

Phil Norrey  
Chief Executive

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To: The Chair and Members of the  
Cabinet

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(See below)

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Your ref :  
Our ref :

Date : 3 December 2019  
Please ask for : Karen Strahan, 01392 382264

Email: karen.strahan@devon.gov.uk  
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## **CABINET**

Wednesday, 11th December, 2019

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

P NORREY  
Chief Executive

## **AGENDA**

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

1 Apologies for Absence

2 Minutes

Minutes of the meeting held on 13 November 2019 (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**

NIL

## **KEY DECISIONS**

### 7 Target Budget for the Forthcoming Year (2020/2021)

Report of the County Treasurer (CT/19/120) on the Target Budget, an update on the Local Government Settlement for forthcoming year and preparation of the budget and service expenditure targets.

This Report will follow.

*Electoral Divisions(s): All Divisions*

### 8 Park and Change facility, nr Exeter Science Park: Approval to Construct (Pages 1 - 22)

Report of the Head of Planning, Transportation and Environment (PTE/19/49) seeking approval to construct a Park and Change facility, near Exeter Science Park, attached.

An Impact Assessment is also attached for the attention of Members at this meeting and can be found here <https://www.devon.gov.uk/impact/park-and-change-facilities-nr-exeter-science-park/>.

*Electoral Divisions(s): Broadclyst*

## **MATTERS REFERRED**

### 9 Corporate Infrastructure and Regulatory Services Scrutiny Committee - Treasury Management Stewardship - Mid Year Position (Pages 23 - 30)

Report of the County Treasurer (CT/19/117) outlining the Council's Treasury Management Mid-Year Stewardship 2019/20, which updates on key matters arising from the Council's Treasury and Debt Management activities during the first seven months of the 2019/20 financial year, previously considered and endorsed by the Corporate Infrastructure and Regulatory Services Scrutiny Committee on 26 November 2019 (Minute \*157 refers) and commended to the Cabinet, attached.

*Electoral Divisions(s): All Divisions*

### 10 Corporate Infrastructure and Regulatory Services Scrutiny Committee - Food Waste Spotlight Review (Pages 31 - 46)

In considering the Report of the Food Waste Spotlight Review, the Corporate Infrastructure and Regulatory Services Scrutiny Committee had at its meeting on 26<sup>th</sup> November 2019 (Minute \*159 refers), RESOLVED that the Spotlight Review Report and recommendations be commended to the Cabinet.

#### Recommendations

(a) That the Corporate Infrastructure and Regulatory Service Scrutiny Committee be thanked for its Spotlight review and associated Report and that the recommendations of the Review be endorsed; and

(b) that the Cabinet Member for Infrastructure, Development and Waste and the Chief Officer for Highways, Infrastructure Development and Waste be asked to take forward the Report and progress / co-ordinate the recommendations contained therein, engaging other partners and community organisations as necessary.

*Electoral Divisions(s): All Divisions*

## **STANDING ITEMS**

11 Question(s) from Members of the Public

12 Minutes

Minutes of the bodies shown below are circulated herewith for information or endorsement as indicated therein, including Minute 129(a) of the Devon Education Forum:

- a Standing Advisory Council on Religious Education - 19th November 2019 (Pages 47 - 50)
- b Devon Education Forum – 20 November 2019 (Pages 51 - 56)
- c Farms Estate (Interviewing) Committee – 25 November 2019 (Pages 57 - 58)

*Electoral Divisions(s): All Divisions*

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

Minutes of the [Devon Education \(Schools\) Forum](#):

Minutes of the [South West Waste Partnership](#)

Minutes of the [Devon & Cornwall Police & Crime Panel](#)

13 Delegated Action/Urgent Matters (Pages 59 - 60)

The Registers of Decisions taken by Members under the urgency provisions or delegated powers will be available for inspection at the meeting in line with the Council's Constitution and Regulation 13 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. A summary of such decisions taken since the last meeting is attached.

*Electoral Divisions(s): All Divisions*

14 Forward Plan (Pages 61 - 68)

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.

[NB: The Forward Plan is available on the Council's website at: <http://democracy.devon.gov.uk/mgListPlans.aspx?RPId=133&RD=0&bcr=1> ]

*Electoral Divisions(s): All Divisions*

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

15 Exclusion of the Press and Public

Recommendation: 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 Paragraph 3 of Schedule 12A of the Act namely, the financial or business affairs of a third party and of 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 outweighs the public interest in disclosing the information.

16 Exeter Science Park Guarantee

*An item to be considered by the Cabinet in accordance with the Cabinet Procedure Rules and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.*

Joint Report of the Chief Officer for Communities, Public Health, Environment and Prosperity and County Treasurer (EES/19/6) on Exeter Science Park.

This Report will follow.

*Electoral Divisions(s): All Divisions*

<i>Notice of all items listed above have been included in the Council's Forward Plan for the required period, unless otherwise indicated. The <a href="#">Forward Plan</a> is published on the County Council's website.</i>
<i>Notice of the decisions taken by the Cabinet will be sent by email to all Members of the Council within 2 working days of their being made and will, in the case of key decisions, come into force 5 working days after that date unless 'called-in' or referred back in line with the provisions of the Council's Constitution. The Minutes of this meeting will be published on the Council's website, as indicated below, as soon as possible.</i>
<i>Members are reminded that Part II Reports contain confidential information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.</i>

**Membership**

Councillors J Hart (Chair), S Barker, R Croad, A Davis, R Gilbert, S Hughes, A Leadbetter, J McInnes and B Parsons

**Cabinet Member Remits**

Councillors Hart (Policy, Corporate and Asset Management), Barker (Resources), Croad (Community, Public Health, Transportation & Environmental Services), Davis (Infrastructure Development & Waste), R Gilbert (Economy & Skills) S Hughes (Highway Management), Leadbetter (Adult Social Care & Health Services), McInnes (Children's Services & Schools) and Parsons (Organisational Development & Digital Transformation)

**Declaration of Interests**

Members are reminded that they 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.

**Access to Information**

Any person wishing to inspect the Council's / Cabinet Forward Plan or any Reports or Background Papers relating to any item on this agenda should contact Karen Strahan, 01392 382264. The Forward Plan and the Agenda and Minutes of the Committee are published on the Council's Website and can also be accessed via the Modern.Gov app, available from the usual stores.

