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To: The Chair and Members  
of the Cabinet

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

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Date: 4 July 2023

Contact: Karen Strahan, 01392 382264

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## **CABINET**

Wednesday, 12th July, 2023

A meeting of the Cabinet is to be held on the above date at 10.30 am at Committee Suite (DAW) - County Hall to consider the following matters.

Donna Manson  
Chief Executive

## **A G E N D A**

### **PART I - OPEN COMMITTEE**

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 14 June 2023, (previously circulated).

3 Items Requiring Urgent Attention

Items which in the opinion of the Chair should be considered at the meeting as matters of urgency.

4 Announcements

5 Petitions

6 Question(s) from Members of the Council

**FRAMEWORK DECISION**

7 The Council's Strategic Plan 2021 to 2025 and Corporate Plan for the next twelve months (Pages 1 - 12)

Joint Report of the Chief Executive, Director of Transformation and Business Services, Director of Legal and Democratic Services, Director of People and Culture and Director of Finance and Public Value, attached.

*Electoral Divisions(s): All Divisions*

**KEY DECISIONS**

8 Newton Abbot, Queen Street - Pedestrian Enhancements (Pages 13 - 50)

Report of the Director of Climate Change, Environment and Transport, (CET/23/44), attached.

An Impact Assessment has been prepared for the attention of Members at this meeting and is also attached and available on the website at [Queen Street, Newton Abbot Pedestrian enhancements Impact Assessment](#).

*Electoral Divisions(s): Newton Abbot  
North*

9 Consultation Response on the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy (Pages 51 - 70)

Report of the Director of Climate Change, Environment and Transport (CET/23/45) on the proposed consultation response on the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy, attached.

An Impact Assessment has also been prepared for the attention of Members at this meeting. It is available on the website at [Climate Adaptation Strategy - Impact Assessment](#) and is also attached.

*Electoral Divisions(s): All Divisions*

10 Proposed Devon County Civic University Agreement (Pages 71 - 104)

Report of the Head of Economy, Enterprise and Skills (EES/23/1) seeking approval to the Devon County Civic University Agreement, attached.

An Impact Assessment has also been prepared and is available on the website at [Civic University Agreement - Impact Assessment \(devon.gov.uk\)](#) and is also attached.

*Electoral Divisions(s): All Divisions*

11 Proposals for the Mobile Library Service (Pages 105 - 130)

Report of the Head of Communities (SC/23/4) outlining proposals for the future of the mobile library service, attached.

An Impact Assessment has also been prepared for members at the meeting. It is available on the website at [Impact Assessment on Mobile Libraries and the alternative offers](#) and is attached.

*Electoral Divisions(s): All Divisions*

12 Re-focussing the Devon Children And Families Partnership (Pages 131 - 156)

Report of the Head of Childrens Health and Wellbeing (Deputy Chief Officer) (CS/23/04) on how the council's statutory duties could be discharged by proposed new arrangements through a Devon Safeguarding Children Partnership, attached.

*Electoral Divisions(s): All Divisions*

**MATTERS REFERRED**

13 Notice(s) of Motion (Pages 157 - 168)

The following Notices of Motion submitted to the County Council by the following Councillors have been referred to the Cabinet in accordance with Standing Order 8(2) for consideration, to refer it to another Committee or make a recommendation back to the Council:

- (a) Debate not Hate - Councillor Hannaford
- (b) DCC to Treat Care Experience as a Protected Characteristic - Councillor Hannaford
- (c) Teachers Pay – Investing in Children's Futures - Councillor Hannaford
- (d) Governance Review and Consultations - Councillor Atkinson
- (e) Devon 20's Plenty - Councillor Hodgson

*Electoral Divisions(s): All Divisions*

14 Corporate Infrastructure and Regulatory Services Scrutiny Committee - Treasury Management Stewardship Outturn. (Pages 169 - 176)

Report of the Director of Finance and Public Value (DF/23/68) on the Treasury Management Stewardship Outturn, attached.

Members of the Corporate Infrastructure and Regulatory Services Scrutiny Committee had received the same Report on the Treasury Management Stewardship Outturn at their meeting on 22 June 2023 and had RESOLVED that the Report and the overall 2022/23 Treasury Management outturn position be commended to the Cabinet (minute \*116 refers).

**Recommendation**

That the Members of the Corporate Infrastructure and Regulatory Services Scrutiny Committee be thanked for their consideration and review of the Annual Treasury Management Stewardship Report for 2022/2023 and that the document be further endorsed.

*Electoral Divisions(s): All Divisions*

15 Corporate Infrastructure and Regulatory Services Scrutiny Committee - Locality Budget Annual Report

At its meeting on 22 June 2023, the Corporate Infrastructure and Regulatory Services Scrutiny Committee had considered the Joint Report of the Director of Finance and Public Value, and Head of Communities (SC/23/3) on a summary of locality budget allocations approved by Members for audit and monitoring purposes.

The Committee had RESOLVED that the Report be commended to Cabinet and Councillor colleagues be urged to spend their locality budgets in full to support their communities; and

(b) that an online spreadsheet on individual Member expenditure be published on the public County Council website.

**Recommendation**

That Cabinet further endorse the Report and echo the comments of the Scrutiny Committee in terms of encouraging the spend of locality budgets and ask that Officers be asked to review how expenditure could be published on the website.

*Electoral Divisions(s): All Divisions*

16 Report of Site Visit ref referral from East Devon HATOC on Speed Limit Colyford and Colyton on B3161

At its meeting on 30th March 2023, the East Devon Highways and Traffic Orders Committee had considered a request from Councillor M Hartnell, in accordance with Standing Order 23(2), to extend the 30mph speed limit between Colyford & Colyton on Coly Road (B3161) in response to local concerns regarding the safety of pedestrians and the speed of traffic. The Committee had RESOLVED that this Committee's proposal to extend the 30mph speed limit between Colyford and Colyton on Coly Road (B3161) be referred to Cabinet for approval, as an exception to current policy.

Cabinet at its meeting on 10th May 2023 RESOLVED that the matter be deferred pending site visits to Colyford and Colyton with the Cabinet Member for Highway Management to meet the Local Member and officers including the Police and Road Safety Team. (Min \*329)

The Cabinet Member for Highway Management to report on a site visit that was held on 1<sup>st</sup> June 2023.

Recommendation

That a departure from Policy is not agreed.

*Electoral Divisions(s): Seaton & Colyton*

17 Report of site visit ref referral from East Devon HATOC on Speed Limit Honiton Road/Tithebarn Way Exeter

At its meeting on 30th March 2023, the East Devon Highways and Traffic Orders Committee had considered the Report of the Director of Climate Change, Environment and Transport (CET/23/25) on the proposed signalisation of the existing junction of the C832 Honiton Road with the C836 Tithebarn Way (Minute 47 refers). At the meeting, the Members had referred to the need to reduce the speed limit to the approach to the junction from 40 mph to 30 mph in view of the current and proposed residential development in the area, which would not be compliant with current Department of Transport and local policy guidance. The Committee therefore RESOLVED that (c) that this Committee's proposal to reduce the speed limit on the Honiton Road from 40 mph to 30 mph be referred to Cabinet for approval as an exception to the Council's current policy.

Cabinet at its meeting on 10th May RESOLVED that the matter be deferred pending site visit to Honiton Road with the Cabinet Member for Highway Management to meet the Local Member and officers including the Police and Road Safety Team. (Min\*328)

The Cabinet Member for Highway Management to report on a site visit that was held on 1<sup>st</sup> June 2023.

## Recommendation

That a departure from Policy is not agreed.

*Electoral Divisions(s): Broadclyst*

## **STANDING ITEMS**

18 Question(s) from Members of the Public

19 Minutes

Minutes of the bodies shown below are circulated herewith for information or endorsement as indicated therein (i.e. any unstarred minutes):

- a Devon Education Forum - 21 June 2023 (Pages 177 - 184)
- b Interviewing - Farms Estate Committee - 23 June 2023 (Pages 185 - 186)
- c Standing Advisory Council on Religious Education - 23 June 2023 (Pages 187 - 192)

The Cabinet is asked to endorse minute 26 relating to the updated SACRE Constitution, the changes shown in yellow in the Report, which can be found here – [Standing Advisory Council for RE - CONSTITUTION](#)

*[NB: Minutes of [County Council Committees](#) are published on the Council's Website:*

20 Delegated Action/Urgent Matters

The Register of Decisions taken by Members under the urgency provisions or delegated powers is available on the website in line with the Council's Constitution and Regulation 13 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The decisions taken and associated information can be found [here](#).

21 Forward Plan (Pages 193 - 210)

In accordance with the Council's Constitution, the Cabinet is requested to review the list of forthcoming business (previously circulated) and to determine which items are to be defined as key and/or framework decisions and included in the Plan from the date of this meeting.

The [Forward Plan is available on the Council's website](#).

## **OTHER MATTERS**

22 **Public Health Annual Report 2022/2023** (Pages 211 - 214)

Report of the Director of Public Health, Communities and Prosperity presenting the Public Health Annual Report 2022-23.

The covering report with a summary is attached and the full report is available at - <https://www.devonhealthandwellbeing.org.uk/aphr/2022-23/>

*Electoral Divisions(s): All Divisions*

## **PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC**

NIL

*Members are reminded that Part II Reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). They need to be disposed of carefully and should be returned to the Democratic Services Officer at the conclusion of the meeting for disposal.*

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Members of the public may also use social media to report on proceedings.

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It is to be noted that Members of the Council must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

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**Induction Loop available**





CEX/23/1  
Cabinet  
12 July 2023

## The Council's Strategic Plan 2021 to 2025 and corporate plan for the next twelve months

Joint report of the Chief Executive, Director of Transformation & Business Services, Director of People & Culture, Director of Legal & Democratic Services, and Director of Finance & Public Value.

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Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

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### Recommendation

It is recommended that the Cabinet:

- (a) Reaffirms its commitment to, and support for, the "Best Place" Strategic Plan 2021 – 2025.
- (b) Agrees that a report on progress to date with the Strategic Plan 2021-2025 be prepared for consideration by the Council at its meeting on 7 September 2023.
- (c) Agrees the six areas of focus for the corporate plan for the next 12 months aligned to the risks set out in section 4 of this report:
  - I. Governance and performance review.
  - II. Value for money and financial sustainability.
  - III. People strategy.
  - IV. Replacement systems (FINEST and CareFirst).
  - V. Equality, diversity and inclusion.
  - VI. Devon, Plymouth and Torbay devolution deal.
- (d) Agrees the most significant risks facing the Council and the approach to managing them as described in section 4 below and invites regular reports to future meetings on the management of those risks.
- (e) Notes that Directorate/service area plans will be developed over the next three months linked to the: Strategic Plan 2021-2025, areas of focus, key risks and People Strategy – 'People First'.

### 1 The "Best Place" Strategic Plan 2021-2025

The Council adopted its "Best Place" Strategic Plan at its meeting on 2 December 2021 (minute 64 refers). That Plan – <https://www.devon.gov.uk/strategic-plan/> - sets out the Council's vision, ambition, and overall priorities for 2021 to 2025.

The Plan's ambition is to help Devon to become the best place to:

- **Grow up** - a commitment to being a child friendly Devon where children / young people were safe, healthy, ambitious, and could fulfil their potential.

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- **Live well** - being a fairer Devon: inclusive, compassionate, and caring, where everyone was safe, connected, and resilient.
- **Prosper** - being a greener and prosperous Devon, with opportunities to create a sustainable future for all.

The Plan's priorities are to:

- Respond to the climate emergency.
- Be ambitious for children and young people.
- Support sustainable economic recovery.
- Tackle poverty and inequality.
- Improve health and wellbeing.
- Help communities be safe, connected, and resilient.

For each of the priorities, the web pages describe the outcomes that will be achieved over the period 2021-2025. The Plan's summary is included below as appendix 1.

The Plan also explains how, over the period to 2025, the Council itself will:

- Transform, develop and improve children's services.
- Respond to demographic pressures and future workforce challenges.
- Embrace the positive benefits of a diverse workforce and create an environment that is inclusive and safe for all staff.
- Make best use of data and intelligence to help inform what we do and understand its impact on the people of Devon.
- Transform the way we work to make us more resilient and adaptable and help reduce our carbon footprint.
- Invest in digital solutions to help us work more effectively and make us more responsive.
- Enable greater financial resilience and improve financial planning.
- Increase discipline and rigour around decision making.

## **2 Progressing the "Best Place" Strategic Plan 2021 - 2025**

Working towards the Strategic Plan's "Best Place" priorities for the period to 2025 remains vitally important to the people and communities of Devon.

All of the Council's services have a part to play in achieving the Plan's priorities. Other public service providers – particularly district, town and parish councils; the National Health Service and the Devon & Cornwall Police – also have a significant role in helping to realise the Plan's aspirations. In addition, the plethora of voluntary and community organisations, and social enterprises are integral to making Devon the best place to grown up, live well and prosper.

It is proposed that a progress report on the Plan is prepared for consideration by the Council at its meeting on 7 September 2023.

## **3 Corporate plan for the next twelve months**

This is a time of significant change and opportunity for English local government as a whole. The year ahead will be a critical period for this Council as it needs to tackle some

long-standing problems and challenges. It is proposed that the six areas of focus described below are agreed as the corporate plan for the next 12 months in order to:

- Improve the current arrangements for decision-making and governance.
- Achieve, as far as possible, financial sustainability.
- Support and empower staff to deliver the best outcomes for the people of Devon.

### **3.1 Governance and performance review**

At its meeting on 25 May 2023, the Council resolved to establish a cross-party member working group to undertake a governance review to ensure that the Council's processes, decision-making arrangements and procedures are fit for purpose. The work encompassed by the review will include:

- Committee structure.
- Decision making and financial thresholds.
- Communications with, and support for, members.
- Contract procedure rules.
- Council procedure rules.
- Financial regulations.
- Scheme of delegation.
- Modernisation of the Council chamber.
- DCC membership of external boards, partnerships and committees.

The complete governance review programme, which will take place over the next twelve months is available as part of the report to the 25 April 2023 report to Procedures Committee -

<https://democracy.devon.gov.uk/documents/s45362/Governance%20Review%20Final.pdf>

### **3.2 Value for money and financial sustainability**

The Council has a general statutory duty of Best Value to "to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". The Chartered Institute of Public Finance and Accountancy defines "value for money" as encompassing:

- Economy - 'Spending less'.
- Efficiency - 'Spending well'.
- Effectiveness - 'Spending wisely'.
- Equity - 'Spending fairly'.

The Council's revenue budget for 2024/25 and beyond will have to accommodate continuing price rises and increases in the need for critical services across integrated adult social care and children's social care. The impacts of those price rises and demand pressures were included in the 2023/24 budget. Looking ahead to 2024/25 and subsequent years, ensuring that the Council remains financial sustainability will continue to be an ongoing challenge and our highest priority.

The approach taken to setting to 2024/25 budget and strengthening the medium-term financial strategy will therefore be to achieve better value for money within the financial envelope so as to avoid, as far as possible, the need to make annual reductions or cuts in services. This approach will require some radical changes over the next twelve months:

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- **Staffing** – the total number of full-time equivalent staff employed in 2017/18 was 3,845 and the figure for 2023/24 is 5,277. There is a need to reduce staffing costs over the next twelve months in order to make significant savings. There will be more opportunities for staff to use their skills, train to re-skill to create an agile workforce, responsive to areas of priority. The employment of people to roles on an interim, agency and consultancy basis currently imposes significant additional costs. The number of interims, agency staff and consultants will need to be substantially reduced to a level comparable with similar county area local authorities.
- **Contract management** – the council has about 330 contracts with a wide variety of suppliers and providers. Opportunities will be taken to cease contracts where services are no longer needed or can be secured in a more effective way and where termination costs can be avoided. All contracts are being reviewed, managed and monitored to secure the best possible value for money.
- **Efficiency of services** –enabling people to use and access services digitally improves value for money. The work to make more services available in ways that best suit customers' needs will continue and develop as part of the Council's transformation of customer engagement. Using technical and digital solutions to connect service areas and will reduce failure demand, ease pressures on services and offer more choice to service users. The performance of services will be benchmarked with those of comparable local authorities to ensure that the council is learning from good practice elsewhere. Compliance with some policies and processes within some service areas is inconsistent. There will be a rigorous approach to ensuring that processes are adhered to.
- **Income generation and full cost recovery** – there are potential opportunities for the council to generate more income through commercial activities and fees/charges. For projects and activities are externally funded, eg through grants, that the council recovers all the costs of administering, delivering and running the project. The costs-effectiveness of income collection will be reviewed.
- **Use of assets and buildings** – the use of office spaces, including County Hall, is being reviewed to assess the needs of the organisation and ensure that spaces are suitable for different ways of working. It is anticipated that this will lead to a reduced requirement for office space and lower running costs. The estate review will create opportunities both to generate income and increase community benefits.

## 3.3 People strategy

The People First strategy was considered by Cabinet at its meeting on 14 June 2023. Members will recall that its aim is to put “people and relationships at the heart of everything we do. We aim to unlock the potential in every individual and to collectively support teams and service areas to deliver the best outcomes for the people of Devon. We are ambitious for our people and will empower and enable them to use their skills and knowledge to shape Devon County Council's future”.

Through this strategy the Council's workforce will be able to address the Council's priorities, so that Devon is the best place to live and work. The strategy is structured around the six key themes of: voice, resourcing, wellbeing, belonging, learning and reward.

In addition to the People First strategy, the council's agreed principles and behaviours create a shared understanding across the organisation about what is expected from staff

and their interactions. The “core principles and behaviours” are included below as appendix 2, they provide a framework for staff and members in terms of:

- Working with everyone in Devon.
- Working with each other.
- Our expectations for ourselves and each other.

### **3.4 Replacement of key systems (FINEST and CareFirst)**

The council's existing finance system, called FINEST, is, in accordance with Cabinet's decision in June 2022, being replaced. The new system will simplify financial management, improve access to financial information, enable better budget management, and ensure consistency. The adult social care case management system (CareFirst) is also due to be replaced and it is anticipated that a contract will be awarded by within the next nine months. The new system will start to come online in 2025 and be complete by 2026. Both of these projects are very complex, and the significant risks associated with them will require careful oversight and management.

### **3.5 Equality, Diversity and Inclusion**

The Council is committed to challenging inequality and celebrating diversity. Equality, diversity and inclusion is a priority for the Council and this was made evident by the Race Audit in 2021. In February 2023, the Cabinet approved the setting up of an Equality Commission to drive improvement through a refreshed equality action plan and provide political direction and accountability. The Commission will promote the advancement of equality and challenge discrimination in all its forms. The Commission reports to the Leader of the Council and Chief Executive and is supported by the Director for Legal and Democratic Services and Equality, Diversity and Inclusion Team. The Commission will be in place over the period to April 2025.

### **3.6 Devon, Plymouth and Torbay Devolution Deal**

The Government has agreed to conclude a devolution deal covering Devon, Plymouth and Torbay this year. The deal will, subject to consultation, see the establishment of a Devon, Plymouth and Torbay Combined County Authority. It will not require a directly-elected Mayor nor costly reorganisation of existing councils. Devon's District Councils will have representation on the CCA as will representatives from the business and education sectors. The CCA will have new powers and additional funding from Government to tackle priorities such housing, public transport, jobs, training and skills. Functions and resources of the Heart of the South West Local Enterprise Partnership will be folded into the CCA.

## **4. Risks**

### **4.1 Background to risk management**

Risk management focuses on understanding and evaluating opportunities and threats and making informed decisions about how these are to be managed in order to maximise the efficiency of services in preventing, responding and dealing with risk and opportunity. The authority has a well-established process for identifying and assessing risks.

Internal audit helps provide independent assurance that risks are known, understood and addressed, and that systems and procedures are sound, effective and free (as far as can

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be) from waste, error or fraud. The Council's "Internal Audit and Counter Fraud Plan 2023/24" identifies the key corporate and service risks and areas identified as of greatest audit need.

## **4.2 The most significant risks to the council and its services**

The most significant risks identified in the Council's risk register include:

- Successful cyber-attack.
- Failure to prepare a robust budget.
- Failure to deliver priority services as a result of significantly reduced finances.
- Failure to adhere to the statutory SEND code of practice: 0-25 years.

The Audit Committee, which meets quarterly, has responsibility for monitoring the authority's risk management systems. Devon Audit Partnership continues to support and facilitate the development of the council's risk management framework and processes. It is suggested that Cabinet invites regular reports to enable it to maintain an overview of changes in risks and overall risk profile for the council.

In addition, there are four areas that Cabinet may wish to focus on in its consideration of risks: children's social care services, special educational needs and disabilities (SEND), highway maintenance, and integrated care & system leadership.

### **4.2.1 Children's social care services**

The January 2020 Ofsted inspection of children's social care services found serious failures in the services provided to children and young people in Devon. The authority continues to work with the commissioner appointed by the DfE and partners to improve services that children, young people and families need. The Improvement Board, which comprises members and officers together with representatives from the Department for Education, schools, the NHS and police oversees the implementation of the "Devon Children's Services Improvement Plan April 2023 - March 2024" which focuses on:

- Change
- Leadership
- Engagement
- Workforce

Ofsted carries out regular monitoring visits to review the quality and impact of services. Its 22 May 2023 summary of its April 2023 stated that:

- The quality of social work practice across Devon remains inconsistent. Most children in care experience delays in securing permanent homes.
- New performance management arrangements, more routine oversight of permanence options and a more open learning culture have resulted in some positive changes and an increased sense of urgency in achieving progress.
- Corporate and political leaders have added weight to the improvement programme financially and by strengthening their own governance arrangements. Crucially, they are engaging partners outside the county council to support the improvement plan, including neighbouring local authorities.



## **4.2.2 Special educational needs and disabilities (SEND)**

Significant improvement is needed in the provision of appropriate support for children and young people with special educational needs and disabilities. The SEND Improvement Plan, which is being monitored by the Department for Education, sets out how delivery will be improved and spending brought under control so that the existing financial deficit will be eradicated over an agreed period with DfE financial support. A critical element of that work involves supporting SEND teams and working with schools, academies and the NHS to reduce costly independent sector placements by ensuring there is appropriate local provision for children with special needs in their schools and communities to meet their needs and restore confidence with their parents and carers.

## **4.2.3 Highway maintenance and management**

The highway network is the most valuable physical asset that the council manages and maintains. The council takes a risk-based approach to the management of highway maintenance, including setting policy and strategy, establishment of inspection and condition assessment regimes, determining priorities and programmes, procuring the service and the management of all associated data and information. The council recognises that due to the current level of investment into highway assets, the decline of some roads is unavoidable. The Highway Infrastructure Asset Management Plan and its associated annexes set out the agreed maintenance strategies ranging from “improved condition” through to “safety only”.

## **4.2.4 Integrated care and system leadership**

Responsibility for a range of services for adults and children is shared between the Council and the NHS. The Devon system needs to make significant improvements in reducing waiting times for care and achieve its budget plans. It is making difficult decisions, including fundamentally restructuring and NHS Devon is reducing in size. The work requires detailed joint planning and risk management across the system and delivery of system-wide strategic schemes. It will be vital that work is done collaboratively by building trusted relationships. With the system under great pressure, there is a risk that organisations retrench to an inward focus and that risks decisions being made that simply pass costs and workload to another part of the system or leaves people who depend on services stuck in a circular loop trying to find support. Working together and building good relationships within and across organisations is core to improving services.

## **5. Directorate/service area plans and ‘People First’ Strategy**

The Strategic Plan 2021 to 2025 coupled with the six corporate plan areas of focus, risks and People Strategy will together provide the basis of updated Directorate/service area plans that will be developed over the next three months. Each Directorate/service area plan will be a short document which will cover:

- Vision.
- Priorities.
- Areas of focus.

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- Deliverables, outcomes and targets

## Legal Considerations

The Strategic Plan and strategy specify how the council will prioritise delivery of its functions and encompasses the council's range of statutory powers and duties. The proposed priorities and activities are capable of being carried out lawfully and it will be for officers to ensure that this is the case.

The Council's Best Value Duty and the requirement set out in the Local Government Act 1999 to "secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness must be adhered to. Poor decision making leads to potential challenge.

The development of a Strategic Plan, together with its delivery and subsequent monitoring will contribute to the way in which the best value duty can be fulfilled. Monitoring reports to members and actions arising from those reports will help to demonstrate that the council has undertaken activity to satisfy the statutory duty.

The plan has the potential to impact people who have a protected characteristic for the purposes of the Equality Act 2010. Therefore, the activities that contribute to achieving the plan will be equality assessed in accordance with the council's procedures and where necessary consultation will occur to gain a proper understanding of the impact. If necessary this will be undertaken whilst decisions relating to the activities are still at a formative stage.

The Council has specific Public sector Equality Duties in relation to equalities legislation and these will be addressed and adhered to.

The Council will adhere to its responsibilities in respect of consultation and follow current employment law legislation in relation to the People Strategy.

## Impact Considerations

Where relevant, in coming to a decision the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding in relation to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership (for employment), pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation).

A decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage. Climate emergency as one of the priorities in the Strategic Plan underlines the council's commitment to addressing climate change and

to becoming carbon neutral as an organisation. The council's priorities for 2021 – 2025 will have a positive impact on everyone living and working in Devon. The extent of the impact on each protected characteristic are set out in Equality Impact Assessments for each area of work. The exact nature of the anticipated impact will be assessed as part of future plans and on a case-by-case basis.

**Name:** Director of Transformation and Business Services

**Electoral Divisions:** All

Cabinet Members for: Policy, Corporate and Asset Management (Leader of the Council); Finance; Organisational Development, Workforce & Digital Transformation.

## **Local Government Act 1972: List of background papers**

Background Paper: Nil

Date

File Reference

### **Contact for enquiries:**

Name: Matthew Jones

Telephone: 01392 381899

Address: County Hall, Topsham Road, Exeter, Devon, EX2 4QD

# Agenda Item 7

## Appendix 1

Devon County Council Plan 2021-2025

### Best place

Recovering from the pandemic, and building on the resilience of local people and communities to create a fairer, healthier and more caring place, and grasping the opportunity to create a greener and more prosperous and inclusive future for all

#### The best place to...

##### grow up

We are committed to being a child friendly Devon where all children and young people are safe, healthy, ambitious, and can fulfil their potential

##### live well

We are committed to being a fairer Devon: inclusive, compassionate and caring, where everyone is safe, connected and resilient

##### prosper together

We are committed to being a greener and more prosperous Devon, with opportunities to create a sustainable future for all

#### Our priorities

**Be ambitious for child and young people**



**Respond to the climate emergency**



**Tackling poverty and inequality**



**Support sustainable economic recovery**



**Improve health and wellbeing**



**Help communities be safe, connected and resilient**



#### How we will work...

with each other, our partners, citizens and communities:

**We are committed to being:**

**a trusted council...**

that leads and collaborates well, makes good decisions, uses resources effectively and is financially resilient

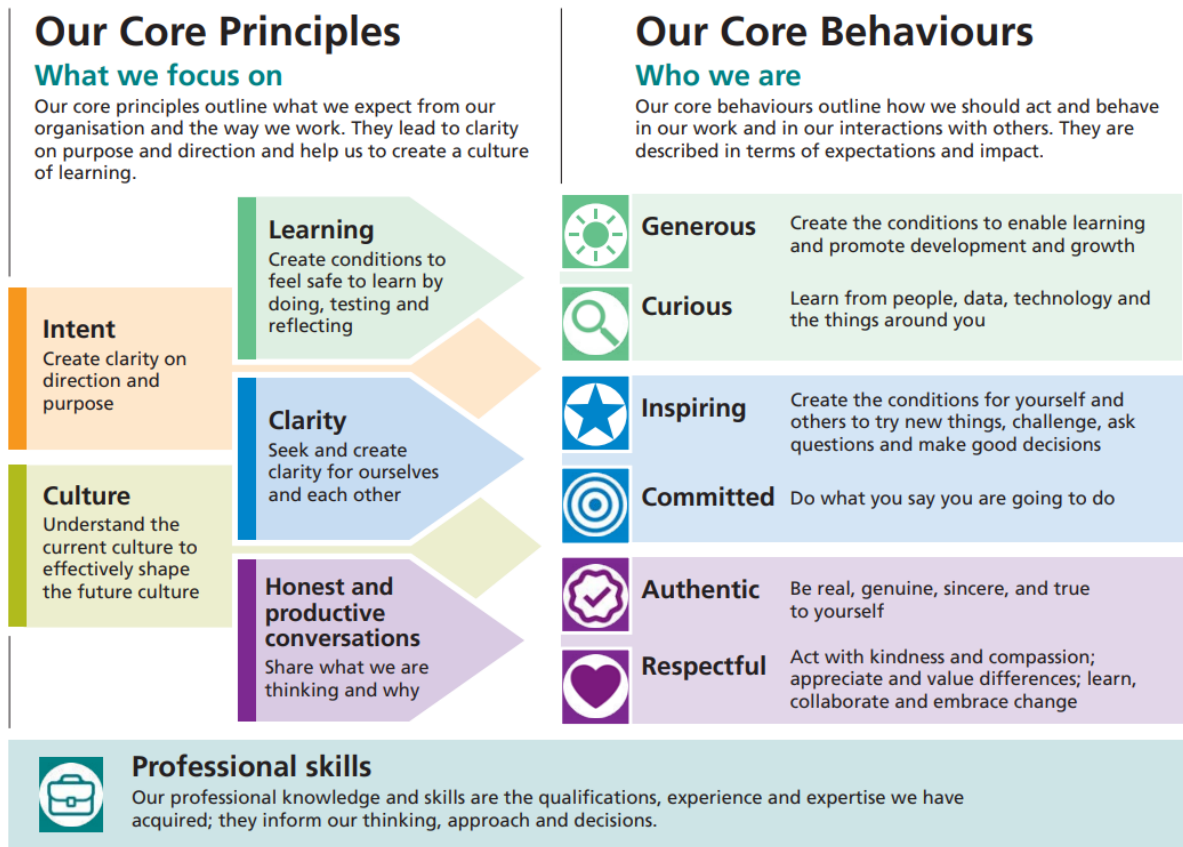
**an inclusive council...**

that is intolerant to prejudice and discrimination, invests in, develops and nurtures our workforce, and hears the voices of all our communities

**an innovative council...**

that listens and learns, uses data well and transforms the way we work in order to improve our services to the people of Devon

## Appendix 2



Oct 2021



CET/23/44  
Cabinet  
12 July 2023

## Newton Abbot, Queen Street – Pedestrian Enhancements

### Report of the Director of Climate Change, Environment and Transport

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Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

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## 1) Recommendation

That the Cabinet be asked to:

- (a) approve the design and construction of pedestrian enhancements on Queen Street, Newton Abbot, as shown in Appendix 1, at an estimated cost of £1,300,000; and
- (b) approve an increase to the Climate Change, Environment & Transport 2023/24 capital programme by £477,500, funded by external grant;
- (c) give delegated powers to the Director of Climate Change, Environment and Transport in consultation with the Cabinet Member for Highway Management and Local Member, to make minor amendments to the scheme as required.

## 2) Introduction

This report sets out a recommendation to approve the design and construction of a permanent pedestrian enhancement scheme for Queen Street, Newton Abbot at an estimated cost of £1,300,000. This recommendation follows Teignbridge Highways and Traffic Orders Committee's (HATOC) resolutions to support the proposals in July 2022 and to make and seal the associated Traffic Regulation Orders (TROs) in June 2023. Figure 1 below shows the corridor identified for improvement.

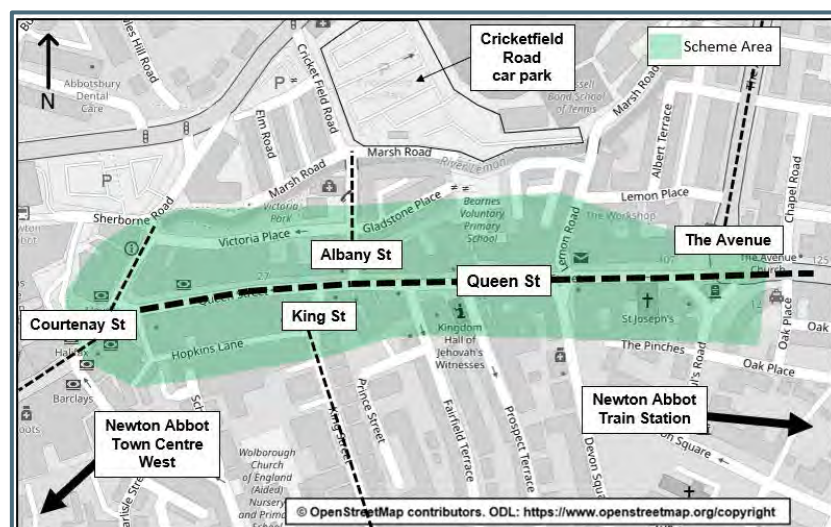


Figure 1: Scheme Area and Geography

# Agenda Item 8

Queen Street has an extensive number of shops, independent businesses and services and provides an important connection between the town centre and Newton Abbot railway station. However, the corridor is dominated by motorised vehicles with significant space allocated to accommodating through traffic and on-street parking, particularly west of The Avenue. This arrangement means that footways are narrow in places and the street, and its side roads, can be difficult to cross. Overall, there is limited space and facilities for pedestrians who are the dominant users of the town centre. There is a need for intervention to tackle these problems, create a better urban environment for people visiting Newton Abbot and to help reduce carbon emissions in response to the climate emergency.

Proposals leverage significant central Government funding from multiple funding sources, demonstrating material Government support for investment in Newton Abbot. Teignbridge District Council (TDC) secured £685,387 from the Department for Levelling Up, Housing and Communities' (DLUHC) Future High Street Fund (FHSF) in May 2021. As the highway authority, Devon County Council (DCC) supported the bid to Government and are helping to enable the walking and cycling elements of the funding package to be realised in close partnership with TDC. Further to this, in May 2023, DCC successfully secured an additional £477,500 towards the scheme through Tranche 4 of the Government's Active Travel Fund programme. This is not yet included in the capital programme, which is why recommendation (b) has been included in this report.

Approval for construction will enable detailed design to continue, with procurement programmed for Autumn 2023 and construction anticipated to start in Spring 2024.

## 3) Proposals

The proposals are a package of measures to enhance Queen Street, Newton Abbot between Courtenay Street and The Avenue and neighbouring side roads. These have been developed in close partnership with TDC, informed by extensive public consultation and amended by Teignbridge HATOC. Proposals are shown in Appendix 1 and a summary is also detailed below.

- **Widened Footways** – Widened footways will give pedestrians more space to move and access shops/services, also improving access for those using wheelchairs, mobility scooters, buggies etc. The focus of widening is at the western end of Queen Street, between Courtenay Street and Albany Street. The southern footways will also be widened between Albany Street and the existing zebra crossing.
- **Improved Crossings** – Crossings at side roads will make junctions safer and easier to cross, with priority given to pedestrians instead of vehicles. Pedestrian priority raised tables will be provided at every side road between Devon Square and Hopkins Lane, excluding Lemon Road, meaning crossings will be level with footways. A narrower carriageway, partnered with a reduced speed limit, will make Queen Street itself easier to cross. A new zebra crossing west of the War Memorial will also provide a new formal crossing opportunity.
- **Enhanced Greening & Seating** – Enhanced greening and seating is central to making the corridor a more appealing destination. New in-ground tree planting is proposed on



the northern footway between Courtenay Street and Albany Street and at The Avenue. This will be complemented by new doubled-headed flower poles on the southern footway, alongside benches and planters between Fairfield and Prospect Terrace. To ensure high quality and deliverable provision, a specialist landscape architect team was engaged and proposals have been developed alongside Newton Abbot Town Council.

- **Public Transport & Cycle Provision** – The existing bus stop outside the Catholic Church will be enhanced to create a bus lay-by. A reduction in general traffic will make access by cycle more attractive. Whilst cycle trips will remain westbound only from The Avenue, north/south movements will be enhanced through the removal of traffic to/from King Street. New cycle parking is also proposed. Proposals will complement separate FHSF proposals, to improve the National Cycle Network Route 2 which runs parallel to Queen Street. Working as a wider package, enhancements to public transport and cycling provision will help strengthen active travel and bus connectivity with Newton Abbot's town centre and support decarbonisation objectives.

Road layout proposals will be enabled by complementary TROs, approved by Teignbridge HATOC in June 2023:

- **20mph Zone** – A new 20mph speed limit between The Avenue and Courtenay Street on Queen Street and along a short section of Albany Street. This will further enhance the environment for visitors and safety for Bearnes Voluntary Primary School.
- **Traffic Regulation** – The introduction of the prohibition of motor vehicles on lengths of Devon Square, King Street, Oak Place and Queen Street; one way and width restriction on a length of Hopkins Lane; length restriction on lengths of Devon Square, King Street and Queen Street. Removal of general traffic from the corridor is central to achieving a transformational, attractive pedestrian environment, with reduced carbon emissions and better air quality. In particular, access on Queen Street, west of Albany Street, will be restricted to buses, cycles and loading. Taxis will be able to access this area to stop to pick up or set down passengers. Drivers of vehicles displaying a blue badge will also be able to access to stop and pick up or set down a disabled person. Through traffic will be encouraged to remain on The Avenue and general traffic accessing Queen Street will then be routed north on Albany Street when leaving Queen Street.
- **Waiting/Parking/Loading** – The amendment of waiting, parking and loading restrictions. Approximately 55% of on-street parking is proposed to be removed within the scheme area, including the removal of all on-street parking between Courtenay Street and Albany Street. On-street disabled parking-only provision will increase overall within the scheme area. The number of loading-only bays will be increased in the scheme area and will include two flexible loading bays on Queen Street, west of King Street.

#### 4) Options / Alternatives

**Do Nothing** – To keep the status quo would be to maintain traffic dominance within Newton Abbot Town Centre. Although on-street parking would continue to be convenient, this would be to the detriment of the pedestrian environment. Town centre visitors would not benefit from the better walking, cycling and bus links or the additional footway space and seating to

# Agenda Item 8

improve accessibility and inclusivity and allow people to spend more time enjoying the area's shops and services. This option would be out of step with the ambitions of the Heart of Teignbridge Local Cycling and Walking Infrastructure Plan, which seeks to respond positively to the climate emergency and improve the health and wellbeing of local residents. This would also necessitate the return of significant Government funding, potentially risking reputational damage for securing future scheme funding.

**Scaled back scheme** – It is not considered feasible to progress an alternative permanent scheme at this stage, as this would require significant additional design work, delaying the delivery of the scheme, risking the funding award, and could require the advertisement of alternative TROs.

## 5) Consultations

The proposals have undergone significant public and stakeholder consultation at every stage of project development:

- Teignbridge District Council Public Consultation (June 2020)
- Stakeholder Consultation (December 2021/January 2022)
- Devon County Council and Teignbridge District Council Public Consultation (April-June 2022)
- Statutory TRO consultation (October/November 2022)
- Newton Abbot Town Council Representatives Meetings (Ongoing)

The outcomes of the DCC/TDC joint public consultation were presented to Teignbridge HATOC in July 2022, prior to the committee's resolution to support the scheme. The consultation demonstrated public support for pedestrian enhancements and the provision of new greening and seating. Public support for changes to vehicle access was mixed and there was opposition towards parking removal.

The scarcity of available highway means there is not enough width to deliver the significant public realm improvements, whilst also retaining present levels of on-street parking provision and existing vehicle access. Furthermore, an analysis of parking demand and supply has highlighted that a reduction in provision can be accommodated – ticketing data indicates that a significant number of spaces are unoccupied. A significant proportion of on-street parking (approximately 45%) will remain under the proposals and there are also alternative nearby off-street parking facilities in the vicinity of Queen Street. Figure 2 below shows nearby off-street parking facilities, totalling approximately 830 spaces, significantly outweighing the comparative proposed reduction in Queen Street on-street provision (~33 spaces). The strategic opportunities and benefits delivered by the scheme are considered to outweigh the impacts of removing a proportion of on-street parking and vehicle access.



**Figure 2: Nearby Off-Street Parking**

Overall, and in light of the scale and high-profile, transformative nature of the scheme, DCC has received a proportionately low number of objections to the subsequent statutory TRO consultation. This is testament to the volume of high quality public consultation that had already taken place over the previous three years. Prior to making a recommendation to Teignbridge HATOC, officers engaged and worked collaboratively with key TRO objectors, including businesses and other key stakeholders, to address concerns about businesses having sufficient loading provision. As a result of this work, Teignbridge HATOC approved the making and sealing of amended TROs, which included additional space for loading, at its June 2023 meeting.

Communication with Newton Abbot Town Council and local businesses will continue as the project proceeds to construction.

## 6) Strategic Plan

Proposals are well-aligned with a range of Strategic Plan priorities and actions. The scheme seeks to prioritise active and sustainable travel over private motorised traffic, whilst still maintaining access for those that rely on it. The proposals' contribution towards enhancing the public realm will make Queen Street a more attractive destination for shopping, dining and for the community to meet. This will help support a green economic recovery from COVID-19.

The table below summarises how the proposals would impact achievement of relevant Strategic Plan actions according to a seven-point scale, whereby -3 represents a large negative impact and +3 represents a large positive impact.

Strategic Plan Priority	Strategic Plan Action	Alignment
Responding to the climate emergency	Support a green recovery from COVID-19	+2 (Moderate positive)
Responding to the climate emergency	Prioritise sustainable travel and transport	+3 (Large positive)

# Agenda Item 8

Responding to the climate emergency	Encourage sustainable lifestyles	+3 (Large positive)
Investing in Devon's economic recovery	Secure investment in transport infrastructure	+2 (Moderate positive)
Improving health and wellbeing	Give people greater opportunities for walking and cycling to increase their physical activity	+2 (Moderate positive)
Helping communities to be safe, connected and resilient	Enable a range of transport options, including public transport	+1 (Slight positive)

## 7) Financial Considerations

The scheme is estimated to cost approximately £1,300,000. This cost estimate includes a 15% project risk allowance and 5% to account for optimism bias. In light of recent high inflation and the uncertainty of future inflation, particularly within the construction industry, an additional 10% inflation allowance has been included, alongside a further budget surplus of £144,164. Bespoke values for greening/seating contingency have been adopted, recognising these items will be delivered at the end of the construction period.

The funding package for this scheme can be summarised as follows as a mix of external contributions and grant funding:

Funding Source	Prior Years Spend £	Projected Spend 2023/24 £	Total £
Future High Street Fund	36,627	648,760	685,387
Teignbridge District Council	36,204	45,073	81,277
DCC Local Transport Plan	-	200,000	200,000
Active Travel Fund Tranche 4	-	477,500	477,500
<b>Total</b>	<b>72,831</b>	<b>1,371,333</b>	<b>1,444,164</b>

This arrangement between DCC and TDC has been agreed through the signing of a Funding Agreement, which is in the process of being updated following the recent Active Travel Fund grant award. The DCC £200,000 Local Transport Plan (LTP) grant contribution to the walking and cycling elements of the FHSF package was set out in the Transport Capital Programme update, approved by Cabinet in September 2021. It should be noted that FHSF Government allocation for the 2023/24 financial year is indicative and is subject to imminent confirmation from DLUHC.

The proposal's impact on the revenue budget for maintenance has also been considered as part of scheme design. Footway surfacing is to be replaced like-for-like, recognising the ongoing maintenance benefits afforded by blacktop. Proposed tree planting will utilise specially designed tree pits to ensure the footway is not broken up over time by tree roots. Reduced traffic flows on Queen Street will also result in less wear and tear to the road surface.

## **8) Legal Considerations**

The lawful implications of the proposals have been considered and taken into account in the preparation of this report.

The statutory consultation on the TROs, approved by Teignbridge HATOC, was carried out in line with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. This included a public notice placed in the local press and statutory bodies (e.g. emergency services) being notified of the restrictions. When making a TRO, it is the County Council's responsibility to ensure that all relevant legislation is complied with. This includes Section 122 of the Road Traffic Regulation Act 1984 that states that it is the duty of a local authority, so far as practicable, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of parking facilities.

Enhanced greening and seating is expected to be maintained by Newton Abbot Town Council, however, this arrangement will be subject to their formal agreement and, where necessary, an appropriate maintenance agreement. Greening proposals have been developed with Town Council officers on this understanding.

## **9) Environmental Impact Considerations (Including Climate Change)**

Proposals will improve active travel provision for visitors to Queen Street, encouraging reduced car use. Public transport access is maintained and enhanced, ensuring that proposals support sustainable travel options. It is recognised that some local traffic may have to divert creating longer journeys, however, it is also expected that some users will switch modes rather than simply changing driving route. Alternative parking facilities are on the edge of the town centre and may represent a shorter travel distance for many drivers who would otherwise use the one-way section of Queen Street.

Overall, the reallocation of road space from motorised vehicles to active travel users is expected to have a positive environmental impact, contributing toward tackling climate change. Proposals are expected to cut carbon and deliver air quality benefits, towards the Newton Abbot and Kingsteignton Air Quality Management Area (AQMA), which is included in the scheme extent.

As part of scheme design an Environmental Audit has been carried out, this identified the scheme to be in a surface water flood risk zone. As part of detailed design, engineers will liaise with the flood risk team to mitigate the impact of the proposals.

# Agenda Item 8

## 10) Equality Considerations

Where relevant, in coming to a decision the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding

in relation to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership (for employment), pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation).

A decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

In progressing this proposal, an Impact Assessment has been prepared and is available on the Council's website at <https://www.devon.gov.uk/impact/published>. The assessment was published in preparation for the scheme's recommendation to Teignbridge HATOC in July 2022.

The Impact Assessment highlights that the environment will be improved for people with additional mobility needs. Proposed crossing improvements and widened footways will make the area safer and more accessible for all users, in particular for those using wheelchairs or mobility scooters. Crossings will be raised at side roads to improve accessibility. Blue Badge holder parking provisions will increase overall in the area and approximately 45% of on-street parking in the area is proposed to remain. Bus services will also be retained, with improved access to the town centre expected to particularly benefit younger people and older people who may not have access to a car or be confident driving into the centre of town. The relaxation of loading restrictions, through the provision of an additional loading bay at the western end of Queen Street, will go further to ensure there is sufficient loading space for businesses.

## 11) Risk Management Considerations

As part of the delivery, project and design risk registers have been maintained and most recently updated in June 2023.

TDC have submitted a Project Adjustment Request to DLUHC to obtain approval for changes to the project details since the FHSF funding award in 2021. As part of this submission, TDC requested an extension to the delivery deadline to the end of the 2024 calendar year. Future procurement agreements will be predicated on obtaining this approval in a timely manner.

A stage 1 road safety audit (RSA) has been undertaken and a response document has been agreed. The problems raised are minor and will be addressed at the detailed design phase of the scheme. Issues concerning the proposals marked for delivery under the FHSF

include: additional road markings, traffic calming on Victoria Place and visibility improvements at the location of the proposed zebra crossing. Further changes to the design will be subject to a stage 2 RSA and could be agreed through delegated powers. The stage 2 RSA is anticipated to have been instructed before Cabinet meet.

## 12) Summary

Proposals will make Queen Street a more attractive, safe and healthy place for visitors and businesses. The improvements to the pedestrian environment, with reduced dominance of vehicles, aim to make everyone feel safe and welcome, with more space for pedestrians to enjoy and access shops and services, with improved accessibility and inclusivity for all, cleaner air and a greener environment.

The scheme details have undergone significant public and stakeholder consultation at every stage of the last three years of project development, culminating in Teignbridge HATOC endorsing the proposals and resolution to make and seal the TROs.

Proposals leverage in excess of £1m of central Government funding from multiple sources, demonstrating material Government support for investment in Newton Abbot. The strategic opportunities and benefits delivered by the scheme are considered to significantly outweigh the impacts of removing a proportion of on-street parking and vehicle access. Approval for construction will enable detailed design to continue, with procurement programmed for Autumn 2023 and construction anticipated to start Spring 2024.

### **Meg Booth**

Director of Climate Change, Environment and Transport

**Electoral Division:** Newton Abbot North

Cabinet Member for Highway Management: Councillor Stuart Hughes

### **Local Government Act 1972: List of background papers**

Background Paper: Nil

### **Contact for enquiries:**

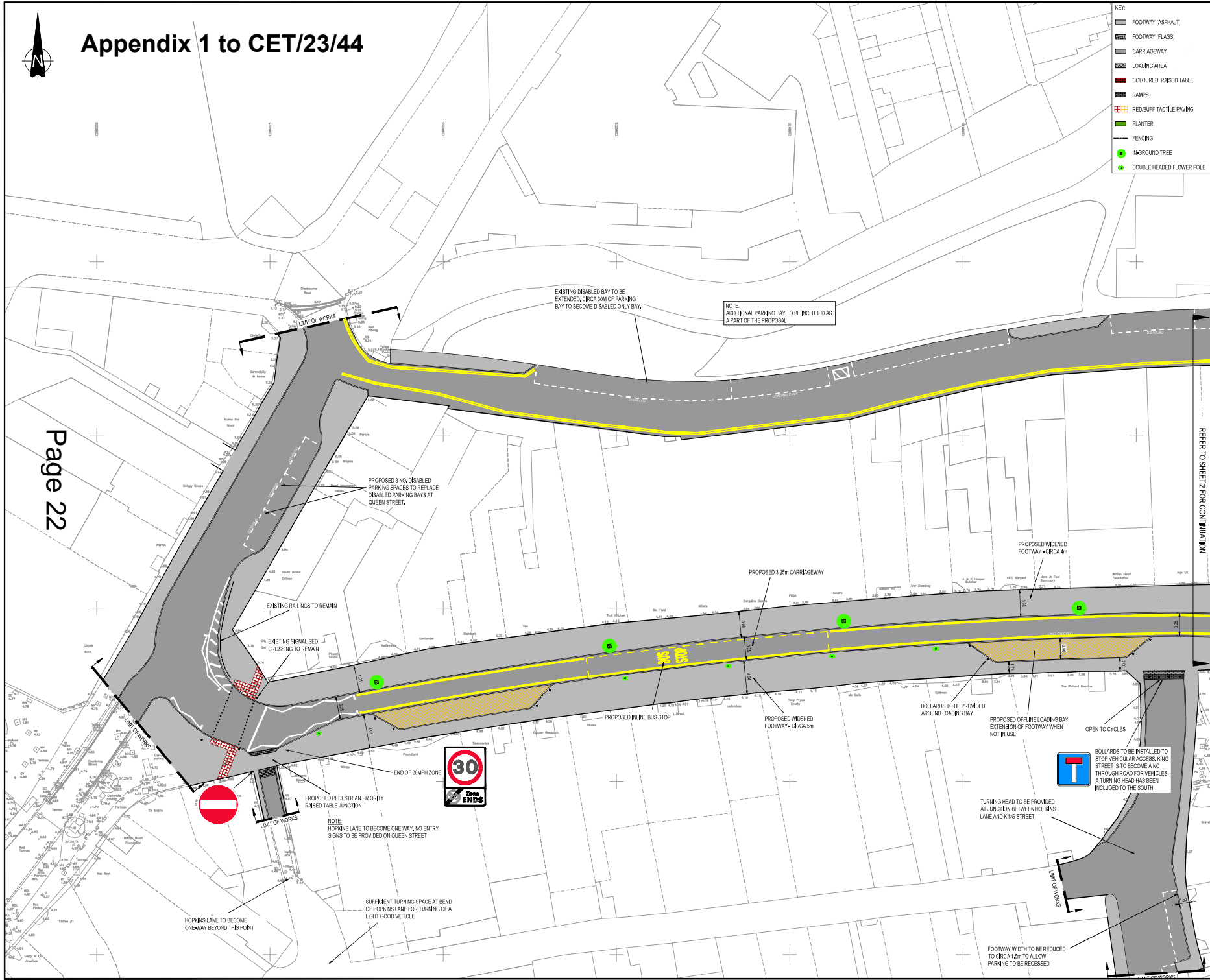
Name: Josh Manning

Telephone: 01392 383984

Address: Transport Planning, County Hall, Exeter, EX2 4QD

Newton Abbot, Queen Street – Pedestrian Enhancements – Final

# Appendix 1 to CET/23/44



- KEY:**
- FOOTWAY (ASPHALT)
  - FOOTWAY (FLAGS)
  - CARRIAGEWAY
  - LOADING AREA
  - COLOURED RAISED TABLE
  - RAMPS
  - REDBUFF TACTILE PAVING
  - PLANTER
  - FENCING
  - IN-GROUND TREE
  - DOUBLE HEADED FLOWER POLE

**DO NOT SCALE**

- NOTES:**
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  3. RESIDUAL RISKS ARE REFERRED TO ON THE DRAWING BY THE HEALTH AND SAFETY PLAN.
  4. THE CONTRACTOR SHALL REFER TO STATUTORY REQUIREMENTS AND DRAWINGS FOR FULL DETAILS OF THE RISKS ASSOCIATED WITH THE WORK.
  5. RESIDUAL RISKS ARE REFERRED TO ON THE DRAWING BY THE HEALTH AND SAFETY PLAN.

**HEALTH & SAFETY**

- GRAPHICAL REPRESENTATION OF RISK INFORMATION ON DRAWING
- KEY:**
- INDICATES A RESIDUAL RISK AS A WARNING
  - INDICATES A RESIDUAL RISK REQUIRING COMPULSORY ACTION
  - INDICATES A RESIDUAL RISK REQUIRING PROHIBITIVE ACTION
  - INDICATES A RESIDUAL RISK FOR INFORMATION

NO	DATE	BY	DESCRIPTION	CHK	APP
PO4	12/04/2023	MR	MINOR AMENDMENT TO SUIT CLIENT COMMENTS	JM	CR
PO4	06/04/2023	MR	UPDATED TO SUIT CLIENT COMMENTS	JM	CR
PO3	13/05/2023	JD	UPDATED GENERAL ARRANGEMENT PLAN		
PO2	16/11/2022	MR	REMOVED ACTIVE TRAVEL FUND AREAS		CR
PO1	05/11/2021	MR	FIRST ISSUE	JM	CR

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PROPOSED QUEEN STREET ENHANCEMENT WORKS, NEWTON ABBOT

PROPOSED GENERAL ARRANGEMENT SHEET 1 OF 4

SCALE @ 1:1250	DRAWN: JH	APPROVED: GB
PROJECT NO: 70084967	DESIGNED: JH	CHECKED: WH
DRAWING NO: 70084967-WSP-0100-DR-CH-0001	DATE: June 2023	REV: P05

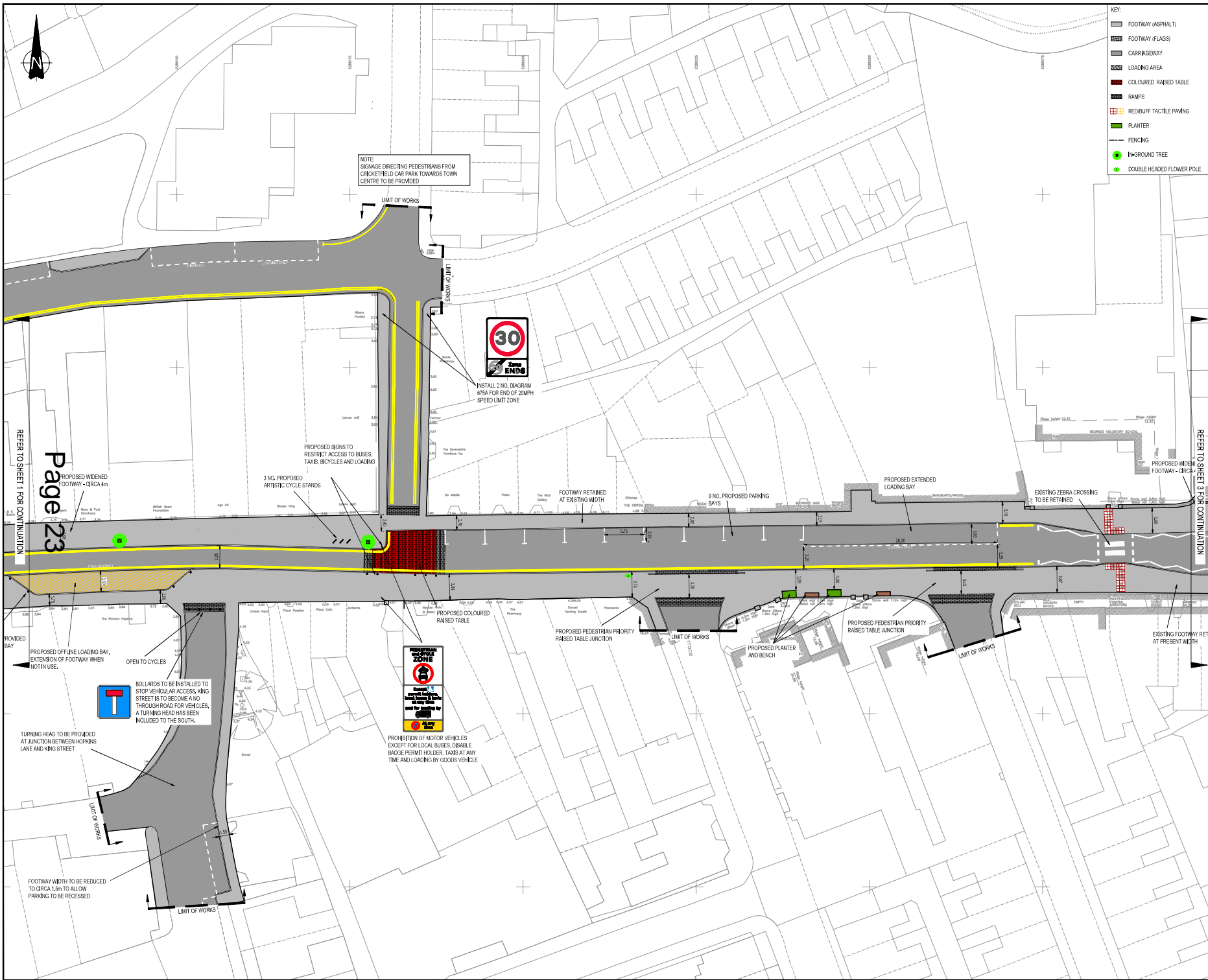
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Agenda Item 8

REFER TO SHEET 2 FOR CONTINUATION





- KEY:**
- FOOTWAY (ASPHALT)
  - FOOTWAY (FLAGS)
  - CARRIAGEWAY
  - LOADING AREA
  - COLOURED RAISED TABLE
  - RAMPS
  - REDBUFF TACTILE PAVING
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  - IN PREPARATION OF CONSTRUCTION METHODS STATEMENTS CONSIDER THE RISK OF COLLISION WITH THE EXISTING NETWORK OF UTILITIES THAT MAY BE AFFECTED BY CONSTRUCTION.
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  - THE CONTRACTOR SHALL REFER TO THE UTILITY LOCATIONS LAYOUT OF THE HAZARD RISK REGISTER AND CONSIDER THE LOCATION AND DEPTH OF BEING IN CONTACT WITH UTILITIES TO AVOID COLLISION WITH UTILITIES.
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- PLEASE REFER TO THE HAZARD RISK REGISTER AND THE INFORMATION FOR FULL DETAILS OF THE RISKS ASSOCIATED WITH THE MAINTENANCE OPERATIONS TO BE UNDERTAKEN BY THE CONTRACTOR.
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  - RELEVANT HAZARDS ARE REFERENCED ON THE DRAWING LOCATED IN THE HAZARD RISK REGISTER.

**HEALTH & SAFETY**

GRAPHICAL REPRESENTATION OF RISK INFORMATION ON DRAWING

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NO	DATE	BY	DESCRIPTION	CHK	APP
PO0	12/04/2023	MB	MINOR AMENDMENT TO SUIT CLIENT COMMENTS	JM	✓
PO4	09/04/2023	MB	UPDATED TO SUIT CLIENT COMMENTS	JM	✓
PO3	13/05/2023	JD	UPDATED GENERAL ARRANGEMENT PLAN		
PO2	18/11/2022	MH	REMOVED ACTIVE TRAVEL FUND AREAS		
PO1	05/11/2021	MH	FIRST ISSUE	JM	✓
REV	DATE	BY	DESCRIPTION	CHK	APP

CONTRACT STATUS: **SO - WORK IN PROGRESS**

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**Devon County Council**

**PROJECT:** PROPOSED QUEEN STREET ENHANCEMENT WORKS  
 NEWTON ABBOT

**TITLE:** PROPOSED GENERAL ARRANGEMENT  
 SHEET 2 OF 4

SCALE @ 1:	DRAWN:	CHECKED:	APPROVED:
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PROJECT NO:	DATE:	DATE:	DATE:
70084967	JH	WH	June 2023
DRAWING NO:	REV:		
70084967-WSP-0100-DR-CH-0002	P05		

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REFER TO SHEET 3 FOR CONTINUATION

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**HEALTH AND SAFETY INFORMATION**

- HEALTH AND SAFETY INFORMATION**
1. RELEASE REFER TO THE HEALTH AND SAFETY AND THE INFORMATION FOR FULL DETAILS OF THE RISKS ASSOCIATED WITH THE WORK.
2. IN PREPARATION OF CONSTRUCTION METHODS THE CONTRACTOR SHOULD BE AWARE OF THE CLOSE PROXIMITY OF ANY STRUCTURES THAT MAY BE AFFECTED BY CONSTRUCTION.
3. HEALTH AND SAFETY ARE REPRESENTED BY THE DRAWING (COLLORED BY THE HEALTH AND SAFETY).
4. THE CONTRACTOR SHALL REFER TO STATUTORY REQUIREMENTS FOR THE LAYOUT OF SIGNS AND SIGNAGE AND CONTROL THE LOCATION AND DEPTH OF SIGNAGE AND SIGNPOSTS TO BE REPORTED TO THE LOCAL AUTHORITY.
- MAINTENANCE OPERATION (CONSTRUCTION) OPERATIONS**
1. RELEASE REFER TO THE HEALTH AND SAFETY AND THE INFORMATION FOR FULL DETAILS OF THE RISKS ASSOCIATED WITH THE MAINTENANCE OPERATION. SIGNAGE REFER TO THE SIGNAGE.
2. THE DRAWING SHOULD BE CHECKED WITH THE HEALTH AND SAFETY FILES PROVIDED AND CHECKED FOR CONFLICTS OF THE PROJECT.
3. HEALTH AND SAFETY ARE REPRESENTED BY THE DRAWING (COLLORED BY THE HEALTH AND SAFETY).

**HEALTH & SAFETY**

GRAPHICAL REPRESENTATION OF RISK INFORMATION ON DRAWING

- KEY:
- INDICATES A RESIDUAL RISK AS A WARNING
  - INDICATES A RESIDUAL RISK REQUIRING COMPULSORY ACTION
  - INDICATES A RESIDUAL RISK REQUIRING A PROHIBITIVE ACTION
  - INDICATES A RESIDUAL RISK FOR INFORMATION

PG	DATE	BY	DESCRIPTION	CHK	APP
PG0	12/04/2023	MB	MINOR AMENDMENT TO SUIT CLIENT COMMENTS	JM	CB
PG4	09/04/2023	MB	UPDATED TO SUIT CLIENT COMMENTS	JM	CB
PG3	13/09/2023	JD	UPDATED GENERAL ARRANGEMENT PLAN		
PG2	18/11/2022	MB	REMOVED ACTIVE TRAVEL FUND AREAS		
PG1	05/11/2021	MB	FIRST ISSUE	JM	CB

CONTRACT STATUS: **S0 - WORK IN PROGRESS**



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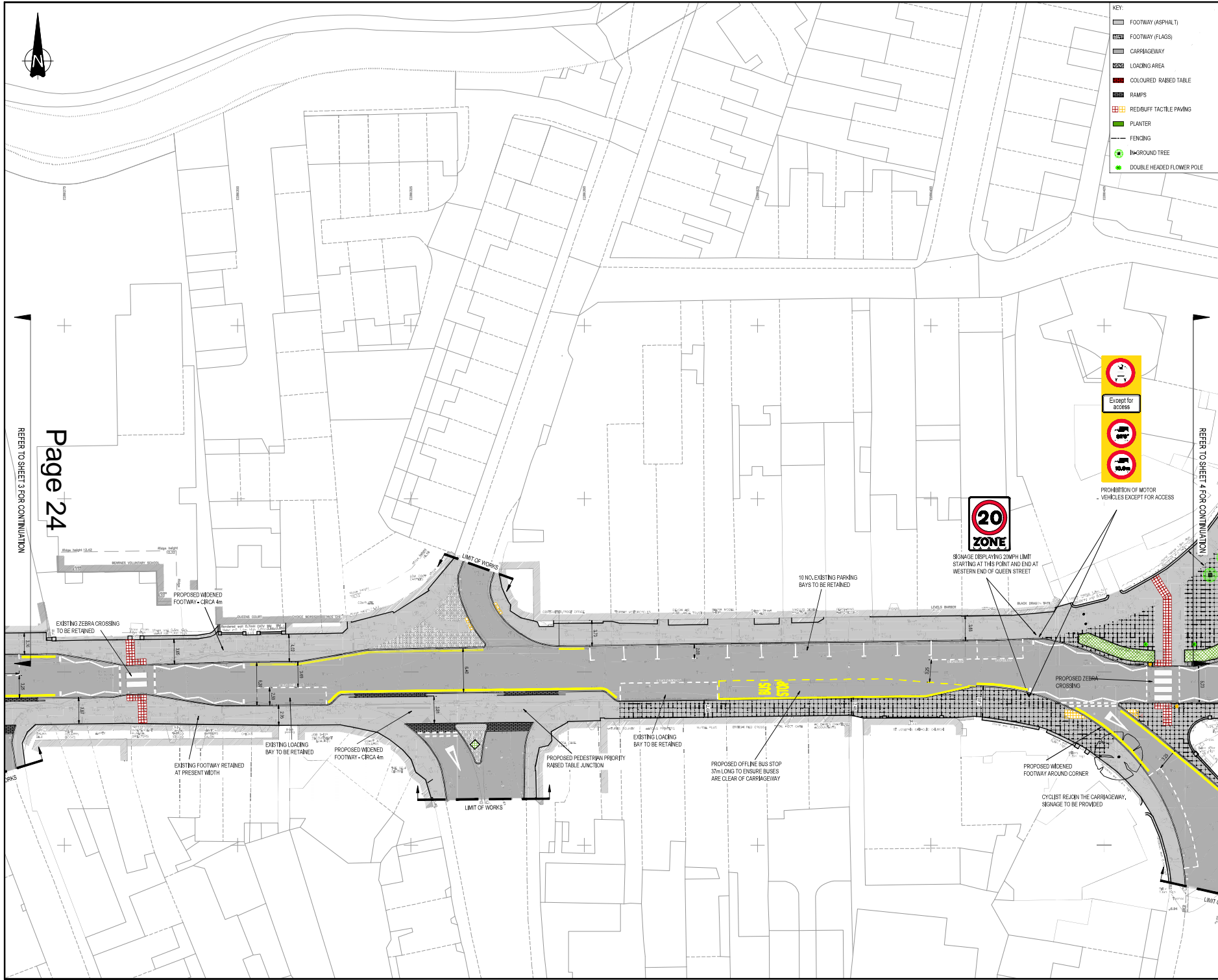


PROJECT: **PROPOSED QUEEN STREET ENHANCEMENT WORKS, NEWTON ABBOT**

TITLE: **PROPOSED GENERAL ARRANGEMENT SHEET 3 OF 4**

SCALE @ 1:1250	DRAWN: JH	APPROVED: GB
PROJECT NO: 70084967	DESIGNED: JH	CHECKED: WH
DRAWN BY: 70084967-WSP-0100-DR-CH-0003	DATE: June 2023	REV: P05

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SIGNAGE DISPLAYING 20MPH LIMIT STARTING AT THIS POINT AND END AT WESTERN END OF QUEEN STREET

10 NO. EXISTING PARKING BAYS TO BE RETAINED

PROPOSED ZEBRA CROSSING

PROPOSED WIDENED FOOTWAY AROUND CORNER

CYCLIST REJOIN THE CARRIAGEWAY. SIGNAGE TO BE PROVIDED

PROPOSED OFFLINE BUS STOP 37m LONG TO ENSURE BUSES ARE CLEAR OF CARRIAGEWAY

PROPOSED PEDESTRIAN PRIORITY RAISED TABLE JUNCTION

EXISTING LOADING BAY TO BE RETAINED

EXISTING LOADING BAY TO BE RETAINED

EXISTING FOOTWAY RETAINED AT PRESENT WIDTH

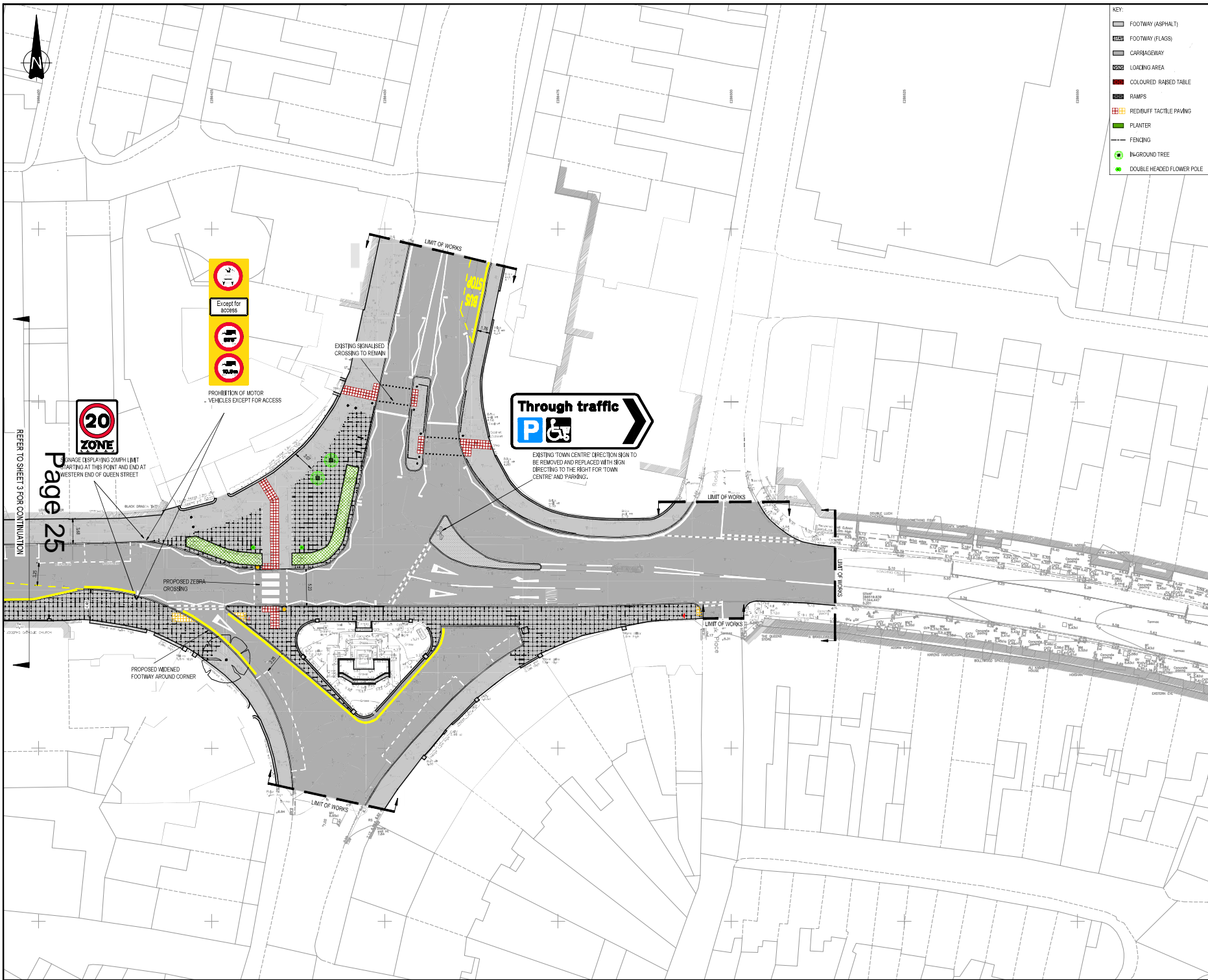
PROPOSED WIDENED FOOTWAY - CIRCA 4m

EXISTING ZEBRA CROSSING TO BE RETAINED

Page 24

REFER TO SHEET 3 FOR CONTINUATION

REFER TO SHEET 4 FOR CONTINUATION



- KEY:
- FOOTWAY (ASPHALT)
  - FOOTWAY (FLAGS)
  - CARRIAGEWAY
  - LOADING AREA
  - COLOURED RAISED TABLE
  - RAMPS
  - REDBUFF TACTILE PAVING
  - PLANTER
  - FENCING
  - IN-GROUND TREE
  - DOUBLE HEADED FLOWER POLE

**DO NOT SCALE**

- NOTES:
1. DO NOT SCALE THIS DRAWING FOR CONSTRUCTION PURPOSES.
  2. CONTRACTOR TO CHECK ALL DIMENSIONS AND REPORT ALL ERRORS AND OMISSIONS TO THE ENGINEER.
  3. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT DRAWINGS, SPECIFICATIONS AND REPORTS.
  4. SURVEY INFORMATION SHOWN IS TAKEN FROM DANDO SURVEYING LTD TOPOGRAPHICAL SURVEY, SHEET ID WSP00001 TOPO DATED OCTOBER 2021, WSP TAKE NO RESPONSIBILITY FOR THE CONTENT OR ACCURACY.
  5. ALL LEVELS SHOWN ARE TO ORDNANCE DATUM.

**HEALTH AND SAFETY INFORMATION**

SEE KEY FOR DESCRIPTIONS OF RISKS IDENTIFIED BELOW

CONTRACTOR TO:

1. PLEASE REFER TO THE HAZARD REGISTER AND THE RISK REGISTER FOR FULL DETAILS OF THE RISKS ASSOCIATED WITH THE WORK.
2. IN PREPARATION OF CONSTRUCTION METHODOLOGIES CONSIDERATION SHOULD BE GIVEN TO THE OPERATIONAL IMPACTS OF ANY ACTIVITIES THAT MAY BE AFFECTED BY CONSTRUCTION.
3. HAZARD HAZARDS ARE REPRODUCED OF THE DRAWING CLOSED BY THE HAZARD REGISTER.
4. THE CONTRACTOR SHALL REFER TO STATUTORY UNDERSTANDING LAYOUT OF WORKS AND CONTROL AND CONTROL THE LOCATION AND DEPTH OF BERTHING IS CORRECT TO BE REPEATED TO CORRECT OUT OF ALIGNMENT WORK.

MAINTENANCE OPERATIONS (CONSTRUCTION) SCHEDULED PHASES

1. PLEASE REFER TO THE HAZARD REGISTER AND THE RISK REGISTER AND REFER STRATEGY FOR DETAILS OF THE RISKS ASSOCIATED WITH THE MAINTENANCE OPERATIONS SCHEDULED PHASES AND CONTROL BY THE WORKS.
2. THE DRAWING SHOULD BE REPEATED IN CONJUNCTION WITH THE HEALTH AND SAFETY FILES PRODUCED AND HANDLED OVER ON COMPLETION OF THE PROJECT.
3. HAZARD HAZARDS ARE REPRODUCED OF THE DRAWING CLOSED BY THE HAZARD REGISTER.

**HEALTH & SAFETY**

GRAPHICAL REPRESENTATION OF RISK INFORMATION ON DRAWING

KEY:

- INDICATES A RESIDUAL RISK AS A WARNING
- INDICATES A RESIDUAL RISK REQUIRING COMPULSORY ACTION
- INDICATES A RESIDUAL RISK REQUIRING A PROHIBITIVE ACTION
- INDICATES A RESIDUAL RISK FOR INFORMATION

NO	DATE	BY	DESCRIPTION	CHK	APP
PO3	12/04/2023	MB	MINOR AMENDMENT TO SUIT CLIENT COMMENTS	JM	✓
PO4	09/04/2023	MB	UPDATED TO SUIT CLIENT COMMENTS	JM	✓
PO3	13/05/2023	JD	UPDATED GENERAL ARRANGEMENT PLAN		
PO2	16/11/2022	MRH	REMOVED ACTIVE TRAVEL FUND AREAS		✓
PO1	05/11/2021	MRH	FIRST ISSUE	JM	✓
REV	DATE	BY	DESCRIPTION	CHK	APP

CONTRACT STATUS: **SO - WORK IN PROGRESS**

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**Devon County Council**

PROJECT: **PROPOSED QUEEN STREET ENHANCEMENT WORKS  
 NEWTON ABBOT**

TITLE: **PROPOSED GENERAL ARRANGEMENT  
 SHEET 4 OF 4**

SCALE @ A1	DRAWN	CHECKED	APPROVED
1:250	JH	JH	GB
PROJECT NO:	DATE	DATE	REV:
70084967	JH	WH	June 2023
DRAWING NO:			
70084967-WSP-0100-DR-CH-0004			P05

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REFER TO SHEET 3 FOR CONTINUATION

Agenda Item 8



# Impact Assessment

Assessment of: Queen Street, Newton Abbot Pedestrian Enhancements

Service: Planning, Transportation and Environment

Head of Service: Meg Booth

Version / date of sign off by Head of Service: 29/4/22

Assessment carried out by (job title): Chelsea Randall (Graduate Transport Planner)

## Page 27 1. Description of project / service / activity / policy under review

A package of proposals for public consultation have been designed to make Queen Street, Newton Abbot a more attractive, safe and healthy place for visitors and businesses. Proposals aim to make everyone feel safe and welcome, with more space for pedestrians to enjoy and access shops and services, cleaner air and less noise pollution. The removal of general traffic from the corridor is central to achieving transformational uplift for pedestrians and the public realm; general traffic will be removed west of Albany Street and restricted on some roads, as well as a proposed reduced speed limit of 20mph. Alongside this, pedestrian enhancements will be facilitated by significant public realm interventions:

- Widened footways to give more space for pedestrians to move and access shops and services. This will also improve access for mobility scooters, buggies etc.
- Improved crossings at side roads will make junctions safer and easier to cross, with priority given to pedestrians instead of vehicles. Safer crossings opportunities across Queen Street will also be provided.
- Enhanced greening and seating will contribute towards making the corridor a more appealing shopping destination

- A new bus lay-by to improve the quality of an existing stop.
- Parking reduction (approximately 55% across the scheme area), a small increase in disabled parking, and changes to loading bays.

## 2. Reason for change / review

Queen Street, Newton Abbot connects Newton Abbot Rail Station to the Town Centre and is home to an extensive number of shops, independent businesses and services. However, the corridor is dominated by motorised vehicles with a significant amount of space allocated to through traffic and on-street parking. This arrangement means that footways are narrow in places and the street, and its side roads, can be difficult to cross. Overall, not enough space is allocated pedestrians who are the priority in a Town Centre shopping area.

## 3. Aims / objectives, limitations and options going forwards (summary)

### Aims/Objectives

The pedestrian enhancement scheme on Queen Street, Newton Abbot, aims to:

- Make the area a more attractive, safe and healthy place for visitors and businesses
- Create more space for pedestrians to enjoy and access shops and services
- Make everyone feel safe and welcome, with cleaner air and less noise pollution

These aims will be achieved through:

- Widening footways, improved crossing provision at side and across Queen Street / Station Road.
- A significant reduction of on-street parking, alongside the removal of general traffic by changes to access.
- Where possible, enhanced greening and seating is also proposed.

The continuing development of these proposals will be informed by the results of the public consultation, running 29<sup>th</sup> April to 24<sup>th</sup> June 2022.

## Limitations

Scheme delivery is dependent of the Newton Abbot Future High Street Fund (FHSF) Government grant allocation, which must be spent by the end of March 2024, this is considered an achievable but ambitious delivery timescale.

A stage 1 road safety audit will need to be carried out; this is planned to take place during the public consultation period.

For some proposals, funding is yet to be secured for delivery. These proposals are limited but clearly highlighted in the overview scheme plans.

## Options

Alternative options to proceeding with the current proposal include:

Do Nothing – To keep the status quo would be to maintain motorised vehicle dominance within Newton Abbot Town Centre, to the detriment of creating an environment in which visitors can access Queen Street via sustainable transport more easily and comfortably spend more time enjoying the area's shops and services. This option would also risk the delivery of the wider FHSF package, which may result in Newton Abbot Town Centre not receiving substantial Government investment at this time and could also damage potential for securing funding for schemes in the future.

Scaled back scheme - An alternative scheme would involve the delivery of the collection of Active Travel Fund (ATF) proposals accompanied by other scaled back traffic management and parking measures to improve facilities for pedestrians on Queen Street. This scaled back scheme would have a lower overall impact on Queen Street but could risk the delivery of the wider FHSF package and the receipt of substantial Government investment.

Scaled up scheme – An alternative scheme would extend beyond the Avenue to the train station; this would include a new cycle path through Courtenay Park, additional side-road crossings, another crossing across Queen Street and further greening enhancement. However, these proposal would require greater funding than is currently available.

## 4. People affected and their diversity profile

The people potentially affected by the Queen Street Pedestrian Enhancement proposals are those principally living or working in Newton Abbot. Therefore, their diversity profile is presented below, with Devon and England overall used as comparators.

### Age

As shown below in [Table 1](#), the population of Newton Abbot was somewhat older than the national average at the 2011 Census, with the proportions aged 0-19 and 20-64 below the national average, and the proportions age 65+ being above the national average. However, the town has a younger population than Devon as a whole.

Geography	Total	% Age 0-19	% Age 20-64	% Age 65+
Newton Abbot	24,029	23%	57%	20%
Devon	746,399	21%	56%	23%
England	53,012,456	24%	60%	16%

Table 1 Age (Census 2011)

Younger people (aged 0-10) tend to be more reliant on walking and cycling than those aged 21-59 and older people (aged 60+). Under 20s make 40% of their journeys by foot or by cycle, compared to 33% for those aged 21-59, and 31% for those 65+ (National Travel Survey, 2020).

Data from the National Travel Survey in 2020 highlighted that young children aged 5 to 10 years old have the highest rates of cycle access (88%), while only 25% of those aged 60+ owns or has access to a bicycle.



## Ethnicity

**Table 2** shows that Newton Abbot, as with Devon as a whole, is significantly lower in ethnic diversity than England as a whole, with 98% of the population being White, compared with a national average of 85%. The non-White population was predominantly Asian/ Asian British and from mixed/multiple ethnic groups.