**Webcasting, Recording or Reporting of Meetings and Proceedings**

The proceedings of this meeting may be recorded for broadcasting live on the internet via the 'Democracy Centre' on the County Council's website. The whole of the meeting may be broadcast apart from any confidential items which may need to be considered in the absence of the press and public. For more information go to: <http://www.devoncc.public-i.tv/core/>

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

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**Questions to the Cabinet / Public Participation**

A Member of the Council may ask the Leader of the Council or the appropriate Cabinet Member a question about any subject for which the Leader or Cabinet Member has responsibility.

Any member of the public resident in the administrative area of the county of Devon may also ask the Leader a question upon a matter which, in every case, relates to the functions of the Council. Questions must be delivered to the Office of the Chief Executive Directorate by 12 noon on the fourth working day before the date of the meeting. The name of the person asking the question will be recorded in the minutes. For further information please contact Karen Strahan on 01392 382264 or look at our [website](#)

**Emergencies**

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Induction loop system available

## NOTES FOR VISITORS

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**SatNav** – Postcode EX2 4QD

### Walking and Cycling Facilities

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### Access to County Hall and Public Transport Links

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The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

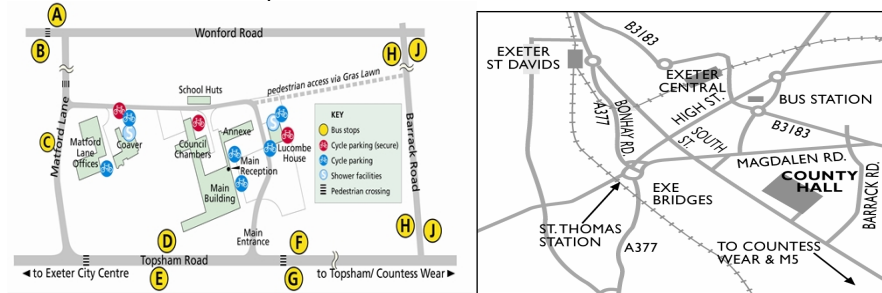
### Car Sharing

Carsharing allows people to benefit from the convenience of the car, whilst alleviating the associated problems of congestion and pollution. For more information see: <https://liftshare.com/uk/community/devon>.

### Car Parking and Security

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As indicated above, parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk). There are two disabled parking bays within the visitor car park. Additional disabled parking bays are available in the staff car park. These can be accessed via the intercom at the entrance barrier to the staff car park.



**NB**   Denotes bus stops

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### First Aid

Contact Main Reception (extension 2504) for a trained first aider.

PTE/19/49

Cabinet  
11 December 2019

## **Park and Change facility, nr Exeter Science Park: Approval to Construct**

Report of the Head of Planning, Transportation and Environment

***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.***

**Recommendation:** It is recommended that Cabinet:

- (a) approves the construction of a Park and Change site near Exeter Science Park, as shown in Appendices 1 and 2, at an estimated cost of £2,241,787;**
- (b) delegates authority to the Head of Planning, Transportation and Environment, in consultation with the Cabinet Member for Infrastructure Development & Waste and relevant local Members, to make minor amendments to the scheme details.**

### **1. Summary**

This report seeks approval to construct the Park and Change site on the eastern side of Exeter Science Park. The scheme is part of the successful National Productivity Investment Fund bid package, which is also delivering the Moor Lane roundabout improvement, Exeter cycle route improvements and the expansion of the Co-Bikes electric bike<sup>1</sup> hire scheme. It is also receiving funding from the Exeter and East Devon Enterprise Zone, which has also funded an enhanced bus service to Exeter Airport and the Long Lane improvements, recently approved by Cabinet.

### **2. Background/Introduction**

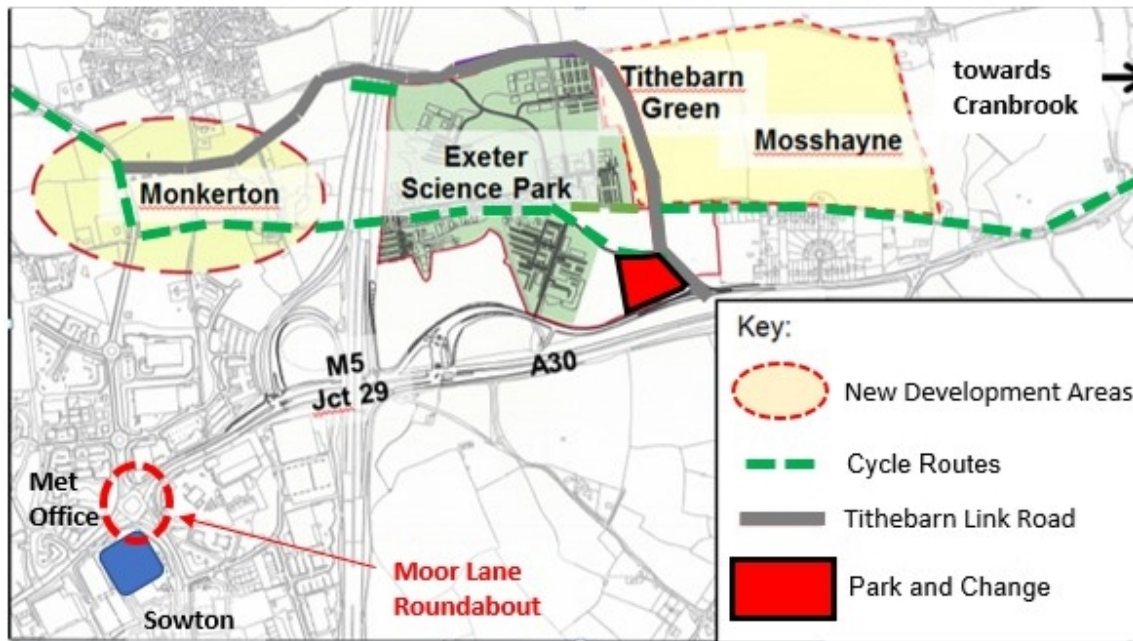
The Park and Change will enable drivers to park on the edge of the city and switch to cycle, bus or car share, helping relieve pressure on Moor Lane roundabout, the A30 Honiton Road and busy city radial routes, which experience congestion at peak times. The scheme received planning approval as part of the Tithebarn Green development in October 2018.