Geography	Total	% White	% Mixed/multiple ethnic groups	% Asian/Asian British	% Black/African/Caribbean/Black British	% Other Ethnic Group
Newton Abbot	24,029	98%	1%	1%	0%	0%
Devon	746,399	97.5%	0.9%	1.2%	0.2%	0.2%
England	53,012,456	85.4%	2.3%	7.8%	3.5%	1.0%

Table 2 Ethnicity (Census 2011)

The 2019 National Travel Survey indicated that White people tend to make 2% of trips by cycle and Asian or Black people cycle for 1% of trips. However, Asian and Black people and people from mixed/other ethnic groups make a greater proportion of trips on foot, a greater proportion of trips by 'active travel' (i.e. walking and cycling combined) than White people<sup>1</sup>.

## Health and disability

The proportions of people describing themselves as being in bad health or being limited in their day-to-day activities by disability within Newton Abbot were approximately in line with the Devon and England averages (**Table 3**).

Geography	Total	% Activities Limited	% Activities not limited	% (Very) good health	% Fair Health	% (Very) bad health
Newton Abbot	24,029	20%	80%	80%	15%	6%
Devon	746,399	19%	81%	81%	14%	5%
England	53,012,456	18%	82%	81%	13%	5%

Table 3 Health and Disability (Census 2011)

<sup>1</sup> [Travel by distance, trips, type of transport and purpose - GOV.UK Ethnicity facts and figures \(ethnicity-facts-figures.service.gov.uk\)](https://ethnicity-facts-figures.service.gov.uk/travel-by-distance-trips-type-of-transport-and-purpose)

Disabled people and people with long-term illnesses tend to make fewer trips by all modes than non-disabled people. The disparity is particularly stark amongst those whose condition(s)/illness(es) reduce their ability to carry out day-to-day activities 'a lot', these people make an average of just 594 trips annually, compared to 1,014 among non-disabled people. Additionally, whilst the proportion of trips made by walking is similar amongst both disabled people and non-disabled people, the proportion of trips by cycle is considerably lower for disabled people (1.1%) than non-disabled people (2.0%).

*Gender*

[Table 4](#) shows that, as in England overall, there were slightly more females than males recorded as resident in Newton Abbot at the 2011 Census. Information about other gender identities was not collected at the 2011 Census.

Geography	Total	Male	Female
Newton Abbot	24,029	48%	52%
Devon	746,399	48%	52%
England	53,012,456	49%	51%

Table 4 Gender (Census 2011)

According to the 2019 National Travel Survey, on average, females make slightly more trips in total than males, at 990 per person per year versus 915 per person per year. Females make a greater proportion of trips on foot, but a lower proportion by cycle – with males taking on average 24 trips by cycle per year compared to 8 trips for women<sup>2</sup>.

### *Socio-economic status*

The Index of Multiple Deprivation<sup>3</sup> ranks LSOAs (Lower Super Output Areas) based on a range of aspects of an individual's living conditions including income, education, employment and health, to produce a relative measure of deprivation. Two LSOAs in the centre of Newton Abbot are ranked within the 30% most deprived LSOAs in the country, and one LSOA is amongst the 20% most deprived neighbourhoods in the country. As a district, Teignbridge is ranked 186 out of 317 local authorities in terms of deprivation, with 1 being the most deprived. The proportion of trips made on foot decline from an average of 37% among people in the lowest income quintile, to 34% among those in the highest income quintile.

### *Businesses and Residents*

In the short term, during construction work for the Queen Street Pedestrian Enhancement scheme, it is anticipated that some negative impact on nearby businesses and resident may be experienced. This would be managed and monitored as far as possible, including through consultation with local businesses and stakeholders to minimise the impact of improvement works.

## 5. Stakeholders, their interest and potential impacts

- Teignbridge District Council – the Future High Street Fund bid owner. The delivery of this scheme of work is a key element of TDC's Future High Street Fund package of proposals. The Queen Street proposals will positively impact the pedestrian experience in the town centre and create a healthier town centre environment.

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<sup>2</sup> [2018 National Travel Survey Factsheets \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

<sup>3</sup> [Indices of Deprivation 2015 and 2019 \(communities.gov.uk\)](https://communities.gov.uk)

- Devon County Council – the local transport authority. The delivery of the proposal aligns with various objectives of the Council, including encouraging a reduction in motorised journeys and a modal shift to active modes of transport and tackling the Climate Emergency. The Queen Street pedestrian enhancements will also help improve the pedestrian environment in Newton Abbot, contributing to improved health and wellbeing for visitors, residents, and business owners.
- Newton Abbot Town Council – the residents and business owners in this council area are expected to benefit from the proposals.
- Queen Street Businesses – the businesses along Queen Street will be directly impacted due to changes in loading and the reduction in parking. However, it is expected that overall the businesses will benefit from the proposals, as a greater number of visitors are attracted to the area and dwell times of visitors is expected to increase.

## 6. Research used to inform this assessment

Demographic data for the geographies affected by the proposal has been sourced from the 2011 Census using the Nomis website<sup>4</sup>, whilst data on the demographics of users of individual modes of transport was sourced from the 2019 National Travel Survey<sup>5</sup>. Deprivation data was taken from the English Indices of Multiple Deprivation (2019)<sup>6</sup>.

### 4. Description of consultation process and outcomes

A significant amount of consultation has already been undertaken on the proposals to deliver pedestrian and public realm enhancements to Queen Street, Newton Abbot. Consultation to date and planned consultation is summarised below.

#### Public Consultation (2022)

Devon County Council, in partnership with Teignbridge District Council, are holding an 8 week public consultation from 29<sup>th</sup> April to 24<sup>th</sup> June 2022. This consultation aims to collect public feedback on the most recent plans and designs for Queen Street, and understand the views on specific improvements. This consultation will be advertised via local press, social media and through both DCC and TDC advertising channels. Additionally,

<sup>4</sup> [Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](https://www.nomisweb.co.uk/)

<sup>5</sup> [National Travel Survey: 2019 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/)

<sup>6</sup> [English indices of deprivation 2019 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/)

over 150 businesses and 1000 resident addresses have been letter dropped and businesses have been offered meetings with the project team. Online webinar events will be held to engage the public, including a webinar, a business-specific webinar and a virtual drop-in event. There will also be permanent display in Newton Abbot library for the length of the consultation and posters have been distributed to be displayed in community hubs.

Feedback will be collected primarily via questionnaire responses. Following the consultation, a full consultation report will be drafted with the outcomes used to inform further development of the proposals.

#### Teignbridge District Council Public Consultation (June 2020)

TDC consulted the public in June 2020, in preparation for submitting a proposal to Government in July 2020. Designs contained many of the same scheme proposals, including widened footways and a significant reduction of on-street parking. Plans also included a proposal to deck the Cricketfield car park to the north of Queen Street, to offset the loss in on-street parking.

The outcome of this public consultation provided a platform to agree the principles of the scheme. Full details of public feedback may be found at <https://www.teignbridge.gov.uk/community-and-people/major-projects-and-regeneration/future-high-street-fund/queen-street-pedestrian-and-access-proposals-feedback/>.

In summary, the majority of the public supported the principles of the scheme, to enhance the pedestrian environment, and stated they would visit the town centre more often and/or stay longer if the proposals were realised. A smaller number of businesses responded and feedback was mixed; a majority supported pedestrian enhancements, however, there were concerns over the reallocation of on-street parking.

The feedback from this first-stage public consultation has been used to develop existing proposals. It should be noted that due to the FHSF being oversubscribed, proposals were scaled back to remove the additional parking at Cricketfield car park, which would not have been transformative and because there is adequate car parking provision across the town centre. There is now a need for a second public consultation focused on the details of the proposed designs on Queen Street.

#### Stakeholder Consultation (December 2021 / January 2022).

In partnership with TDC, and with the agreement of the Local Member, Devon County Council have undertaken additional stakeholder consultation

since becoming involved in the project. These included meetings and/or workshops with internal officers from a wide range of disciplines and services, TDC members, representatives from Newton Abbot Town Council and a local stakeholder group. There are also recurring meetings with Newton Abbot Town Council representatives to ensure they are up-to-date and to incorporate feedback.

## 8. Equality analysis

### Giving Due Regard to Equality and Human Rights

The local authority must consider how people will be affected by the service, policy or practice. In so doing we must give due regard to the need to: eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations.

Where relevant, we must take into account the protected characteristics of age, disability, gender, gender reassignment, pregnancy and maternity, marriage and civil partnership, sexual orientation, race, and religion and belief. This means considering how people with different needs get the different services they require and are not disadvantaged, and facilities are available to them on an equal basis in order to meet their needs; advancing equality of opportunity by recognising the disadvantages to which protected groups are subject and considering how they can be overcome.

We also need to ensure that human rights are protected. In particular, that people have:

- A reasonable level of choice in where and how they live their life and interact with others (this is an aspect of the human right to 'private and family life').
- An appropriate level of care which results in dignity and respect (the protection to a private and family life, protection from torture and the freedom of thought, belief and religion within the Human Rights Act and elimination of discrimination and the promotion of good relations under the Equality Act 2010).
- A right to life (ensuring that nothing we do results in unlawful or unnecessary/avoidable death).
- The Equality Act 2010 and other relevant legislation does not prevent the Council from taking difficult decisions which result in service reductions or closures for example, it does however require the Council to ensure that such decisions are:
  - Informed and properly considered with a rigorous, conscious approach and open mind, taking due regard of the effects on the protected characteristics and the general duty to eliminate discrimination, advance equality and foster good relations.
  - Proportionate (negative impacts are proportionate to the aims of the policy decision)

- Fair
- Necessary
- Reasonable, and
- Those affected have been adequately consulted.

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
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<p>All residents (include generic equality provisions)</p>	<p>Proposals involve the reduction of on-street parking provision, which may impact visitors who previously parked directly outside the Queen Street shops and facilities.</p> <p>Proposals include the removal and/or reduction of motorised vehicle access to Queen Street from some side roads. Proposals also include the reduction in access for general motorised traffic through trips along Queen Street, diverting a proportion of traffic onto neighbouring roads.</p> <p>Construction works to deliver the proposals may generate noise and cause some traffic disruption, negatively impacting local residents and businesses.</p>	<p>A significant proportion of on-street parking (approximately 45%) will remain under the proposals. There are alternative parking facilities in the vicinity of Queen Street that are available for visitors and shoppers to use, including the Cricketfield Road car park, which is 160m away, a 2 minute walk. The average visit to Queen Street is more than 20 minutes, the convenience and proximity of the existing car parks to Queen Street is considered reasonable. It should also be noted that on-street disabled parking in the scheme area will overall increase.</p> <p>The proposals will improve access for alternative modes of travel for pedestrians with increased footway space and improved crossing, for cycles with increased parking provision and the removal of a proportion of general traffic and for buses with a new offline bus cage and the removal of a proportion of general traffic. Traffic modelling analysis has estimated that the proposed change in vehicle access will lead to an increased flow of traffic (approximately 30%) along Albany Street. There is anticipated to be a significant reduction in through traffic flow along Queen Street. Junction modelling analysis estimates that there will be no significant impact on the Cricket Field Road/Kingsteignton Road signalised junction. The timings of traffic lights will be automatically adjusted to account for an increase flow from Cricket Field Road.</p> <p>This would be managed and monitored as far as possible, including through consultation with local businesses and stakeholders to minimise the impact of improvement works.</p>
<p>Age</p>	<p>Older people (aged 60+) make a higher proportion of trips by car, and a lower proportion of trips by walking and cycling than those aged less than 60 meaning they may benefit less from pedestrian enhancements than younger</p>	<p>Approximately 45% of parking will remain across the scheme area, for visitors, with a small increase in disabled parking. Public transport provision will also be improved and proposed side-road crossings will be raised to improve accessibility.</p>

Characteristics	Potential or actual issues for this group.  [Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a> ]	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
	visitors.	

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>Disability (incl. sensory, mobility, mental health, learning disability, neurodiversity, long term ill health) and carers of disabled people</p>	<p>Disabled people make a lower proportion of trips by foot and by cycle than non-disabled people, meaning disabled people may receive a smaller share of the proposals' benefits than their proportion of the overall population. Additionally, there will be a reduction in the overall availability of on-street parking in the scheme area, which may disproportionately affect those with mobility issues who cannot walk long distances to shops and services.</p>	<p>Overall, the environment will be improved for people with additional mobility needs. Proposed crossing improvements and widened footways will make the area safer and more accessible for all users, in particular those using wheelchairs or mobility scooters. Crossings will be raised at side roads to improve accessibility. Blue Badge holder parking provisions will increase overall in the area and approximately 45% of on-street parking in the area is proposed to remain. Additionally, bus provision will be retained and the area will continue to be served by the Newton Abbot shop mobility scheme, based near the multi-storey carpark</p>

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>Culture and ethnicity: nationality/national origin, ethnic origin/race, skin colour, religion and belief</p>	<p>It is not considered that there is the potential for any adverse impacts on the basis of culture and ethnicity.</p>	<p>Black and Asian people, people from mixed/multiple ethnic groups and people of other ethnicities make a greater proportion of trips by walking and cycling than White people, so people of these ethnicities may particularly benefit from the proposals.</p>
<p>Sex, gender and gender identity (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed)</p>	<p>It is not considered that there is the potential for any adverse impacts on the basis of sex, gender and gender identity.</p>	<p>It is not considered that there is the potential for any beneficial impacts on the basis of sex, gender and gender identity. However, as women do make up more walking trips per year, they may benefit more.</p> <p>Sustrans data has shown that more men cycle than women cycle. The removal of traffic west of Albany Street will improve cycle provision and should make it feel safer which may therefore encourage more women to cycle.</p>
<p>Sexual orientation and marriage/civil partnership</p>	<p>It is not considered that there is the potential for any adverse impacts on the basis of sexual orientation and marriage/civil partnership.</p>	<p>It is not considered that there is the potential for any beneficial impacts on the basis of sexual orientation and marriage/civil partnership.</p>

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>Other relevant socio-economic factors such as family size/single people/lone parents, income/deprivation, housing, education and skills, literacy, sub-cultures, 'digital exclusion', access to transport options, rural/urban</p>	<p>It is not considered that there is the potential for any adverse impacts on the basis of other socio-economic factors.</p>	<p>People in lower income groups in general make a greater proportion of trips by walking and cycling than those in higher income groups, so people in lower income groups may particularly benefit from the proposals. This should enable them to better meet their needs and participate more fully in society, advancing equality.</p> <p>The improvement to the pedestrian realm on Queen Street will create an environment in which everyone is encouraged to feel safe, welcome and relaxed and thus increase social interaction between all visitors, residents and business owners.</p> <p>The area surrounding the scheme has several primary schools. Improving the safety of pedestrians, and reducing the speed limit in the scheme area, will make it safer for children to walk to school.</p>

## 9. Human rights considerations:

It is not considered that there are any relevant human rights considerations.

## 10. Supporting independence, wellbeing and resilience. Give consideration to the groups listed above and how they may have different needs:

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In what way can you support and create opportunities for people and communities (of place and interest) to be independent, empowered and resourceful?

The Queen Street pedestrian enhancement proposals will provide improved sustainable access for visitors on-foot, by cycle or by public transport, improving the ease with which people can access opportunities, education and leisure destinations enabling them to become more empowered while also supporting local businesses. The improvements to the pedestrian realm will increase dwelling time for visitors, creating more opportunities for visitors and communities.

In what way can you help people to be safe, protected from harm, and with good health and wellbeing?

These proposals will improve safety along Queen Street due to a reduction of through traffic, reduced speeds, wider footways and improved crossings. The increased provision for active travel should encourage greater levels of activity for visitors, improving public health and increasing accessibility to community facilities and shops. The overall reduction in motorised traffic along Queen Street will reduce noise and air pollution, creating a healthier pedestrian environment for all. The local area has several primary schools in it; reducing the speed limit in the scheme area and improving the safety of pedestrians will encourage walking to school which will benefit the health and wellbeing and children and parents alike.

In what way can you help people to be connected, and involved in community activities?

The improvement to the pedestrian realm along Queen Street, including the widening of footways, the provision of seating and additional greening, where possible, will create a welcoming, relaxed and safe setting for visitors to spend time together and within their communities.

## 11. Environmental analysis

An impact assessment should give due regard to the following activities in order to ensure we meet a range of environmental legal duties. The policy or practice does not require the identification of environmental impacts using this Impact Assessment process because it is subject to (please mark X in the relevant box below and proceed to the 4c, otherwise complete the environmental analysis table):

Devon County Council's Environmental Review Process	
Planning Permission	
Environmental Impact Assessment	
Strategic Environmental Assessment	

	<b>Describe any actual or potential negative consequences. (Consider how to mitigate against these).</b>	<b>Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).</b>
Reduce, reuse, recycle and compost:	N/A	During the detailed design phase, the use of recycled materials and reducing the volume of earthworks will be considered with the aim of reducing carbon emissions.
Conserve and enhance wildlife:	N/A	The scheme includes enhancing greening along the corridor, which will encourage biodiversity within the urban environment.
Safeguard the distinctive characteristics, features and special qualities of Devon's landscape:	N/A	N/A
Conserve and enhance Devon's cultural and historic heritage:	N/A	N/A
Minimise greenhouse gas emissions:	It is recognised that some local traffic may have to divert creating longer journeys, however, it also expected that some users will switch modes rather than simply changing driving route.	Overall, it is expected that the reallocation of road space from vehicles to active travel users is expected to encourage people to switch travel modes which would have a positive environmental impact, reducing carbon emissions. Equally, the removal of general traffic and the reduction of the speed limit within the scheme area will improve congestion and therefore reduce greenhouse gas emissions.



Minimise pollution (including air, land, water, light and noise):	The construction of the Queen Street Pedestrian Enhancement scheme may generate pollution in the short term. However, this will be reduced as far as practicable during the detailed design phases of the proposal.	Proposals aim to deliver air quality benefits, towards the Newton Abbot and Kingsteignton Air Quality Management Area (AQMA), which is included in the scheme extent.
Contribute to reducing water consumption:	N/A	N/A
Ensure resilience to the future effects of climate change (warmer, wetter winters; drier, hotter summers; more intense storms; and rising sea level):	N/A	N/A
Other (please state below):		

## 12. Economic analysis

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	<b>Describe any actual or potential negative consequences. (Consider how to mitigate against these).</b>	<b>Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).</b>
Impact on knowledge and skills:	N/A	Due to the proximity of schools to the scheme, the safer pedestrian environment will improve access to the schools and encourage more walking to school, having a positive impact on students and parents alike.
Impact on employment levels:	N/A	Proposals should improve sustainable, low-cost access to the Town Centre employment area.
Impact on local business:	<p>The reduction of on-street parking along Queen Street will impact the convenience of on-street parking opportunities outside businesses.</p> <p>A significant proportion of on-street parking (approximately 45%) will remain under the proposals. There are alternative parking facilities in the vicinity of Queen Street that are available for visitors and shoppers to use, including the Cricketfield Road car park, which is 160m away, a 2 minute walk. The average visit to Queen Street is more than 20 minutes, the convenience and proximity of the existing car parks to Queen Street is considered reasonable. It should also be noted that on-street disabled parking in the scheme area will overall increase.</p>	<p>Improving access for alternative modes and enhancing the pedestrian realm on Queen Street aims to increase the number of visitors on-foot, as well as encourage longer dwelling times for shoppers. Queen Street is likely to become a more popular destination for shopping and recreation which will increase trade for local businesses.</p> <p>Overall, there will be an increase in space dedicated to loading for businesses.</p>

### 13. Describe and linkages or conflicts between social, environmental and economic impacts (Combined Impacts):

The reduction in motorised traffic, through the removal of a proportion of on-street parking and changes to access will reduce general on-street parking capacity Street but will transform the street into a healthier, safer and more welcoming environment for people accessing the area on foot, by cycle, by public transport- and by car at nearby off-street car parks. This will bring social and environmental benefits for visitors and economic benefits to local businesses.

### 14. How will the economic, social and environmental well-being of the relevant area be improved through what is being proposed? And how, in conducting the process of procurement, might that improvement be secured?

As mentioned above, these proposals will bring economic benefits for local businesses on Queen Street by encouraging increased dwell time in the area, and by making Queen Street a more pedestrian-friendly environment. The social wellbeing of the area will be improved through the transformation of Queen Street into a safer, more welcoming, and healthier street and the environmental wellbeing will be improved through the reduction of motorised traffic and the modal shift towards active travel.

### 15. How will impacts and actions be monitored?

The Queen Street pedestrian enhancement scheme will be monitored through consultation with the local member and local stakeholders.

CET/23/45  
Cabinet  
12 July 2023

## Consultation Response on the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy

Report of the Director of Climate Change, Environment and Transport

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Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

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### 1) Recommendation

That the Cabinet be asked to approve the proposed consultation response at Section 3 from Devon County Council to the Devon Climate Emergency partnership on the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy.

### 2) Background / Introduction

Devon County Council (DCC) has declared a climate emergency and is a founding partner and principal funder of the Devon Climate Emergency (DCE) initiative. In signing the Devon Climate Declaration, DCC has committed to working with partners to understand the near-term and future risks arising from climate change to plan for how infrastructure, public services and communities will have to adapt.

Climate adaptation refers to becoming more resilient to the changing climate by anticipating the adverse effects of climate change and taking appropriate action to reducing the risk from its impacts (e.g. sea level rise, heatwaves, flooding, drought etc.).

The Devon, Cornwall, and Isles of Scilly (DCIoS) Climate Impacts Group (CIG), currently chaired by the Environment Agency and coordinated by DCC, was formed in 2019 in response to declarations of climate emergency across the three areas.

The CIG has prepared the draft DCIoS Climate Adaptation Strategy. It is a strategic-level document. It comprises of three sections:

1. A Climate Change Risk and Opportunity Assessment (CCRA) split by sector - natural environment, infrastructure, health and built environment, business and industry, and cross-cutting risks. These sectors broadly correspond with the sectors used in the national climate change risk assessment, which was used as the basis for the analysis.
2. A Strategic Adaptation Plan, which sets out the conditions for everyone to act on adapting to climate change together ("Adaptation Plan"). It provides a set of strategic objectives and suite of strategic-level adaptation options that could be considered for regional collaboration.

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3. An Action Plan, which sets out the priority actions for regional collaboration over the next five years, and specific actions for different groups: policy makers, organisations, community groups and individuals.

The full document can be viewed at <https://www.climate-resilient-dcios.org.uk/#adaptation-strategy>

It focuses on climate impacts which require, or which would benefit from, regional collaboration. Due to the place-based and context specific nature of climate risk and opportunities, it is not the purpose of this Adaptation Strategy to plan the detail of how individual areas and communities should adapt. Instead, such detailed plans will be captured at an appropriate level depending upon the risk – it could be at county, district, community or parish level – some communities already have these for specific issues, such as the Slapton Line in South Devon.

The CIG recognises that it has an important role in supporting others to develop their own adaptation plans at a range of scales, from sectoral to household level. The Adaptation Strategy is intended to inform a programme of regional interventions to adapt to climate change, as well as catalysing place-based, grassroots, and organisational action on climate adaptation.

The draft Adaptation Strategy has been open for public consultation during May and June 2023. The final version of the Strategy will be published in the autumn and partner organisations will subsequently be invited to endorse it.

## 3) Proposed Consultation Response

As a principal contributor to the Strategy, DCC (“the Authority”) is hugely grateful to the Climate Impacts Group for preparing such a comprehensive register of risks and opportunities to the DCIoS region from climate change and to the wider DCE partnership for their input.

The Strategy shows that climate change will have far reaching and profound implications for how places function, are planned, how they feel and how behaviours need to change. The Authority fully believes in the co-benefits that are available to Devon through achieving net-zero and adapting to the effects of climate change.

The authority notes and agrees with the five main impact themes identified by the assessment, which each contribute to a series of related risks described more fully in the Strategy. These are:

- River and surface water flooding: Devon and Cornwall are highly susceptible to the impacts of river and surface water flooding. Climate change is projected to increase winter rainfall and increase the intensity and frequency of storm events, furthering the region’s vulnerability.
- Sea level rise (coastal flooding and erosion): If global temperatures increase by 4°C by 2100, projections suggest sea level in the region is very likely to rise by between 0.24m and 0.38m by 2050. Wave height, storm surges and offshore wind speed are also expected to increase as a result of climate change, resulting in more intense storm events and greater impacts from coastal flooding.

- Reduced water availability (drought conditions): It is projected that decreased summer rainfall will increase the likelihood and length of drought periods and water scarcity. Prolonged periods of reduced water availability will have significant negative impacts on agricultural productivity, commercial forestry and terrestrial and freshwater species and habitats.
- Temperature change and extreme heat/cold: Climate change is expected to increase average temperatures, the number of hot days, summers, heatwaves, and periods of extreme heat. These are likely to cause negative health impacts, including direct impacts (e.g. from increased illness and death from cardiovascular and respiratory diseases and other chronic health conditions) and indirect impacts on health (e.g. impact on health services, increased risk of accidents, transmission of food and water borne diseases).
- Cascading impacts: Interacting and cascading impacts can be triggered by multiple hazards that occur coincidentally or sequentially, creating substantial disruption to human and or natural systems.

The Authority supports the draft Strategy and will do what it can to implement relevant actions within its areas of responsibility, including helping Devon's citizens to play their part in improving the resilience of their communities. DCC agrees with the CIG's conclusion that whilst local authorities will play an influential role in preparing the community and other stakeholders for the changes ahead, success will require a collaborative approach involving government departments and agencies, transport and utility providers, local businesses, communities and individuals to develop and build the adaptation actions needed in each sector. To this end the Authority fully supports the continuation of the CIG to manage and coordinate delivery of the Strategy and its continued strategic relationship with the DCE partnership and the related climate initiatives in Cornwall and the Isles of Scilly. National government action and funding will continue to be necessary to deliver some of the transformations necessary at the speed required.

The two-way relationship between the CIG and the Local Resilience Forum will continue to be vital to ensure response plans for climate-related community risks are adequate and are updated as the climate continues to change.

DCC aims to ensure that nobody's needs are overlooked in planning for climate change, and that the wide-ranging opportunities to improve health, wellbeing and social justice are seized – just as for the carbon reduction agenda.

Feedback on matters of detail have been provided to the DCE secretariat, which does not materially affect DCC's support for the Strategy at this stage of its development. The Authority looks forward to viewing the final version in autumn 2023.

## **4) Options / Alternatives**

DCC has three options available:

- a. This is the option recommended by this report. Support the draft DCIoS Climate Adaptation Strategy and provide feedback on matters of detail that do not materially affect DCC's support for the Plan.

# Agenda Item 9

- b. Support the intent of the draft Strategy but provide comment on fundamental elements which DCC cannot support. This is not recommended because feedback from officers across the Authority's responsibilities have not identified fundamental concerns that would warrant withholding support at this stage of the Strategy's preparation.
- c. Do not support the Strategy. This is not recommended for the same reason as option b and would add substantial delay to the DCE process.

## 5) Consultations / Representations / Technical Data

The Climate Change Standing Overview Group of the Corporate Infrastructure and Regulatory Services Scrutiny Committee has contributed to the comments on points of detail passed to the DCE secretariat.

## 6) Strategic Plan

The DCIoS Climate Adaptation Strategy contributes to all six priorities in the Council's Strategic Plan 2021 – 2025. By preparing communities, infrastructure, services, the economy and the environment for climatic changes, the Strategy will help:

- Respond to the climate emergency
- Support sustainable economic recovery
- Tackle poverty and inequality
- Improve health and wellbeing
- Help communities be safe, connected and resilient
- Be ambitious for children and young people.

## 7) Financial Considerations

There are no financial requests on DCC for the implementation of the Strategy. DCC, along with other community actors, will need to consider finding resources to address the climate risks identified by the Strategy that are relevant to its services, areas of responsibility and influence.

## 8) Legal Considerations

There are no specific legal considerations.

## 9) Environmental Impact Considerations (Including Climate Change)

The DCIoS Climate Adaptation Strategy assesses the risks to the environment from climate change and proposes actions to manage those risks.

There is scope for resilience projects, particularly those relating to hard infrastructure such as a sea wall, or projects that may increase energy consumption such as actively cooling buildings, to negatively affect the environment. There are opportunities to work collaboratively with communities and statutory bodies to navigate these potential pitfalls so



that these become opportunities for positive effects – such as using nature to control flooding, rather than building hard infrastructure.

The environmental impacts of specific projects arising from the implementation of the Strategy will be managed on an individual basis.

## 10) Equality Considerations

Where relevant, in coming to a decision the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding

in relation to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership (for employment), pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation).

A decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

In progressing this particular scheme / proposal, an Impact Assessment has been prepared which has been circulated separately to Cabinet Members and also is available on the Council's website at <https://www.devon.gov.uk/impact/published>

Members will need to consider the Impact Assessment for the purposes of this item / meeting.

Climate change will affect everybody in the county, and it will affect people less able to adapt the most. These include less affluent people, those living with physical and mental health conditions, those living in coastal communities or other areas prone to flooding and young people who will live with the effects becoming worse over their lifetimes. Implementing the recommendation will help progress regional efforts to these impacts on everyone. The Strategy includes a more detailed commentary on people most vulnerable to climate change.

Implementing the Strategy to improve resilience will require changes to the way the Authority's services are provided, which has the potential to impact negatively and positively on service users depending on the specifics of the proposals once they are developed. Tactical-level changes to services will need their own impact assessment to consider their effect on equality characteristics.

## 11) Risk Management Considerations

The potential risks to Devon's communities from climate change are profound e.g. extreme sea level rise, health effects (heat stress, anxiety, vector-borne diseases etc.), increased flood risk, economic shocks and a breakdown of environmental services that provide food, fuel and pharmaceuticals to name just a few. These are all recorded in the Climate Change Risk and Opportunities Register described above.

# Agenda Item 9

Whilst DCC is unable to increase Devon's resilience by itself, it is vital that the Authority demonstrates local leadership alongside the DCE partners.

The corporate and community risk registers will be reviewed to ensure relevant risks in the DCloS Strategy are captured and managed.

## 12) Summary

The Strategy shows that climate change will have far reaching and profound implications for how places function, are planned, how they feel and how behaviours need to change. DCC looks forward to continuing the formal collaboration with partners on the Devon Climate Emergency Response Group and working in partnership with everyone to continue the reduction of Devon's greenhouse gas emissions and the required adaptation to the inevitable impacts of climate change.

### **Meg Booth**

Director of Climate Change, Environment and Transport

### **Electoral Divisions: All**

Cabinet Member for Climate Change, Environment and Transport: Councillor Andrea Davis

## **Local Government Act 1972: List of background papers**

Background Paper: Impact Assessment for the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy

Date: June 2023

File Reference: The above mentioned Reports are published on the Council's Website at:

<http://democracy.devon.gov.uk/ieDocHome.aspx?bcr=1>

### **Contact for enquiries:**

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Telephone: 01392 382061

Address: County Hall, Exeter EX2 4QD

Consultation Response on the draft Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy - Final

# Impact Assessment



Assessment of: Devon County Council's support of the Devon, Cornwall and Isles of Scilly Climate Adaptation Strategy

Service: Climate Change, Environment and Transport

Head of Service: Meg Booth

Version / date of sign off by Head of Service: 14/6/23

Assessment carried out by (job title): Doug Eltham, Environment and Sustainability Policy Officer

## 1. Description of project / service / activity / policy under review

Devon County Council (DCC) has declared a climate emergency and is a founding partner and principal funder of the Devon Climate Emergency initiative. In signing the Devon Climate Declaration, DCC has committed to working with partners to understand the near-term and future risks arising from climate change to plan for how infrastructure, public services and communities will have to adapt.

Climate adaptation refers to becoming more resilient to the changing climate by anticipating the adverse effects of climate change and taking appropriate action to reducing the risk from its impacts (e.g. sea level rise, heatwaves, flooding, drought etc.).

The Devon, Cornwall, and Isles of Scilly (DCIoS) Climate Impacts Group (CIG), currently chaired by the Environment Agency and coordinated by

DCC, was formed in 2019 in response to declarations of climate emergency across the three areas.

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2. A Strategic Adaptation Plan, which sets out the conditions for everyone to act on adapting to climate change together ("Adaptation Plan"). It provides a set of strategic objectives and suite of strategic-level adaptation options that could be considered for regional collaboration.
3. An Action Plan, which sets out the priority actions for regional collaboration over the next five years, and specific actions for different groups: policy makers, organisations, community groups and individuals.

It focuses on climate impacts which require, or which would benefit from, regional collaboration. Due to the place-based and context specific nature of climate risk and opportunities, it is not the purpose of this Adaptation Strategy to plan the detail of how individual areas and communities should adapt. Instead, such detailed plans will be captured at an appropriate level depending upon the risk – it could be at county, district, community or parish level – some communities already have these for specific issues, such as the Slapton Line in South Devon.

The CIG recognises that it has an important role in supporting others to develop their own adaptation plans at a range of scales, from sectoral to household level. The Adaptation Strategy is intended to inform a programme of regional interventions to adapt to climate change, as well as catalysing place-based, grassroots, and organisational action on climate adaptation.

The draft Adaptation Strategy has been open for public consultation during May and June 2023. The final version of the Strategy will be published in the autumn and partner organisations will subsequently be invited to endorse it.

## 2. Reason for change / review

A regional Climate Adaptation Strategy has not previously been prepared.

## 3. Aims / objectives, limitations and options going forwards (summary)

See Section 1.

## 4. People affected and their diversity profile

Climate change will affect everybody and therefore the result of implementing the recommendation will also affect everybody.

## 5. Stakeholders, their interest and potential impacts

Climate change will affect everybody in the county, and it will affect people less able to adapt the most. These include less affluent people, those living with physical and mental health conditions and those living in coastal communities or other areas prone to flooding and young people who will live with the effects becoming worse over their lifetimes. Implementing the recommendation will help grow efforts to reduce international carbon emissions and minimise these impacts.

Implementing the recommendation will help progress regional efforts to these impacts on everyone. The Strategy includes a more detailed commentary on people most vulnerable to climate change.

DCC aims to ensure that nobody's needs are overlooked in planning for climate change, and that the wide-ranging opportunities to improve health, wellbeing and social justice are seized

## 6. Research used to inform this assessment

- Climate Just - [Socially vulnerable groups sensitive to climate impacts](#)
- Devon, Cornwall and Isles of Scilly Climate Adaptation Plan

## 7. Description of consultation process and outcomes

This assessment has not been the subject of consultation.

## 8. Equality analysis

### Giving Due Regard to Equality and Human Rights

The local authority must consider how people will be affected by the service, policy or practice. In so doing we must give due regard to the need to: eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations.

Where relevant, we must take into account the protected characteristics of age, disability, gender, gender reassignment, pregnancy and maternity, marriage and civil partnership, sexual orientation, race, and religion and belief. This means considering how people with different needs get the different services they require and are not disadvantaged, and facilities are available to them on an equal basis in order to meet their needs; advancing equality of opportunity by recognising the disadvantages to which protected groups are subject and considering how they can be overcome.

We also need to ensure that human rights are protected. In particular, that people have:

- A reasonable level of choice in where and how they live their life and interact with others (this is an aspect of the human right to 'private and family life').
- An appropriate level of care which results in dignity and respect (the protection to a private and family life, protection from torture and the freedom of thought, belief and religion within the Human Rights Act and elimination of discrimination and the promotion of good relations under the Equality Act 2010).

A right to life (ensuring that nothing we do results in unlawful or unnecessary/avoidable death).

The Equality Act 2010 and other relevant legislation does not prevent the Council from taking difficult decisions which result in service reductions or closures for example, it does however require the Council to ensure that such decisions are:

- Informed and properly considered with a rigorous, conscious approach and open mind, taking due regard of the effects on the protected characteristics and the general duty to eliminate discrimination, advance equality and foster good relations.
- Proportionate (negative impacts are proportionate to the aims of the policy decision)
- Fair
- Necessary
- Reasonable, and
- Those affected have been adequately consulted.

Characteristics	Potential or actual issues for this group.  [Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a> ]	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
All residents (include generic equality provisions)	The Strategy shows that adapting to climate change will have far reaching and profound implications for how communities function and how behaviours will need to change.	<p>DCC aims to ensure that nobody's needs are overlooked in planning for climate change, and that the wide-ranging opportunities to improve health, wellbeing and social justice are seized.</p> <p>Tactical-level changes to DCC's services arising from the need to adapt to climate change will need to undertake their own impact assessment to consider their effect on the equality characteristics of service users.</p> <p>There will be opportunities to advance equality through these measures.</p>
Age	See above	See above
Disability (incl. sensory, mobility, mental health, learning disability, neurodiversity, long term ill health) and carers of disabled people	See above	See above

Characteristics	Potential or actual issues for this group.  [Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a> ]	In what way will you: <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim? Are you complying with the <a href="#">DCC Equality Policy</a> ?
Culture and ethnicity: nationality/national origin, ethnic origin/race, skin colour, religion and belief	See above	See above
Sex, gender and gender identity (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed)	See above	See above
Sexual orientation and marriage/civil partnership	See above	See above



<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>In what way will you:</p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (to meet needs/ensure access, encourage participation, make adjustments for disabled people, 'close gaps'), if possible.</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>Other relevant socio-economic factors such as family size/single people/lone parents, income/deprivation, housing, education and skills, literacy, sub-cultures, 'digital exclusion', access to transport options, rural/urban</p>	<p>See above</p>	<p>See above</p>

## 9. Human rights considerations:

Tactical-level changes to DCC's services arising from the need to adapt to climate change will need to undertake their own impact assessment to consider their effect on human rights.

## 10. Supporting independence, wellbeing and resilience. Give consideration to the groups listed above and how they may have different needs:

In what way can you support and create opportunities for people and communities (of place and interest) to be independent, empowered and resourceful?

This will need to be considered at the tactical level as the Authority's services implement resilience enhancements.

In what way can you help people to be safe, protected from harm, and with good health and wellbeing?

This will need to be considered at the tactical level as the Authority's services implement resilience projects.

In what way can you help people to be connected, and involved in community activities?

This will need to be considered at the tactical level as the Authority's services implement resilience projects.

## 11. Environmental analysis

An impact assessment should give due regard to the following activities in order to ensure we meet a range of environmental legal duties. The policy or practice does not require the identification of environmental impacts using this Impact Assessment process because it is subject to (please mark X in the relevant box below and proceed to the 4c, otherwise complete the environmental analysis table):

Devon County Council's Environmental Review Process	
Planning Permission	
Environmental Impact Assessment	
Strategic Environmental Assessment	

	<b>Describe any actual or potential negative consequences. (Consider how to mitigate against these).</b>	<b>Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).</b>
Reduce, reuse, recycle and compost:		
Conserve and enhance wildlife:	Potential negative effects on wildlife from new technology and land use changes, however planning policies and procedures, environmental assessment regulations relating to agricultural land, and constraints linked to grant funding mechanisms exist to avoid or minimise such impacts.	Using land and nature to improve local resilience, such as through natural flood risk alleviation, has the opportunity to have positive effects for wildlife.
Safeguard the distinctive characteristics, features and special qualities of Devon's landscape:	Introducing features into the landscape, such as trees to alleviate flooding or to provide shading, will need to be managed appropriately, taking into account existing landscape quality and character.	Landscape could be enhanced by such measures if planned carefully.
Conserve and enhance Devon's cultural and historic heritage:	Potential negative effects on the historic built environment from landscape-scale resilience projects that disturb soil or plant trees.  Potential negative effects from adapting buildings for overheating. Guidance will need to be developed in partnership with agencies such as Historic England.	

Minimise greenhouse gas emissions:	Individual resilience projects will need to consider their impact on greenhouse gas emissions. E.g. hard infrastructure or air conditioning.	Some resilience projects could sequester carbon.
Minimise pollution (including air, land, water, light and noise):	There will be some projects that could have negative effects, such as construction projects. These will be subject to existing regulations and permitting regimes to minimise effects.	There will be opportunities within resilience projects to improve water quality (e.g. re-wetting peatlands).
Contribute to reducing water consumption:		Reducing water consumption is a direct objective of the Adaptation Strategy.
Ensure resilience to the future effects of climate change (warmer, wetter winters; drier, hotter summers; more intense storms; and rising sea level):		This is a direct objective of the Adaptation Strategy.
Other (please state below):		

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## 12. Economic analysis

	Describe any actual or potential negative consequences. (Consider how to mitigate against these).	Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).
Impact on knowledge and skills:	None significant.	There is considerable potential for adaptation to climate change to create new skills opportunities, such as in sustainable agriculture.
Impact on employment levels:	None significant.	<p>Evidence suggests that in Europe around 500,000 additional jobs (approximately 0.2 per cent of the working population) will be directly and indirectly created by 2050 as a result of the increase in adaptation-related activities.</p> <p>Investment in adaptation infrastructure is likely to have positive effects on employment, in particular because of the increased demand for construction work in projects to reduce climate-related risks.</p> <p>Source: <a href="#">The employment impact of climate change adaptation – Input Document for the G20 Climate Sustainability Working Group (ilo.org)</a></p>
Impact on local business:	None significant.	The increase in adaptation-related activities will provide local business opportunities.

### 13. Describe the linkages or conflicts between social, environmental and economic impacts (Combined Impacts):

The impacts of climate change will affect society, the environment and the economy. Adapting to its effects will improve community and environmental resilience, minimise economic impact and provide new opportunities.

### 14. How will the economic, social and environmental well-being of the relevant area be improved through what is being proposed? And how, in conducting the process of procurement, might that improvement be secured?