There is significant growth in housing and jobs on the eastern edge of Exeter, with several large developments coming forward including Cranbrook (c.8,000dw), Tithebarn Green/Mosshayne (1,500dw), Monkerton (2,500dw) and jobs at Science Park (c.2,000) and SkyPark (6,000). This will collectively put increased pressure on the A30/Honiton Road approach to M5 Jct 29.

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<sup>1</sup> <https://www.co-bikes.co.uk/>

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To support this growth, there have been several recent improvements to boost sustainable travel for people travelling into Exeter from its wide travel to work catchment. A new rail station at Cranbrook and enhancements to local bus services mean that connectivity between East Devon towns and the jobs in Exeter and within the wider Enterprise Zone has improved in recent years. For more local journeys (i.e. within 5km), the cycle infrastructure has been upgraded and continues to expand towards the city centre. For some journeys, particularly those in rural parts of the County, the option to use rail, bus or cycle is not possible due to factors including remoteness, lack of availability / frequency of services etc. This proposal seeks to provide a solution to reduce the impacts of car-borne journeys by specifically intercepting private car trips before they impact on the worst part of the network in terms of congestion and air quality.

### 3. Proposal

The scheme shown in Appendices 1 and 2 will provide 300 parking bays, including 16 bays for disabled people. Six of the parking bays will be dedicated to electric cars but with ducting to enable further expansion in the future. The charging points will be delivered as a design build finance operate contract as part of the £1.3m Devon Low Carbon Energy and Transport Technology Innovator project, which secured £0.8m European Regional Development Funding and commenced in November 2019.

There will also be secure cycle lockers, capable of storing up to 20 bicycles which will enable commuters to store their bicycles overnight, increasing the attractiveness of park and cycle. The lockers will be managed and maintained by a private company with users able to rent the lockers as with current arrangements at other Park and Ride sites. In addition, as part of the planned expansion of the electric bike hire scheme, a new dock for 6 electric bikes will be delivered. There is scope to expand such facilities should they prove successful.

A new footway/cycleway along the southern side of Anning Road from the Park and Change entrance to Babbage Way will be constructed, which will allow cyclists to connect into the E4 high quality cycle route as well as a path providing access to the old A30. These connecting paths enable onward access to Exeter Business Park, Sowton Industrial Estate and the city centre via Redhays Bridge over the M5.



The site will have approximately 15-minute frequency buses travelling past the site on Anning Road and on the C832 Old Honiton Road. Improved crossing points to access existing stops are included as part of the proposals. Exeter and East Devon Enterprise Zone has recently funded an enhancement to the Service 56 'CONNexIONS' bus service, which means that users of the Park and Change will benefit commuters working at the Lidl depot, SkyPark and Exeter Airport as well as people travelling towards the city.

The high-quality campus-style environment created at Exeter Science Park has also influenced the design of the Park and Change site, with extensive landscaping and planting (trees, hedges, grass and thicket) to enhance the habitat for wildlife, as well as improve the appearance and security for people making use of the car park. Surface water will be drained via a combination of Sustainable Urban Drainage Systems and will discharge into two, new infiltration basins within the southern part of the site.

The site will be secured overnight with a lockable gate and there is the option to introduce pay and display machines at a future date, which would help cover ongoing maintenance costs associated with the site.

#### **4. Consultations/Representations/Technical Data**

The Park and Change was formally consulted upon at outline stage as part of the Tithebarn Green development and again as part of the Reserved Matters planning submission, which was approved in October 2018 with support from key stakeholders.

#### **5. Financial Considerations**

The overall construction cost of the proposal is estimated to be £2,241,787. Of this, £0.440m related to the acquisition of land.

The project forms part of the Exeter Eastern Corridor National Productivity Investment Fund (NPIF) Government Grant package of schemes, which have previously been approved by Cabinet. The Exeter and East Devon Enterprise Zone has also contributed funding to the Park and Change scheme.

The Park and Change is the final project to be funded through the NPIF initiative, and will be funded by:

Funding Source	Prior Years £	2019/20 £	2020/21 £	Total £
Developer contributions	57,196			57,196
NPIF Grant	72,674	730,179	26,738	829,591
Enterprise Zone			1,355,000	1,355,000
Total	129,870	730,179	1,381,738	2,241,787

The budget includes a 20% contingency therefore costs in excess of the estimated proposal are a very low risk. If they were to materialise these would be met by existing Local Transport Plan grant funding.

#### **6. Environmental Impact Considerations (including Climate Change)**

The proposal responds positively to the need to reduce the number of private car journeys travelling into Exeter and impacting on the worst parts of the network in terms of congestion

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and poor air quality. It particularly targets people travelling from rural parts of the County, offering improved alternative access choices including cycle, bus or car share.

The facility will also include electric vehicle charging points, which will be delivered by the Devon Low Carbon Energy and Transport Technology Innovator project. This programme is designed to encourage increased uptake of ultra-low emission vehicles by increasing electric chargepoint availability across the County.

The lighting proposals seek to utilise LED lanterns which provide both safety (reduced maintenance) and environmental advantages (directionality) and aid in ensuring that the lighting is well controlled and does not contribute to sky glow or cause light pollution/obtrusive light.

As part of the commitment to meet high environmental standards, materials used in the construction have been selected from sustainable sources, including:

- 100% recycled aluminium in the lighting columns
- Recycled material in the manufacture of the 'grasscrete' type surface
- Recycled material in the manufacture of the kerb units

Extensive planting and hedgerow creation are aimed at integrating the scheme into the local landscape setting as much as possible and will enhance the habitat for wildlife.

A Construction Environmental Management Plan has also been prepared, which places requirements on the contractor to manage the impacts on air quality; ecology; waste; landscape; site; noise; sustainability; traffic; water; and energy.

## **7. Equality Considerations**

Where relevant to the 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 progressing this particular scheme element, 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/park-and-change-facilities-nr-exeter-science-park/>, which Members will need to consider for the purposes of this item.

In order to ensure that the site is accessible and inclusive for all users, the scheme has been designed to include 5% of parking dedicated for disabled people and with new, shared-use paths internal and external to the site to ensure that there is continuous access on footway/cycleways to minimise the need to cross roads and connect into existing paths on Anning Road and on the old A30. In addition, lighting and CCTV has been included in the proposals to increase security and surveillance for customers who may feel vulnerable accessing their vehicle in the evenings. Planting proposals help also soften the appearance of the car park and create a more pleasant environment for all customers.

## **8. Legal Considerations**

The lawful implications/consequences of the proposals/recommendations/proposed course of action have been considered and taken into account in the preparation of this report and formulation of the recommendations set out above.

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 traffic and provision of parking facilities.

There are no traffic orders required for these works and the junction does not fall within the Exeter Air Quality Management Area (AQMA).

## **9. Risk Management Considerations**

The key risks for such infrastructure projects relate to land acquisition, planning, environmental impact, funding and cost overruns during construction. These risks are considered to be low and the approved budget also includes a 20% contingency.

A number of these have been resolved, with planning approval in place and the land having been secured on a long-term lease early in 2019. There is funding in place to enable its delivery and there will be regular project meetings to monitor its progress and risk register once construction commences.

Construction would likely start in February 2020, which would mean most of the works taking place during good weather months, helping minimise disruption to the scheme. Being largely off the public highway, on undeveloped land, no significant risks have been identified.

## **10. Public Health Impact**

The Park and Change will provide secure cycle lockers and a cycle hire scheme and so is expected to have a positive impact on public health as it will encourage physical activity as part of peoples' journeys. Physical activity guidelines indicate that adults and older adults need at least 150 minutes of moderate intensity or at least 75 minutes vigorous intensity activity per week. Many employees in the city work in sedentary jobs and this project is a great opportunity to promote active travel and enable people to lead healthier, physically active lifestyles.

## **11. Options/Alternatives**

The County Council is implementing the Park and Ride scheme which was included as part of the Tithebarn Green development outline planning permission.

The planning consent permits use of the site as a park and change facility, park and ride facility and / or a public car park. Our priority was to maximise the choice of sustainable alternatives for people travelling into Exeter and to jobs east of the city, which is why the site is being promoted as a Park and Change, including options to cycle or car share as well as make use of local bus services.

## **12. Reason for Recommendation/Conclusion**

The Park and Change forms part of a package of measures, which are being delivered by the County Council as part of the successful bid for Department for Transport National Productivity Investment funding. Along with the cycle improvements, the electric bike-hire expansion and the Moor Lane roundabout improvements it is intended to help relieve pressure on a critical transport node/corridor at M5 Junction 29. Collectively, the package of schemes will enable continued growth of housing and jobs on the eastern edge of the city. Specifically, the Park and Change will encourage people to switch to more sustainable,

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healthier modes of transport thereby minimising the negative impacts of congestion and poor air quality on Exeter's radial corridors.

Dave Black  
Head of Planning, Transportation and Environment

## **Electoral Divisions: All in Exeter**

Cabinet Member for Infrastructure, Development & Waste: Councillor Andrea Davis

*Chief Officer for Communities, Public Health, Environment and Prosperity, Dr Virginia Pearson*

Local Government Act 1972: List of Background Papers

Contact for enquiries: Jamie Hlland

Room No. Lucombe House, County Hall, Exeter, EX2 4QD

Tel No: (01392) 383000

Background Paper	Date	File Reference
Impact Assessment	26 November 2019	<a href="https://www.devon.gov.uk/impact/park-and-change-facilities-nr-exeter-science-park/">https://www.devon.gov.uk/impact/park-and-change-facilities-nr-exeter-science-park/</a>

jh261119cab Park and Change facility nr Exeter Science Park Approval to construct  
hk 05 291119

Park and Change scheme



Park and Change, including details of external works



# Impact Assessment

Version 2017

To publish, please send a dated PDF to [impactassessment-mailbox@devon.gov.uk](mailto:impactassessment-mailbox@devon.gov.uk)



<b>Assessment of:</b>	<b>Park and Change facility, nr Exeter Science Park</b>
<b>Service:</b>	<b>Planning, Transportation and Environment</b>

<b>Head of Service:</b>	Dave Black
<b>Date of sign off by Head of Service/version:</b>	26 <sup>th</sup> November 2019
<b>Assessment carried out by (incl. job title):</b>	Jamie Hulland, Transportation Strategy & Road Safety Manager

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## Section 1 - Background

Description:	<p>The Park and Change site is part of the Tithebarn Green development, which comprised approximately 930 dwellings with 350 dwellings at Monkerton on the eastern edge of Exeter and 580 dwellings in East Devon on the eastern edge of Exeter Science Park. The facility will enable drivers to park on the edge of the city and switch to cycle, bus or car share, helping relieve pressure on Moor Lane roundabout, the A30 Honiton Road and busy city radial routes, which experiences congestion at peak times.</p> <p>Queues on the A30 approach to Moor Lane Roundabout often extend back to the adjacent M5 J29 in the AM peak and with further housing development at Mosshayne (900dw), Cranbrook (up to 8,000dw) and new jobs at SkyPark, Science Park and Lidl/Hayes Farm (totalling approx. 10,000 jobs), there will be increased pressure on this corridor and a need to encourage mode shift to create additional capacity on this corridor.</p>
Reason for change/review:	The reasons for the Park and Change facility are to:

	<ul style="list-style-type: none"> <li>• Reduce car-borne journeys from Exeter travel-to-work catchment impacting on the worst parts of the network in terms of congestion and poor air quality.</li> <li>• Manage congestion on the M5 Jct 29 / A30 Honiton Road corridor and support continued housing and jobs delivery in Exeter and East Devon</li> <li>• Encourage healthier, more physically active lifestyles by improving travel choices.</li> <li>• Increase number of public transport journeys being made in order to support the viability of existing services</li> <li>• Increase the pool of potential employees working at SkyPark, Lidl/Hayes Farm and Exeter Airport through improving the range of travel choices to these locations</li> </ul>
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## Section 2 - Impacts, options and recommendations