See 12 and 13. Procurement is non-applicable.

### 15. How will impacts and actions be monitored?

Individual projects arising from the DCIoS Climate Adaptation Strategy will need to monitor their impact on social, economic and environmental indicators.





EES/23/1  
Cabinet  
12 July 2023

## Proposed Devon County Civic University Agreement Report of the Head of Economy, Enterprise and Skills

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Please note that the following recommendation is subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

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### **1) Recommendation**

That the Cabinet be asked to approve the Devon County Civic University Agreement.

### **2) Introduction**

Over the past year, work has been ongoing with the University of Exeter to deepen our day-to-day engagement, seeking to improve linkages between departments, academic peers and across our shared agenda. As part of this approach, the Authority and the University have been in discussion around the formation of a shared Civic Agreement.

In 2019 the University Partnership Programme (UPP) through the Civic University Commission made a principal recommendation that Universities commit their intention to supporting their region's economy and citizens quality of life through Civic University Agreements. Civic University Agreements are pledges from university leaders to work with anchor local institutions to maximise the impact of a university in its local environment. The agreements are co-designed civic strategies, which are informed by evidence and analysis of local priorities that harnesses the resources of the named organisations to generate greater benefits for a region, its businesses, and its people. The Civic University Commission report identifies four central principles that underpin Civic University Agreements: -

1. Place – Increased economic, social, environmental, and cultural benefits
2. Public – Developed with local partners and representative of local communities
3. Partnerships – Collaboration with anchor regional institutions to tackle local challenges
4. Measurement and Impact – To account for activity, celebrate impact, iterate, and learn

The Devon County Civic University Agreement (Agreement) (Annexe 1) recognises the fundamental role the Council and the University of Exeter share in shaping Devon's civic landscape. This Agreement will co-design a civic strategy, informed by evidence and

# Agenda Item 10

analysis of local priorities that harnesses the resources of the two organisations to generate greater benefits for Devon, its businesses, and its people.

This Agreement builds on already strong partnership foundations, and a history of mutual engagement. It is an opportunity to advance and amplify the impact of activities, strengths, and assets through joint civic strategy. The Agreement will formalise activity and establish a governance and monitoring approach. The Agreement will be overseen by senior representatives from each organisation who will be responsible for, and report on, an annual action plan.

Critically, the Agreement will allow the authority to better engage with the University on areas of local priority, from supporting the inclusion of our young people in higher education (notably those who are care experienced, with an SEND need and with wider barriers to advancement/issues around confidence), to promoting shared activity around policy areas such as housing and the low carbon economy, and more widely build up capacity and joint approaches around workforce development, business innovation and growth, or contributing to wider programmes around regeneration and place across the County.

The Agreement will align with a similar Agreement established between the University, Exeter City Council, Exeter College, Royal Devon and Exeter NHS Foundation Trust and initial conversations are also underway with the University of Plymouth to consider a similar approach.

### **3) Proposal**

The Agreement between Devon County Council and the University of Exeter builds on a history of informal collaboration between the two Organisations that combines the Universities research and resources with the Council's place-based services, data, and resources to generate benefits for our communities, businesses, and environment. The Agreement will formalise what was previously ad hoc activity, introducing a cycle of annual planning to facilitate collaborative strategic activity. This will create a framework through which all the Council's Service Areas can engage with the University on key challenges and opportunities.

Annexe 2 sets out the Devon County Council Civic Agreement Project on a one-page canvas to summarise the proposal. It illustrates the Agreement's purpose (mission), sponsors, stakeholders, resources, benefits, and investment.

The Agreement's over-arching mission is to support Devon to be a thriving, sustainable and prosperous place to live and work. To achieve this, the Agreement recognises that health, education, culture, environment, and economy are intertwined. The Agreement will be realised across horizons to identify immediate, emerging, and future benefits and impact. The immediate time horizon will focus on three clear priorities to deliver the overarching mission: -

- Developing our civil society to be ambitious for each Young Person to thrive through quality education, health, and social care
- To provide ample access to affordable, carbon considered housing

- Stimulate innovation and growth within the region's three key growth sectors: Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences

The development of the Agreement has been progressed by a joint officer group across the Council and the University and through senior engagement between Professor Lisa Roberts, Vice Chancellor of the University of Exeter and Donna Manson, Chief Executive of Devon County Council.

Following approvals, the two Organisations will finalise the following outputs and objectives:

1. Increased social mobility measured through educational attainment, health and well-being and careers
  - a. A Devon Teaching Alliance that uses research and evidence to support Teaching and improve the progression of disadvantaged students at Key Stage 4 & 5
  - b. Widened participation of young people progressing to Higher Education and greater engagement amongst Devon employers with University of Exeter placements and graduates
  - c. Improved access to Mental Health support for young people
  - d. Responsive and inclusive education and skills system that address regional priorities such as reduced recruitment and skills gaps in key areas of public service e.g., Health and Social care leads to development of social work Degree Apprenticeship from September 2024
2. Creation of a county-wide Housing Commission to improve access to housing and develop a strategy that considers the carbon impact of new and existing housing stock and the future housing supply.
3. Stimulate innovation and growth within the region's three key growth sectors: Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences
  - a. Develop a Skills and Innovation ecosystem to deliver sustainable futures that are responsive to the change driven by automation, environment, economic and global uncertainties
  - b. Support a pervasive transition of Digital and Net Zero knowledge, capability, and application across the public, third and private sector
  - c. Develop cohesive and robust joint proposals to secure greater levelling-up funding
  - d. Raise visibility and generate greater engagement with the region's innovation assets

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A Partnership Board will be established with designated lead representatives from each Organisation to finalise and drive forward an annual Action Plan to deliver the Agreement. The Action Plan will set specific, measurable, agreed, realistic and timebound objectives and consider the medium- and longer-term objectives. Key areas have been discussed for the first Action Plan and are illustrated below.

Table1: Action Plan (Work in Progress)

	<b>Action</b>	<b>Target</b>	<b>Due Date</b>
1a	3 schools will be selected to facilitate virtual Student and Pupil mentoring over 2 terms for disadvantaged pupils	Pupil progress in maths or literacy, measured by the progress 8 score, increases	Jan 2024
1b	A programme of benefits is curated for care experienced individuals to include mentoring, invitation to campus events and access to university facilities	25 Care experienced young adults access programme	Jan 2024
1d	The University launches a Centre for Degree Apprenticeships that will offer apprenticeships that meet sector priorities (such as Social work and Engineering)	The Council and Unitary Councils use Apprenticeship levy to fulfil a cohort of 20 social work DA in undergraduates	2024 - 2025
3a	Appraise Healthcare Innovation funding opportunities to explore breakthroughs to transform human health and wellbeing utilising our unique geography and demographics as a pilot/test-bed area	Secure £250,000 to pilot a health/ and or well-being innovations that respond to opportunities offered by automation and adoption of sustainable services.	Jan 2024

The Agreement should deliver long lasting value and benefits for both Organisations and bring a structure and efficient engagement. Shared knowledge and effort to address key opportunities will increase local impact and provide a strong platform to raise our profile nationally with the potential to draw in future investment for the County.

## **Timeline**

The proposed timeline for the Agreement is set out below, with key tasks including establishing Task and Finish Groups (TFGs) to support delivery.

July '23	Devon County Civic University Agreement approved by Devon County Council and the Universitys Executive Board
Aug '23	Civic University Partnership Board formed & designated leads identified
Sept '23	Ways of working, Terms of Reference, Performance Monitoring, community engagement and Task & Finish Groups (TFG's) established.
Oct '23	TFG's collate analysis,evidence and review
Nov '23	TFG's 2024 Annual Plan recommendation paper
Dec '23	Civic University Partnership Board agree Annual Plan
Mar'24	1/4 TFG performance monitoring review meeting
Jun '24	1/4 TFG performance monitoring review meeting
Sep '24	1/4 TFG performance monitoring review meeting
Nov '24	TFG's 2025 Annual Plan recommendation paper

## 4) Alternatives

There is no alternative recommendation for Civic Agreement with the University of Exeter.

This Civic Agreement does not preclude the Council entering Civic Agreements with other institutions.

## 5) Consultations

No consultations have been commissioned.

Representations from colleagues across Public Health, Communities & Prosperity, Climate Change, Environment & Transport, Economy, Enterprise & Skills, Integrated and Adult Social care and Children and Young People's Futures have informed the Agreement and will be represented across the Senior Board and Designated Leads.

## 6) Strategic Plan

The proposal aligns with each of Council's three strategic themes.

- Child friendly Devon
- A region that is inclusive, safe, connected, and resilient.
- A sustainable and prosperous Devon

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Table 2: Alignment of the Agreement's potential Action Plan deliverables with Council's Strategic Plan 2021-2025

<b>Council Objective</b>	<b>Grow Up</b>	<b>Live Well</b>	<b>Prosper</b>
<b>Activity alignment</b>	Brighter Futures for Young People <ul style="list-style-type: none"> <li>- Teaching Alliance</li> <li>- Widening participation in higher attainment</li> <li>- Mental Health provision</li> <li>- Responsive Education &amp; Skills System</li> <li>- Maximise use of regional innovation assets</li> </ul>	Housing For All <ul style="list-style-type: none"> <li>- Increased Social Mobility</li> <li>- Digital transition</li> <li>- Net Zero transition</li> <li>- Securing investment of levelling up funds</li> <li>- Access to carbon considered housing</li> </ul>	Innovation and growth <ul style="list-style-type: none"> <li>- Innovation &amp; Skills for a Sustainable Future</li> <li>- Increased Social Mobility</li> <li>- Responsive Education &amp; Skills System</li> <li>- Innovation &amp; Growth of key sectors</li> <li>- Digital transition</li> <li>- Net Zero transition</li> <li>- Securing investment of levelling up funds</li> <li>- Maximise use of regional innovation assets</li> <li>- Access to carbon considered housing</li> </ul>

The Task and Finish Groups will incorporate further strategic plans into the annual evidence and analysis cycle, these will include the Council's Key Principles and Behaviours, Strategy for Growth, Children and Adult Services Plan, Environmental Policy and the University of Exeter 2030 Strategy.

## 7) Financial Considerations

The Agreement will have no direct financial implication on the Organisation. It will need limited administrative support, associated process, and provisioning that the Partners will provide as part of day-to-day activities. The bulk of the Framework's process development, mobilisation and adoption will be provided from existing Economy, Enterprise & Skills (EES) resource.

Table 3: resource required in Year One – 28 days split between multiple personnel

<b>Activity</b>	<b>Commitment across both Organisations</b>	<b>Council commitment</b>
Annual Planning	10 people (1 elapsed day per person)	5 days
Organisational lead	0.5 day per month for each Organisation	6 days

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Developing Ways of Working and sustaining support to anchor cultural adoption	1 day per month for each Organisation	12 days
Meetings, workshop/ conference to review performance	10 people (1 elapsed day per person)	5 days (plus colleagues invited to thematic focus sessions)
Performance monitoring and knowledge exchange tools	Mutual	The framework will use existing technology, MS Teams, Excel, Power BI
<b>Total</b>		<b>28 days</b>

As the partnership develops and identifies new initiatives and projects, agreement resourcing, including provision for joint bids for funding will form part of the annual planning cycle.

When considering the cost of resourcing, the value of securing greater regional investment benefit should be noted that public investment raises output, both in the short term and in the long term.

## 8) Legal Considerations

The Agreement is a non-legally binding Memorandum of Understanding which has been confirmed as such by the Legal team.

## 9) Environmental Impact Considerations (Including Climate Change)

The Agreement as a memorandum of understanding will be carbon neutral. It is intended that the resulting deliverables should be Net Zero and Climate Change Adaption positive. An Environment Impact Assessment will form part of the annual Action Plan recommendation paper to allow the Partnership Board to consider climate change impact when agreeing the annual Action Plan.

## 10) Equality Considerations

In progressing this proposal, an Impact Assessment has been prepared which will be circulated separately to Cabinet Members and available on the Council's website at [Civic University Agreement - Impact Assessment \(devon.gov.uk\)](https://www.devon.gov.uk/civic-university-agreement-impact-assessment)

The report considers the Equality Act 2010 Public Sector Equality Duty that requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;

# Agenda Item 10

- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people’s needs; and
- foster good relations between people by tackling prejudice and promoting understanding

in relation to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership (for employment), pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation).

A decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.

Members will need to consider the Impact Assessment for the purposes of this item

## 11) Risk Management Considerations

<b>Risk</b>	<b>Mitigation</b>	<b>Likelihood 1- low 10 - high</b>	<b>Impact 1- low 10 - high</b>	<b>Risk Rating Out of 20</b>	<b>Owner</b>
Deliverables not delivered due to lack of resource	Scope to be set through well-defined requirements. SMART principle applied	7	7	14/20	Partnership Board
Lack of adoption - staff do not engage with the Framework	Use a Change Management process such as ADKAR or Kotter. Co-design the Framework with Partnership Board and Designated leads. Recognition that adoption will build across the 1 <sup>st</sup> year of adoption	3	7	10/20	Designated Leads
Agreement does not address the Council’s priorities	The CUA is informed by the Council Strategic Plan and relevant directorate Strategies. Directorates will be invited to join the Partnership Board and appoint designated leads who will co-author the annual Action Plan.	4	6	10/20	Partnership Board
Deliverables not delivered in time	Accountable and knowledgeable leads identified to progress each deliverable. ¼ reviews to track. Low % of deliverables are time critical	6	3	9/20	Designated Leads



Deliverables not delivered due to Scope change	Deliverables mapped to Horizons, informed by priority, feasibility, and resource available Designated leads to record Scope change formally at ¼ reviews and time to be adjusted if scope change approved.	6	2	8/20	Designated Leads
Deliverables not delivered due to Scope change	Deliverables mapped to Horizons, informed by priority, feasibility, and resource available Designated leads to record Scope change formally at ¼ reviews and time to be adjusted if scope change approved.	6	2	8/20	Designated Leads
Activity would be delivered without Agreement	The Agreement is a framework to enhance existing collaboration, expediate and strategically align new collaboration. Most importantly however it introduces accountability and performance monitoring to increase impact	5	3	8/20	Partnership Board
Reputation	UoE are a world-class research, Russell Group University. Deliverables are of low reputational risk and will be assessed by Senior board and overseen by expert designated leads	1	5	6/20	Partnership Board

## 12) Reasons for Recommendations

The reason for accepting the proposal is: -

1. Public Interest – the Agreement will deliver socio-economic benefits for businesses and people, and environmental benefits for the region
2. Organisational Value for Money – the Agreement intends to mitigate risk for the Organisation by pursuing innovative solutions that reduce the cost of delivering Local Authority statutory services, generate income, increase economic benefit for the region and develop sustainable solutions to environmental challenges.

Keri Denton, Head of Economy, Enterprise and Skills

**Electoral Divisions:** All

Cabinet Member for Economy, Enterprise & Skills: Councillor Rufus Gilbert

### Local Government Act 1972: List of background papers

Nil

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Proposed Devon County Civic University Agreement – Final



University  
of Exeter

DEVON Civic  
University  
Agreement 2023-26  
*Proposal version 5*

Innovation Impact and Business  
University of Exeter  
June 2023

DRAFT

# Agenda Item 10

The Devon County Civic University Agreement (CUA) recognises that the University is fundamentally linked to the place and people of Devon. Being a civic university means being authentically linked to a place and a community, responsive to its needs and committed to its success.

The University of Exeter is a vibrant knowledge hub with global connections, a major regional employer and important contributor to the local economy. Working together, Devon County Council and the University of Exeter share a strong commitment to the economic growth and prosperity, health, social and environmental fabric of our County.

Working together as Devon partners through our Civic University Agreement, our ambition is to generate benefits for our County, its businesses, and its people. This Agreement builds on already strong partnership foundations, and a history of mutual engagement. It is an opportunity to advance and amplify the impact of our activities, strengths, and assets.

At the heart of this Agreement is a belief that partnership is the catalyst that sets progress in motion. Partnerships within our County are now more important than ever, as we seek to ensure a thriving yet sustainable economy, healthy and happy people, a vibrant culture, and a spirit that connects us all with a pride of place and a determination to keep moving forward together.

Our Missions and the Partnership Framework which sit at the heart of this Agreement, respond to an analysis of local needs and consultation with partners and stakeholders.

## **Signatories**

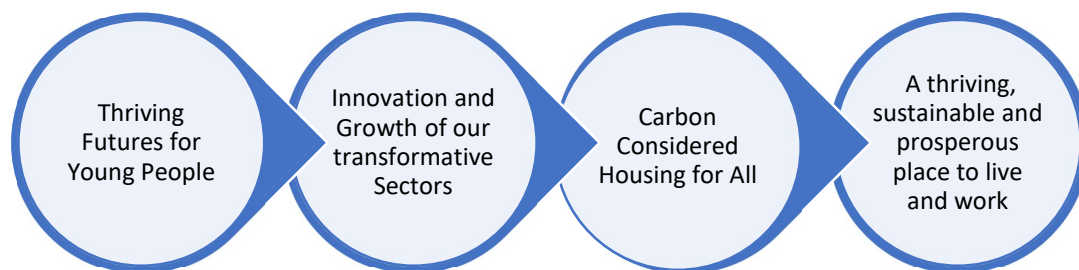
Devon County Council and the University of Exeter, as signatories to this Civic University Agreement, are committed to working together to help overcome the major social, economic, and environmental challenges that we all face together for Devon. We are bound by the Partnership Framework set out in this document to seek to improve levels of prosperity, equal opportunity, sustainability, health and wellbeing for Devon's citizens, businesses, families, and communities. We will work together to make measurable progress on our Missions.

Professor Lisa Roberts, Vice Chancellor, University of Exeter

Councillor John Hart, Leader Devon County Council

## Our Mission

The over-arching mission is to support Devon be a thriving, sustainable and prosperous place to live and work. In so doing this agreement recognises that health, education, culture, environment, and economy are intertwined. To begin with this agreement will focus on three specific areas that support this overarching mission, developing our civil society to be ambitious for each Young Person to thrive, to provide ample access to affordable, carbon considered housing and to develop a Skills and Innovation ecosystem to deliver sustainable futures.



As partners we will work collaboratively to deliver this positive change for Devon. The Devon County Civic University Agreement will enable us to work better together to coordinate and amplify the impact of our activities, strengths, and assets to generate greater benefits for Devon, its businesses, and its people.

## Thriving Futures for our Young People

The future of Devon’s children and young people is a clear priority.

Devon has deep and persistent inequalities in health and wealth. Around one in eight children live in poverty in Devon, with a large gap between the highest and lowest rates<sup>1</sup>. It is currently one of the least socially mobile counties in the United Kingdom, with areas that have seen lower economic growth such as Torrington and North Devon having particularly low levels of social mobility.

Research by the University of Exeter’s Centre for Social Mobility (2020) showed the South West has the worst educational outcomes for disadvantaged young people in the country and low social mobility compared with other areas<sup>2</sup>. In particular:

- School attainment gaps between poorer pupils and the rest are the largest of all English regions at the end of both primary and secondary school;

<sup>1</sup> DCC Website accessed April 2023

<sup>2</sup> Sim, A. M., & Major, L. E. (2022). SOCIAL MOBILITY IN THE SOUTH WEST

# Agenda Item 10

- 40% of disadvantaged pupils attained a standard pass in GCSE English and Maths in 2019 compared with almost 60% in Inner London;
- 17% of disadvantaged students went on to university in 2018/19 – the lowest rate of all English regions – compared with 45% in London.

Devon has a mix of rural, semi-rural and urban populations, all of which combine to create a complex education ecosystem. Health and wellbeing are intrinsically linked to factors such as housing, social and community bonds, participation in creative and physical activities, time spent outdoors in natural environments and inequalities in all their forms. Devon County Council and the University will work together with partners to bring their collective strengths to contribute to understanding and addressing these challenges.

A further shared focus on continuing to support the development of diverse, safe communities. Working together to identify cultural, civic and place-based opportunities which can benefit from the Universities research and the County Council's partnerships with the community and voluntary sector to respond to place-based priorities.

A South West Social Mobility Commission has been established, supported by the University of Exeter, its aim to transform life prospects for disadvantaged young people across the peninsula and help to influence decision-making by schools, local authorities and other organisations to improve social mobility.

## Our Ambitions

- We will support the work of the Social Mobility Commission to deliver clear and actionable recommendations, to achieve enhanced social mobility within Devon, promoting successful practice to business, education, public services and the third sector service providers.
- Extending the Teaching Alliance from Exeter to a Devon Education Alliance ensure children throughout each Key Stage of the National Curriculum benefit from equal access to world-class pedagogy of teaching.
- Together we will seek to address the skills and recruitment gaps in key areas of public services, such as Health and Social Care, through new initiatives and new skills provision, including Degrees, Degree Apprenticeships, and Continuing Professional Development.
- We will help greater numbers of young people from a Widening Participation background in Devon reach university, including the University of Exeter.
- Together we will explore how we can help support young people's mental health in Devon.

## Innovation and Growth of Transformative Sectors for a Sustainable Future

Devon has a large, diverse economy with a global reach. Businesses range from innovative, rapidly growing digital tech, advanced engineering, environmental science, specialised manufacturing, and marine industries through to sophisticated food, drink, and creative industries. There is a strong R&D base in the local Universities and global strengths in environment.

Yet despite its considerable assets, Devon is a low wage economy, with a range of factors limiting economic dynamism. With few large employers, our economy is weighted towards the low-paid service sector, especially in coastal and rural areas. This has profound implications for our people, in terms of low skills, low wages and lack of access to opportunities.

At the same time our transition to a greener and more sustainable economy provides significant opportunity where key sectors are interlinked with region's extensive land, coastal and marine environment. Alongside our neighbours in the Great South West, Devon has the opportunity to create world-leading growth in the green and blue economies, whilst responding to the climate emergency and ecological crisis. Innovation and skills will lie at the heart of this effort.

As partners, Devon County Council and the University of Exeter already collaborate closely to ensure our citizens have access to the skills required for, and access to, a growing number of high-quality sustainable green jobs in exciting and innovating sectors. Working together we will seek to boost the skills needed by our employers to grow and drive innovation.

## Our Ambitions

- Together we will target activity to support innovation in three key growth sectors for Devon, based on their potential for transformational impact
  - Environment (including Energy and Waste)
  - Advanced Engineering and Manufacturing (including Marine and Aerospace)
  - Health, Care and Life Sciences

And a pervasive adoption of two cross cutting themes:

- Digital – Both as a core sector and a driver of transformation across the rest of the economy, with a focus on the enabling role digital plays in driving productivity and innovation.
- Net Zero – Working together in areas such as clean mobility, energy, and wider carbon reduction to meet the ambitions of the Devon Carbon Plan.
- We will develop a Skills and Innovation ecosystem to deliver sustainable futures that are responsive to the change driven by automation, environment, economic and global uncertainties
- We will work together to boost research and development investment to support levelling-up across Devon. This will include exploring models which ensure that the benefits of innovation and growth reach all parts of Devon. We will work together to extend innovation support with and through partners such as SETSquared, the Exeter Science Park, Innovation Zones, and other innovation-support services.
- We will work together to support the formation of a Devon Education and Skills Alliance, creating a regionally responsive education and skills ecosystem to test and trial novel approaches to support social mobility, address attainment gaps and boost skills supply.
- We will grow the number of Devon employers benefitting from University of Exeter placements, internships and work experience programmes, and boost graduate retention in the region.
- Raise visibility and generate greater engagement with the region's innovation assets

## Carbon Considered Housing for all

Devon's housing challenges and their solutions are complex, interconnected and vary across the county. In acknowledging the great and growing housing challenges, the eleven Devon local authorities established a Devon Housing Task Force. Work by the Task Force shows that demand has outstripped supply for many years leading to a cycle of decline in availability and affordability across the whole housing system.

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Evidence shows a clear acceleration in the demand/supply pressures during the Covid pandemic. Whilst Devon has always been an attractive holiday destination due to its natural beauty it is the sheer scale of changes alongside an already heavily constrained market that mean any change in one part of the market will impact overall and the market is now in crisis.<sup>3</sup>

Decarbonising the domestic housing stock remains a barrier to achieving Net Zero. The 2023 GemServ report summarised that based on current deployment of solid wall insulation, heat pump and air source heat pump installations it will take 600+ years to reach Net Zero<sup>4</sup>. We recognise that Housing is intertwined with creating sustainable futures, innovation and skills, and that a vital role is developing a Retrofit strategy for social housing, low-income households and the able to pay market.

To fully understand the nature of the problem and the potential solutions, Devon local authorities and the University of Exeter are collaborating in the development and delivery of a Housing Commission. The Commission will undertake in-depth socio-economic and demographic analysis and community and stakeholder engagement to develop a clear picture of the problems across local housing markets and tenure types across geographic Devon.

## Our Ambitions

- Working with the Devon local authorities, the University will establish and support an independent County wide Housing Commission. With an independent chair and commissioners the Commission will hear evidence from key stakeholders, review evidence and produce a report with recommendations.
- The University will harness its strengths and expertise in this area, providing evidence.
- Through the work of the Commission, we will:
  - Develop a clear picture of the problems across local housing markets and tenure types across geographic Devon with a wide-range of engagement from communities, experts and partner agencies.
  - Develop an understanding of the future need for housing supply, tenure types and use that will aid the wider outcomes of prosperity, economic growth and social mobility.
  - Provide some practical recommendations that help to deliver on an improvement in use, supply and tenure type including improving the quality of the private rented stock in line with carbon plan objectives.
  - Make recommendations for new policy and powers to overcome barriers to local housing affordability and supply.
  - Seek to influence significant housing and social policy change and practical solutions that will start to address the broken local housing markets across the county. Working together we will identify where new ways of working could be trialled in the County.

## Guiding Principles

The Partnership Framework aims to:

- Enable better communication between the partners and the community, setting out a clear mechanism for day to day working;
- Harness research expertise to address Devon's challenges, supporting priority setting and co-production of solutions, providing a clear route to local impact;

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<sup>3</sup> Devon Housing Task Force, Proposal for a Devon Housing Commission 2022

<sup>4</sup> Heart of the South west Local Enterprise Low Carbon Skills Report, GemServ 2023



- Be dynamic and organic – adapting to circumstance;
- Provide routes to global engagement;
- Actively engage students in the public and community realm, matching student interest to community need and supporting engaged learning;
- Embed collaborative public engagement based on the principle of reciprocity, involving the flow of knowledge, information and benefits between the parties;
- Embed clear evaluation and review processes;
- Be transparent and accountable.

## The Partnership Framework

<b>Governance Structure</b>	<p>The Devon Civic University Agreement will be overseen by a Civic University Partnership Board comprising senior representatives from each institution which will meet annually.</p> <p>Designated leads from each institution will comprise the coordinating team, with quarterly meetings at which lead members from each institution can bring issues/concerns to the table and/or share their current activity.</p>
<b>Missions</b>	Our Missions will be jointly owned and agreed by our partners and align with our regional priorities.
<b>Agenda Setting</b>	<p>The partners will identify areas of “common ground” where it is expected that joint working will add value to the mission of each institution. Initially these will focus on the Missions identified within the initial CUA.</p> <p>The agenda will be shaped by participants on an ongoing basis, and everyone commits to attending and listening respectfully to partners when they bring issues and ideas to the group.</p>
<b>Brokerage</b>	Partners will identify lead connectors in each organisation that can broker wider relationships and be a point of contact between the partners, connecting them to wider networks. Over time we expect to have a visible and transparent set of institutional networks that will facilitate the sharing of knowledge.
<b>Sharing Intelligence and Horizon Scanning</b>	An annual Conference/Workshop will allow each institution to widen its engagement across their workforces, identifying critical issues, sharing intelligence, and identifying the potential for a collective response.
<b>Co-creation</b>	As partners we will embrace a ‘social enquiry’ approach to working on identified issues or challenges. We will collate information, research best practice, identify practical solutions, test them, and develop policy proposals for action. We will, through our vehicles for delivery, engage with the wider community and stakeholders in the region.
<b>Responding to opportunities</b>	The partnership should have provision to develop Task and Finish Groups or Mission Groups to enable the development of action plans and rapid responses from the partnership.
<b>Community and stakeholder engagement</b>	The partnership will adopt ways of working that support effective community and stakeholder engagement.
<b>Resourcing</b>	The CUA will need limited administrative support, associated process, and provisioning. Partners will identify internal coordination support and Mission-specific support.

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	As the partnership develops and identifies new initiatives and projects, there will need to be agreement on how this is resourced, including provision for joint bids for funding.
<b>Communications</b>	The partnership will adopt clear guidelines for promoting the partnership and its work and managing communication protocols.
<b>Annual Planning Cycle</b>	The Agreement will be accompanied by an annual planning cycle which enables progress to be monitored, new issues and challenges to emerge and the CUA subject to formal review and update.

## Status

This agreement is not intended to be legally binding, and no legal obligations or legal rights shall arise between the parties from this agreement. The parties enter into this agreement intending to honour all their obligations.

Nothing in this agreement is intended to, or shall be deemed to, establish any partnership or joint venture between the parties, constitute either party as the agent of the other party, nor authorise either of the parties to make or enter any commitments for or on behalf of the other party.

## Annexe 1: 2023/2023 Devon County Council Civic Agreement Objectives and Action Plan (work In Progress)

### Objectives

1. Increased social mobility measured through educational attainment, health and well-being and careers
  - a. A Devon Teaching Alliance that uses research and evidence to support Teaching and improve the progression of disadvantaged students at Key Stage 4 & 5
  - b. Widened participation of young people progressing to Higher Education and greater engagement amongst Devon employers with University of Exeter placements and graduates
  - c. Improved access to Mental Health support for young people
  - d. Responsive and inclusive education and skills system that address regional priorities such as reduced recruitment and skills gaps in key areas of public service e.g. Health and Social care leads to development of Social work Degree Apprenticeship from September 2024
2. Creation of a county-wide Housing Commission to improve access to housing and develop a strategy that considers the carbon impact of new and existing housing stock and the future housing supply.
3. Stimulate innovation and growth within the region’s three key growth sectors: Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences
  - a. Develop a Skills and Innovation ecosystem to deliver sustainable futures that are responsive to the change driven by automation, environment, economic and global uncertainties
  - b. Support a pervasive transition of Digital and Net Zero knowledge, capability, and application across the public, third and private sector
  - c. Develop cohesive and robust joint proposals to secure greater levelling-up funding
  - d. Raise visibility and generate greater engagement with the region’s innovation assets

### Action Plan

The **agreement** stage will bring together the Partnership Board and designated leads representative of key areas from each Organisation to set the annual **Action Plan**. The Action Plan will set specific, measurable, agreed, realistic and timebound (SMART) objectives for the Horizon 1 deliverables and outline Horizon 2 & 3 objectives.

Cognisant of priorities and to expediate impact, Table 1 sets out some elements of the Action Plan that designated leads from both Organisations have started to develop in anticipation that cabinet will recommend the Agreement is approved.

Table1: Action Plan (Work in Progress)

	Action	Target	Due Date
1a	3 schools will be selected to facilitate virtual Student and Pupil mentoring over 2 terms for disadvantaged pupils	Pupil progress in maths or literacy, measured by the progress 8 score, increases	Jan 2024

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1b	A programme of benefits is curated for care experienced individuals to include mentoring, invitation to campus events and access to university facilities	25 Care experienced young adults access programme	Jan 2024
1d	The University mobilise to offer a social work Degree Apprenticeship programme from September 2024	The Council and Unitary Councils use Apprenticeship levy to fulfil a cohort of 20 social work DA undergraduates	September 2024
3a	Appraise Healthcare Innovation funding opportunities to explore breakthroughs to transform human health and wellbeing utilising our unique geography and demographics as a pilot/test-bed area	Secure £250,000> to pilot a health/ and or well-being innovations that respond to opportunities offered by automation and adoption of sustainable services.	Jan 2024










Foundation	People		Creation	
Purpose	Sponsorship	Stakeholders	Deliverables (Outputs)	Plan
<p>Mission: A co-designed civic strategy, informed by evidence and analysis of local priorities that harnesses the resources of the two organisations to generate greater benefits for Devon, its businesses, and its people</p> <p>Outcomes: Developing our civil society to be ambitious for each Young Person to thrive through quality education, health, and social care</p> <p>To provide ample access to affordable, carbon considered housing</p> <p>Stimulate innovation and growth within the region's three key growth sectors: Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences</p>	<p>Lisa Roberts – Vice Chancellor, Chief Executive. University of Exeter</p> <p>Chris Evans - Director, Innovation, Impact and Business and Director of Regional Engagement. University of Exeter</p> <p>Donna Manson – Chief Executive, Devon County Council.</p> <p>Keri Denton – Head of Economy, Enterprise and Skills, Devon County Council.</p>	<p>University of Exeter Devon County Council</p> <p>Specific Partnerships e.g. Devon Climate Emergency, Housing Commission</p>	<p>Action Plan to be co-designed following the CUA acceptance. Key focus areas to be considered include: -</p> <ol style="list-style-type: none"> <li>Increased social mobility measured through educational attainment, health and well-being and careers                             <ol style="list-style-type: none"> <li>A Devon Teaching Alliance that uses research and evidence to support Teaching and improve the progression of disadvantaged students at Key Stage 4 &amp; 5</li> <li>Widened participation of young people progressing to Higher Education and greater engagement amongst Devon employers with University of Exeter placements and graduates</li> <li>Improved access to Mental Health support for young people</li> <li>Responsive and inclusive education and skills system that address regional priorities such as reduced recruitment and skills gaps in key areas of public service e.g. Health and Social care leads to development of Social work Degree Apprenticeship from September 2024</li> </ol> </li> <li>Creation of a county-wide Housing Commission to improve access to housing and develop a strategy that considers the carbon impact of new and existing housing stock and the future housing supply.</li> <li>Stimulate innovation and growth within the region's three key growth sectors: Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences                             <ol style="list-style-type: none"> <li>Develop a Skills and Innovation ecosystem to deliver sustainable futures that are responsive to the change driven by automation, environment, economic and global uncertainties</li> <li>Support a pervasive transition of Digital and Net Zero knowledge, capability, and application across the public, third and private sector</li> <li>Develop cohesive and robust joint proposals to secure greater levelling-up funding</li> <li>Raise visibility and generate greater engagement with the region's innovation assets</li> </ol> </li> </ol>	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>Annual Senior Board</li> </ul> <p><b>Deployment</b></p> <ul style="list-style-type: none"> <li>Annual Planning cycle &gt; Action Plan with objectives</li> <li>Annual Conference/ Workshops focused on key themes and evidence sharing</li> <li>Accountable leads responsible for Mission groups that meet quarterly</li> </ul> <p><b>Adopting Change</b></p> <p>Social enquiry approach blending citizens and partners consultation and engagement</p> <p>Successful adoption will use ADKAR or Kotter's 8 step process for leading change</p> <p>Activity will be staged over the Three Horizon Model</p>
	<p><b>Resources</b></p> <p><b>UoE</b> Lead: Andrew Dean - Innovation, Impact and Business Regional.</p> <ul style="list-style-type: none"> <li>Business Intelligence Capability</li> <li>Research and Academia</li> <li>Key Facilities</li> </ul> <p><b>DCC</b> Lead: Phil Adams – Skills and Devolution lead</p> <ul style="list-style-type: none"> <li>Economy, Enterprise and Skills</li> <li>Children's Services</li> <li>Adult Services</li> <li>Environment Group</li> <li>Community, Place and Economic Development grand challenges</li> </ul> <p>The CUA will need limited administrative support, associated process, and provisioning. Partners will identify internal coordination support and Mission-specific support.</p> <p>As the partnership develops and identifies new initiatives and projects, there will need to be agreement on how this is resourced, including provision for joint bids for funding.</p>			
	<p><b>Investment</b></p> <ul style="list-style-type: none"> <li>Annual Planning                             <ul style="list-style-type: none"> <li>10 people (1 elapsed day per person) = 5 people days match per Organisation</li> </ul> </li> <li>Organisational lead                             <ul style="list-style-type: none"> <li>0.5 day per month for each Organisation = 6 people days match per Organisation</li> </ul> </li> <li>Inauguration of Ways of Working and sustaining support to anchor cultural adoption                             <ul style="list-style-type: none"> <li>1 day per month for each Organisation = 12 people days match per Organisation</li> </ul> </li> <li>Annual workshop/ conference to review performance                             <ul style="list-style-type: none"> <li>10 people (1 elapsed day per person) = 5 days of people match per Organisation plus colleagues invited service area focus sessions</li> </ul> </li> <li>Shared access to performance monitoring and knowledge exchange tools                             <ul style="list-style-type: none"> <li>The framework will use existing technology, MS Teams, Excel, Power BI</li> </ul> </li> </ul> <p><b>Using an hourly rate of £34 per hour as a guide (Chief Officer L7 SCP)</b> <b>Cost to Organisation is £34 * 7 hours * 28 = £6,664 per annum of matched time across the Service</b></p>		<p><b>Benefits ( Outcomes)</b></p> <ul style="list-style-type: none"> <li>Strategic (rather than ad hoc) collaboration</li> <li>Application of globally recognised academic research to LA challenges and priorities</li> <li>Knowledge Transfer across Young People's Futures, Innovation and Skills and Housing.</li> <li>Identified points of contact for operational areas</li> <li>Knowledge transfer, longitudinal study on social mobility and performance monitoring supports the Organisation transition to a Learning Organisation.</li> <li>Economies of scale from co-development</li> <li>Increased regional human capital capability because of higher skills attainment and skills that align to regional development priorities</li> <li>Greater economic investment because of securing increased share of levelling up funding. (Fiscal Multiplier effect).</li> <li>Collaboration and Impact is monitored and measured</li> <li>Potential longitudinal study to track whether the CUA delivers social mobility impact across health, educational attainment, and income</li> <li>Sustainability: The CUA Action Plan provides the strategic parameters through which the workforce is empowered to contribute supported by the improved working relationships</li> </ul> <p><b>What benefits can we expediate?</b> <b>What benefits will take time to be realised?</b> <b>(Map against a three Horizon timeline)</b></p>	

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FIGURE I-1

The Project Canvas

Foundation	People		Creation	
<b>Purpose</b>  <b>Why</b> are we doing the project?	<b>Sponsorship</b>  <b>Who</b> is accountable for the project?	<b>Stakeholders</b>  <b>Who</b> will benefit from and be affected by the project?	<b>Deliverables</b>  <b>What</b> will the project produce, build, or deliver?	<b>Plan</b>  <b>How and when</b> will the work be carried out?
	<b>Resources</b>  <b>Who</b> will manage the project, and <b>which</b> skills are needed to deliver the project?			<b>Change</b>  <b>How</b> are we going to engage stakeholders and manage the risks?
<b>Investment</b>  <b>How much</b> will the project cost?		<b>Benefits</b>  <b>What</b> benefits and impact will the project generate, and <b>how</b> will we know the project is successful?		

# Impact Assessment



Assessment of: Devon County Council Civic University Agreement

Service: Economy, Enterprise and Skills

Head of Service: Keri Denton

Version / date of sign off by Head of Service: 20<sup>th</sup> June 2023

Assessment carried out by (job title): Charlotte Collyer, Digital and Sector Skills  
Employment and Skills Manager

## 1. Description of project / service / activity / policy under review

Devon County Council and the University of Exeter are proposing a Devon County Civic University Agreement. The agreement is a commitment to work together to help overcome the major social, economic, and environmental challenges that we all face together for Devon. The two Organisations will be bound by the Partnership Framework set out in the Agreement to seek to improve levels of prosperity, equal opportunity, sustainability, health and wellbeing for Devon's citizens, businesses, families, and communities.

A report recommending the Devon County Civic Agreement is approved, will be submitted to Devon County Council Cabinet Members: 12<sup>th</sup> July 2023

Once approved, the Devon County Civic Agreement will be published and available at: **To insert once published.**

## 2. Proposal, aims and objectives, and reason for change or review

Civic University Agreements are pledges from university leaders to work with anchor local institutions to maximise the impact of a university in its local environment. The agreements are co-designed civic strategies, which are informed by evidence and analysis of local priorities that harnesses the resources of the named organisations to generate greater benefits for a region, its businesses, and its people. The Devon County Civic Agreement has four central principles: -

1. Place – Increased economic, social, environmental, and cultural benefits
2. Public – Developed with local partners and representative of local communities
3. Partnerships – Collaboration with anchor regional institutions to tackle local challenges

4. Measurement and Impact – To account for activity, celebrate impact, iterate, and learn

The Agreement builds on a history of informal collaboration between the two Organisations that combines the Universities research and resources with the Council's place-based services, data, and resources to generate benefits for our communities, businesses, and environment. The Agreement will formalise what was previously ad hoc activity, introducing a cycle of annual planning to facilitate collaborative strategic activity. This will create a precedent and framework through which all the Council's Service Areas can engage with the University on key challenges and opportunities. As a result, engagement will be more efficient.

**The Agreement's mission is to support Devon to be a thriving, sustainable and prosperous place to live and work.** To achieve this, the Agreement recognises that health, education, culture, environment, and economy are intertwined. Initially the Agreement will develop an Action Plan that will focus on three **outcomes** that support the mission: -

1. Developing our civil society to be ambitious for each young person to thrive through quality education, health, and social care
2. To provide ample access to affordable, carbon considered housing
3. To develop a Skills and Innovation ecosystem to deliver sustainable futures that are responsive to the change driven by automation, environment, economic and global uncertainties.

The action plan will be agreed annual after the Agreement is signed. An indicative list of **outputs** may include:-

1. Increased social mobility measured through educational attainment, health and well-being and careers
2. A Devon Teaching Alliance to support teaching and improve the progression of disadvantaged students at Key Stage 4 & 5
3. Widened participation of young people progressing to Higher Education and greater engagement amongst Devon employers with University of Exeter placements and graduates
4. Improved access to Mental Health support for young people
5. A responsive and inclusive education and skills system that address regional priorities such as reduced recruitment and skills gaps in key areas of public service e.g., Health and Social Care



6. Innovation and growth within the region's three key growth sectors; Environment, Advanced Engineering and Manufacturing, Health, Care, and Life Sciences
7. Support a pervasive transition of Digital and Net Zero knowledge, capability, and application across the public, third and private sector
8. Develop cohesive and robust proposals to secure greater levelling-up funding
9. Greater visibility and engagement with the region's innovation assets
10. Creation of a county-wide Housing Commission to improve access to housing and develop a strategy that considers the carbon impact of new and existing housing stock and the future housing supply

Each year annually, representatives from both Organisations will agree Action Plans that set SMART objectives to :-

- Increase exposure and engagement between the University and disadvantaged pupils, care leavers, to raise aspiration and widen participation to Higher Education including into Degree Apprenticeships and to encourage retention of Exeter graduates in the local labour market.
- Widen access to University research and assets amongst Devon's Communities.
- Maximise the Universities research, knowledge and assets to address the region's grand challenges of ample, affordable, carbon considered housing, Net Zero and Digital adoption.

If procurement arises from the Agreement securing investment for future activity, the procurement process will follow the Net Zero Procurement Policy, Care Leavers Supplier Offer and look to secure and maximise impact for the Council's priority groups.

### 3. Risk assessment, limitations and options explored (summary)

Performance monitoring will be agreed at the outset. Actions will follow the SMART principle. Performance will be reviewed quarterly and annually.

Risk	Mitigation	Likelihood 1- low 10 - high	Impact 1- low 10 - high	Risk Rating Out of 20

<p>Actions are not representative of Devon</p>	<p>The Agreements Partnership Board will consist of designated leads from each institution.</p> <p>Designated leads from each institution will comprise the Coordinating Team.</p> <p>The Agreement will be mobilised following the Civic University Network Impact Framework and guiding principles which embeds collaborative public engagement, engages students and is transparent and accountable.</p>	5	7	12
<p>Actions are not inclusive</p>	<p>Actions will be assessed using DCC's access to service principle</p> <ul style="list-style-type: none"> <li>• Make reasonable adjustments for disabled people</li> <li>• Make sure information is accessible by following <a href="#">accessible communication standards</a>.</li> <li>• Make sure meetings are held in a way that is cognisant of accessibility and access, using a mixture of digital and in person approaches to ensure all colleagues and partners are able to engage.</li> <li>• Take account of people's ability to get to venues such as public transport links, disabled parking bays, gradients or steps around the building.</li> <li>• Consider commitments such as caring responsibilities and religious holidays or Sabbaths, including the implications of fasting.</li> <li>• Use anonymous diversity monitoring to measure outcomes and make sure you ask the right kind of questions when gathering personal information. Refer to <a href="#">guidance on equality and diversity monitoring</a>.</li> <li>• Make sure application processes are free from bias by separating details which reveal someone's personal characteristics that are not needed in order to make a decision.</li> </ul>	3	8	11
<p>Actions have either a) carbon impact or b) prohibit carbon adaption</p>	<p>At the point of recommendation each action will be assessed using the DCC Supporting guidance for the environment v 2 : <a href="#">Corporate websites - Environment Guidance v2.0.pdf - All Documents (sharepoint.com)</a></p>	3	8	11
<p>Actions are detrimental to economic development</p>	<p>All recommendations require evidence/ data</p> <p>All recommendations to be cross referenced for duplication, competition, and collaboration advantage</p> <p>All recommendations to be State Aid considered</p> <p>All recommendations require the Economy, Enterprise and Skills Senior Manager approval.</p>	3	6	9

## 4. People affected, diversity profile and analysis of needs

The Civic University Agreement has the potential to impact any of Devon’s residents and organisations. However, it is anticipated that activity will focus on delivering benefit for the following groups:-

- Children and Young People
- Care experienced individuals (circa 900 Children in Care aged 0-18 years, 500 Care Leavers aged 19-25)
- Homeowners (269,061) and Tenants (117,240)
- Unemployed (9,205) , Employed (381,700) , Businesses (38,760 VAT registered, circa 40,000 non VAT registered) and Education providers

## 5. Stakeholders, their interest and potential impacts

Stakeholder	Interest	Impact
Devon County Council Staff  Senior Leadership Team Care Leavers Team Children Services Communities Team Education Team Environment Team EES Team Councillor Portfolio Holder	Meeting objectives to progress LA priorities <ul style="list-style-type: none"> <li>• Children’s Social Care provision</li> <li>• SEND provision</li> <li>• Community well-being and cohesion</li> <li>• Net Zero and Carbon Reduction</li> <li>• Growth of key sectors; Environment, Advanced Engineering and Manufacturing, Health and Life Sciences</li> <li>• Local Authority strategic performance</li> </ul>	Greater efficiency through collaboration and use of combined knowledge, resources and economies of scale  Clear framework for staff to operate within
University of Exeter Staff  Innovation, Impact and Business Team Vice Chancellor Faculty leads	Reputation as an engaged civil anchor institution  Application of analysis and evidence base consultancy  Widens participation to Universities assets and	Demonstrates the University supports and participates in Civic activity  Provides real-world challenges for academics and students

	cultural amenities.	Clear framework for staff to operate within
Devon Climate Emergency group	Alignment to Devon Carbon Plan	Focused progression on Devon Carbon Plan
Energy Saving Devon	Energy efficient advice for landlords and homeowners to save money and reduce the energy carbon emissions which account for 21% of Devon's carbon emissions (DCC, 2021)	Greater take-up of home energy saving initiatives which reduces household bills and reduces regional carbon emissions
Local Skill Improvement Plan	Employer representation shaping the regional skills agenda to meet employer needs	<p>Greater take up of Executive Education raises regional productivity</p> <p>HE provision closely aligned to region's industry needs, supports regional economic growth</p> <p>Placements support greater retainment of higher-level skills in region</p>
Exeter City of Literature/ UNESCO NPO	Working with local communities to promote narrative and storytelling, raising literacy levels. Guided by UNESCO, UN Sustainable Goals and Arts Council	Increased literacy across diverse communities supporting access to public services and social mobility, improving wellbeing, educational attainment of young people and reducing social isolation.
Devon Housing Commission	<p>Housing affordability 20% higher than rest of the UK average</p> <ul style="list-style-type: none"> <li>• Average house price above £300,000 is beyond the range of many first-time buyers</li> <li>• A 50% decrease in private rent stock availability between 2019 - 2021 coupled with an estimated 18% increase in private rent</li> </ul>	<p>Long-term strategy to increase access to affordability of housing for region's residents and workforce.</p> <p>Increased carbon efficiency of new and existing housing stock.</p>

	<p>levels in 2022</p> <ul style="list-style-type: none"> <li>• Local Housing Allowances not keeping pace with price inflation</li> <li>• Significant increase in housing waiting lists, homelessness and pressure on temporary accommodation</li> <li>• Inaccuracy or unavailability of official data to understand the stock levels, quality, price, in each form of tenure to understand the true picture of socio-economic impact</li> </ul>	
Teaching Alliance	<p>School attainment gaps between poorer pupils and the rest are the largest of all English regions at the end of both primary and secondary school;</p> <p>40% of disadvantaged pupils attained a standard pass in GCSE English and Maths in 2019 compared with almost 60% in Inner London;</p> <p>17% of disadvantaged students went on to university in 2018/19 – the lowest rate of all English regions – compared with 45% in London</p>	Increased educational attainment of children and young people

## 6. Additional relevant research used to inform this assessment

- Sim, A. M., & Major, L. E. (2022). SOCIAL MOBILITY IN THE SOUTH WEST
- Devon Housing Task Force, Proposal for a Devon Housing Commission 2022
- Heart of the South west Local Enterprise Low Carbon Skills Report, GemServ 2023

## 7. Description of consultation process and outcomes

No consultation.

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## Background information

### 8. Equality analysis

Under the Equality Act 2010, the local authority must consider how people will be affected by a service, policy or practice. In so doing we must give due regard to the need to: eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations across protected characteristics of age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership (for work), sex, sexual orientation, race, and religion and belief. The Equality Act 2010 and other relevant legislation does not prevent the Council from taking difficult decisions which result in service reductions or closures for example, it does however require the Council to ensure that such decisions are: informed and properly considered with a rigorous, conscious approach and open mind, taking due regard of the effects on the protected characteristics and the general duty to eliminate discrimination, advance equality and foster good relations; proportionate (negative impacts are proportionate to the aims of the policy decision); fair, necessary, reasonable, and those affected have been adequately consulted.

- a) Is this group negatively or potentially negatively impacted, and in what way?
- b) What could be done or has been done to remove the potential for direct or indirect discrimination, harassment or disadvantage and inequalities?
- c) In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?
- d) What can be done to advance equality further? This could include meeting specific needs, ensuring equality of opportunity and access, encouraging participation, empowering people, making adjustments for disabled people and action to reduce disparities and inequalities.
- e) Is there a need to foster good relations between groups (tackled prejudice and promote understanding) and help people to be safe and protected from harm? What can be done?

### All residents by geographic area

Devon

## Age

All ages

### **Disability (includes sensory, mobility, mental health, learning disability, neurodiversity, long term ill health) and carers of disabled people**

All individuals with protected characteristics will not be negatively affected.

The Steering Board will include Officers that have completed mandatory and advanced Ethnicity, Diversity and Inclusion training.

The Steering Board will include a Children's SEND Officer.

Public engagement will invite responses from the third sector representing individuals with Disability. This project recognises the importance of fostering and developing relationships with diverse audiences and that this may require additional time and effort outside of the existing partnerships.

The Agreement recognises the need to collect accurate data, compliant with Equality Act and Data Protection Act 2018. Participation and engagement will be designed to redress the imbalance of groups that historically have under-engaged.

### **Race and culture: nationality/national origin, ethnic origin, skin colour, religion and belief, asylum seeker and refugee status, language needs**

All individuals with protected characteristics will not be negatively affected.

The Steering Board will include Officers that have completed mandatory and advanced Ethnicity, Diversity, and Inclusion training.

The Steering Board will include a Communities Team Officer.

Public engagement will invite responses from the third sector representing ethnic and cultural groups. This project recognises the importance of fostering and developing relationships with diverse audiences and that this may require additional time and effort outside of the existing partnerships.

The Agreement recognises the need to collect accurate data, compliant with Equality Act and Data Protection Act 2018. Participation and engagement will be designed to redress the imbalance of groups that historically have under-engaged.

### **Sex and gender identity and reassignment (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed)**

All individuals with protected characteristics will not be negatively affected.

The Steering Board will include Officers that have completed mandatory and advanced Ethnicity, Diversity and Inclusion training.

The Agreement recognises the need to collect accurate data, compliant with Equality Act

and Data Protection Act 2018. Participation and engagement will be designed to redress the imbalance of groups that historically have under-engaged.

### **Sexual orientation, and marriage/civil partnership if work related**

All individuals with protected characteristics will not be negatively affected.

The Steering Board will include Officers that have completed mandatory and advanced Ethnicity, Diversity and Inclusion training.

The Agreement recognises the need to collect accurate data, compliant with Equality Act and Data Protection Act 2018. Participation and engagement will be designed to redress the imbalance of groups that historically have under-engaged.

### **Other relevant socio-economic factors and intersectionality**

Whilst this Agreement seeks to positively impact everyone in Devon. The annual action plan and resulting deliverables will target priority groups. In the first instance the priority group focus is on supporting care experienced individuals, pupils of lower attainment, SEND pupils, individuals and households requiring housing support, and individuals seeking to increase their skills and educational attainment.

## **9. Human rights considerations:**

We need to ensure that human rights are protected. In particular, that people have:

- A reasonable level of choice in where and how they live their life and interact with others (this is an aspect of the human right to 'private and family life').
- An appropriate level of care which results in dignity and respect (the protection to a private and family life, protection from torture and the freedom of thought, belief and religion within the Human Rights Act and elimination of discrimination and the promotion of good relations under the Equality Act 2010).
- A right to life (ensuring that nothing we do results in unlawful or unnecessary/avoidable death).

The Agreement will not infringe Human rights.

The Agreements Partnership Framework aims to:

- Enable better communication between the partners and the community, setting out a clear mechanism for day to day working.
- Harness research expertise to address Devon's challenges, supporting priority setting and co-production of solutions, providing a clear route to local impact;
- Be dynamic and organic – adapting to circumstance;
- Provide routes to global engagement;



- Actively engage students in the public and community realm, matching student interest to community need and supporting engaged learning;
- Embed collaborative public engagement based on the principle of reciprocity, involving the flow of knowledge, information and benefits between the parties;
- Embed clear evaluation and review processes;
- Be transparent and accountable.

## 10. Environmental analysis

An impact assessment should give due regard to the following activities in order to ensure we meet a range of environmental legal duties. The policy or practice does not require the identification of environmental impacts using this Impact Assessment process because it is subject to (please mark X in the relevant box below and proceed to the 11, otherwise complete the environmental analysis information below):

<b>Devon County Council’s Environmental Review Process</b>	
<b>Planning Permission</b>	
<b>Environmental Impact Assessment</b>	
<b>Strategic Environmental Assessment</b>	

The Agreement itself has no negative environmental impact but intends to create positive environment impact. The Action Plan and Outputs though will provide a response on each of the questions contained in section 10 subheadings below as part of their recommendation to the Agreement’s Steering Group. An Officer from the Organisation’s Environment Team will form part of the Steering Group; thus, each Actions environmental analysis will form part of the decision-making process as to which Actions are agreed.

- a) Description of any actual or potential negative consequences and consider how to mitigate against these.
- b) Description of any actual or potential neutral or positive outcomes and consider how to improve as far as possible.
  - **Reduce, reuse, recycle and compost**
  - **Conserve and enhance wildlife**
  - **Safeguard the distinctive characteristics, features and special qualities of Devon’s landscape**
  - **Conserve and enhance Devon’s cultural and historic heritage**

- **Minimise greenhouse gas emissions**
- **Minimise pollution (including air, land, water, light and noise)**
- **Contribute to reducing water consumption**
- **Ensure resilience to the future effects of climate change (warmer, wetter winters; drier, hotter summers; more intense storms; and rising sea level)**
- **Other (please state below)**

## 11. Economic analysis

- a) Description of any actual or potential negative consequences and consider how to mitigate against these.
- b) Description of any actual or potential neutral or positive outcomes and consider how to improve as far as possible.

The Agreement itself has no negative economic impact but intends to create positive economic impact. The Action Plan and Outputs though will provide a response on each of the questions contained in section 11 subheadings as part of their recommendation to the Agreement's Steering Group. An Officer from the Organisation's Economy, Enterprise and Skills Team will form part of the Steering Group; thus, each Actions economic analysis will form part of the decision-making process as to which Actions are agreed.

- **Impact on knowledge and skills**
- **Impact on employment levels**
- **Impact on local business**

SC/23/4  
Cabinet  
12 July 2023

## Proposals for the Mobile Library Service Report of the Head of Service of Communities

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Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.

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### **1) Recommendation**

That the Cabinet be asked to approve the recommended Option 2 – Decommission the Mobile Library vehicles and provide £25K transition support for vulnerable users to continue to access alternative library provision.

### **2) Summary / Reasons for Recommendations**

Given the significant pressures on the Council's finances, on balance the Council considers that the proposals are a reasonable solution to reducing costs and the need for considerable reinvestment in mobile library vehicles when there are viable and more cost-effective alternatives that have the potential to develop the reach of our quality library services closer to people in their communities.

Whilst the service is well regarded by its users, the usage is comparatively low, does not represent a cost-effective means of delivering the service, and given the financial challenges, is ultimately not sustainable. Reducing the costs from this service will help to secure the wider sustainability of library services in Devon.

### **3) Background / Introduction**

Through the service contract with Libraries Unlimited, the Council provides for a mobile library service. The service has been reducing in demand over the last 10 years. In 2013, a major service review was completed resulting in reducing the mobile library fleet from 8 to 4 vehicles. There are 374 'stops' on a 4 weekly cycle for 4 routes. Stops vary from 15 minutes to 1hr depending on the location and number of visits.

More recently the stops where there have been consistently less than 4 active members who visit the stop, have also been removed. Last year the Torrington mobile vehicle was destroyed due to an arson attack and was not replaced. The reserve vehicle was put into action and subsequently when there is a scheduled maintenance break or a breakdown, the service for that area does not operate.

In 2021, Libraries Unlimited replaced one of the less mechanically reliable vehicles with a second-hand refurbished van. This was funded from a small grant from DCC and local

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fundraising with the balance made up from Libraries Unlimited reserves. There remain 3 vehicles owned by DCC.

The vehicles are ending their serviceable life and the Council needs to make a decision regarding the future of the mobile service. New, smaller vehicles cost in the region of £150-200k per vehicle so a significant capital investment would be required to continue to operate this service into the future.

There are currently around 3100 active users of the service who use at least 1 of the 374 stops around the county. Through previous years, active users have been gradually declining, as have the number of stops and subsequently stock issues.

We have an extensive network of 50 static libraries across the County and many of the stops are near or close to one our existing buildings. An analysis of the stops in relation to the 20 \* largest libraries concluded:

- 15.51% of mobile stops 3 miles or less by road
- 39.84% of mobile stops 5 miles or less by road
- 84.49% Mobile stops 10 miles or less by road

*\*Barnstaple, Bideford, Chagford, Crediton, Cullompton, Dartmouth, Exeter, Exmouth, Holsworthy, Honiton, Ilfracombe, Ivybridge, Newton Abbot, Okehampton, Sidmouth, South Molton, Tavistock, Teignmouth, Tiverton and Totnes*

There are also existing and complementary services that support vulnerable members such as the *Good Neighbour* scheme where friends, family and neighbours can sign up to reserve, pick up and drop off books, and the *Home Library* service where volunteers fulfil the same role. The use of the online resources such as e-books, audiobooks and magazines have continued to grow in popularity since COVID and remain strong post pandemic. Libraries Unlimited also support many book clubs.

The Council will also, as part of its developing future libraries strategy support development of relationships with community libraries across the county and work on testing a model that provides access to our library network for rural communities.

During April and May this year the Council consulted with users of the service to help inform its strategy going forward and to find out more about the users of mobile libraries in Devon to hear more from people about potential alternative solutions. The return rate was around 30% of current active members of the service and the findings from the consultation are detailed in section 6.

The Council, like all Local Authorities in England, is facing significant financial pressures and is needing to review ways across all services to reduce cost and limit future investment. The Council, unlike most Council's in England has not reduced its Library footprint, and through its strong partnership with Libraries Unlimited has continued to reduce costs whilst maintaining a high quality and evolving offer.

However, the Council has to live within its means and delivery of efficient and cost-effective services are required in order to sustain any comprehensive library offer.

## 4) Proposal

The proposal is to decommission the Mobile Library vehicles and to support active members to utilise existing alternatives such as digital, library buildings, the home library service and good neighbour schemes by December 2023.

Feedback from the consultation highlighted a proportion of existing members with physical disabilities and issues with transportation and self-isolation. Therefore, the proposal would include a one-off investment of £25,000 to support expansion of the alternative service options listed above and to provide support to our vulnerable members so that they are able to continue to access library services as far as possible.

Following feedback from the consultation we will also work with Libraries Unlimited to develop a rural outreach offer that includes how the Council can provide support to the community libraries around the County.

## 5) Options / Alternatives

### 5.1 Option 1 – Decommission the Mobile Library vehicles.

There are viable alternatives currently available to using mobile vehicles including library buildings, digital, home library scheme and good neighbour scheme. The Council would also develop a community library support scheme for rural areas that will in many circumstances mitigate the mobile visits. There would be a capital return for the vehicles estimated at £18,000.

The Council would work closely with Libraries Unlimited regarding future investment in rural outreach library services.

### 5.2 Option 2 – Decommission the Mobile Library vehicles and provide £25K transition support for vulnerable users to continue to access alternative library provision.

The Council would provide funding to help with the transition to other existing and new library services to ensure that the most vulnerable members of the mobile library community continue to access services they value.

### 5.3 Option 3 – Replace the 4 mobile libraries with new vehicles.

There would be upfront capital investment of between £600-800k to purchase the vehicles and would expect the running costs to be lower with more efficient and smaller mobiles. This option would be investing heavily in the service now and continuing in its current format. With numbers of active members, stock issues and visits at some stops gradually reducing we have discounted this option in favour of a wider rural access offer.

## 6) Consultation

A Consultation was launched on 31st March aimed at current mobile library users on a proposal, within the context of the financial challenges that Devon County Council currently faces, to end the current mobile library service delivered by Libraries Unlimited, and instead

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to seek and develop further alternative arrangements to ensure that people can continue to access and engage with their local library or library service.

Mobile library customers were advised of this consultation through email, social media and promotional materials in the mobile vans and every library building. The consultation ran for eight weeks allowing the library van to complete two four weekly routes.

Overall, 1197 consultation responses were received from individuals, households and one school. Letters and emails were also received from individuals and on behalf of groups and town councils. 95% of respondents said they or a family member use the mobile library, with 93% using it every month or as often as it comes to their stop or village.

The main demographic of respondents are older, with 79% over the age of 65 and 44% being 75 or older and primarily female (72%). Just over a third (34%) considered themselves to have a disability, with 13% saying that their day-to-day activities are limited a lot.

Consultation feedback showed how valuable the service is to its users, averaging 4.46 out of 5 in importance. Some of the key themes highlighting why the service is considered essential by users are:

- *it's easy access to books*
- *location convenience*
- *lack of access to cars/public transport*

The mobile library allows users to take out more books than at a static library with longer return times, no fines and no charges to reserve a book. These were all seen as a significant benefit and an essential given the rural locations the mobile library visits.

The service was often described as one of the last services in rural villages and therefore has become a place to meet, socialise and catch up with neighbours and the librarians. The social aspect was mentioned in 18% of respondents' comments. For some that said they are isolated or unable to get out of the house much, the social aspect of the service is the only time they get to talk to people. It was also mentioned that having access to books was a lifeline to help combat isolation and loneliness, concluding that this has benefited their mental health.

A few responses were received from children; however, as under 18, this data was not captured on the consultation. It must be noted that children are an important demographic of the mobile library user, as 9% of respondents mentioned children or grandchildren's access to books and reading when describing how essential the service was to them. Children were also reflected in the most popular stop mentioned in the consultation, Witheridge (5%), where the van visits the local primary schools. Another primary school responded on behalf of their reception class, mentioning the service was a 'lifeline for rural schools and future literacy'.

The consultation questions wanted to unearth if any users also used other services that Libraries Unlimited offer. 21% of respondents said they had recently visited a static library building, and 21% said they would do so if the mobile library service ceased. The main reason for not using a static library was not having access to a car or public transport to get there, with 34% of responses mentioning this. This was also one of the primary pieces of feedback given in the free text box as well as parking, fuel cost and time it would take to

travel to a library building. Considering the primary age demographic, 27% mentioned they would have difficulty carrying heavy books home, particularly the number of books they would averagely get from the mobile library. 16% mentioned they could not access a static library due to health conditions or disability, and 10% said they did not have time due to caring responsibilities.

The digital library service has been accessed less than a static library, with only 15% of respondents saying they currently use it. Some who mentioned they used the service said they had received audiobooks from the mobile library. Half of the respondents said they prefer a physical book, and 28% said they do not have access to a computer or are not confident with using a computer or device. Many said this was not an option due to bad connectivity in their rural location and 6% said they would continue to access the digital library if the mobile library service ceased.

Over half (53%) felt like the mobile library service is their only way of accessing library services in Devon and said they would or could not use the library service at all if the service stopped. A further 28% said they would use the library service less. Some comments expressed concern and worry over relying on volunteers, and the viability of the Home Library Service, but 8% said they would use this option and 1.5% said they would use the Good Neighbours scheme. A key theme mentioned was the need for users retaining independence than these alternatives provided, which is valued through the mobile service, and a small number were not keen on the idea of books being chosen on their behalf. 8% said they would visit a community library not run by Devon County Council instead.

At the end of the consultation, consultees were provided an opportunity to offer other ideas on how they would like to engage with library services. 515 comments were made, with a majority of respondents wanting to keep the mobile library service running. Other ideas mentioned include paying a small fee to access the service, extending borrowing times and providing/helping run small libraries in community facilities and providing better parking at static libraries.

This section was also used for general comments where there was a primary feeling of sadness, disappointment, anger and further isolation over the potential ceasing of this service and the reduction of other services, including public transport in rural villages. Concerns were also made around the environmental impact of ceasing this service, meaning more cars will be on the road to visit static libraries.

## **7) Strategic Plan**

<https://www.devon.gov.uk/strategic-plan>

The recommended proposal, alongside a commitment for further investment in community based support and ongoing significant investment in the wider Library service, maintains the Council's commitment to its Strategic Plan 2021 – 2025.

## **8) Financial Considerations**

It will require capital investment of £600k-800k to replace the mobile library fleet. There is no capital allocation in the Corporate Capital programme and if option 3 was preferred an

# Agenda Item 11

application would need to be made to the Corporate Programme Group for allocation of funding.

The combined annual running costs of the 4 Mobile libraries is £217,000 which if the vehicles are decommissioned, will be a saving to support the delivery of library services across the County.

The Council proposes a £25k one-off funding for expanding and developing alternatives funded through dedicated budget to support vulnerable people in Devon.

The implementation costs for Libraries Unlimited will be for potential redundancies estimated to be a maximum of £63k including strain costs of the Mobile Library Assistants. Libraries Unlimited are currently running a staff consultation pending the decision on the future of the service. We are working closely with Libraries Unlimited to ensure the Council's liabilities are minimised through redeployment opportunities within the service.

## 9) Legal Considerations

The Council has a statutory duty under the Public Libraries and Museums Act 1964 to provide comprehensive and efficient library service. The Mobile Library service falls within this duty. The Council considers that with the alternatives proposed alongside development of community library support the Council will continue to meet its statutory obligations.

## 10) Environmental Impact Considerations (Including Climate Change)

This proposal will not significantly affect factors relating to climate change. There will be a reduction in direct emissions and fossil fuels from the aging diesel vehicles as a result of decommissioning.

There is likely to be an increase in car journeys where users will access a library building, however these journeys are will probably be multi-purpose.

## 11) Equality Considerations

Where relevant, in coming to a decision the Equality Act 2010 Public Sector Equality Duty requires decision makers to give due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding

in relation to the protected characteristics (age, disability, gender reassignment, marriage and civil partnership (for employment), pregnancy and maternity, race/ethnicity, religion or belief, sex and sexual orientation).

A decision maker may also consider other relevant factors such as caring responsibilities, rural isolation or socio-economic disadvantage.



In progressing this particular scheme / proposal, an Impact Assessment has been prepared which has been circulated separately to Cabinet Members and also is available on the Council's website at [https://www.devon.gov.uk/impact/published Mobile Libraries closures - Impact Assessment \(devon.gov.uk\)](https://www.devon.gov.uk/impact/published-Mobile-Libraries-closures-Impact-Assessment-devon.gov.uk). The key points have been included in section 4 of this report.

Members will need to consider the Impact Assessment for the purposes of this item / meeting.

## **12) Risk Management Considerations**

This policy/proposal has been assessed and all necessary safeguards or action have been taken / included to safeguard the Council's position.

These are outlined within the related Impact Assessment and in the Council's consideration of its consultation. Risks regarding alternative provision are low, given that these relate to existing service.

Simon Kitchen, Head of Communities

**Electoral Divisions:** All

Cabinet Member for Public Health, Communities and Equality Councillor Roger Croad

## **Local Government Act 1972: List of background papers**

Background Paper Nil

### **Contact for enquiries:**

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Proposals for the Mobile Library Service - Final



# Impact Assessment



Assessment of: Closure of the Mobile Libraries and the alternative offers in place.

Service: Communities

Head of Service: Simon Kitchen

Version / date of sign off by Head of Service: 30/03/2023

Assessment carried out by (job title): Kathryn Blake, Commissioning and Programme Assistant

## 1. Description of project / service / activity / policy under review

Devon County Council commissions Libraries Unlimited to operate four mobile libraries. They have a current route of 374 stops working on a four-week rotation covering Devon. These stops include a variety of local community buildings, including churches, village halls and schools, with an average of 5 visitors per stop for 2022. Most locations are timetabled to have one stop every four weeks, generally lasting 30 minutes. Mobile libraries can offer limited service due to their size, with a small book collection and limited access compared to the broader range in static libraries or online.

## 2. Reason for change / review

Devon County Council has agreed to spend more on priority services to meet growing demand; therefore, savings must be made elsewhere. Libraries have seen a decline in real-term funding for many years; there are cost pressures around the delivery of mobile libraries, including staff costs, insurance and other costs, including fuel. The mobile library service's cost in 2022/23 is £211,683.

Three of the four vans used to run the mobile library service are 15 years old, and the other is around nine. Collectively, they spent about 670 hours off the road last year, with 45% due to van issues. Vehicle issues and repairs have accounted for 98% of the reason they have been off the road for the first two months of 2023. As a result, the vans are no longer reliable or provide a good level of service.

As all of the vans are ageing, replacement costs were investigated in 2022 and cost approx. £145,000 for a smaller vehicle, while a larger vehicle would start at £195,000. Because of this and the ongoing running cost, Devon County Council can no longer afford to replace the ageing vans and therefore propose to close this service before the vans give up and the service becomes more unpredictable and unreliable.

Indicator	2012-2013	2022	% Change
Active users	5546	3080	-44%
Visits	55,793	14,872	-73.34%
Loans	161,317	51,130	-68.3%

The service has seen a large decline in active users, visits and physical loans in the past 10 years. The pandemic did have an effect on mobile library visits and loans in 2020 and 2021, however in 2022 the statistics showed an increase in these areas back to similar levels seen in 2019. Active users have seen a rise since 2019 of 3%.

## 3. Aims / objectives, limitations and options going forwards (summary)

The mobile libraries primarily serve older and more vulnerable communities. The aim is to provide other services as alternatives to mobile libraries, which means anyone wanting to access a library service will still be able to do so. The consultation will look at gathering opinions on the following 4 options:

**Local Library** - There are 50 libraries across Devon, providing access to where people live, shop and work. Libraries in the city of Exeter and towns across the county offer various services, including free Wi-Fi and internet access, events, and community activities as well as space to meet and connect with others. Some also offer meeting rooms for hire, support for business start-ups and Workspaces.

**Digital** – The broad range of eBooks, audiobooks, digital magazines and digital newspapers has become very popular in recent years – available 24 hours a day.

**Good Neighbours** - Membership for friends, neighbours and family wishing to choose and deliver books to people not able to get to the library.

**Home Library Service** – Delivers books to vulnerable and isolated customers who are unable to get to the library because of health, mobility, or caring responsibilities. Dedicated volunteers choose and deliver books, including large print and audiobooks, free of charge and often have time to chat.

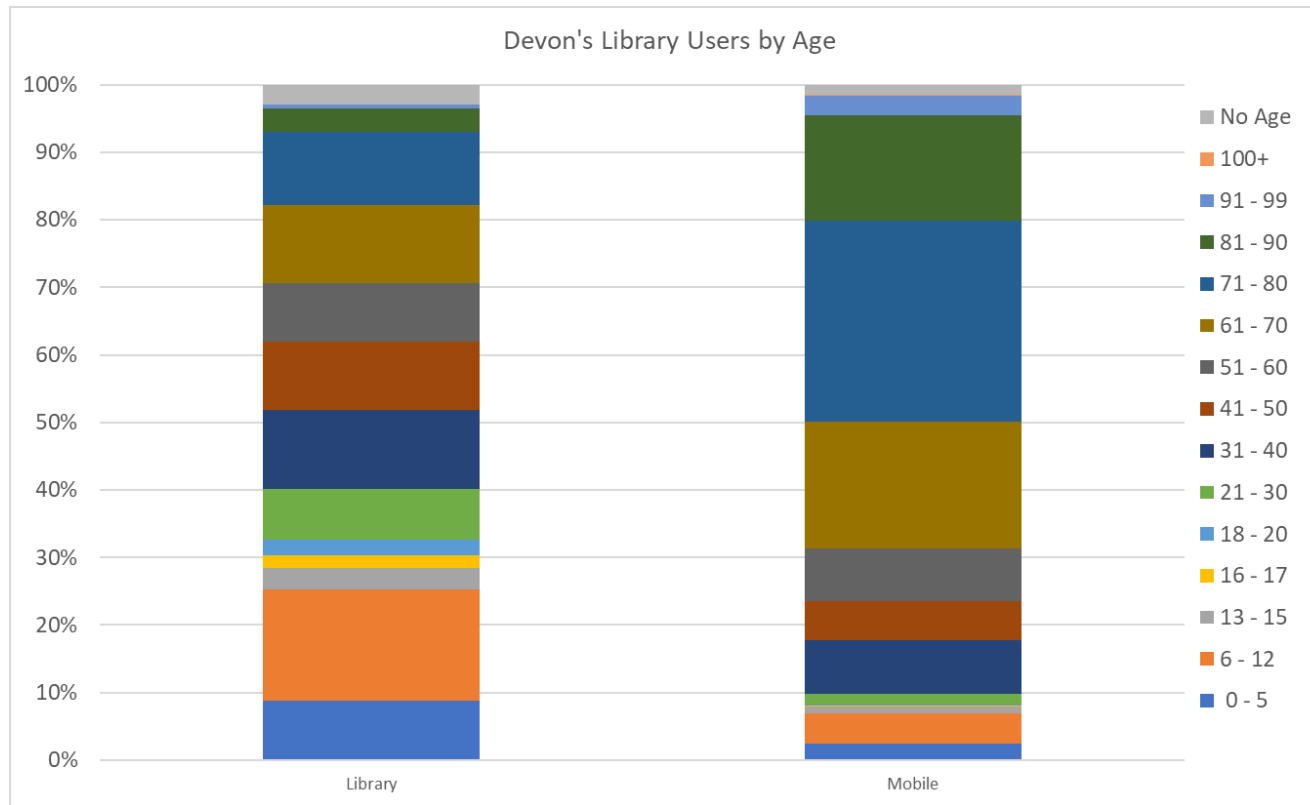
It is recognised that there could be limitations to these services and may not be the best option for all; therefore, Devon County Council will be seeking the views of the service users to gain further insight into other alternatives that they would like to see.

Devon County Council is also aware of community run libraries across the County in community halls and public spaces which are not supported by DCC. These provide access to small stocks of books and other material and maybe a preferred option to some.

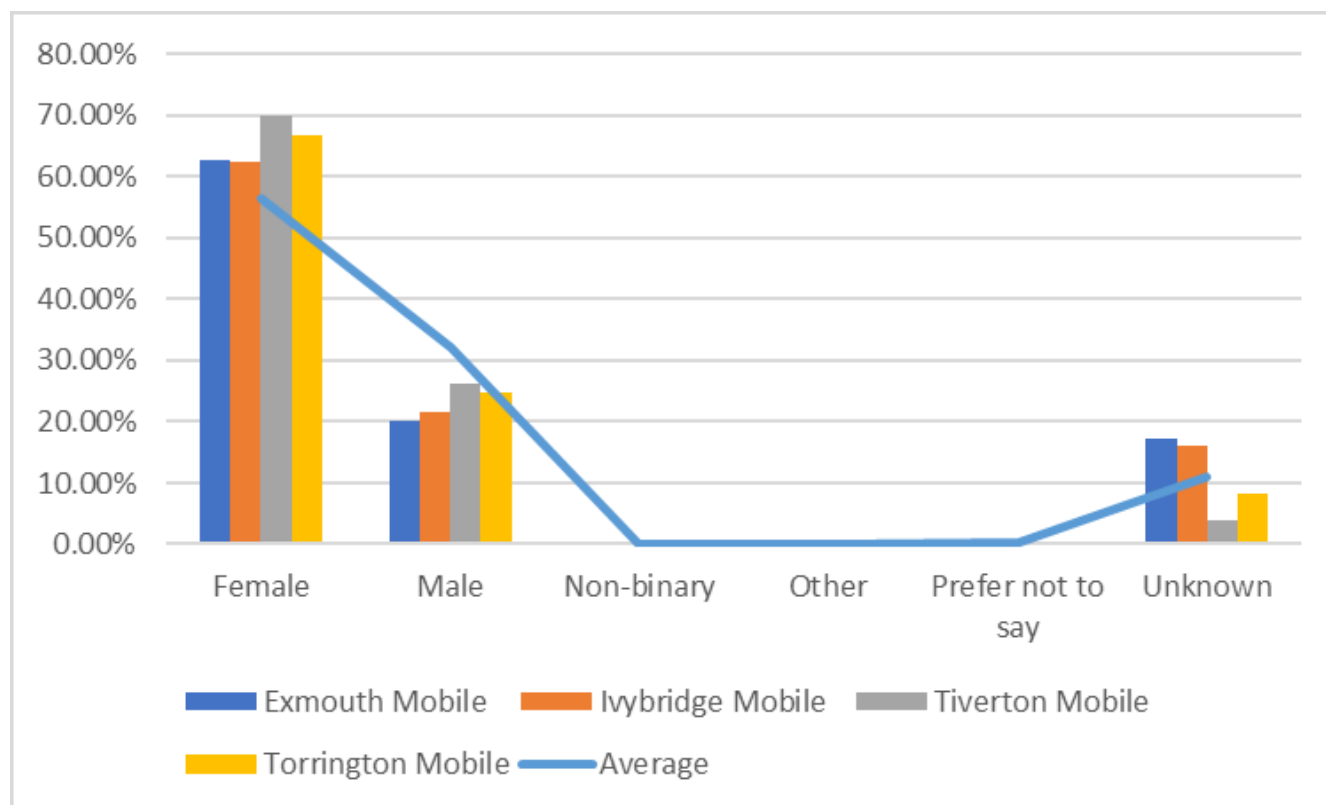
## 4. People affected, diversity profile and analysis of needs

Closure of the mobile libraries does have the potential to impact on three primary groups; staff working within Libraries Unlimited; active users of services identified and wider community members, who may use the services infrequently, or will do so in the future. The profile of mobile libraries users and the available demographic data is shown below.

Age - This graph shows the age profile of mobile library customers (and compared to other libraries in Devon and Torbay). It demonstrates for the Mobiles that over 80% are aged 41+ and 70% are aged 61+.



Gender – This graph shows the gender (where disclosed) of active users of the Mobile Libraries. There is generally lower than average use by males and higher than average females. Tiverton Mobile in particular has 70% of its customers that identify as female compared to an average of libraries in Devon of 57%.



Ethnicity – There is very limited data collection regarding ethnicity for Mobile Library customers. Across the four libraries the average non-completed data is 98.2% of customers. Of those where ethnicity has been recorded, 98.88% identify as white.

Disability – There are less than five (combined across the four mobile libraries) active users registered as “concessionary”. This may in part be due to longer loan periods and free reservations being standard service offer for Mobile Library customers, thereby negating the “benefits” of being registered as concessionary.

The Mobile Libraries do not have any registered Good Neighbours or Home Library Service customers. These are more likely to be associated with library buildings where stock levels are higher and for some the Mobile Library itself is providing the same service – almost coming to the doorstep. However, the data does show that there was one visit to the Torrington Mobile Library by a Good Neighbour in the last six months

Access to other library services – The motivations for using the Mobile Library service are varied and individual. The service covers a wide rural geographic area which may make it harder for some users to access a library building if they do not have their own transportation and rely on public transport

A proportion of Mobile Library customers use library buildings. Statistical approximations for those proportions is demonstrated below. This is calculated on the basis of: the minimum being those who's data (age, gender, postcode) did cross-reference, but obviously not all customers will have provided their age, gender and postcode; the reasonable approximation being based on the proportion of those who had provided all three pieces of data and then cross referenced; the highest being all those that didn't provide their age, gender or postcode being counted as having a second library card and added to those that cross referenced.

	Minimum % of mobile users likely to have a second library card	A reasonable approximation of % of mobile users to hold another library card	The highest % of mobile users likely to hold another library card
Exmouth Mobile	20%	40%	63%
Ivybridge Mobile	19%	24%	41%
Tiverton Mobile	18%	24%	42%
Torrington Mobile	17%	19%	29%

#### 4. Stakeholders, their interest and potential impacts

The core stakeholders are Devon County Council and Libraries Unlimited.

Libraries Unlimited as the Council's operator of Library Services.

As mobile libraries are a community asset, the wider community need to be considered in any plans of potential closure.



## 5. Additional research used to inform this assessment

ONS Internet survey - [Internet users, UK - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk)

## 6. Description of consultation process and outcomes

Any proposed changes require statutory consultation. This will take place for 8 weeks, finishing on the 26<sup>th</sup> of May and primarily directed at mobile library users.

This target group will be informed directly by email if available, and advertisement in the mobile and static libraries. The consultation will be on the DCC Have Your Say site with a link to an online questionnaire. Paper and large print copies will be in the mobile and static libraries. Mobile libraries will complete their timetabled route twice in this time, providing sufficient time for users to be notified on the consultation and provide feedback.