See sections 3, 4 and 5 for background analysis

Options Appraisal and Recommendations:	<p>The County Council is implementing the Park and Change scheme which was included as part of the Eagle One Tithebarn Green development outline planning permission.</p> <p>The planning consent permits use of the site as a Park and Change, Park and Ride and / or a Public Car Park. The priority was to maximise the choice of sustainable alternatives for people travelling into Exeter and to jobs east of the city, which is why a decision was taken to promote the site as a Park and Change, including options to cycle or car share as well as make use of local bus services, rather than limiting the site to Park and Ride or simply delivering additional car park capacity to serve the local businesses in the area.</p>
Social/equality impacts (summary):	<p>The positive impacts outlined below will be achieved through this project:</p> <ul style="list-style-type: none"> <li>• Increasing participation in active travel for all ages</li> </ul>



	<ul style="list-style-type: none"> <li>• Provide a safe and secure environment, ensuring the facility is fully inclusive and attractive to be used by all.</li> <li>• Improved journey time reliability potentially encouraging use of public transport.</li> </ul> <p>The following negative impacts may be realised:</p> <ul style="list-style-type: none"> <li>• The facility is targeted at people using a car on the A30 and so may be considered exclusive of those people who do not own a car; however, with opportunities to link cycle and catch the bus from the facility, this has a broader interchange function enabling non-car users to also benefit.</li> </ul>
Environmental impacts (summary):	<p>The following impacts will be realised:</p> <p>The Park and Change is part of a consented mixed-use development and will be developed on a greenfield site; however, significant efforts have been taken to ensure that the scheme integrates well with the landscape setting and enhances the habitat for wildlife.</p> <p>Specifically, there will be extensive landscaping and planting (trees, hedges, grass and thicket) to the south of the car park with trees aimed at breaking up the rows of parking bays and ‘softening’ the general appearance of a car park. Surface water will be drained via a combination of Sustainable Urban Drainage Systems (SUDS) and will discharge into two, new infiltration basins within the southern part of the site.</p> <p>The lighting proposals seek to utilise LED lanterns which provide both safety and environmental advantages and aid in ensuring that the lighting is well controlled and does not contribute to sky glow or cause light pollution/obtrusive light.</p> <p>As part of the commitment to meet high environmental standards, materials used in the construction have been selected from sustainable sources, including:</p> <ul style="list-style-type: none"> <li>• 100% recycled aluminium in the lighting columns</li> <li>• Recycled material in the manufacture of the ‘grasscrete’ type surface</li> <li>• Recycled material in the manufacture of the kerb units</li> </ul> <p>The facility will also include electric vehicle charging points, which will help encourage increased uptake of ultra-low emission vehicles.</p>

	A Construction Environmental Management Plan has also been prepared, which places requirements on the contractor to positively manage the impacts on air quality; ecology; waste; landscape; site; noise; sustainability; traffic; water; and energy.
Economic impacts (summary):	<p>The impacts outlined below will be achieved through this project:</p> <ul style="list-style-type: none"> <li>• Improved access to retail, leisure and employment opportunities in Exeter and the developments east of Exeter.</li> <li>• Relieved pressure on the A30 corridor, improving journey time reliability at peak times</li> <li>• Supports strategic housing and jobs growth on the eastern edge of the city</li> </ul>
Other impacts (partner agencies, services, DCC policies, possible 'unintended consequences'):	None identified.
How will impacts and actions be monitored?	Assessment of housing / jobs delivered; monitoring of cycle locker take-up / electric bike hire usage / bus patronage levels of 4 and 56 bus services / car park occupancy / volumes of traffic on A30 Honiton Road approach to Exeter / monitoring of complaints relating to user experience of the facility.

# Background Analysis

This section describes how relevant questions and issues have been explored during the options appraisal.

## Section 3 - Profile and views of stakeholders and people directly affected

People affected:	<p>The Park and Change will primarily affect people working, visiting and shopping in Exeter and the East Devon area. Primarily, its catchment will be people living in the East Devon District. Locally, residents of Blackhorse may be affected by a minimal increase in traffic accessing the site on the old A30; however, most are expected to access the site from the A30.</p>
Diversity profile and needs assessment of affected people:	<p>Based on ONS 2018 mid-year estimates, there are approximately 144,200 people living in East Devon District Council, with 49% male and 51% female. It has a high percentage of people over the age of 65 years old (30%) compared to Exeter where only 16% are over 65 years old. 15% of people are under the age of 15 years old, which is the same for Exeter.</p> <p>In terms of culture and ethnicity, East Devon District Council, 98% of the population is classified within the White category and 2% are from non-White ethnic groups.</p> <p>In terms of disability, based on 2011 Census data, 21% of East Devon residents are classified as having long term health problems or a disability (recorded as being limited 'a little' or 'a lot' in their ability to carry out day-to-day activities). This compares with 17% for Exeter residents. Compared with all 10 district councils in Devon (including Plymouth and Torbay), East Devon ranked 8<sup>th</sup> highest in terms of proportion of residents living with long term health problems or a disability (the average for all districts is 20%).</p>
Other stakeholders (agencies etc.):	<p>Key stakeholders involved in the project include:</p> <ul style="list-style-type: none"><li>• Exeter Science Park</li><li>• Highways England</li><li>• Eagle One (landowner and developer)</li></ul>

Consultation process and results:	The Park and Change was formally consulted upon at outline stage as part of the Tithebarn Green development and again as part of the Reserved Matters planning submission, which was approved in October 2018 with support from key stakeholders.
Research and information used:	Census and ONS data have been used to assess the above.

## Section 4a - Social Impacts

### 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:

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- 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.

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<b>Characteristics</b>	<b>In what way can you eliminate or reduce the potential for direct or indirect discrimination, harassment or disadvantage?</b>  <b>Are there any lawful, reasonable and proportionate, unavoidable negative consequences?</b>	<b>In what way can you advance equality (meet needs, encourage participation, make adjustments for disabled people, 'close gaps').</b>  <b>In what way can you foster good relations between groups (tackle prejudice and promote understanding), if relevant?</b>
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All residents (include generic equality provisions):	The proposal responds positively to the need to reduce the number of private car journeys travelling into Exeter and impacting on the worst parts of the network in terms of congestion and poor air quality. It particularly targets people travelling from rural parts of the County, offering improved alternative access choices including cycle, bus or car share.	The scheme increases travel choices for a wide range of people, therefore enabling improved access to leisure, retail, employment and education opportunities for all.
Age:	Lighting, CCTV and extensive planting will improve the security / surveillance for people using the site and the high-quality environment is expected to increase its feeling of safety.	<p>In addition to secure cycle lockers, an electric bike dock will be provided at the stop, which evidence suggests is an increasingly attractive option for encouraging greater participation in active travel for older age group people.</p> <p>The cycle lockers and facilities are located separately from the parking area and in proximity to the shared use path, which links into the high quality cycle network, maximising attractiveness to park and cycle or even to enable children dropped off to access school / college by bicycle.</p>
Disability (incl. sensory, mobility, mental health, learning disability, ill health) and carers of disabled people:	<p>5% of parking bays will be for disabled people with sufficient width to enable easy access to or from the vehicle.</p> <p>The layout of the car park is such that it follows a one-way system to minimise risk of confusion when circulating the car park and minimising risk of collisions or conflicts between pedestrians or people in wheelchairs and drivers.</p>	There were several iterations of the car park design, including providing additional, ramped access points to the east of the site and revising the design of the western boundary shared-use path, adjusting the path into 'zig-zags' to create a more favourable gradient on the approach to the old A30, benefitting people in wheelchairs or cyclists.

	Several points of access to the north, south, east and west have been created to maximise accessibility to external footways/cycleways for onward travel options.	
Culture and ethnicity: nationality/national origin, skin colour, religion and belief:	The proposals are not anticipated to impact significantly on this protected characteristic group; however, lighting and CCTV will improve the security / surveillance of people using the site and the extensive planting will help create a high quality environment, which is expected to increase its feeling of safety. This is expected to eliminate any risk of hate-related incidents.	
Sex, gender and gender identity (including men, women, non-binary and transgender people), and pregnancy and maternity (including women's right to breastfeed).	Lighting and CCTV will improve the security / surveillance of people using the site and the extensive planting will help create a high quality environment, which is expected to increase its feeling of safety. This is expected to reduce fear of crime.	
Sexual orientation and marriage/civil partnership:	The proposals are not anticipated to impact significantly on this protected characteristic group; however, lighting and CCTV will improve the security / surveillance of people using the site and the extensive planting will help create a high-quality environment, which is expected to increase its feeling of safety. This is expected to eliminate any risk of hate-related incidents.	

<p>Other socio-economic factors such as families, carers, single people/couples, low income, vulnerability, education, reading/writing skills, 'digital exclusion' and rural isolation.</p>	<p>The Park and Change is primarily targeted at car drivers and therefore potentially excludes people without access to a car; however, by including options to use the bus or bicycle, it increases the opportunity to travel by non-car modes, for instance making use of the cycle hire scheme / lockers to connect with bus services accessing the airport. This therefore broadens the use of the facility to a wider audience, including people in low income families or young people in education / apprenticeships who may not have access to a car.</p>	
<p>Human rights considerations:</p>	<p>Not relevant</p>	

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**Supporting independence, wellbeing and resilience?**

Give consideration to the groups listed above and how they may have different needs.

<p>In what way can you support and create opportunities for people and communities (of place and interest) to be independent, empowered and resourceful?</p>	<p>The facility enables less confident drivers who may be uncomfortable with city driving to park on the edge of Exeter and make their ongoing travel by bus – this may prolong peoples' independence. The electric bike hire scheme at the site will encourage less confident or less active people to take up cycling as it removes a lot of the physical effort involved, which can be a barrier to participating. Such a scheme will help develop peoples' stamina and confidence, encouraging more independent and physically active lifestyles.</p>
<p>In what way can you help people to be safe, protected from harm, and with good health and wellbeing?</p>	<p>The design of the Park and Change has included lighting and use of CCTV to minimise fear of crime and it provides cycle storage and electric bike hire facility, which will promote more active travel to increase both physical and mental health and wellbeing.</p>



In what way can you help people to be connected, and involved in community activities?	The proposal will increase public transport patronage on existing bus services, thereby supporting the ongoing viability of such services to ensure communities remain connected to key services and facilities outside their locality. In particular, this is likely to benefit residents living in the new, major housing developments in East Devon, as well as existing villages of Blackhorse and Clyst Honiton.
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## Section 4b - Environmental impacts

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 select from the table below and proceed to the 4c, otherwise complete the environmental analysis table):

230919	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	N/A

Conserve and enhance wildlife:	N/A	N/A
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:	N/A	N/A
Minimise pollution (including air, land, water, light and noise):	N/A	N/A
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):	N/A	N/A

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## Section 4c - Economic impacts

	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:		Improved access to Exeter College Technology Centre and other schools in eastern Exeter (i.e. through parent drop off at the Park and Change and onward travel by cycle or bus).
Impact on employment levels:		Improved travel choices should increase the recruitment pool, particularly to Exeter and East Devon Enterprise Zone employment sites. Lack of travel choices was cited as an issue for recruitment at the new Lidl depot.
Impact on local business:		Local businesses at Exeter Business Park and Exeter Science Park should benefit from reduced congestion and the County Council will continue to engage with key businesses to maximise opportunities for boosting more employee sustainable travel as a result of this scheme through its behaviour change programmes.

## Section 4d -Combined Impacts

<p>Linkages or conflicts between social, environmental and economic impacts:</p>	<p>The facility creates strong linkages between the environmental, economic and social wellbeing of people making use of the Park and Change. The design of the site sensitively integrates the parking with the local landscape, with use of planting and habitat creation to deliver an attractive parking environment for all, promoting inclusive use. It will also increase travel choices for people, enabling a wider range of people to access employment opportunities in Exeter and the Exeter and East Devon Enterprise Zone area. By capturing car-borne journeys on the edge of the city, it will help in removing traffic from the most congested, polluted corridors in Exeter.</p>
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**Section 5 - 'Social Value' of planned commissioned/procured services:**

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<p>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?</p>	<p>The contract procurement documentation was based on NEC Option 3, Option B, with the tender award criteria based 100% on price. Throughout the design process, local suppliers have been used to undertake design and carry out surveys (e.g. geotechnical, topographical), thereby supporting local SME business engagement with this project. The planning permission includes several conditions relating to design, materials, environmental mitigation and management of impacts during construction to ensure the scheme delivers environmental, economic and social outcomes.</p>
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## Treasury Management - Mid Year Stewardship Report 2019/20

### Report of the County Treasurer

All recommendations contained in this report are subject to confirmation by the Committee before taking effect.
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**Recommendation: That the Committee consider whether it wishes to draw to the attention of the Cabinet any observations on the Treasury Management Mid Year Stewardship Report.**

#### 1. Introduction

- 1.1. The County Council has adopted the CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Services. A revised Code of Practice was published by CIPFA in December 2017 and a revised Policy Statement and Treasury Management Practices (TMPs) were agreed by Council in February 2018. The Treasury Management and Investment Strategy for 2019/20 was agreed by Council in February 2019 and forms part of the published budget book.
- 1.2. The purpose of this report is to inform members of any key matters arising from the Council's Treasury and Debt Management activities during the first seven months of the 2018/19 financial year. It is intended to enable members to ensure that agreed policy is being implemented. This report, together with any comments offered by this committee, will be considered by Cabinet on 11<sup>th</sup> December.