The aim of this consultation is to ask service users to help us find ways to ensure that they can continue to have access to library serviced in the future.

## 7. Equality analysis

### Giving Due Regard to Equality and Human Rights

The local authority must consider how people will be affected by the service, policy or practice. In so doing we must give due regard to the need to: eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations.

Where relevant, we must take into account the protected characteristics of age, disability, gender, gender reassignment, pregnancy and maternity, marriage and civil partnership, sexual orientation, race, and religion and belief. This means considering how people with different needs get the different services they require and are not disadvantaged, and facilities are available to them on an equal basis in order to meet their needs; advancing equality of opportunity by recognising the disadvantages to which protected groups are subject and considering how they can be overcome.

We also need to ensure that human rights are protected. In particular, that people have:

- A reasonable level of choice in where and how they live their life and interact with others (this is an aspect of the human right to 'private and family life').
- An appropriate level of care which results in dignity and respect (the protection to a private and family life, protection from torture and the freedom of thought, belief and religion within the Human Rights Act and elimination of discrimination and the promotion of good relations under the Equality Act 2010).
- A right to life (ensuring that nothing we do results in unlawful or unnecessary/avoidable death).
- The Equality Act 2010 and other relevant legislation does not prevent the Council from taking difficult decisions which result in service reductions or closures for example, it does however require the Council to ensure that such decisions are:
  - Informed and properly considered with a rigorous, conscious approach and open mind, taking due regard of the effects on the protected characteristics and the general duty to eliminate discrimination, advance equality and foster good relations.
  - Proportionate (negative impacts are proportionate to the aims of the policy decision)
  - Fair
  - Necessary
  - Reasonable, and
  - Those affected have been adequately consulted.

<p><b>Characteristics</b></p>	<p><b>Potential or actual issues for this group.</b></p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p><b>How will the project / service / policy / activity:</b></p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (meet needs / ensure access, encourage participation, make adjustments for disabled people, 'close gaps').</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p><b>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</b></p> <p><b>Are you complying with the <a href="#">DCC Equality Policy</a>?</b></p>
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<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>How will the project / service / policy / activity:</p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (meet needs / ensure access, encourage participation, make adjustments for disabled people, 'close gaps').</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>All residents (include generic equality provisions)</p> <p>Page 121</p>	<p>Mobile libraries are a community asset and free to access and therefore there will be an impact on the users of this service and wider community who wouldn't be able to access this service anymore if it was no longer available.</p>	<p>Closure of this service will likely impact those in more rural settings and disproportionately is likely to include older people. This can be mitigated through existing alternatives for borrowing and access books/learning. Good Neighbours and the Home Library Service will be offered as an alternative.</p>
<p>Age</p>	<p>Most mobile library customers are over 41 with a large proportion over the age of 61. Closure of mobile libraries would have a disproportionate impact on older community members.</p> <p>Mobile libraries have and do stop at local primary schools. Data from 2022 shows some of these stops are considerably more popular than town/village locations.</p>	<p>It cannot be presumed that an older age means reduced ability to travel. Local libraries can provide more services such as events and community activities as well as a space to meet and connect with others. This could benefit this age group who can be particularly vulnerable to loneliness. With the distance from mobile library stops to static libraries, there may be more reliance on public transport which may not be convenient to all.</p> <p>There also cannot be assumptions on the use of digital technology as a result of older age. However, the ONS Internet Users survey found in 2020 that those over 75 are still much less likely to be recent internet users as those aged 16-44, although this has been steadily increasing. For those who wish to access these services, digital sessions can take place to help</p>

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>How will the project / service / policy / activity:</p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (meet needs / ensure access, encourage participation, make adjustments for disabled people, 'close gaps').</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
<p>Page 122</p>		<p>people learn how to use the library's borrowing apps. Mitigation through seeking a boost the Home Library Service which will give access to a wider selection of books and large print and often have time to chat as well as the Good Neighbour offer to the immediate vicinity of the customer base</p> <p>Young people are users of mobile libraries and there is higher amount of interaction at a couple of these specific spots for primary age children. It is clear from the data that more young people are likely to be users of static local libraries.</p>
<p>Disability (incl. sensory, mobility, mental health, learning disability, neurodiversity, long term ill health) and carers of disabled people</p>	<p>The data available on disability impact for library users is very limited and not sufficiently evidence based in order to make firm extrapolations about impact.</p> <p>However, increasing the travel requirements to reach a library is likely to have a greater impact on those members of those communities with disabilities, particularly affecting their mobility,</p>	<p>Supporting vulnerable residents through the home visit service provided to those who have a physical or mental impairment which prevents them being able to visit a library without support would mitigate some of the negative impacts identified. If this option is pursued, it would be important to communicate widely the home visit service in order for the full extent of the mitigation to be realised.</p> <p>Staff of Libraries Unlimited can have more targeted conversations with individuals known to them and signpost appropriately on a case by case basis to find an appropriate alternative.</p>

<p>Characteristics</p>	<p>Potential or actual issues for this group.</p> <p>[Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a>]</p>	<p>How will the project / service / policy / activity:</p> <ul style="list-style-type: none"> <li>• eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>• advance equality (meet needs / ensure access, encourage participation, make adjustments for disabled people, 'close gaps').</li> <li>• foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
	<p>if they then must travel further to access services.</p>	
<p>Culture and ethnicity: Nationality/national origin, ethnic origin/race, skin colour, religion and belief</p>	<p>There is a lack of data regarding ethnicity of library customers and therefore inferences that the vast majority identify as White should be treated with suitable caution.</p> <p>The data that is available shows there are no anticipated positive or negative impacts on this protected characteristic.</p>	<p>No specific mitigation.</p>
<p>Sex, gender and gender identity (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed)</p>	<p>More women than average use the mobile libraries. The data indicated these are generally older women. Where women are more likely to be primary carers their library usage may be taking place around other commitments. Removal of the potential convenience of the mobile libraries may therefore have</p>	<p>Promotion of online resources for those who may struggle to reach a static library and have access to a device. If this is not possible, promotion of the Home Library Service and Good Neighbour offer.</p>

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Characteristics	Potential or actual issues for this group.  [Please refer to the <a href="#">Diversity Guide</a> and <a href="#">See RED</a> ]	How will the project / service / policy / activity: <ul style="list-style-type: none"> <li>eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage, where necessary.</li> <li>advance equality (meet needs / ensure access, encourage participation, make adjustments for disabled people, 'close gaps').</li> <li>foster good relations between groups (tackled prejudice and promoted understanding), if relevant?</li> </ul> <p>In what way do you consider any negative consequences to be reasonable and proportionate in order to achieve a legitimate aim?</p> <p>Are you complying with the <a href="#">DCC Equality Policy</a>?</p>
	a negative impact of removing a manageable library opportunity.	
Sexual orientation and marriage/civil partnership	Data not collected on this characteristic. Cannot identify if there are any positive or negative impacts.	No specific mitigation.
Other relevant socio-economic factors such as family size/single people/lone parents, income/deprivation, housing, education and skills, literacy, sub-cultures, 'digital exclusion', access to transport options, rural/urban	<p>The four mobiles cover a wide rural geographical area and does include some areas of deprivation (most notably North Devon and Torridge).</p> <p>The rural location of some users may make it harder to access a static library if they do not have their own transportation and rely on public transport.</p>	Promotion of online resources for those who may struggle to reach a static library and have access to a device. If this is not possible, promotion of the Home Library Service and Good Neighbour offer.

## 8. Human rights considerations:

Not applicable

## 9. Supporting independence, wellbeing and resilience. Give consideration to the groups listed above and how they may have different needs:

Promotion of online resources with additional help and training will help to keep independence of those who may struggle to reach a static library. Promoting mobile library users to return to their local library if they can gives access to events, community activities and meeting new people.

Members of the community who may struggle to access static libraries have other alternatives like the Home Library Service and Good neighbour programme to aid them in still having access to the same resources they did with mobile libraries.

## 10. Environmental analysis

An impact assessment should give due regard to the following activities in order to ensure we meet a range of environmental legal duties. The policy or practice does not require the identification of environmental impacts using this Impact Assessment process because it is subject to (please mark X in the relevant box below and proceed to the 4c, otherwise complete the environmental analysis table):

Devon County Council's Environmental Review Process	N/A
Planning Permission	N/A
Environmental Impact Assessment	N/A
Strategic Environmental Assessment	N/A

	Describe any actual or potential negative consequences. (Consider how to mitigate against these).	Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).
Reduce, reuse, recycle and compost:	Not applicable	
Conserve and enhance wildlife:	Not applicable	
Safeguard the distinctive characteristics, features and special qualities of Devon's landscape:	Not applicable	
Conserve and enhance Devon's cultural and historic heritage:	Not applicable	
Minimise greenhouse gas emissions:	Closure of the Mobile Library Service, which currently uses old diesel vehicles would reduce the emissions of particulate matter from the vehicles. And although diesel emits less CO2 than petrol engines, it does still contribute towards CO2 pollution.	This could have a positive consequence, but this may be offset by more individual car journeys to reach library services in other towns.  Encourage use of public transport or combining with other trips. Also, use of Good Neighbour or Home Library Service where eligible could reduce number of journeys.
Minimise pollution (including air, land, water, light and noise):	Closure of the Mobile Library Service, as above, given pollution from the diesel engines of the vehicles.	This could have a positive consequence, which could be offset if more people travel in their own cars to reach library services elsewhere.  Encourage use of public transport or combining with other trips. Also, use of Good Neighbour or Home Library Service where eligible could reduce number of journeys.



Contribute to reducing water consumption:	The closure would reduce overall water consumption by the vehicles.	A positive only if the vehicles were not repurposed and reused. An immediate positive consequence, which would be negated if the vehicles were reused.
Ensure resilience to the future effects of climate change (warmer, wetter winters; drier, hotter summers; more intense storms; and rising sea level):	Not applicable	
Other (please state below):		

## 11. Economic analysis

	Describe any actual or potential negative consequences. (Consider how to mitigate against these).	Describe any actual or potential neutral or positive outcomes. (Consider how to improve as far as possible).
Impact on knowledge and skills:	Free access to information, signposting to support, and opportunities for learning is provided by mobile libraries. These will all be negatively impacted upon by a removal of these services.	Promotion of local static libraries and online material will give more access to mobile users.
Impact on employment levels:	Pending the outcome of any public and staff consultations, roles could be made redundant as a result of any changes. Each mobile library has one full time position (plus relief staff) and this will be a significant impact to them, although the negative impact on employment levels in the community is minimal.	An appropriate consultation process will be undertaken with all affected staff run by Libraries Unlimited. All redeployment opportunities within Libraries Unlimited for staff will be considered to try to find alternative roles for staff whose roles are being made redundant. Support will be available to any staff given notice of redundancy to apply for alternative roles either within or outside of the organisation, such as reasonable time off for interviews and support with CV's. Staff will also have access to a variety of online training courses.
Impact on local business:	N/A	N/A

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## 12. Describe and linkages or conflicts between social, environmental and economic impacts (Combined Impacts):

N/A

13. How will the economic, social and environmental well-being of the relevant area be improved through what is being proposed? And how, in conducting the process of procurement, might that improvement be secured?

There are limited specific benefits for the communities impacted but all who use the current service will still have the ability to have access to the resources of a library.

14. How will impacts and actions be monitored?

Captured through consultation and iteration of this document.



## Refocussing the Devon Children And Families Partnership

### Report of the Head of Childrens Health and Wellbeing (Deputy Chief Officer)

*Please note that the following recommendations are subject to consideration and determination by the Cabinet (and confirmation under the provisions of the Council's Constitution) before taking effect.*

#### It is recommended that Cabinet:

- a) Comment on and approve the arrangements proposed by the Chief Executive for the discharge of the council's duties as a safeguarding partner to:
  - Co-ordinate safeguarding services in conjunction with the integrated care board and chief officer of police in Devon;
  - Be part of a strategic leadership group supporting and engaging with other agencies;
  - To implement local and national learning (including from serious child safeguarding incidents);As required by S16E of the Children Act 2004 and Working Together 2018 and as set out below.
- b) Delegate to the Chief Executive the decision about whether to appoint an independent chair or scrutineer for the Devon Safeguarding Children Partnership if the executive group recommends that an independent chair should be appointed, and funding can be identified.

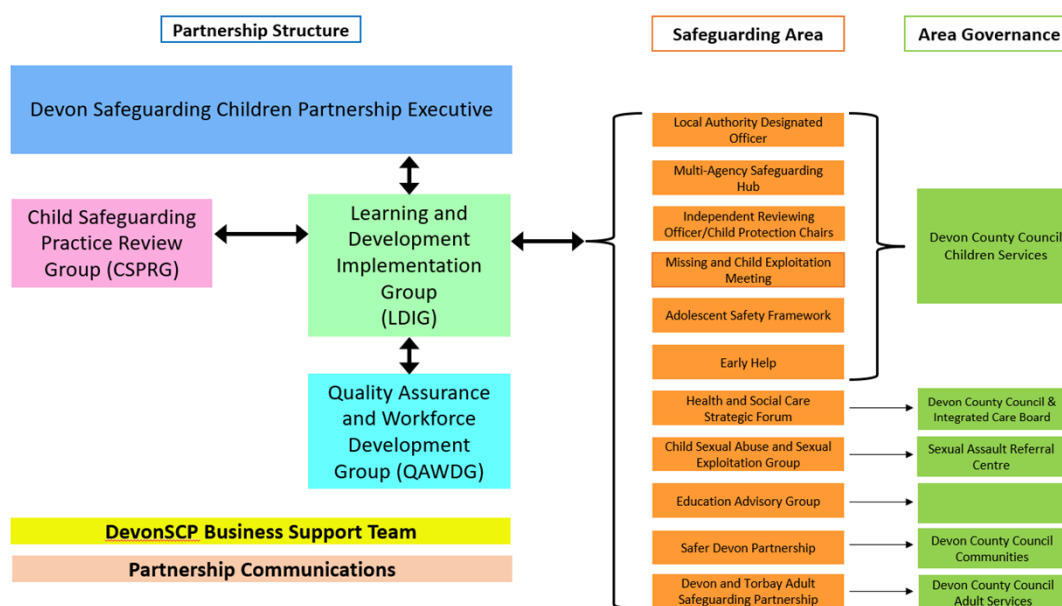
#### 1. Summary

- 1.1 Devon Children and Families Partnership was established in 2017. The Partnership is broader than that required by the relevant statutory guidance, Working Together 2018. The statutory partners have reviewed the scope of the existing partnership and concluded that the remit should be focussed on the primary purpose required and focus on safeguarding and promoting the welfare of children.
- 1.2 This report sets out how the council's statutory duties would be discharge by the proposed new arrangements through a Devon Safeguarding Children Partnership
- 1.3 The executive group of the existing Devon Children and Families Partnership has considered whether the future Partnership should be advised by an independent scrutineer or chaired independently. The statutory partners have agreed to consider these options within their own agencies and to make recommendations following further discussion.

## 2. Background

- 2.1 Devon Children and Families Partnership (DCFP) was established in July 2017. It merged the functions of the Devon Safeguarding Children Board (DSCB) and the Children, Young People and Families Alliance (The Alliance). This was in response to the recommendations of the Wood Review of Local Safeguarding Children Boards (March 2016) and in particular, the reference to “local areas to determine how they organise themselves to improve outcomes for children”.
- 2.2 Subsequently, in 2018, the Government published Working Together to Safeguard Children 2018 (WT18), statutory guidance which introduced a requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:
  - Devon Integrated Care Board, (ICB),
  - Devon and Cornwall Constabulary,
  - Devon County Council.
- 2.3 The partners have a shared and equal statutory duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as Devon Safeguarding Children Partnership (DevonSCP).
- 2.4 The DCC Chief Executive is jointly responsible for the safeguarding partnership arrangements and has agreed the following arrangements with the other statutory partners.
- 2.5 Since 2018, the remit of the DCFP has expanded beyond that required by Working Together 2018. In April 2023, the DCFP Executive agreed to re-focus the scope and remit of the Partnership in line with the requirements of Working Together 2018 to enable the Partnership to focus on a single strategic priority in financial year 2023 – 2024. The focus would be the Multi-Agency Safeguarding Hub (MASH), the initial point of contact for expressions of concern about children, young people and families.
- 2.6 The planned changes will result in a stronger focus on safeguarding and child protection, less risk of duplication and more efficient use of resources for the statutory partners.
- 2.7 The Partnership Executive to begin to undertake horizon scanning and strategic planning ahead of the publication of a further date Working Together, consequent on the outcome of the Care Review, due to be published by the government later this year or early in 2024.
- 2.8 The Partnership Executive has therefore proposed that the Partnership be renamed the Devon Safeguarding Children Partnership (DSCP) with a reduced number of subgroups. The revised governance and structure of the Partnership is set out below. The DSCP will then more closely align with the other regional safeguarding children’s partnerships in Torbay, Plymouth, Cornwall and Somerset.

- 2.9 The re-focus of the Partnership to DevonSCP will be achieved through a change management process.
- 2.10 Terms of Reference for the four groups in the DevonSCP have been produced and agreed by the Executive Group (see Appendix 2). A review of membership and representation is underway to ensure appropriate levels of delegation and expertise.
- 2.11 A mapping exercise and gap analysis is being undertaken to ensure all existing DCFP sub-groups have appropriate governance oversight under the new structure. This will ensure all statutory functions are undertaken without duplication. Any areas of risk identified through this process will be actively managed through a rigorous risk management process.
- 2.12 A re-branding and communications plan is being developed to ensure, partners, stakeholders and impacted parties are engaged and consulted with throughout the change process.
- 2.13 In order that the core work of the DevonSCP continues through the change management process, the business plan for financial year 23/24 is under development to ensure the Partnership continues to deliver its statutory responsibilities and meets its primary aim: to make sure that children and families can get the right support, in the right place, at the right time and that children feel safe, listened to.
- 2.14 The Proposed Governance Structure for the Devon Safeguarding Children Partnership:



- 2.15 The proposed terms of reference for the executive and the three subgroups are attached at Appendix A. There are some aspects of the governance structure which require further consideration, for example the links between the DSCP and Prevent and Channel (both of whom report into the Safer Devon Partnership); how best to involve district councils and the voluntary, community and social enterprise sectors as well as the link to the Early Help Partnership.

- 2.16 Working Together 2018 highlights the benefits of independent scrutiny of the work of Local Safeguarding Children Partnerships without specifying how that scrutiny should best be provided:

‘The role of independent scrutiny is to provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.’ (WT18 pg.80 para 31)

‘The independent scrutineer should consider how effectively the arrangements are working for children and families as well as for practitioners, and how well the safeguarding partners are providing strong leadership and agree with the safeguarding partners how this will be reported.’ (WT18, pg. 80 para 32)

- 2.17 A later report, Vulnerability Knowledge & Practice Programme Report – Independent Scrutiny & LSCP Arrangements – August 2022 commented that “LSCPs ‘independence’ can be achieved through appointment of Independent Chairs or through Independent Scrutineer(s) who might also hold some chairing duties”.
- 2.18 The statutory partners that make up the executive of the proposed DSCP are continuing to evaluate the benefits of either an independent scrutineer or an independent chair and will make recommendations as to the best option later in the year. Either option would require additional funding, to be shared by the statutory partners.
- 2.19 Following the completion of the care review, the government has published a revised version of Working Together for consultation. This suggests that safeguarding partnerships should consider appointing an independent scrutineer rather than an independent chair. The DSCP Executive will take this into account when considering how best to ensure independent guidance for the partnership.

### **3. Consultations, Engagement and Representations**

- 3.1 The statutory partners have been consulted about the content of this report.

### **4. Financial Considerations**

- 4.1 There are no costs associated with re-focussing the work of the partnership.



**5. Legal Considerations**

5.1. The lawful implications of the proposals have been considered and taken into account in the preparation of this report and the formulation of the recommendations set out above.

**6. Environmental Impact Considerations (Including Climate Change)**

6.1. There is no environmental impact.

**7. Equality Considerations**

7.1. There are no negative impacts from an equalities' perspective anticipated from the refocussing of the partnership arrangements.

**8. Risk Management Considerations**

8.1 None

**9. Summary / Conclusions / Reasons for Recommendations**

9.1 Refocussing the work of the Devon Children and Families Partnership, reducing its scope and the number of sub-groups supported will enable the Partnership to support the work being undertaken to improve children's services in Devon.

9.2 The proposals set out in this report for the creation of the Devon Safeguarding Children Partnership will enable the council and its statutory partners to fulfil their statutory obligations, as set out in Working Together 2018.

9.3 The statutory partners will consult within their own agencies before making a recommendation about whether or not the DSCP would benefit from the appointment of an independent scrutineer or an independent chair.

Electoral Divisions: - All

Cabinet Member for Children's Services: - Councillor Andrew Leadbetter

Head of Children's Quality Assurance: - Vicki Whitehead

Deputy Chief Officer - Head of Children's Health and Wellbeing: - Steve Liddicott

Contact for Enquiries: - Steve Liddicott, Deputy Chief Officer- Head of Children's Health

Tel No: - 01392 382300      E-mail: - steve.liddicott@devon.gov.uk

Local Government Act 1972: List of Background Papers

Background Papers	Date	File Reference
Children Act 2004	2004	<a href="https://www.legislation.gov.uk/ukpga/2004/31">https://www.legislation.gov.uk/ukpga/2004/31</a>

# Agenda Item 12

Working Together 2018	Revised 2022	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/100000/working-together-2018-revised-2022.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/100000/working-together-2018-revised-2022.pdf</a>
Wood Review of Local Safeguarding Children Boards	March 2016	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/540000/wood-review-2016.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/540000/wood-review-2016.pdf</a>
Vulnerability Knowledge & Practice Programme Report – Independent Scrutiny & LSCP Arrangements	August 2022	<a href="https://www.vkpp.org.uk/publications/publications-and-reports/reports/index.html">https://www.vkpp.org.uk/publications/publications-and-reports/reports/index.html</a>

**Appendix 1 - Proposed Terms of Reference for the Devon Safeguarding Children Partnership Executive and Sub-Groups**

**Devon Safeguarding Children Partnership Executive**

**1. Authority**

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

1.3 Individual agencies are responsible for setting their own policies. The role of the Partnership Executive is to hold each agency to account.

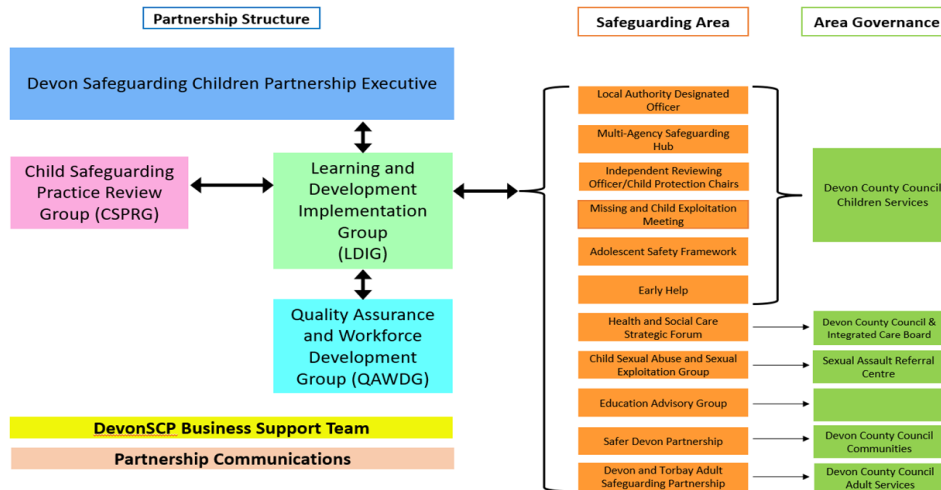
**2. Governance structure**

2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



### 3. Purpose and priorities

- 3.1 The Executive is the governing and decision-making body of the DevonSCP. It brings together statutory and non-statutory partners and has overall accountability for safeguarding arrangements for children in Devon.
- 3.2 The purpose of the Executive is to provide strategic leadership and set strategic aims to fulfil the requirements placed on it in WT18.
- 3.3 MASH is the single priority for the DevonSCP over the period FY23/24.

### 4. Responsibilities

- 4.1 The Executive responsibilities are (as detailed in WT18):
  - To improve outcomes for children and to safeguard and promote their welfare
  - To develop and publish strategic and Annual Safeguarding Arrangements Reviews in line with WT18 requirements
  - To commission independent reviews and peer support as appropriate and in line with WT18.
  - To coordinate service delivery, ensuring quality standards are maintained, outcomes improved, and services are good value for money
  - Oversight of Section 175 and Section 11 arrangements
  - To ensure effective coordination and communication and working together across the multi-agency partnership.

### 5. Composition

- 5.1 The DevonSCP Executive consists of senior representatives from all three safeguarding partners. WT18 requires that the lead representative from each of the three safeguarding partners plays an active role. It is expected that members hold executive and senior offices in their organisations and can commit their organisation's resources, with accountability delegated from the CEO of the organisation. Members are also required to gather the views of the organisation(s) or service they represent prior to

meetings so they can represent these views. Members should also disseminate relevant information from Executive meetings within their organisation(s) or service.

The Executive is currently composed of the following members:

<b>Status</b>	<b>Organisational Role</b>	<b>Name</b>
Chair and Statutory Member	Chief Superintendent South Devon BCU Commander, Devon and Cornwall Police	Roy Linden
Statutory Member	Interim Director of Children's Services.	Julian Wooster
Statutory Member	Chief Nursing Officer for Devon Integrated Care Board	Naomi Chapman
Member and chair of LDIG	Head of Devon and Torbay Probation	Louise Arscott
Secretariat	Interim Joint Partnership Manager	Kate Nightingale
Secretariat	Interim Joint Partnership Manager	Jackie Colby
Secretariat	Business Support Officer	Claire Goldstraw

- 5.2 The Executive may invite attendees routinely or ad-hoc. Currently, the independent scrutineer (Keith Perkin) attends Executive meetings as an invited attendee.

## 6. Quorum

- 6.1 In order for any Executive meeting to be quorate representatives of all three safeguarding partners must be in attendance
- 6.2 Attendance may be in person, by telephone or online.

## 7. Decision-making

- 7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to Executive meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.
- 7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration. In the event that consensus cannot be reached, Members will vote. The Chair will have the deciding vote in the event of a tie.
- 7.3 Decisions can only be formally made when a meeting is quorate, and will be recorded in the meeting minutes.

## 8. Meetings

- 8.1 The DevonSCP Executive will usually meet monthly for 1.5 hours, with agreement from the Chair. Ad-hoc or extraordinary meetings may be called by agreement of the Chair and or Vice-Chairs. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.
- 8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, take minutes at the meeting, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.
- 8.3 Members of the Executive have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.
- 8.4 The Partnership Team will monitor attendance and provide updates to the chair.

## **9. Delegation of activity and powers**

- 9.1 Members should have delegated authority to represent their agency from the CEO's of their organisation. WT18 requires that members can delegate their responsibilities to a deputy but they remain accountable for any actions or decisions taken on behalf of their agency. If delegated, it is the responsibility of the member to identify and nominate a senior officer in their agency to have responsibility and authority for ensuring full participation with these arrangements. The member, or those they delegate authority to, should be able to speak with authority for the safeguarding partner they represent, take decisions on behalf of their organisation or agency and commit them on policy, resourcing and practice matters, and hold their own organisation or agency to account on how effectively they participate and implement the local arrangements.
- 9.2 The Executive has established three sub-groups and delegated development, operational and assurance activity to them on behalf of the Executive.
- 9.3 The Chairs of the sub-groups attend the Executive as core members to report on the activity of the sub-group and agree strategic aims.

## **10. Reporting and Monitoring**

- 10.1 WT18 requires that the safeguarding partners must publish an Annual Safeguarding Arrangements Review at least once in every 12-month period. The Executive is accountable for the publication of this report.
- 10.2 The report must set out what the Partnership has done as a result of the arrangements, including child safeguarding practice reviews, and how effective these arrangements have been in practice.
- 10.3 All other reporting is delegated to sub-groups e.g. section 11, Section 175

**11. Performance and Review**

11.1 The performance of the Executive is reviewed and assessed by an independent scrutineer who will provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.

11.2 Terms of reference for the Executive and sub-groups will be reviewed annually.

## Devon Safeguarding Children Partnership Learning and Development Implementation Group Terms of Reference

### 1. Authority

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

### 2. Governance structure

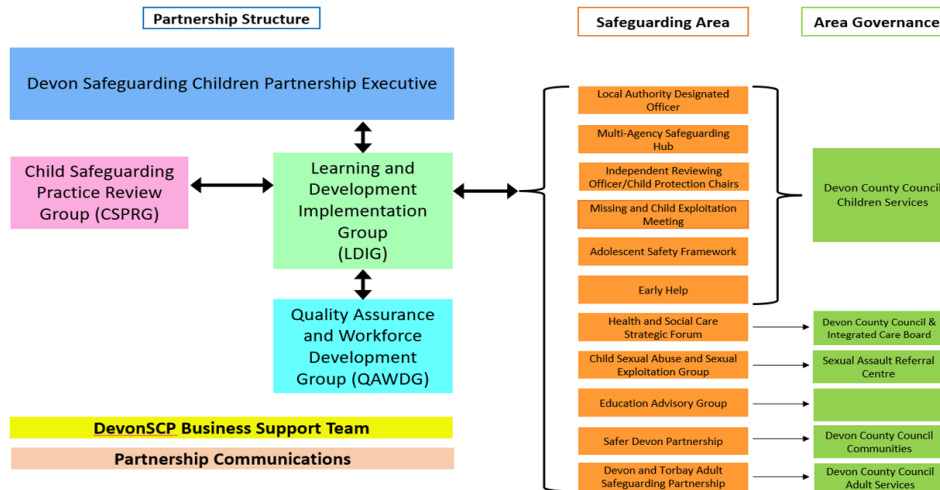
2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.





### 3. Purpose and priorities

- 3.1 The LDIG is responsible for the improvement of child safeguarding practice across Devon. It reports to the DevonSCP Executive. The Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DevonSCP Executive and sub-groups over the period FY23/24.

### 4. Responsibilities

- 4.1 The LDIG responsibilities are:
  - To ensure sufficient independent scrutiny of multi-agency practice quality and impact on outcomes, as required in WT 2018
  - To ensure that learning from quality assurance processes; Child Safeguarding Practice Reviews (CSPRs), the Child Death Overview Panel (CDOP), and other relevant activity (including national reviews) are fed back into practice and service development
  - To ensure that learning is promoted and embedded in a way that local services for children and families can become more reflective and implement changes to practice
  - To accept all reviews for implementation of recommendations and learning from the **Child Safeguarding Practice Review Group**

### 5. Composition

- 5.1 The DevonSCP LDIG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to represent, make decisions and commit resources, and to gather views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.
- 5.2 The LDIG is currently composed of the following members:

Status	Organisational Role	Name
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Chair	Head of Devon and Torbay Probation	Louise Arscott
Member and Chair of EAG (TBC)	DCC, Education	Jen Norris (TBC)
Member	Strategic Lead: Community Safety & Violence Prevention Lead	Julie Richards
Member and joint chair of QAWDG	Head of Public Health Nursing, DCC	Kate Stephens
Member and joint chair of QAWDG	Head of Service, Practice, Social Work Academy, Quality Assurance, Reviewing and Safeguarding Service (QARSS)	Vicky Whitehead
Member	DCC, Children's Social Care	Steve Liddicott
Member	DCI, Devon and Cornwall Police or Detective Superintendent Head of PPU, Devon and Cornwall Police, Devon and Cornwall Police	Vicky Goff or Sharon Donald (TBC)
Member and Chair of CSPRG	Head of Safeguarding, NHS Devon ICB	Michele Thornberry
Member	Service Manager - Early Help & Partnerships	Ian Flett (TBC)
Member	Voluntary Sector	TBC
Member	Interim Joint Partnership Manager and Quality Assurance Lead, DevonSCP	Kate Nightingale
Member	Interim Joint Partnership Manager	Jackie Colby
Secretariat	Business Support Officer	Claire Goldstraw

5.3 The LDIG chair and or Vice-Chair may invite attendees routinely or ad-hoc.

## 6. Quorum

6.1 In order for any LDIG meeting to be quorate representatives of all three safeguarding partners must be in attendance.

6.2 Attendance may be in person, by telephone or online.

## 7. Decision-making

7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to LDIG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.

7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.

7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

## **8. Meetings**

8.1 The LDIG will usually meet monthly for 2 hours, with agreement from the Chair or Vice-Chair. Ad-hoc or extraordinary meetings may be called by agreement of the Chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.

8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the Chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.

8.3 Members of the LDIG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.

8.4 The Partnership Team will monitor attendance and provide updates to the chair.

## **9. Delegation of activity and powers**

9.2 The DevonSCP Executive is accountable for the improvement of safeguarding practice across Devon. It has delegated responsibility for the improvement of safeguarding practice across Devon to the LDIG.

9.3 The chair of the LDIG will attend the Executive as a core member to report on the activity of the sub-group and agree strategic aims.

## **10. Reporting and Monitoring**

10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The chair of the LDIG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the LDIG has achieved as a result of the arrangements, including child safeguarding practice reviews and effectiveness. This will also include section 11 reporting.

## **11. Performance and Review**

# Agenda Item 12

11.1 The performance of the LDIG is reviewed and assessed by an independent scrutineer, who will provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.

11.2 Terms of reference for the LDIG will be reviewed annually.

## Devon Safeguarding Children Partnership Child Safeguarding Practice Review Group (CSPRG) Terms of Reference

### 1 Authority

1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:

- Devon Integrated Care Board, (ICB),
- Devon and Cornwall Constabulary,
- Devon County Council.

1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

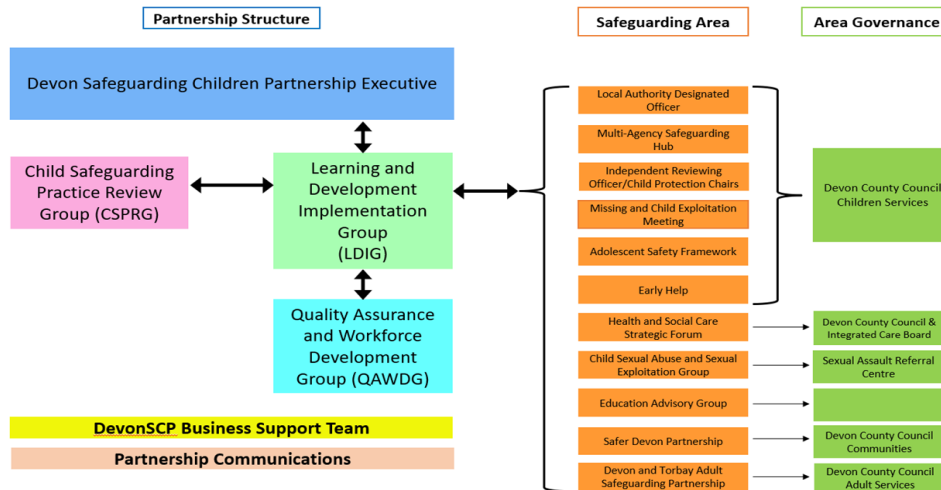
### 2 Governance structure

2.1 The Devon Children Safeguarding Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.

2.2 The Executive has established three sub-groups:

- Learning and Development Implementation Group (LDIG)
- Quality Assurance and Workforce Development Group (QAWDG)
- Child Safeguarding Practice Review Group (CSPRG)

2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



### 3 Purpose and priorities

- 3.1 The CSPRG is responsible for improving outcomes for children, safeguarding them and promoting their welfare by ensuring a timely and high-quality response in all cases referred for consideration. The DevonSCP Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DevonSCP Executive and sub-groups over the period FY23/24.

### 4 Responsibilities

4.1 The CSPRG responsibilities are:

- To commission/undertake Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under WT 2018
- To liaise with the independent National Child Safeguarding Practice Review Panel, as required
- To contribute to the development of a practice culture characterised by high support/high challenge
- To consider all Serious Incident Notifications and make decisions on next steps
- To commission and oversee Child Safeguarding Practice Reviews, Local Learning Reviews and/or other case reviews in eligible cases
- To submit all reviews for implementation of recommendations and learning to the DevonSCP **Learning and Development Implementation Group (LDIG)**

### 5 Composition

- 5.1 The DevonSCP CSPRG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to make decisions, commit resources, gather and represent views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.
- 5.2 The CSPRG is currently composed of the following members (under consideration):

Status	Organisational Role	Name
Chair	Head of Safeguarding, NHS Devon ICB	Michele Thornberry
Member		
Member		
Member		
Member		
Member		
Member		

5.3 The CSPRG chair may invite attendees routinely or ad-hoc.

## 6 Quorum

6.1 In order for any CSPRG meeting to be quorate representatives of all three safeguarding partners must be in attendance.

6.2 Attendance may be in person, by telephone or online.

## 7 Decision-making

7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to CSPRG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.

7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.

7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

## 8 Meetings

8.1 The CSPRG will usually meet every two months for 1.5 hours, with agreement from the Chair. Ad-hoc or extraordinary meetings may be called by agreement of the chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.

8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team

will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.

8.3 Members of the CSPRG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.

8.4 The Partnership Team will monitor attendance and provide updates to the Chair.

## **9 Delegation of activity and powers**

9.1 The DevonSCP Executive is accountable for improving outcomes for children, safeguarding them and promoting their welfare by ensuring a timely and high-quality response in all cases referred for consideration. It has delegated responsibility for this to the CSPRG.

9.2 The chair of the CSPRG will attend the DevonSCP Executive as a core member to report on the activity of the sub-group and agree strategic aims. The chair is responsible for securing Executive sign off and to ensure publication of, Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under Working Together 2018.

## **10 Reporting and Monitoring**

10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The Executive is accountable for the publication of this report. The chair of the CSPRG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the CSPRG has achieved including Rapid Reviews, Child Safeguarding Practice Reviews (CSPRs) and/or other reviews as required under Working Together 2018.

## **11 Performance and Review**

11.1 The performance of the CSPRG is reviewed and assessed by an independent scrutineer, who will provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.

11.2 Terms of reference for the CSPRG will be reviewed annually.



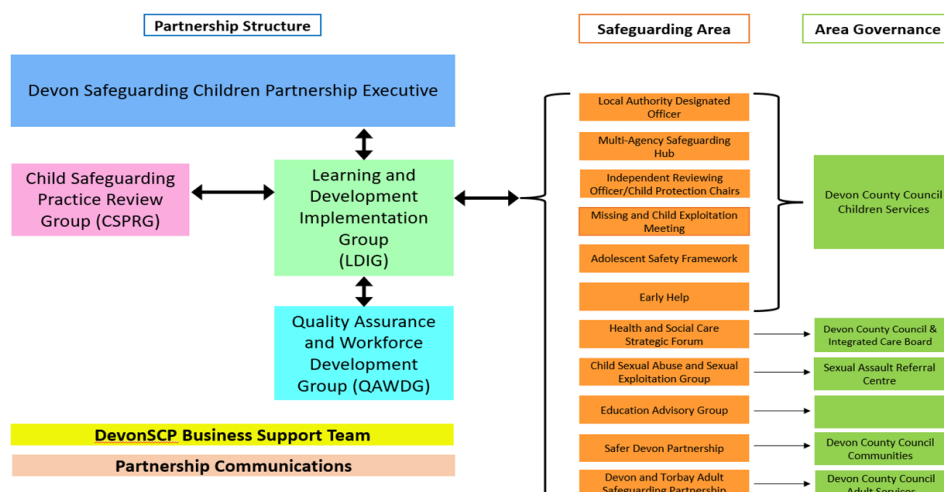
## Devon Safeguarding Children Partnership Quality Assurance and Workforce Development Group (QAWDG) Terms of Reference

### 1 Authority

- 1.1 Working Together to Safeguard Children 2018 (WT18) places a legislative requirement for the three local safeguarding partners to work together to safeguard and promote the welfare of local children including identifying and responding to their needs. In Devon the safeguarding partners are:
- Devon Integrated Care Board, (ICB),
  - Devon and Cornwall Constabulary,
  - Devon County Council.
- 1.2 The partners have a shared and equal duty to develop early support for children, families, and communities, working together to embed child safeguarding across all agencies and the wider stakeholders as **Devon Safeguarding Children Partnership** (DevonSCP).

### 2 Governance structure

- 2.1 The Devon Safeguarding Children Partnership (DevonSCP) fulfils its WT18 responsibilities through an Executive lead governance structure.
- 2.2 The Executive has established three sub-groups:
- Learning and Development Implementation Group (LDIG)
  - Quality Assurance and Workforce Development Group (QAWDG)
  - Child Safeguarding Practice Review Group (CSPRG)
- 2.3 The Executive also requests input from other relevant and associated groups (via LDIG) to ensure its responsibilities under WT18 are fulfilled. The Executive and sub-groups are supported by a secretariat provided by the DevonSCP Business Support Team. A separate team provides support for Partnership Communications.



## 3 Purpose and priorities

- 3.1 The QAWDG is responsible for monitoring and assuring the quality of child safeguarding across Devon, as laid out in WT18 by improving multi-agency learning and development needs and workforce planning and development. The DevonSCP Executive has overall accountability for child safeguarding arrangements in Devon.
- 3.2 Front Door and MASH is the single priority for the DCSP Executive and sub-groups over the period FY23/24.