#### 2. Borrowing Strategy for 2019/20 – 2021/22

- 2.1. The overall aims of the Council's 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.
- 2.2. The Medium Term Financial Strategy assumes that, over the three year period, no new long-term borrowing will be required, although this will be kept under review. The majority of the capital programme is funded by capital grants or use of capital receipts. Some use is made of internal borrowing from the Council's cash resources, and prudent management of the capital programme aims to ensure that there is no requirement to take on additional external borrowing.
- 2.3. If short-term borrowing is required to aid cashflow, this will be targeted at an average rate of 0.4%.

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## 3. Implementation of the borrowing strategy in 2019/20

- 3.1. Active treasury management and the maintenance of levels of liquidity have ensured that no short term borrowing has been required for the financial year to date. Cash positions are monitored daily and modelled over a monthly horizon to ensure that anticipated liquidity levels are forecast accurately.
- 3.2. In accordance with the Medium Term Financial Strategy no long term external borrowing has been undertaken this financial year. Instead all borrowing required to fund capital expenditure has been funded by internal cash balances. This position will be kept under review, but the expectation remains that no new external borrowing will be required during the three year period.
- 3.3. On 9<sup>th</sup> October HM Treasury announced an increase in interest rates for borrowing from the Public Works Loan Board (PWLB). Some local authorities have substantially increased their use of the PWLB in recent months, as the cost of borrowing has fallen to record lows. HM Treasury was concerned about the level of local authority borrowing and therefore announced that they would restore interest rates to levels available in 2018, by increasing the margin that applies to new loans from the PWLB by 100bps (one percentage point) on top of usual lending terms. Should the Council decide that it wished to take out new external debt, then this move by HM Treasury would increase the cost of the external borrowing. However, this has no impact on the rates applicable to the Council's current long term debt, which were set at fixed rates when the loans were taken out.
- 3.4. At 31<sup>st</sup> October 2019 the level of long term debt remains unchanged at £507.85m as detailed in the table below.

### Analysis of Long Term Debt

	Actual 31.03.19 £'m	Interest Rate %	Actual 31.10.19 £'m	Interest Rate %
<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>

- 3.5. It should be noted that the long term debt figure presented in the Statement of Accounts will be different 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 Money Market loans, or 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. This revaluation has the effect of smoothing the stepping of the interest over the life of the loans.
- 3.6. The majority of the Council's borrowing is from the Public Works Loan Board (PWLB); however, there are three outstanding LOBO loans, totalling £46.5 million and one fixed loan valued at £25m (previously a LOBO), as shown in the above table. These are historic loans which were all taken out over thirteen years ago, at an initial lower rate of interest that then stepped up to a higher rate after the initial period. There is no further stepping built into any of the loans, but the lenders of the LOBOs have the option to increase the interest rate at each half year date. If the lender exercises this option, the Council would

then have the option of repaying the loan in full, incurring no early repayment premium, or to continue making repayments at the higher rate of interest. Given the current level of interest rates it is unlikely that this will happen for many years.

- 3.7. No opportunities have arisen during this financial year to repay outstanding debt without incurring substantial premium penalties, which would negate any benefit of repaying the debt. The PWLB sets premature repayment rates and, where the interest rate payable on a current loan is higher than the repayment rate, the PWLB policy imposes premium penalties for early repayment. These repayment rates are unaffected by the move to increase the rates for new borrowing, in effect increasing the margin between the rates for new loans and the repayment rates. With current low rates of interest these penalties would be of a significant cost. Therefore it will only make financial sense to repay debt early if the PWLB changes its current policy, or if interest rates rise and cancel out the repayment premiums.

## **4. Investment Strategy in 2018/19**

- 4.1. The County Council continues to adopt a very prudent approach to counterparties to whom the County Council is willing to lend. As a result, only a small number of selected UK banks and building societies, money market funds and Non-Eurozone overseas banks in highly rated countries are being used, subject to strict criteria and the prudent management of deposits with them. In addition, the CCLA (Churches, Charities and Local Authorities) Property Fund is being used. The lending policy is kept under constant review with reference to strict criteria for inclusion in the counterparty list.
- 4.2. The 2019/20 Treasury Management Strategy also included provision for the use of multi-asset income funds or short dated bond funds. Use of such funds would be subject to the approval of the Cabinet Member for Resources Management.
- 4.3. 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.
- 4.4. The target rate for interest on deposits with banks, building societies and money market funds is 0.75%. The target rate for the CCLA Property Fund is 4.5%.

## **5. Implementation of the investment strategy in 2019/20**

- 5.1. The following table shows the County Council's fixed and variable rate investments as at the start of the financial year and as at 31<sup>st</sup> October 2019:

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## Schedule of Investments

		Actual 31.03.19 £'m	Interest Rate %	Actual 31.10.19 £'m	Interest Rate %
<b>Bank, Building Society &amp; MMF Deposits</b>					
<b>Fixed Rates</b>					
Term Deposits	< 365 days	147.50	1.01	132.50	1.04
	365 days & >	10.00	1.00	10.00	1.25
Callable Deposits					
<b>Variable Rate</b>					
Call Accounts		0.00	0.00	0.00	0.00
Notice Accounts		12.50	1.01	40.00	1.04
Money Market Funds (MMF's)		46.83	0.77	41.20	0.72
<b>Property Fund</b>		10.00	4.23	10.00	4.26
<b>All Investments</b>		<b>226.83</b>	<b>1.10</b>	<b>233.70</b>	<b>1.13</b>