## 4 Responsibilities

### 4.1 The QAWDG responsibilities are:

- To implement the DevonSCP Quality Assurance Framework
- Carry out reviews into key themes and seek out any multi-agency learning or development needs across Devon
- Carry forward any multi-agency recommendations from Serious Case Reviews (SCRs), rapid reviews and child death reviews
- Review data from a wide range of sources to develop and manage an audit forward plan
- Follow up specific lines of enquiry, possible themes trends and questions for table-top audits, Multi-Agency Case Audits (MACAs) single agency audits, “spot” audits, walkabouts etc
- Quality-assure multi-agency service provision for children and families in Devon through: Appreciative Inquiries (AIs), table-top single audits, single and multi-agency audits, surveys, forums, and other activities as required.
- Co-ordinate the workforce development required to deliver the Children and Young Peoples Plan and the Children’s priorities within the NHS Long-Term Plan
- Commission appropriate multi-agency workforce training or other learning and skills development opportunities
- Co-ordinate workforce learning and development requirements of other sub-groups to ensure an effective offer of high quality with learning outcomes and impact measured and reported.

- Develop effective monitoring and evaluation processes, assess the quality and effectiveness of learning and development and evidence how local practice is demonstrably improved by the same
- Monitor the cost effectiveness of learning and workforce development provision.

## 5 Composition

5.1 The DevonSCP QAWDG consists of representatives from all three safeguarding partners. Members are expected to have delegated authority from their organisations to make decisions, commit resources, gather and represent views of the organisation or service they represent. Members are also expected to disseminate relevant information from meetings within their organisation(s) or service as appropriate.

5.2 The QAWDG is currently composed of the following members:

Status	Organisational Role	Name
Co-Chair	Head of Public Health Nursing, DCC	Kate Stephens
Co-Chair	Head of Service, Practice, Social Work Academy, Quality Assurance, Reviewing and Safeguarding Service (QARSS)	Vicki Whitehead
Member	Devon Partnership Trust	Penny Rogers
Member	Acute Trust	Anna Brimacombe
Member	Acute Trust	Laura Lethaby
Member	Voice of Children - Participation	Lizz Williams/ Amy Bickford
Member	Early Years	Nikki Phillips
Member	MASH	Eleri Taylor
Member	Public Health Nursing	Victoria Howard
Member	Public Health Nursing	Julie Kitchen
Member	DCC Education	Lara Stead
Member	Children Family Health Devon	Val Watkins
Member	Probation	Alicia Sweett
Member	D&C Police	Steve Alexander
Member	Voice of Voluntary Sector	Tom Coultard
Member	Children's Centres	Jessica Foye (TBC)
Member	Together Devon	Francesca Bendall
Member	Principle Social Worker	Karis Williams
Member	QARSS	Leanne Edwards/Sean Segal
Member	Early Help	Ian Flett to nominate

5.3 The QAWDG (co) chair(s) may invite attendees routinely or ad-hoc.

## **6 Quorum**

- 6.1 In order for any QAWDG meeting to be quorate representatives of all three safeguarding partners must be in attendance.
- 6.2 Attendance may be in person, by telephone or online.

## **7 Decision-making**

- 7.1 Members are expected to be able to make decisions on behalf of their organisations as well as commit organisational resources where relevant. Members are responsible for ensuring the required agreement by relevant governing bodies within their own organisation or service prior to QAWDG meetings where issues are tabled for decision. Should members delegate their functions, they remain accountable for any actions or decisions taken on behalf of their agency.
- 7.2 Decisions will usually be made through consensus of the Members. Invited attendees may put forward information, opinions and views which will be taken into consideration.
- 7.3 Decisions can only be formally made when a meeting is quorate and will be recorded in the meeting minutes.

## **8 Meetings**

- 8.1 The QAWDG will usually meet monthly, with agreement from the chair. Ad-hoc or extraordinary meetings may be called by agreement of the chair. All members are expected to prioritise attendance. If a member is not able to attend, they must notify the business support team and make arrangements for someone to attend in their absence.
- 8.2 Meeting agendas will be prepared by the DevonSCP Business Support Team and agreed by the chair. The Business Support Team will distribute meeting documents including the agenda, minute the meetings, and record actions and decisions. Papers will be distributed at least five working days before each meeting and minutes will be circulated to all members within ten days of the meeting. The Business Support Team will also arrange meeting invitations. Meetings will usually be held via Teams, rather than face-to-face.
- 8.3 Members of the QAWDG have a responsibility to scrutinise minutes and advise of any amendments prior to the next meeting.
- 8.4 The Partnership Team will monitor attendance and provide updates to the chair.

## **9 Delegation of activity and powers**

- 9.1 The Executive is accountable for monitoring and assuring the quality of child safeguarding across Devon, as laid out in WT18 by improving multi-agency learning and development needs and workforce planning and development. It has delegated responsibility for this to the QAWDG

- 9.2 The chair of the QAWDG will attend the Executive as a core member to report on the activity of the sub-group and agree strategic aims.

## **10 Reporting and Monitoring**

- 10.1 WT18 requires that the safeguarding partners must publish a report at least once in every 12-month period. The Executive is accountable for the publication of this report. The chair of the QAWDG will provide a report annually to be incorporated into the Annual Review of Local Safeguarding Arrangements. The report must set out what the QAWDG has achieved.

## **11 Performance and Review**

- 11.1 The performance of the QAWDG is reviewed and assessed by an independent scrutineer, who will provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.
- 11.2 Terms of reference for the QAWDG will be reviewed annually.



## NOTICES OF MOTION

Report of the Director of Legal and Democratic Services

**Recommendation:** that consideration be given to any recommendations to be made to the Council in respect of the Notices of Motion set out hereunder having regard to the relevant factual briefing/background papers and any other representations made to the Cabinet.

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The Notices of Motion submitted to the County Council by the Councillors shown below have been referred to the Cabinet in accordance with Standing Order 8(2) - for consideration, reference to another committee or to make a recommendation back to the Council.

A factual 'Briefing Note/Position Statement' prepared by the relevant Director is included, to facilitate the Cabinet's discussion of each Notice of Motion.

### **(a) Debate not Hate - Councillor Hannaford**

'The intimidation and abuse of councillors, in person or otherwise, undermines democracy; preventing elected members from representing the communities they serve, deterring individuals from standing for election, and undermining public life in democratic processes.

Devon County Council notes that increasing levels of toxicity in public and political discourse is having a detrimental impact on local democracy, and that prevention, support and responses to abuse and intimidation of local politicians must improve to ensure councillors feel safe and able to continue representing their residents.

Devon County Council therefore commits to challenge the normalisation of abuse against councillors and officers and uphold exemplary standards of public and political debate in all it does. Devon County Council further agrees to sign up to the LGA's Debate Not Hate campaign. The campaign aims to raise public awareness of the role of councillors in local communities, encourage healthy debate and improve the response to and support those in public life facing abuse and intimidation.

In addition, this Council resolves to

- Write to the local Members of Parliament to ask them to support the campaign.
- Write to the Government to ask them to work with the LGA to develop and implement a plan to address abuse and intimidation of politicians at every level.

# Agenda Item 13

- Ensure that Devon County Council has a clear reporting mechanism which councillors can use to monitor and record incidents of harassment and abuse of councillors and officers.
- Regularly review the support available to Councillors in relation to abuse and intimidation and councilor safety.
- Work with the local police to ensure there is a clear and joined-up mechanism for reporting threats and other concerns about the safety of councilors and their families and discuss the need to take a preventative approach that accounts for the specific risks that councilors face, as they do with other high-risk individuals, like MP's.
- Take a zero-tolerance approach to abuse of councilors and officers'.

## **Briefing Note / Position Statement from the Director of Legal and Democratic Services**

This Council has recently undertaken a number of actions in support of this incredibly important agenda.

Staff have ensured that recent bulletins issued to Members have included articles on the LGA's Debate not Hate campaign, the thrust of course being that whilst debate and disagreeing with one another is a healthy part of democracy, abuse and intimidation crosses the line into dangerous territory.

The [Debate Not Hate toolkit](#), which builds on from the report [Debate Not Hate: The impact of abuse on local democracy](#) is designed to provide Councillors with resources to raise awareness of the campaign's aims and it includes a range of digital and physical resources to use, including brand guidelines and logos, virtual meeting background and social media assets.

We have also promoted to Members to [sign up to receive regular updates](#) on the LGA's democracy, civility and voluntary sector work.

The Council has a mechanism in place to log incidents of abuse and / or intimidation and communications have been sent out asking Members to do the same. This is important for the Council to understand what is happening in communities. It was noted that up until the most recent Member survey, there were no incidents logged concerning Elected Members, yet when the survey was analysed, a number of incidents came to light. The Council logged these incidents on behalf of those Members. The Council's risk register has also been updated to include the risk of abuse / harassment / intimidation towards Elected Members.

The Council's [Unacceptable Customer Behaviour Policy](#) provides guidance on what to do if a service user, their family or a member of the public is abusive to staff or Members. The guidance also what to do 'in the moment' if faced with unacceptable behaviour (record, request, remove, report), report forms, including a report form for online abuse (social media), what to do if the abuse continues and where to get further advice and support.



Quick links:

- [Log incidents \(please also read Guidance for Managers\)](#)
- [Log incidents of unacceptable behaviour on social media](#)
- [Personal safety advice from the Local Government Association](#)

The Council offers an employee assistance programme [Employee Assistance Programme \(EAP\) \(Health and wellbeing\) - tasks and guides \(devon.gov.uk\)](#) which offers support on a number of issues including personal and work as well as daily living for example, which of course is available to Members.

In support of this agenda, the Council considered the matter of home addresses on the website. Following a report to the Procedures Committee, all Members were asked if they wished for their home address to be published on their profile page, or whether the County Hall address or another Council premises address was utilised as a correspondence / business address. This preference is then reflected on the profile page on the website.

The Council is still in the position where Elected Members are expected to declare their home address on their declaration of interest form (as outlined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012). However, there can be a threshold for determining non-disclosure of councillor addresses known as the 'sensitive register'. A sensitive interest is one which the Member and the Monitoring Officer, consider that disclosure of its details could lead to the member, or a person connected to the member, being subject to violence or intimidation.

The Councillor webpages (where the public would search for their Elected member) have also been updated to state that Elected Members should be able to carry out their role without intimidation, abuse, bullying or threatening behaviour from anyone, including the general public. This has been further reflected in the Council's Code of Conduct.

The Monitoring Officer undertook training with Elected Members in April 2023 on the Code of Conduct, but within this presentation was advice and support and signposting in terms of how the Council could help.

In terms of training, the LGA have run a number of events relating to Personal Safety which have been promoted via the bulletin and the presentations are still available to view - [PowerPoint Presentation \(local.gov.uk\)](#). This outlines the general principles of personal safety, use of phones and technology to assist, safety App's, canvassing and other important pointers.

In addition, the Democratic Services Team have a small stock of personal alarms, which are available to Members.

# Agenda Item 13

## **(b) DCC to Treat Care Experience as a Protected Characteristic - Councillor Hannaford**

### **Devon County Council recognises:**

- Every elected member and employee of this Council is a corporate parent to the children and care leavers in our care.
- We are all responsible for providing the best possible care, safeguarding and outcomes for the children who are looked after by us.
- That Councils have a duty to put the needs of vulnerable people at the heart of decision-making through co-production and collaboration.

### **Devon County Council notes:**

- A UCL study which showed 70% of care experienced people die early. Over 50% of people who are in custody up to the age of 21 have been in care (Become Charity) and a quarter of the homeless population is care experienced (The Independent Review of Children's Social Care).
- The Government commissioned an independent national review of children's social care, chaired by Josh Macalister, and one recommendation was to look at making care experience an additional protected characteristic; another was that all public bodies become corporate parents.

### **Devon County Council believes:**

- Our children in care and those who have left care have the right to expect everything from a corporate parent that would be expected from a good and responsible parent. This includes how families continue their support, care, and ambition for their children after they leave home and gain independence including through employment opportunities.
- This authority has already taken important steps to support our care experienced children and care leavers better, but we can always do more.
- That we cannot wait until the government decides which recommendations to implement and therefore, here in the Devon County Council area of responsibility, we should act to be the best corporate parents we can be.
- That when making any decisions in relation to our policies or formulating our Corporate Plan that we should recognise care experienced people as a vulnerable group who face discrimination.
- That whilst we cannot change national legislation, we can use our powers to ensure that the Council consider care experienced people as part of its decision making to seek to prevent discrimination and improve life chances, in doing this. This will mean that we treat people with care experience the same as those with a protected characteristic.

### **Devon County Council therefore resolves:**

1. That the Chief Executive and Monitoring Officer ensure that all council making decision documentation has in it appropriate sections to allow for the impact upon 'care experienced people' to be considered in decision making, where relevant.

2. Officers consider how information might be captured and reported upon on these matters in a similar way to that of the Public Sector Equality Duty Annual report.
3. Any publication of information relating to people who share a Protected Characteristic also includes 'care experienced people'
4. To proactively seek out and listen to the voices of care experienced people of all ages when developing new Council policies and plans and, where possible, those where the Council produces them in partnership with others.
5. To request that the Chief Executive, as Head of Paid Service, explore with the Director of HR how the Council could seek to guarantee all care experienced persons an interview where they meet the essential criteria of the post applied for.
6. That the Cabinet Member for Children's Services and Schools writes to all public bodies represented in the Devon County Council area of responsibility ,the Chamber of Commerce and the Federation of Small Businesses to make them aware of this motion and, where possible and within available resources, offer training on corporate parenting and issues facing care experienced people and to work with our partners and our care experienced population to understand what corporate parenting means for them.
7. That the Leader of the Council, writes to Devon's MPs making them aware of this motion and asking them to press government to amend the law to include Care Experienced persons as a Protected Characteristic and for the extension of Corporate Parenting to all public bodies, following the recommendations of the Macalister Report.
8. That the Chief Executive, Monitoring Officer, and Section 151 Officer attend a Corporate Parenting forum meeting to report on the actions taken because of this motion on notice.

## **Briefing Note / Position Statement from the Director of Childrens and Young Peoples Futures**

The question before the Council is should Devon County Council Adopt a position that supports that Care Experience is a Protected Characteristic?

In order to support the decision making of the Council this is a briefing note that looks at what the struggles are that can be faced by Care Experienced People. The note starts with a reference to the recent National Independent Review of Children's Social Care and this provides some helpful context around this question.

When reading the information and the recommendation, the ask of the reader is to consider that children rarely enter the care of any local authority because the care that they receive at home is good, warm, nurturing and safe. Children entering the care system therefore have generally experienced trauma, separation, various forms of abuse perpetrated towards or around them and have been harmed. Care is about helping them to heal because family was not safe. Children and young people who have experienced a poor start in life due to the impact of what has occurred to them are not to blame for what has occurred to them. They need systems around them that support them, promote them and demonstrate and validate their experience, rather that perpetuate the previous trauma they have been subject to.

# Agenda Item 13

## **The independent Review of Children’s Social Care**

The **Independent Review of Children’s Social Care headed by Josh McCallister** published in May 2022 had a final report and recommendations that included:

“Government should make care experience a protected characteristic” and “New legislation should be passed which broadens corporate parenting responsibilities across a wider set of public bodies and organisations.”

It also outlined the following: “Many care experienced people face discrimination, stigma, and prejudice in their day to day lives. Public perceptions of care experience centre on the idea that children are irredeemably damaged and that can lead to discrimination and assumptions being made.

This stigma and discrimination can be explicit, and often comes with assumptions about the likely characteristics of children and adults that have care experience. They can also be implicit and are evidenced in the way care experience is discussed in schools, workplaces, and the media.

At its worst this can lead to care experienced people being refused employment, failing to succeed in education or facing unfair judgements about their ability to parent when they have children and families of their own.

Hearing testimony from care experienced people sharing the discrimination they have experienced, even from a very young age, such discrimination can be similar in nature to other groups that have a legally protected characteristic under the Equality Act (2010). So, while there may be ways that society can help reduce stigma and discrimination, including creating greater public consciousness on these issues, just as with other areas of equality, there is a case to go further. Therefore, the government should make care experience a protected characteristic.

Making care experience a protected characteristic would provide greater authority to employers, businesses, public services, and policy makers to put in place policies and programmes which promote better outcomes for care experienced people. It will make the UK the first country in the world to recognise care experienced people in this way. As a measure, it will bolster and pave the way for several the recommendations in this chapter.”

## **Points for Devon County Council to consider**

- Care Experienced people face significant barriers that impact them throughout their lives.
- Despite the resilience of many Care Experienced people, society too often does not take their needs into account.
- Care Experienced people often face discrimination and stigma across housing, health, education, relationship, employment and in the criminal justice system.

- Care experienced people may encounter inconsistent support in different geographical areas.
- As corporate parents, councils and councillors have a collective responsibility for providing the best possible care and safeguarding for the children who are looked after by us as an authority.
- All corporate parents should commit to acting as mentors, hearing the voices of looked after children and young people and to consider their needs in any aspect of council work.
- Councils and Councillors should be champions of the children in our care and challenge the negative attitudes and prejudice that exists in all aspects of society.
- The Public Sector Equality Duty requires public bodies, such as councils, to eliminate unlawful discrimination, harassment, and victimisation of people with protected characteristics.

## **Counter argument**

- Children's services would respectfully submit that there are not really any strong counter arguments that would promote the adoption of a position that did not support the recognition of care experience as a protected characteristic.
- There are other societal groups who would potentially submit that they should be similarly protected, however as discussed earlier children do not choose how they are parented. Impact of parenting that leads to the need for care in childhood is therefore something that is done to children. The impact of this is what makes this group so special in terms of the need for recognition.

## **Other Councils that have agreed that Care Experience should be a protected characteristic have agreed the following**

- That it recognises that care experienced people are a group who are likely to face discrimination.
- That it recognises that Councils have a duty to put the needs of disadvantaged people at the heart of decision-making through co-production and collaboration.
- That future decisions, services and policies made and adopted by the Council should be assessed through Equality Impact Assessments to determine the impact of changes on people with care experience, alongside those who formally share a protected characteristic.
- That in the delivery of the Public Sector Equality Duty the Council includes care experience in the publication and review of Equality Objectives and the annual publication of information relating to people who share a protected characteristic in services and employment.

# Agenda Item 13

- That this Council will treat care experience as if it were a Protected Characteristic.
- To formally call upon all other bodies to treat care experience as a protected characteristic until such time as it may be introduced by legislation.
- For the council to continue proactively seeking out and listening to the voices of care experienced people when developing new policies based on their views.

## **(c) Teachers Pay – Investing in Children’s Futures - Councillor Hannaford**

### **Council notes that:**

Members of the National Education Union (NEU) have voted in overwhelming numbers to take strike action for a fully funded, above-inflation pay rise.

Teachers across England have been offered a 5 per cent pay rise, which represents a 7 per cent real terms cut to their pay when compared to the very high rates of inflation.

One in four teachers leave the profession within two years of qualification: a third within five. Nearly one third of the teachers who qualified in the last decade are no longer teaching.

Children are losing out because there are not enough teachers. One in eight maths lessons is taught by a teacher not qualified in the subject.

The Government missed its target for recruitment of new secondary school teachers by 41 per cent this year and by 11 per cent for primary school teachers.

There has been a fall of 23 per cent in trainee teacher recruitment in 2022 compared with the year before.

Teachers are leaving the profession because of a mix of excessive workload and poor pay. A teacher who started working in 2010 and made normal progress up the pay scale has lost over £64,000 in real terms.

Teachers in England top the OECD league table for working time outside lessons. In addition to their teaching timetable, primary teachers spend nearly 32 hours and secondary teachers nearly 33 hours working in addition to their teaching every week. This means working weeks of 55-60 hours are commonplace in staff rooms all over the nation.

Secondary class sizes are at their highest for 40 years. Primary class sizes are now at their highest for 22 years.

According to a survey sent out by the Department for Education (DfE) to all schools and trusts in England in May 2022 regarding gas and electricity contracts, the average quote given on renewal for gas has increased from £0.03 per kWh to £0.09

kWh for gas; and from £0.16 per kWh to £0.32 per kWh for electricity. These substantial cost increases are placing significant pressure on school budgets.

**This Council also notes that:**

Our teachers do not want to go on strike – they want to be in properly resourced classrooms with enough support staff, teaching and supporting our amazing children and young people in the way they deserve.

Teachers in Devon are doing their best for our children.

However, the proportion of reception age children achieving a good level of development, the proportion of Y1 children achieving expected level in phonics; and KS2 children achieving expected standard in reading, writing and maths are all ongoing concerns.

In recent years there have been substantial ongoing increases in the numbers of children in Devon requiring additional support in school due to Special Educational Needs and Disabilities (SEND), or significant anxiety and mental health difficulties which act as a barrier to accessing their education.

Staff and budgets can only stretch so far. Looking at the entire picture, is not difficult to see that faced with escalating running costs and unfunded pay rises heads will have no choice but to make cuts in areas which directly impact children such as additional support for those with SEND and other needs.

These growing cost pressures are borne out by projections for Devon County Council which show that without making compensatory cuts primary schools maintained by the local authority will struggle to balance their budgets in 2023/24, if no further funding is forthcoming.

It is short-sighted for the Government to expect schools to make savings which impact on children when it simply creates system pressures elsewhere such as increased demand for EHCPs and places at specialist schools and alternative provision.

**This Council resolves:**

To support the campaign for the Westminster Government to provide a fully funded, above-inflation pay rises for all teachers and support staff.

To write to the Prime Minister and Chancellor to call for a fully funded, above-inflation pay rise.

To resist the Government's ongoing cuts to school budgets and call for more funding to be invested in education.

# Agenda Item 13

## **Briefing Note / Position Statement from the Director of Children and Young People's Futures**

Whilst we recognise the importance of pay awards in helping us to recruit and retain a strong and dedicated workforce, we are concerned that an unfunded pay rise would have significant impact on our maintained schools. The increase of £1,925 for NJC staff along with the proposed 6.5% for teachers represents an additional £13.8 Million in costs to DCC maintained schools in the 2023/24 financial year. This is an average of 7% of total schools funding of £185 Million (calculated as Schools Budget Share plus Mainstream Additional Grant). At the end of March 2023, 12 schools were in deficit (totalling £759,000). The most recent budgets submitted by schools show 77 schools and single budget federations projecting in year deficits (totalling £5.9 Million) for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024. Devon receives historically low levels of funding and falling pupil numbers throughout Devon are increasingly impacting on the ability of schools to remain financially sustainable. We would support the recommendation that any pay award be fully funded and that the importance of financial investment in education is recognised.

### **(d) Governance Review and Council Consultations - Councillor Atkinson**

It is noted that the council intends to review its consultations procedures as part of its governance review. This council notes that in response to the threat of a judicial review challenge by Mencap the consultation on the closure of the respite care facilities for disabled adults has been withdrawn. Other recent consultations also appear to be similarly flawed as not being genuine consultations as they were issued after a decision to make the cuts had already been made. These had not been made clear at the budget preparation and scrutiny and the budget cut had therefore not been scrutinised by the Adult Social Care Scrutiny Committee. These are

- The wellbeing Exeter Cessation of contribution
- Homelessness18 + prevention: cessation of contribution
- A cut in the day care service at the Nicholls Centre Exeter from a 5 day a week service to a 3 day a week service (plus closures of similar day care centres elsewhere in the county)
- Closure of the respite facility at either Pine Parks in Honiton or the Nicholls Centre in Exeter
- The reduction in the grant to Devon Carers.
- Closure of North Devon Link Mental Health and Wellbeing Service in Barnstaple Bideford and Ilfracombe

This council therefore agrees to withdraw these consultations and to take no further steps to proceed with the planned cuts until after the governance review of its consultation procedures has taken place



## **Briefing Note / Position Statement from the Director of Integrated Adult Social Care**

All Local Authorities have found this year's budget challenging for a variety of reasons including recovery from the pandemic.

Full Council agreed the annual budget for the Council earlier this year set the financial envelope for DCC and individual directorates, in so doing no proposals or decisions were made in relation to how services would be delivered, nor did the council commit itself to delivering any specific proposals. The setting of the budget is in line with case law. Following agreement of the budget, IASC published proposals through six public consultations that would support IASC in achieving a balanced budget. These proposals were flexible and subject to public consultation. No decisions have been made at this point as to the outcome of the consultations.

### **(e) Devon 20's Plenty - Councillor Hodgson**

In light of the support for the 'Devon 20's Plenty' campaign, this Council will support the implementation of 20 mph zones where the local Parish Council has passed the 20's Plenty motion.

## **Briefing Note / Position Statement from the Director of Climate Change, Environment and Transport**

20's Plenty are a campaign group for "a speed limit of 20mph to be normal on residential streets and in town and village centres, unless full consideration of the needs of vulnerable road users allows a higher limit on particular streets". As the Highway Authority, the Council understands that appropriate speed limits are important to our communities.

At the July 2022 Cabinet meeting the first tranche of 20mph schemes was agreed to be progressed. An additional £150,000 has been secured in our Road Safety Capital Allocation for a further tranche in this current financial year. There has been a huge amount of interest from communities in this project with almost 160 expressions of interest received in total.

Data will be gathered from the sites delivered in the first tranche to inform future policy, design and funding.

A number of communities have approached the Authority with regards funding their own 20mph limits and officers are working with them to deliver these projects.

# Agenda Item 13

This Report has no specific equality, environmental, legal, or public health implications that will not be assessed and appropriate safeguards and/or actions taken or included within the detailed policies or practices or requirements in relation to the matters referred to herein.

MARIA PRICE

[Electoral Divisions: All]

**Local Government Act 1972: List of Background Papers**

Contact for Enquiries: K Strahan

Tel No: 01392 382264 Room: G31

| <b><u>Background Paper</u></b> | <b><u>Date</u></b> | <b><u>File Reference</u></b> |
|--------------------------------|--------------------|------------------------------|
|--------------------------------|--------------------|------------------------------|

NIL

DF/23/68

Corporate Infrastructure & Regulatory Services Scrutiny Committee

22 June 2023

## **TREASURY MANAGEMENT STEWARDSHIP ANNUAL REPORT 2022/23**

### Report of the Director of Finance and Public Value

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Please note that the following recommendations are subject to consideration and determination by the Committee before taking effect.

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#### **1) Recommendation**

that the Committee be asked to note the report and consider whether it wishes to make any further comments to Cabinet on the 2022/23 Treasury Management outturn position.

#### **2) Introduction**

- 2.1 The County Council has adopted the CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Services. The policy requires the Council to agree an annual treasury strategy report, setting out the strategy and plans to be followed in the coming year, as part of the budget process. The Treasury Management and Investment Strategy for 2022/23 was agreed by Council in February 2022 and forms part of the published budget book for the year.
- 2.2 The purpose of this report is to show the outturn position, review performance and inform members of any key matters arising from the Council's Treasury and Debt Management activities during the 2022/23 financial year.

#### **3) Minimum Revenue Positions**

- 3.1 Each year the Council has a statutory obligation to charge to the revenue account an annual amount of Minimum Revenue Provision (MRP), which is a charge to make provision for the repayment of the authority's external debt and internal borrowing. The charge is based on the historic borrowing required to fund the Council's capital programme.

# Agenda Item 14

- 3.2 The current policy is to charge MRP based on the period of benefit of the capital investment, i.e. straight line, over the life of the asset. However, all supported borrowing up to 1st April 2008 is charged over the life of the assets, calculated using the annuity method. The final outturn for MRP for 2022/23 was £14.1m.

## 4) Treasury Management Outturn Position 2022/23 – Borrowing

- 4.1 The overall aims of the borrowing strategy are to achieve:
- Borrowing at the lowest rates possible in the most appropriate periods;
  - The minimum borrowing costs and expenses;
  - A reduction in the average interest rate of the debt portfolio.
- 4.2 Since 2009 the Council has followed a policy of containing the capital programme, taking out no new external borrowing and repaying debt whenever this can be done without incurring a financial penalty. The Medium Term Financial Strategy (MTFS) and Capital Strategy set out in the budget book for 2022/23 continued to assume that no new long-term borrowing would be required. However, it raised the possibility that reducing cash resources may mean that should the authority wish to undertake or invest in a major strategic project, then additional external borrowing could be needed.
- 4.3 In accordance with the Capital and Treasury Management Strategies, no long-term borrowing was undertaken during the 2022/23 financial year. Instead, all borrowing required to fund capital expenditure was met from internal cash balances. The reducing level of cash balances and the growing deficit on Special Education Needs and Disability (SEND) have increased the risk that additional external borrowing may be required in future.
- 4.4 Active treasury management and the maintenance of levels of liquidity have ensured that no short-term borrowing was required during the financial year. Cash positions are monitored daily and modelled over a monthly horizon to ensure that anticipated liquidity levels are forecast accurately.
- 4.5 The increases in interest rates since the start of 2022 have reduced the level of premium penalties on the early repayment of PWLB loans and for a short period during early October 2022 it would have been possible to repay a proportion of the Council's external debt without incurring premiums. However, with reducing levels of cash and the potential need for new external borrowing in 2024/25, it would not make sense for the Council to repay existing debt and then have to take out new external borrowing at higher rates than the loans that have been repaid.
- 4.6 At 31st March 2023 the level of long term debt stood unchanged at £507.85m as detailed in the table below.

## Analysis of Long Term Debt

|                                 | <b>Actual<br/>31.03.22</b> | <b>Interest<br/>Rate</b> | <b>Actual<br/>31.03.23</b> | <b>Interest<br/>Rate</b> |
|---------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                 | <b>£'m</b>                 | <b>%</b>                 | <b>£'m</b>                 | <b>%</b>                 |
| <b>Fixed Rate Debt</b>          |                            |                          |                            |                          |
| PWLB                            | 436.35                     | 4.99                     | 436.35                     | 4.99                     |
| Money Market                    | 71.50                      | 5.83                     | 71.50                      | 5.83                     |
| <b>Variable Debt</b>            |                            |                          |                            |                          |
| PWLB                            | 0.00                       |                          | 0.00                       |                          |
| Money Market                    | 0.00                       |                          | 0.00                       |                          |
| <b>Total External Borrowing</b> | <b>507.85</b>              | <b>5.11</b>              | <b>507.85</b>              | <b>5.11</b>              |

- 4.7 The carrying amount for long term debt figure presented in the Statement of Accounts for 2022/23, comprising PWLB, LOBO and market debt, is £510.826million, £3 million higher than the figure stated above. This difference is due to an accounting standard adjustment which requires us to record the value of our long term debt at its Net Present Value in the Statement of Accounts. The LOBOs (Lender Option Borrower Option) have stepped interest rates and are revalued annually based on the effective interest rate for the duration of the loan. The revaluation has the effect of smoothing the stepping of the interest over the life of the loans.

## **5) Treasury Management Outturn Position 2022/23 – Investments**

- 5.1 The overall aim of the Council's investment strategy is to:
- Limit the risk to the loss of capital;
  - Ensure that funds are always available to meet cash flow requirements;
  - Maximise investment returns, consistent with the first two aims;
  - Review new investment instruments as they come to the Local Authority market, and to assess whether they could be a useful part of our investment process.
- 5.2 The following table shows the County Council's fixed and variable rate investments as at the start and close of the financial year, and at the end of October.

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## Schedule of Investments

|                                                  | <b>Actual<br/>31.03.22</b> | <b>Interest<br/>Rate</b> | <b>Actual<br/>31.03.23</b> | <b>Interest<br/>Rate</b> |
|--------------------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                                  | <b>£'m</b>                 | <b>%</b>                 | <b>£'m</b>                 | <b>%</b>                 |
| <b>Bank, Building Society &amp; MMF Deposits</b> |                            |                          |                            |                          |
| <b>Fixed Rates</b>                               |                            |                          |                            |                          |
| Term Deposits Over 365 days                      | 127.50                     | 0.48                     | 96.00                      | 2.95                     |
| 365 days & Under                                 | 31.00                      | 0.86                     | 20.00                      | 2.43                     |
| <b>Variable Rate</b>                             |                            |                          |                            |                          |
| Call Accounts                                    | 49.01                      | 0.58                     | 0.00                       | 4.05                     |
| Notice Accounts                                  | 40.00                      | 0.32                     | 10.00                      | 4.43                     |
| Money Market Funds (MMF's)                       | 16.86                      | 0.55                     | 46.48                      | 4.07                     |
| <b>Property Fund</b>                             | 10.00                      | 3.72                     | 10.00                      | 3.66                     |
| <b>All Investments</b>                           | <b>274.36</b>              | <b>0.64</b>              | <b>182.48</b>              | <b>3.30</b>              |

- 5.3 When the Council set a target interest rate of 0.35% for 2022/23, inflation was at that time was seen to be a temporary blip and Russia's invasion of Ukraine had yet to happen. Increases in the cost of consumer goods, underpinned by strong demand and supply chain bottlenecks were exacerbated by rising fuel and food prices caused by the invasion of Ukraine by Russia. The Consumer Prices Index (CPI) rose from 7% in March 2022 to 10.1% in March 2023 and spent most of 2022/23 in double digit territory.
- 5.4 In response to rising inflation, the Bank of England raised interest rates eight times over the year which is unheard of since the late 1980's. By the end of the year the base rate had reached 4.25%. This enabled the Council to achieve significantly higher rates on its investments as the year progressed, tempered by the longer terms loans made at lower rates before interest rates started to increase.
- 5.5 The average interest rate earned on investments, excluding the CCLA property fund, for the year was 1.73%, against the full year budget target return of 0.35%. The CCLA property fund has yielded an average rate of 3.66% for the same period against a full year budget target of 4.0%. The combined total return from all investments was 1.93%.
- 5.6 Revenue lending during 2022/23, including the use of term deposits, call accounts and property funds, earned interest of £4.338 million against a full year budget of £900,000. The surplus achieved over budget can be attributed both to the higher rates of interest earned compared to the target rate and to a higher average level of cash balances over the year than anticipated. The interest figure quoted is the return from the Council's Treasury Management activity and is different from the figure presented in the Outturn Report and the Statement of Accounts which also includes interest generated from a number of other sources.

- 5.7 All lending has been carried out in accordance with the Council's Treasury Management Strategy and with institutions on the list of approved counterparties.

## 6) Prudential Indicators

- 6.1 Linked to its Treasury Management Strategy, the County Council is required to monitor its overall level of debt in line with the CIPFA Code of Practice. Part of the code requires consideration of a set of Prudential Indicators in order to allow the Council to form a judgement about the affordable, prudent and sustainable level of debt.
- 6.2 The purpose of the indicators is to demonstrate that:
- Capital expenditure plans are affordable;
  - All external borrowing and other long term liabilities are within prudent and sustainable levels;
  - Treasury management decisions are taken in accordance with professional good practice.
- 6.3 Three Prudential Indicators control the overall level of borrowing. They are:
- **The authorised limit** - this represents the limit beyond which any additional borrowing is prohibited until the limit is revised by the County Council. Revision may occur during the year if there are substantial and unforeseen changes in circumstances, for example, a significant delay in achieving forecast capital receipts. In normal circumstances this limit will not require revision until the estimate for the following year is revised as part of the budget setting process.
  - **The operational boundary** – this indicator is based on the probable external debt and other long term liabilities during the year. Variations in cash flow may lead to occasional, short term breaches of the Operational Boundary that are acceptable.
  - **The upper limit for net debt** - the Council needs to ensure that its gross debt does not, except in the short term, exceed the total of the Capital Financing Requirement.
- 6.4 During the Budget process, the following Borrowing Limits were set for 2022/23:
- Maximum borrowing during the period (Authorised Limit) £761.193 million.
  - Expected maximum borrowing during the year (Operational Limit) £736.193 million.
  - Maximum amount of fixed interest exposure (as a percentage of total) 100%.
  - Maximum amount of variable interest exposure (as a percentage of total) 30%.

# Agenda Item 14

- 6.5 Members are asked to note that during 2022/23 the Council remained within its set Borrowing Limits and complied with the interest rate exposure limits.

## 7) 2023/24 Update

- 7.1 As outlined above, inflation has remained elevated, standing at 10.1% in March 2023 having spent most of 2022/23 in double digit territory. Core inflation (excluding food and energy) remains elevated, and the Bank of England raised rates again in May to 4.5%, with economists predicting that rates could rise to 5.5% in the autumn 2023.
- 7.2 While inflation is proving to be stickier than the Bank of England expected, they still believe that we have now passed the peak and that it will quickly fall to around 5% by the end of 2023 and back to their 2% target by late 2024. Link, the Council's treasury management advisors, and other economists are therefore expecting rates to start reducing again during 2024.
- 7.3 From an investment point of view, the increase in interest rates provides the opportunity to earn higher returns on the Council's cash balances, and as a result the interest income earned in 2023/24 is likely to be higher than budgeted. However, given the current level of inflation, the value of the Council's reserves will decline in real terms. Should the Council be required to take out external borrowing then the rate of interest payable will also be higher than the rates available in recent years.
- 7.4 The Medium Term Financial Strategy (MTFS) and Treasury Management Strategy set by the Council in February increased the level of internal borrowing by £7.1 million to £72.7 million. With the current financial pressures on the Council, it is projected that the balances available for internal borrowing will be significantly reduced as a result of:
- Budgeted use of earmarked reserves during 2022/23 and 2023/24.
  - Continued unbudgeted expenditure on Special Educational Needs and Disability (SEND), charged to an unusable reserve.
  - Spending of accumulated capital grants, for example Section 106 provision of infrastructure and major projects such as the North Devon Link Road.
  - Spending of approved carry-forwards.

As a result the ability to use internal borrowing, as opposed to external borrowing, to fund the capital programme will become more limited.

- 7.5 In April 2022, the Cabinet agreed to support proposals for the creation of the Plymouth and South Devon Freeport. The Business Case includes the requirement for the Council to externally borrow up to £15 million for the capital works needed. The borrowing will not be required until 2024/25, but at that point the Council's total external debt will increase. The additional external borrowing will be ringfenced to the Freeport, and all the associated capital financing costs will be funded by the excess business rate income derived from the scheme.



- 7.6 The Council continues to await the outcome of the Safety Valve Intervention programme with the Department for Education in relation to the deficit position on Special Educational Needs.

## 8) Conclusion

- 8.1 No long term or short-term borrowing was undertaken during 2022/23.
- 8.2 Concern over the future level of cash balances has precluded the possibility of repaying any of the outstanding debt during 2022/23.
- 8.3 Investment income of £4.338 million was achieved in 2022/23 against a full year budget of £900,000. This represented a return of 1.93% including the Property Fund investment. Successful prudent management of the Council's short-term cash reserves has delivered a surplus of £3.348 million for the 2022/23 financial year.

### **Angie Sinclair**

Director of Finance and Public Value

**Electoral Divisions:** All

### **Local Government Act 1972: List of background papers**

Nil

### **Contact for enquiries:**

Name: Charlotte Thompson

Telephone: 01392 381933

Address: County Hall Room 180



## DEVON EDUCATION FORUM

21 June 2023

### Present:-

#### Schools Members

##### Primary Headteachers

Ms R Saim

Mr C Tribble

Mr P Walker

Cedar Tree Federation

Honiton Primary

First Federation Trust (Academy)

##### Primary Governors

Mr J Clements

Ms K Brimacombe

Cranbrook, St Martin's CE Primary

Whitchurch Primary, First Fed'n (Academy)

##### Secondary Headteachers

Ms F Bowler

Ms J Fossey

Mr G Hill

Braunton Academy

West Exe School, Ted Wragg MAT (Academy)

Pilton CC, Ventrus MAT (Academy)

##### Secondary Governors

Mr A Hines

Ms G Sanders

Mr A Walmsley

Education SW Trust (Academy)

Athena Learning Trust (Academy)

The Ted Wragg Multi Academy Trust (Academy)

##### Nursery School

Mrs S Baker

Westexe

##### Special Headteacher

Mr K Bennett

Ms S Pickering

Marland School

Mill Water School, Substitute (observing only)

##### Special Governor

Mrs F Butler

Marland School (**Chair**)

##### Alternative Provision

Mr R Gasson

WAVE Multi Academy Trust

##### Non-Schools Members

Ms H Brown

Mr B Blythe

Mrs B Alderson

Ms G Rolstone

RC Diocesan Schools, Plymouth (Faith)

PETROC, 16-19

Teachers Consultative Committee (TCC)

Early Years, Private & Voluntary Independent

##### Observer

Councillor A Leadbetter

Cabinet Member – Children's Services and Skills

# Agenda Item 19a

2  
DEVON EDUCATION FORUM  
21/06/23

## Apologies

Mr G Chown  
Mrs S Crook  
Ms S Channel

Ventrus MAT (Academy)  
Tiverton High, Fed'n of Tiverton Schools  
Tiverton High, Fed'n of Tiverton Schools

## 93 Minutes

### **DECISION:**

That the minutes of the meeting held on 22 March 2023 be signed as a correct record.

## 94 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet/f40

-

## 95 Membership

### **DISCUSSION:**

The following membership changes were noted:-

Mrs Sue Lockwood, Diocesan Director of Education (CE) had been appointed as the faith schools substitute member (replacing Ms Claire Platt, former Diocesan representative).

### **ACTION:**

Legal and Democratic Services (Fiona Rutley)

## 96 Head of Education Update

### **DISCUSSION:**

The Chair welcomed Ms Donna Manson, DCC Chief Executive to her first Forum meeting.

(a) The Forum considered the Report of the Head of Education (DEF/23/10) on:-

Key Performance Indicators (KPIs) for Attendance, Exclusions, Elective Home Education (EHE) and Children Missing Education (CME)  
Alternative Provision  
Ofsted  
Staffing Changes

SEND Conference  
SEMH Partnership Project  
School Effectiveness.

Discussions and Members' comments included:-

-whilst the KPI data for Attendance, Exclusions, EHE and CME was stark particularly within the secondary sector, it was important to have this level of detail available to all stakeholders. SEMH was a significant factor within these KPIs and would be included in targets/more detail for the next Forum meeting;

-the Early Years representative advised that working parents were finding the part time timetables for children starting reception (particularly where lengthy and e.g. extending as far as the first half term) were difficult to manage in terms of leave and significantly increased child care costs;

-clarification was required for schools that Age Weighted Pupil Unit (AWPU) Basic Entitlement funding, which followed a pupil who needed an Education other than at School (EOTAS) package, was not given to Torlands School (medical provision academy) but used by the Local Authority to commission education packages. Schools remained responsible for examination arrangements for any student who remained on their roll. This should further be reviewed by the Schools Finance Group;

-concern that the most vulnerable pupil groups had the poorest attendance data, both unauthorised and authorised, requiring a consistent approach in cases of authorised absence. (Noting Devon's continuing work and progress to date to improve outcomes for its vulnerable children to address Ofsted concerns, social care provision, Early Help multi-agency working and High Needs DfE Safety Valve intervention);

-assessing both pupils presenting with SEMH/SEN needs in mainstream education and the quality of teaching provision in place;

-SENCO and school bids for improved SEN provision within Devon;

-Devon SEN case studies to be widely communicated; and

-clarity required to concerned school staff regarding the current review of school effectiveness and school structures.

(b) The Forum received the additional SEND Update document as published.

# Agenda Item 19a

4

DEVON EDUCATION FORUM  
21/06/23

## **DECISION:**

(i) that the transfer of AWPU (Basic Entitlement) funding to support Education other than at School (EOTAS) be further reviewed by the Schools Finance Group and report back to the Forum; and

(ii) that the Head of Education follow up other points raised by Members above as appropriate.

## **ACTION:**

Head of Education (Rachel Shaw)

97

## **Finance Update**

### **DISCUSSION:**

#### **(a) Schools Finance Group Minutes – 7 June 2023**

The Forum considered the above minutes, including the respective minutes relating to the Finance Update Report at (b).

Also available at

[Schools Finance Group \(SFG\) – Education and Families \(devon.gov.uk\)](https://www.devon.gov.uk/schools-finance-group)

### **DECISION:**

(i) that the minutes of the Schools Finance Group (SFG), 7 June 2023 be received;

(ii) that in respect of SFG note 5, information to all schools on how to access various funding for asylum seeking children, to help reduce the burden on school budgets, would be welcomed.

### **ACTION:**

- (i) Director of Finance and Public Value (Adrian Fox)
- (ii) Head of Education (Rachel Shaw).

#### **(b) Finance Update Report**

The Forum considered the report of the Director of Children and Young People's Futures and Director of Finance and Public Value (DEF/23/08).

The Report (DEF/23/08) covered:-

Dedicated Schools Grant (DSG) and Schools Funding Outturn 2022/23;  
DSG Deficit Management Plan;  
High Needs;

Early Years;  
Carry Forwards; and  
Risks.

The draft DSG outturn position was an overspend of £11.5 million prior to transfers to the DSG Adjustment Account and ringfenced balances, comprising Individual School Balances (ISB) of £20.8 million, ringfenced balances of £6.7 million and deficit transfer to the DSG Adjustment Account of just under £39 million. Although an improvement of £1.7 million from month 11 position there was continued demand on SEN placements within the independent sector and the delays in implementing management actions identified within the Safety Valve / Improvement Plan. Of the revised £10 million management action expected to be delivered in 2022/23 just under £5 million of the actions had been achieved, projecting a cumulative DSG deficit to March 2023 of £125.4 million, which was £3.2 million over what was stated in the Safety Valve Submission, February 2022. The Authority had now been invited into discussions to join the next (fourth) tranche of the Safety Valve Intervention Programme, with Devon's management plan being refreshed for submission to the DfE in July 2023. A SEND refresh was held during May 2023 where Senior Officers of the Local Authority as well as school Headteachers and education staff looked at the current safety valve plan and projects aligned with the SEND Improvement plan and improve outcomes for Devon's children. The increasing DSG deficit could have a considerable impact on future education budgets within the DSG as well as impacting on the financial sustainability for Devon County Council.

Forum discussions, together with Members' comments included:-

-this was a particularly challenging time for the schools sector with a number of schools setting deficit budgets. A clear and timely communication to schools to assist them in looking at their structures and systems and in not putting off difficult decisions to produce sustainable budgets would be welcome, noting for example that DCC admissions were encouraging schools to work collaboratively in areas where falling primary school roles were projected to be more significant, to support the longer term sustainability of all schools affected;

-the current and ongoing work with other LAs, including those within the DfE Safety Valve programme, reviewing practices/trends for managing these national SEND pressures;

-noting that progress was being made in some SEND/High Needs budget areas, but recognising that a realistic timescale for more longer term sustainability was projected at 3-4 years and with vigorous ongoing monitoring required to be accepted onto the DfE Safety Valve programme. Further information intended to be shared with all stakeholders was anticipated in the autumn term;

# Agenda Item 19a

6

DEVON EDUCATION FORUM

21/06/23

-balancing successful SEND practice and improved outcomes within Devon schools and ultimately improving Devon's High Needs deficit budget, against challenging school budgets; and

-resources and work streams for Devon's special schools' outreach/inreach provision, to support a reduction in independent school placements.

## **DECISION:**

(a) that the DSG Draft Outturn position (subject to Statement of Accounts sign off) as set out in Section 1 of Report (DEF/23/08) be noted;

(b) that the surplus budget carry forwards for Schools, de-delegated, central school services and High needs as set out in Section 5, table 6 of the Report be noted;

(c) that the Early Years surplus carry forwards as set out in Section 4 and Section 5, table 6 of the Report be approved;

**(Vote: Schools, Academies and PVI)**

(d) that the Individual School Balances carry forwards as set out in Section 5, table 7 of the Report be noted;

(e) that the DSG Deficit Reserve transfer as set out in Section 5, table 8 of the Report be noted; and

(f) that in noting (a), (b), (d) and (e) above, the Forum continued to recognise the seriousness of the High Needs deficit that had to be reduced as soon as possible as discussed above.

## **ACTION:**

Director of Finance and Public Value (Adrian Fox)

98

### **DEF Proportionality**

The Forum received the update that following consultation with DEF Members in May 2023, that in reviewing Forum representation (required to be broadly proportionate, based on pupil census data - projected to September), this remained unchanged excepting for:-

| <b><u>Primary Phase</u></b> | <b><u>Maintained</u></b> | <b><u>Academy*</u></b> |
|-----------------------------|--------------------------|------------------------|
| Headteacher                 | 2                        | 2                      |
| Governor                    | 2 (previously 3)**       | 2 (previously 1)**     |

\*academy members represent proprietor bodies, not necessarily restricted to HT/Governors.



\*\*primary phase pupil numbers projected 2023/24: Maintained 51.3% and Academy 48.7%

## 99 Standing (and other) Groups

The Forum received the following from its standing and other groups (excepting Schools' Finance Group (SFG) minutes, (considered under Finance Update minute above):-

### (a) Standing Groups

#### (i) School Organisation, Capital and Admissions (SOCA)

(A) Minutes of the meeting held on 23 May 2023; and

(B) The Report (for information) of the Director of Climate Change, Environment and Transport (DEF/23/09) on admissions was withdrawn. (Note: Any questions from Members on this Report to be sent direct to the Report author. This matter arose from SOCA meeting 7 March 2023, note 4).

Also available at

[School Organisation, Capital and Admissions Group \(SOCA\) – Education and Families \(devon.gov.uk\)](https://www.devon.gov.uk/education-and-families/school-organisation-capital-and-admissions-group-soca)

#### (ii) High Needs Funding Sub Group

Minutes of the meeting held on 15 May and 5 June 2023, together with Note for information, accompanying HNF minutes, re: SEND.

## 100 Dates of Future Meetings

Meetings at 10am. Please check venue/arrangements

<https://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

Wednesday 22 November 2023

Wednesday 24 January 2024 (date changed from 17 January)

Wednesday 20 March 2024.

### **NOTES:**

1. Minutes should always be read in association with any Reports for a complete record.
2. If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting

### \* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.00 am and finished at 11.35 am

# Agenda Item 19a

## FARMS ESTATE (INTERVIEWING) COMMITTEE

23 June 2023

Present:-

Councillors J Yabsley (Chair), J Brook and A Dewhirst  
and L Warner (Tenants' representative)

\* **89**      **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

\* **90**      **Exclusion of the Press and Public**

**RESOLVED** that the press and public be excluded from the meeting for the following items of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Schedule 12A of the Act, namely information relating to, and which was likely to reveal the identity of, tenants and information relating to the financial or business affairs of tenants and the County Council and, in accordance with Section 36 of the Freedom of Information Act 2000, by virtue of the fact that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

\* **91**      **Farm Re-letting: Dungeons Farm, Cullompton and Markhams Farm, Ide**

(An item taken under Section 100A(4) of the Local Government Act 1972 during which the press and public were excluded, no representations having been received to such consideration under Regulation 5(5) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).

The Head of Digital Transformation and Business Support reported on the circumstances of these relettings.

The Committee then considered the rent for the holdings and interviewed prospective tenants.

(a) Dungeons Farm, Cullompton

It was **MOVED** by Councillor Brook, **SECONDED** by Councillor Yabsley and

**RESOLVED**

- (i) that the tenancy of Dungeons Farm, Cullompton be offered to Mr DM on the subject to contract terms and conditions proposed.

# Agenda Item 19b

2

FARMS ESTATE COMMITTEE

23/06/23

- (ii) that the tenant of Perriton Barton Farm, Whimble be required to surrender his tenancy of the holding and the County Council accept the short notice of surrender.
- (iii) that Perriton Barton Farm, Whimble be advertised to let on the open market to new entrants as a starter farm for a term of seven years commencing 25 March 2024 and terminating 25 March 2031, subject to terms being agreed.

## (b) Markhams Farm, Ide

It was **MOVED** by Councillor Yabsley, **SECONDED** by Councillor Brook and

### **RESOLVED**

- (i) that the tenancy of Markhams Farm, Ide be offered to Mr OJ on the subject to contract terms and conditions proposed.
- (ii) that the tenant of Middle Yeo Farm, Down St Mary be required to surrender his tenancy of the holding and the County Council accept the short notice of surrender.
- (iii) that Middle Yeo Farm, Down St Mary be advertised to let on the open market to new entrants as a starter farm for a term of seven years commencing 25 March 2024 and terminating 25 March 2031, subject to terms being agreed

### **NOTES:**

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

\* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.00 am and finished at 3.30 pm

## STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

23 June 2023

### Present:-

#### Group A: Christian and Other Religion and Belief Communities (with the exception of the Church of England)

J Carpenter, K Denby, W Houghton, M Miller, R Nathwani

#### Group B: The Church of England

J Roberts (Chair) S Gill, C Hulbert, K Keatley, E Underwood, T Wilson

#### Group C: Teachers Associations

C Cornwell, R Flanagan, P Hammett, W Harrison, J Matthews, E Mihas, P Randall, B Twiggs, G Winnall

#### Group D: Devon County Councillors

Cllr Adams, Cllr Thomas, Cllr Squires

#### Co-opted Members

R Northcott, S Spence,

#### Also

N Alam, S Bissett

#### Apologies:-

W Becher, M Hext, J Taylorson, J Goody, Cllr Bradford, Cllr Channon and Cllr Sellis

### **24** Minutes

The minutes of the meeting held on 9 February 2023 were signed as correct record subject to an amendment that Sandra Gill gave her apologies for absence.

### **25** Items Requiring Urgent Attention

#### Notification of forthcoming session

Satish Kumar is to speak at Devon Faith and Belief Forum annual meeting on Thursday 6 July 6pm – 7.45pm at the Mint Methodist Church, Fore Street, Exeter. The session is free of charge and open to all members of the public.

# Agenda Item 19c

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STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

23/06/23

Booking available [https://devonfaiths.org.uk/event/satish-kumar-ecology-and-spirituality/?instance\\_id=236](https://devonfaiths.org.uk/event/satish-kumar-ecology-and-spirituality/?instance_id=236)

## 26 **Devon SACRE Constitution**

The Committee noted and agreed the amendments to the constitution originally put before them on the 17 February 2022.

Group C – additional representative to Group C to represent Multi Academy trusts (13 in total)

Group D – 7 representatives in total from Devon County Council.

Resolved:

- 1) That Devon SACRE agree the changes to the constitution
- 2) That the constitution be put forward to Cabinet for approval at their July 2023 meeting.

## 27 **Devon SACRE Membership**

It was noted that the following representatives have joined the Committee:

Warren Houghton (Group A - Baha'i)

David Tollerton (Group C - Exeter University)

Neomi Alam (attendance at meeting in visitor capacity)

## 28 **Standards: Monitoring and Ofsted Reports**

Members received an update on the findings published in the recent Ofsted reports. It was considered that it would be useful that SACRE officers contact specific schools to either congratulate them on their outstanding practice or to offer curriculum support in specific areas.

## 29 **Agreed Syllabus Review**

It was noted that an 'Agreed Syllabus conference (ASC) was to be convened following the last SACRE meeting to co-ordinate the process review. The ASC met on the 11 May 2023, all groups were represented and made the following conclusions:

- Introduction of the new syllabus in Sept 2024
- That there is a minimal shift from the current syllabus (which is valued by teachers)
- That more 'lesson-ready' resources be made available
- That units embody more diversity

- That units reflect the local lived experience of people's religious and non-religious worldviews
- That units take a more fully worldviews approach
- Launch events be planned for June 2024
- That teachers be offered follow-up training

During general discussion, Members referred to more input on Humanism. It was also suggested that this should be brought into the curriculum throughout primary years rather than at the end of KS2. Keith Denby welcomed the support of SACRE members and commented that he visited many settings to discuss Humanism and considered that a number of students were able to identify with it.

Other members made reference to teachers offering more depth to the subject and 'how religion is captured' in the teaching of the curriculum. It was about the importance of marketing and ensuring teachers felt confident in teaching the subject in an engaging manner.

Members noted the survey results 2023 where the vast majority of settings used the Devon and Torbay RE Syllabus and that advantage had been taken of the RE CPD offered by SACRE/the Diocese/LTLRE Hub groups/RE Today. In response to key ways in which the syllabus could be improved, the survey showed the top 3 points were:

- More lesson ready power point presentations
- More detail on assessments
- More materials on 'how to'

It was anticipated that a draft document would be ready for the next SACRE meeting in November 2023 for consideration

## 30 **Learn Teach Lead RE: Update**

- The annual LTLRE conference is to be held at the St Mellion Conference Centre in October 2023.
- Hub Leaders training is planned for 7 July 2023
- New hub leaders have been appointed in Exeter and Plymouth.
- A recent survey showed that engagement with a local hub had given greater confidence in leading RE and Hub leaders were reported as approachable and supportive.

## 31 **Regional and National Developments: RE Hubs, Census data, Bloom Review, anti-Hindu hate report, SACREs and the law**

During general discussion it was noted:

# Agenda Item 19c

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STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

23/06/23

- That a RE Hubs website had been recently been launched at <https://www.re-hubs.uk>
- That the percentage of the population in England and Wales reporting 'no religion' had increased from 14.1million in 2011 to 22.2 million in 2021
- That there are three types of 'nones' (those who state they have 'no religion')
  - campaigning 'nones' are self-consciously atheistic and hostile to religion
  - tolerant 'nones' are broadly atheistic but accepting/ warm towards religion
  - spiritual 'nones' embrace a range of spiritual beliefs and practices
- That recommendation 7 (chapter 3) of the Bloom Review states 'Government should look again at why RE in schools has become the 'Cinderella subject' and should consider methods for improving the teaching of faith literacy and RE, with a view to cultivating a more inclusive society where people of all backgrounds are able to engage in debate about the different faiths and beliefs that shape society.
- 51% of parents of Hindu pupils surveyed report that their child had experienced anti-Hindu hate in schools, whilst fewer than 1% of schools with Indian pupils queried by FOI reported any anti-Hindu-related incidents in the last five years.
- Humanist Steve Bowen had successfully challenged his local authority's refusal to admit him to his local SACRE. It had been deemed unlawful for Kent County Council to refuse his membership.

## 32 **NASACRE Conference Report**

Keynote Address: The role of SACREs in the emerging educational landscape.

Ed Pawson invited members of Devon SACRE to consider standing to be on the NASACRE executive.

## 33 **Quality Mark: Seeking Funding for Schools?**

SACRE heard about an initiative suggesting that schools make more use of the RE Quality mark criteria statements.

Devon SACRE aims:

- To raise the standard of RE in schools
- To encourage more schools to use the REQM standards criteria as a tool to develop their RE curriculum provision
- To support schools in applying for the RE Quality Mark award

Funding suggestions were as follows:

- To apply for trust funding to enable SACRE to jointly support schools in their application for REQM assessment (cost is £495)



- to offer a financial support to 2 primary and 2 secondary schools in a year
- to offer £250 per school (£125 from SACRE, £125 from Trust funding) the total cost to SACRE: £500 per year

The SACRE Adviser to report back to a future meeting about the quality mark.

## 34 **Holocaust Memorial Day - Planning for 2024**

The Holocaust Memorial Day theme for 2023 is Fragility of Freedom

## 35 **SACRE Training**

Lorna Legg will attend the next SACRE meeting on the 15 November to explore Diversity in Devon Schools

## 36 **Future SACRE Meetings**

Future meetings to be held on the following dates commencing at 10am

Wednesday 15 November 2023

Tuesday 6 February 2024

Thursday 20 June 2024

Monday 4 November 2024

### **NOTES:**

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

\* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.00 am and finished at 12:30

# Agenda Item 19c

# DEVON COUNTY COUNCIL

## COUNCIL/CABINET FORWARD PLAN

In line with the public's general rights of access to information and the promotion of transparency in the way which decisions are taken by or on behalf of the Council, Devon County Council produces a Forward Plan of any Key Decisions to be taken by the Cabinet and any Framework Decisions to be made by the County Council. The Plan normally covers a period of a minimum of four months from the date of publication and is updated every month.

The County Council has defined key decisions as those which by reason of their strategic, political or financial significance or which will have a significant effect on communities in more than one division are to be made by the Cabinet or a Committee of the Cabinet. Framework Decisions are those decisions, which, in line with Article 4 of the Council's Constitution must be made by the County Council.

The Cabinet will, at every meeting, review its forthcoming business and determine which items are to be defined as key decisions and the date of the meeting at which every such decision is to be made, indicating what documents will be considered and where, in line with legislation, any item may exceptionally be considered in the absence of the press and public. The revised Plan will be published with the papers for the meeting. *Where possible the Council will attempt to keep to the dates shown in the Plan. It is possible that on occasion may need to be rescheduled.* Please ensure therefore that you refer to the most up to date Plan.

Click to see an [up to date version of the Forward Plan](#) on the Council's web site at any time.

Also see the website for [Copies of Agenda and Reports of the Cabinet or other Committees of the County Council](#) referred to in this Plan

## FORWARD PLAN

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated for the reasons shown

Any person who wishes to make representations to the Council/Cabinet about (a) any of the matters proposed for consideration in respect of which a decision is to be made or (b) whether or not they are to be discussed in public or private, as outlined below, may do so in writing, before the designated Date for Decision shown, to The Democratic Services & Scrutiny Secretariat, County Hall, Exeter, EX2 4QD or by email to: [members.services@devon.gov.uk](mailto:members.services@devon.gov.uk)

### PART A - KEY DECISIONS (To Be made by the Cabinet)

| Date of Decision                                  | Matter for Decision | Consultees | Means of Consultation* | Documents to be considered in making decision | County Council Electoral Division(s) affected by matter |
|---------------------------------------------------|---------------------|------------|------------------------|-----------------------------------------------|---------------------------------------------------------|
|                                                   |                     |            |                        |                                               |                                                         |
| <i>Regular / Annual Matters for Consideration</i> |                     |            |                        |                                               |                                                         |

|                       |                                                                                                                                 |                                                                              |                                                                                                                   |                                                                                                                                                                                                                      |               |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 11<br>October<br>2023 | Transport Capital Programme<br>2023/24 and 2024/25: Update<br>and Proposed Allocation                                           | Public,<br>District<br>Councils,<br>Stakeholders<br>and Delivery<br>Partners | LTP 2011 –<br>2026<br>consultation,<br>meetings,<br>planning<br>applications<br>and local<br>plan<br>consultation | Report of the Director of Climate<br>Change, Environment and Transport<br>outlining all relevant considerations,<br>information and material including any<br>equality and / or impact assessments,<br>as necessary. | All Divisions |
| 8<br>November<br>2023 | Childcare Sufficiency<br>Assessment - Annual Return                                                                             |                                                                              |                                                                                                                   | Report of the Director of Children and<br>Young Peoples Futures outlining all<br>relevant considerations, information<br>and material including any equality and<br>/ or impact assessments, as necessary.           | All Divisions |
| 3<br>December<br>2023 | Target Budget and Service<br>Targets for 2024/2025                                                                              |                                                                              |                                                                                                                   | Report of the Director of Finance and<br>Public Value outlining all relevant<br>considerations, information and<br>material including any equality and / or<br>impact assessments, as necessary.                     | All Divisions |
| 9 February<br>2024    | Admission Arrangements and<br>Education Travel Review:<br>Approval to admission<br>arrangements for subsequent<br>academic year |                                                                              |                                                                                                                   | Report of the Head of Education<br>outlining all relevant considerations,<br>information and material including any<br>equality and / or impact assessments,<br>as necessary.                                        | All Divisions |

|                                                 |                                                                                                                                                                   |                                                      |                                                            |                                                                                                                                                                                                       |               |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 13 March 2024                                   | Flood Risk Management Action Plan 2024/2025<br>Update on delivery of the 2023/24 programme and approval of schemes for 2024/2025                                  | All other Risk Management Authorities                | Liaison through the Devon Flood and Water Management Group | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 13 March 2024                                   | Adult Social Care - Market Sustainability Plan and Sufficiency Assessment                                                                                         |                                                      |                                                            | Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.              | All Divisions |
| 10 April 2024                                   | County Road Highway Maintenance Capital Budget and Progress on 2023/24 Schemes and Proposals for the 2024/25 Programmes and the On-street Parking Account 2024/25 | Public, CIRS Scrutiny, highway maintenance suppliers | Meetings and surveys                                       | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 12 June 2024                                    | Revenue and Capital Outturn 2023/2024                                                                                                                             |                                                      |                                                            | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                  | All Divisions |
| <b>Specific Matters for Consideration - KEY</b> |                                                                                                                                                                   |                                                      |                                                            |                                                                                                                                                                                                       |               |

|              |                                                                                                                |                                                                                                                                        |                                                                                                                                             |                                                                                                                                                                                                       |                    |
|--------------|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 12 July 2023 | Queen Street, Newton Abbot: Pedestrian Enhancement Scheme for Approval                                         | Public, local stakeholders including local businesses and Newton Abbot Town Council, Teignbridge Highways and Traffic Orders Committee | Consultation website and questionnaire, letter drop (~1000 residents, ~150 businesses), webinars, public exhibition in Newton Abbot Library | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | Newton Abbot North |
| 12 July 2023 | Devon County Council's response to the Devon, Cornwall and Isles of Scilly (DCIoS) Climate Adaptation Strategy | N/A DCC is a consultee                                                                                                                 | N/A                                                                                                                                         | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions      |
| 12 July 2023 | Civic University Agreement                                                                                     |                                                                                                                                        |                                                                                                                                             | Report of the Head of Economy, Enterprise and Skills outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                | All Divisions      |
| 12 July 2023 | Changes to the Mobile Library Service                                                                          | Current users of the Mobile Service and general public                                                                                 | Feedback forms & email                                                                                                                      | Report of the Head of Communities outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                   | All Divisions      |

|                |                                        |  |                                                                                                                                                                                                             |                                                                                                                                                                                                 |               |
|----------------|----------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 12 July 2023   | Future of the Safeguarding Partnership |  |                                                                                                                                                                                                             | Report of the Interim Head of Children's Health and Wellbeing outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 23 August 2023 | Wellbeing Exeter                       |  | <a href="https://www.devon.gov.uk/haveyoursay/consultations/wellbeing-exeter-cessation-of-contribution/">https://www.devon.gov.uk/haveyoursay/consultations/wellbeing-exeter-cessation-of-contribution/</a> | Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.        | All in Exeter |



|                                       |                                    |  |                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                 |                      |
|---------------------------------------|------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <p>23 August 2023</p> <p>Page 199</p> | <p>Homelessness 18+ prevention</p> |  | <p><a href="https://www.devon.gov.uk/haveyoursay/consultations/proposals-to-cease-devon-county-councils-integrated-adult-social-care-contribution-to-the-overall-18-homelessness-prevention-fund-and-contract/">https://www.devon.gov.uk/haveyoursay/consultations/proposals-to-cease-devon-county-councils-integrated-adult-social-care-contribution-to-the-overall-18-homelessness-prevention-fund-and-contract/</a></p> | <p>Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All Divisions</p> |
|---------------------------------------|------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|

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|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <p>23 August 2023</p> | <p>North Devon Link Service</p>                                                                                                                                                     |  | <p><a href="https://www.devon.gov.uk/haveyoursay/consultations/proposed-closure-of-the-north-devon-link-service-in-barnstaple-bideford-and-ilfracombe/">https://www.devon.gov.uk/haveyoursay/consultations/proposed-closure-of-the-north-devon-link-service-in-barnstaple-bideford-and-ilfracombe/</a></p> | <p>Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>       | <p>All in North Devon</p> |
| <p>23 August 2023</p> | <p>Special Guardianship Policy<br/>Special Guardianship Policy - Proposal to introduce specific financial packages to foster carers who convert to becoming a Special Guardian.</p> |  |                                                                                                                                                                                                                                                                                                            | <p>Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All Divisions</p>      |

|                                                                                                     |                                                                                          |                                      |                                                                                                                                                                                            |                                                                                                                                                                                                       |                      |
|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <p>23 August 2023</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 201</p> | <p>Tender for Supported Accommodation for Children in Care and Care Leavers Aged 16+</p> | <p>Care Experienced Young People</p> | <p>Workshop at Youth Voice Event – June 2023<br/>Extension of the Supported Living Options for Children Looked After (CLA) &amp; Eligible Care Leavers, Cabinet Report 11 January 2023</p> | <p>Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All Divisions</p> |
| <p>23 August 2023</p>                                                                               | <p>Staying Close Supported Accommodation for Care Experienced Young People Aged 18+</p>  | <p>Care Experienced Young People</p> | <p>Workshop at Youth Voice Event – June 2023<br/>Documents to be considered in making decision - DFE Staying Close Bid</p>                                                                 | <p>Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All Divisions</p> |

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|-------------------------|-----------------------------|-----|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 13<br>September<br>2023 | Devolution - Deal for Devon | TBC | TBC | Report of the Chief Executive outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                      | All Divisions |
| 13<br>September<br>2023 | Budget Monitoring - Month 4 |     |     | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |

|                                                       |                                                                                                                                                    |                                                                              |                                                                                                                                             |                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                             |
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| <p>Between 13 September 2023 and 13 December 2023</p> | <p>Exeter, Heart of Teignbridge, and Barnstaple, with Bideford and Northam Local Cycling and Walking Infrastructure Plans – For adoption</p>       | <p>Stakeholders , public, relevant Highway and Traffic Orders committees</p> | <p>Stakeholder engagement workshops, online DCC ‘Have Your Say’ consultation website, press releases, social media posts, HATOC reports</p> | <p>Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All in Exeter; Ashburton &amp; Buckfastleigh; Barnstaple North; Barnstaple South; Bideford East; Bideford West &amp; Hartland; Bovey Rural; Broadclyst; Chulmleigh &amp; Landkey; Fremington Rural; Ipplepen &amp; The Kerswells; Kingsteignton &amp; Teign Estuary; Newton Abbot North; Newton Abbot South; Northam</p> |
| <p>13 September 2023</p>                              | <p>A382 &amp; Jetty Marsh Link Highway Improvements Approval to Proceed with submission of Full Business Case, Tender Award &amp; Construction</p> | <p>N/A</p>                                                                   | <p>N/A</p>                                                                                                                                  | <p>Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>Bovey Rural; Newton Abbot North</p>                                                                                                                                                                                                                                                                                      |

|                         |                                              |                                                                           |                                                         |                                                                                                                                                                                                       |               |
|-------------------------|----------------------------------------------|---------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 13<br>September<br>2023 | People First Strategy - Action Plan          |                                                                           |                                                         | Report of the Director of People and Culture outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                        | All Divisions |
| 13<br>September<br>2023 | Commissioning Strategy for Devon Family Hubs |                                                                           |                                                         | Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.        | All Divisions |
| 11<br>October<br>2023   | Bus Service Improvement Plan Schemes         | Local Members, Cabinet Member, Public, Stakeholders and Delivery Partners | Public consultation to be held prior to Cabinet meeting | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. |               |
| 11<br>October<br>2023   | Provision of New 20mph Limits in Devon       | N/A                                                                       | N/A                                                     | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |

|                                                                                                              |                                         |                                                                                                                                                                                  |                             |                                                                                                                                                                                                                                                    |                      |
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| <p>11<br/>October<br/>2023</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 205</p> | <p>Low Carbon Supply Chain Strategy</p> | <p>Environmental Performance Board, Climate Change Standing Overview Group of the Corporate Infrastructure and Regulatory Services Committee, Devon County Council suppliers</p> | <p>Meetings and surveys</p> | <p>Report of the Director of Finance and Public Value, Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p> | <p>All Divisions</p> |
| <p>11<br/>October<br/>2023</p>                                                                               | <p>Respite centres</p>                  |                                                                                                                                                                                  | <p>TBC</p>                  | <p>Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>                                                    | <p>All Divisions</p> |
| <p>8<br/>November<br/>2023</p>                                                                               | <p>Budget Monitoring - Month 6</p>      |                                                                                                                                                                                  |                             | <p>Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.</p>                                                        | <p>All Divisions</p> |

|                              |                                                                                                     |                     |                                                       |                                                                                                                                                                                                       |                                                |
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| 13 December 2023             | Tarka Trail Willingcott to Knowle Scheme - Phase 2 Buttercombe Lane to Foxhunters – Scheme Approval | Public consultation | Website, online questionnaire, plans in local library | Report of the Director of Climate Change, Environment and Transport outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | Braunton Rural; Combe Martin Rural; Ilfracombe |
| 13 December 2023             | Day care centres                                                                                    |                     | TBC                                                   | Report of the Director of Integrated Adult Social Care outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.              | All Divisions                                  |
| Page 206<br>13 November 2024 | Sexual and Reproductive Health Recommissioning                                                      | TBC                 | TBC                                                   | Report of the Director of Public Health, Communities and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions                                  |

| PART B -FRAMEWORK DECISIONS<br>(Requiring approval of the County Council) |                     |            |                         |                                               |                                                         |
|---------------------------------------------------------------------------|---------------------|------------|-------------------------|-----------------------------------------------|---------------------------------------------------------|
| Date of Decision                                                          | Matter for Decision | Consultees | Means of Consultation** | Documents to be considered in making decision | County Council Electoral Division(s) affected by matter |
|                                                                           |                     |            |                         |                                               |                                                         |



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| 14 June<br>2023        | People First Strategy                                                                   |  |  | Report of the Director of People and Culture outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                     | All Divisions |
| 7<br>September<br>2023 |                                                                                         |  |  |                                                                                                                                                                                                                                                                                                                                    |               |
| 12 July<br>2023        | The Council's Strategic Plan 2021 to 2025 and Corporate Plan for the next twelve months |  |  | Report of the Director of People and Culture, Chief Executive, Director of Legal and Democratic Services, Director of Finance and Public Value, Director of Transformation and Business Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 7<br>September<br>2023 |                                                                                         |  |  |                                                                                                                                                                                                                                                                                                                                    |               |
| 5<br>November<br>2023  | Cornwall Council's proposal to join Adopt South West                                    |  |  | Report of the Director of Children and Young Peoples Futures outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                     | All Divisions |
| 7<br>December<br>2023  |                                                                                         |  |  |                                                                                                                                                                                                                                                                                                                                    |               |
| 16<br>January<br>2024  | Pay Policy Statement 2024/2025                                                          |  |  | Report of the Director of People and Culture outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                                                                                                                     | All Divisions |
| 15<br>February<br>2024 |                                                                                         |  |  |                                                                                                                                                                                                                                                                                                                                    |               |

|                  |                                                                                                                          |  |  |                                                                                                                                                                                      |               |
|------------------|--------------------------------------------------------------------------------------------------------------------------|--|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 9 February 2024  | Revenue Budget, Medium Term Financial Strategy 2024/2025 - 2027/2028 and the Capital Programme for 2024/2025 - 2028/2029 |  |  | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 15 February 2024 |                                                                                                                          |  |  |                                                                                                                                                                                      |               |

**PART C - OTHER MATTERS**  
(i.e. Neither Key Nor Framework Decisions)

| Date of Decision | Matter for Decision | Consultees | Means of Consultation** | Documents to be considered in making decision | County Council Electoral Division(s) affected by matter |
|------------------|---------------------|------------|-------------------------|-----------------------------------------------|---------------------------------------------------------|
|------------------|---------------------|------------|-------------------------|-----------------------------------------------|---------------------------------------------------------|

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*Regular / Annual Matters for Consideration*

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                     |  |                                                                                                                                                                                                                                                    |               |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Between 12 July 2023 and 8 May 2025 | Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions)<br><i>[NB: Items relating to the letting or occupancy of individual holdings may contain information about, or which is likely to reveal the identity of, an applicant for a holding and about the financial and business affairs of the Council and any prospective or existing tenant that may need to be discussed in the absence of the press and public]</i> | To be considered at the Farms Estates Committee, including any advice of the Council's Agents South West Norse Ltd. |  | Report of the Director of Transformation and Business Services, Director of Transformation and Business Services outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| Between 12 July 2023 and 8 May 2025 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                     |  |                                                                                                                                                                                                                                                    |               |

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| Between 12 July 2023 and 8 May 2025 | Standing Items, as necessary (Minutes, References from Committees, Notices of Motion and Registers of Delegated or Urgent Decisions) | As necessary            |  | Report of the TBC outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                   | All Divisions |
| 12 July 2023                        | Public Health Annual Report 2022/2023                                                                                                |                         |  | Report of the Director of Public Health, Communities and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| 12 July 2023                        | Treasury Management Stewardship Outturn Report                                                                                       | CIRS Scrutiny Committee |  | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                  | All Divisions |
| 8 December 2023                     | Treasury Management Stewardship Mid Year Report                                                                                      |                         |  | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                  | All Divisions |
| 13 December 2023                    | Torbay and Devon Safeguarding Adults Partnership - Annual Report                                                                     |                         |  | Report of the Chair outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.                                                 | All Divisions |
| 10 July 2024                        | Public Health Annual Report 2023/2024                                                                                                |                         |  | Report of the Director of Public Health, Communities and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |

|                                           |                                                |                                                           |                                                                                                                                                                                      |               |
|-------------------------------------------|------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 10 July 2024                              | Treasury Management Stewardship Outturn Report | Corporate Infrastructure and Regulatory Services Scrutiny | Report of the Director of Finance and Public Value outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary. | All Divisions |
| <i>Specific Matters for Consideration</i> |                                                |                                                           |                                                                                                                                                                                      |               |

Cabinet  
12 July 2023

## **Public Health Annual Report 2022-23**

Report of the Director of Public Health

**Recommendation: Cabinet is asked to receive the annual report of the Director of Public Health 2022-23 which this year focuses on the importance of prevention to improve the health and wellbeing of Devon residents and to note its recommendations.**

### **1) Recommendations**

That the Cabinet are asked to note the following recommendations:

1. Devon Integrated Care Partnership should work together to realise the potential they have as anchor institutions to improve the lives of local people and reduce health inequalities, drawing on evidence of the impact of this approach from other area.
2. Devon Health and Wellbeing Board to consider the impact of the climate emergency on health and equity, through the production of a joint strategic needs assessment; The board should review, adopt and monitor the partnership's climate change mitigation and adaptation plans and the opportunities they present to create a fairer, healthier, more resilient and more prosperous society.
3. Public Health Devon to actively work with system partners to support the delivery of the agreed Joint Forward Plan actions and objectives.
4. Public Health Devon to actively participate in the Marmot Region work programme and ensure learning is shared with Integrated Care Partnership.
5. The Devon Food Partnership and the Energy Saving Devon partnership utilise every opportunity to address health, equity and the climate emergency through their collective programmes.
6. Public Health Devon and Devon Integrated Care Partnership to work collaboratively with communities within multi-agency alliances, to develop and refine multi-level programmes of action on the leading modifiable risk behaviours (tobacco, food, excess weight, alcohol, physical inactivity), ensuring there is an appropriate mix of individual and population level approaches to make an impact at pace and scale.
7. Public Health Devon to work with stakeholders in Devon Integrated Care Partnership to develop and implement a programme of professional development to upskill the workforce in compassionate, health gains approaches to healthier weight to destigmatise individual behavioural change interventions, promoting confidence and emotional wellbeing.

# Agenda Item 22

8. Public Health Devon to work with system partners to test a place-based approaches to drive community-based prevention action. These should be designed with and informed by local communities, utilise community assets and act on clustered risks, utilising proxy measures to demonstrate impact in the short to medium term.
9. Through a Population Health Management programme, the Devon Integrated Care System should implement a range of data-based approaches for case finding for avoidable or ameliorable conditions. These methods should focus on detecting the precursors and early stages of disease, design preventive interventions and monitor their impact.
10. Following the success of the Devon mass vaccination inequalities cell through the Covid-19 pandemic, the application of a multi-disciplinary inequalities cell approach to secondary prevention programmes to drive action around community engagement and targeting and reducing inequalities.
11. There should be equity in access to services and all levels of preventative support including screening and vaccination, with proactive community engagement and reasonable adjustments where needed building on learning from outreach work during the pandemic.

## 2) Background / Introduction

- 2.1 The Director of Public Health has a statutory duty to write an annual report, and the local authority has a statutory duty to publish it (section 73B [5] & [6] of the 2006 NHS Act, inserted by section 31 of the 2012 Health and Social Care Act). This enables the Director of Public Health to make an independent judgement about the state of the health of the local population and ensures that the report will be published and in the public domain. The annual report by the Director of Public Health is therefore different from all other reports received from an officer in that it is not a Cabinet Member report.
- 2.2 The pandemic has resulted in a significant rise in demand for health and care services and excess mortality. The demand has been driven by a combination of lifestyle factors, people delaying seeking medical help and disruption to the health and care system. We also know demand for health and care services is linked to the conditions in which we are born into, grow, live, work and age, known as the wider determinants of health. This year's annual report focuses on prevention and why now more than ever, it is vital that we invest in prevention.

## 3) Proposal

- 3.1 The report highlights the key drivers of poor health, morbidity, and premature mortality in Devon.
- 3.2 The report defines what prevention means in the context of improving healthy life expectancy and life expectancy and tackling the increasing health inequalities. There are four key elements to preventative action consisting of:
  1. Wider determinants

2. Primary Prevention
3. Secondary Prevention
4. Tertiary Prevention.

- 3.3 The report provides a detailed chapter on each of the above elements providing examples of preventative programmes and initiatives which have been proved to improve health outcomes, impact service demand and are cost effective.
- 3.4 The report also includes an update on the recommendations from the 2021-22 annual report.

## **4) Options / Alternatives**

- 4.1 No options or alternatives considered for this report.

## **5) Consultations / Representations / Technical Data**

- 5.1 No consultation required for this report.

## **6) Strategic Plan**

<https://www.devon.gov.uk/strategic-plan>

- 6.1 The annual report takes into consideration all six priorities within the strategic plan. Delivery on the recommendations will directly contribute to many the strategic objectives within the plan. The report also supports the direct delivery of the Devon Integrated Care System five-year joint Forward Plan.

## **7) Financial Considerations**

- 7.1 Financia considerations are contained within the full report

## **8) Legal Considerations**

- 8.1 There are no specific legal consideration.

## **9) Environmental Impact Considerations (Including Climate Change)**

- 9.1 The environmental and wider health impacts upon the public are contained within the report.

## **10) Equality Considerations**

- 10.1 The report details the equality considerations making specific reference for the need to target services and programmes to those in greatest need to address health inequalities.

# Agenda Item 22

## 11) Risk Management Considerations

11.1 The report details This policy/proposal has been assessed and all necessary safeguards or action have been taken / included to safeguard the Council's position.

Identify the risks and how implications have been taken into account...  
The relevant risk registers have been updated as appropriate...

## 12) Summary / Conclusions / Reasons for Recommendations

12.1 Cabinet is asked to receive the 2022-23 annual report of the Director of Public Health and to note its recommendations.

### **Name Steven Brown**

Director of Public Health, Communities and Prosperity

**Electoral Divisions:** All

Cabinet Member for Public Health, Communities and Equality: Councillor Roger Croad

### **Local Government Act 1972: List of background papers**

Background Paper Nil

### **Contact for enquiries:**

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