- 5.2. The figure as at 31<sup>st</sup> March 2019 includes approximately £11.7m related to the Growing Places Fund (GPF). This figure had reduced to approximately £6.8m as at 31<sup>st</sup> October 2019. Devon County Council has agreed to be the local accountable body for the GPF, which was established by the then Department for Communities and Local Government to enable the development of local funds to address infrastructure constraints, promoting economic growth and the delivery of jobs and houses. The Council is working in partnership with the Local Economic Partnership, and interest achieved on the GPF funds, based on the average rate achieved by the Council's investments, will accrue to the GPF and not to the County Council.
- 5.3. The Bank of England's Monetary Policy Committee (MPC) have held the base rate at 0.75% since August 2018. Any further moves in the base rate are likely to depend on the outcome of the UK general election and the consequences for Brexit. A move could be made in either direction, but is unlikely to have any significant effect on investment income that can be achieved in 2019/20.
- 5.4. Revenue lending during the current year up to 31<sup>st</sup> October, including the use of term deposits, call accounts, money market funds and the CCLA property fund, has earned interest of £1,503,000 against a full year budget of £1,600,000. It is forecast that the investment income for the full financial year will exceed budget by around £750,000. The surplus income has resulted from better rates being achieved than the prudent target that was set for the year, plus a higher average cash balance over the year to date than was anticipated.
- 5.5. The County Council continues to adopt a very prudent approach to counterparties to whom the County Council is willing to lend. As a result only a small number of selected UK banks, building societies and money market funds and Non-Eurozone overseas banks in highly rated countries have been used, subject to strict criteria and the prudent management of deposits with them. A longer-term investment of £10m has also been made in the CCLA (Churches, Charities and Local Authorities) Property Fund. However the Council has no direct investments in property or other non-treasury management investments for commercial purposes. The provision in the Strategy for the use of multi asset income funds and short dated bond funds has not yet been utilised.



- 5.6. The lending policy is kept under constant review with reference to strict criteria for inclusion in the counterparty list. All lending has been carried out in accordance with the Council's Treasury Management Strategy and with institutions on the list of approved counterparties. There have been no breaches of credit limits.

## 6. Minimum Revenue Provision (MRP)

- 6.1. 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.
- 6.2. The current policy, following a review in 2018/19 is to charge MRP in equal instalments over the life of the asset benefiting from the capital spend, based on the annuity method. The budgeted MRP for 2019/20 is £12.685m.

## 7. Prudential Indicators

- 7.1. 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.
- 7.2. 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.
- 7.3. 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 2020/21 is revised as part of the 2020/21 budget 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 Underlying Borrowing Requirement to Gross Debt** - the Council also needs to ensure that its gross debt does not, except in the short term, exceed the total of the Capital Financing Requirement.

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7.4. During the Budget process, the following Borrowing Limits were set for 2019/20

- Maximum borrowing during the period (**Authorised Limit**) - £776.73m
- Expected maximum borrowing during the year (**Operational Boundary**) - £751.73m
- Maximum amount of fixed interest exposure (as a percentage of total) - 100%
- Maximum amount of variable interest exposure (as a percentage of total) - 30%

7.5. Members are asked to note that for 2019/20 to date, the Council has remained within its set Borrowing Limits and has complied with the interest rate exposure limits.

## 8. Prospects for 2020/21

8.1. Investment returns are likely to remain low during 2020/21. However, much will depend on the outcome of the UK general election and its impact on the resolution of Brexit, and updated forecasts for UK GDP.

8.2. Downside risks to current forecasts for UK gilt yields and PWLB rates currently include:

- Brexit – if it were to cause significant economic disruption and a major downturn in the rate of growth.
- The Bank of England takes action too quickly, or too far, over the next three years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- A resurgence of the Eurozone sovereign debt crisis. In 2018, Italy was a major concern due to having a populist coalition government which made a lot of anti-austerity and anti-EU noise. However, in September 2019 there was a major change in the coalition governing Italy which has brought to power a much more EU friendly government; this has eased the pressure on Italian bonds. Only time will tell whether this new unlikely alliance of two very different parties will endure.
- Concerns around the level of US corporate debt which has swollen massively during the period of low borrowing rates in order to finance mergers and acquisitions.
- Geopolitical risks, for example in North Korea, but also in Europe and the Middle East, which could lead to increasing safe haven flows.

8.3. Upside risks to current forecasts for UK gilt yields and PWLB rates

- Brexit – if agreement was reached all round that removed all threats of economic and political disruption between the EU and the UK.
- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly within the UK economy, which then necessitates a later rapid series of increases in Bank Rate faster than we currently expect.
- UK inflation, whether domestically generated or imported, returning to sustained significantly higher levels causing an increase in the inflation premium inherent to gilt yields.

- 8.4. In view of this, it is likely that the target investment return for 2020/21 for bank, building society and money market deposits will continue to be set at a prudent level of around 0.75%, reflecting the current Bank of England base rate. However, the target rate will be reviewed in the light of the general election outcome and progress made in resolving Brexit between now and when the Council's budget is set in February. We expect to achieve a higher rate of return in the region of 4.0% to 4.5% for the CCLA property fund.
- 8.5. Multi asset income funds and short dated bond funds remain within the strategy. The use of such funds will be reviewed when the outcome and consequences of Brexit are clearer.

## 9. Summary

- 9.1. No long term borrowing has been undertaken to date in 2019/20. The expectation is that no new borrowing will be required during the remainder of the 2019/20 financial Year.
- 9.2. No short term borrowing has been undertaken to date in 2019/20.
- 9.3. The investment income achieved as at the end of October stands at around £1.5 million compared to the budget target for the year of £1.6 million.

Mary Davis

Electoral Divisions: All  
Local Government Act 1972  
List of Background Papers – Nil  
Contact for Enquiries: Mark Gayler  
Tel No: (01392) 383621 Room G97



Corporate Infrastructure and Regulatory Services  
Scrutiny Committee

# Food Waste Spotlight Review

November 2019

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## 1. Recommendations

The Task Group ask the Corporate Infrastructure and Regulatory Services Scrutiny Committee and Cabinet to support these recommendations; with a report on progress against the recommendations in six months' time.

	Ambition	Specific recommendations	Agency
1	Increase clarity and consistency on household food waste recycling across Devon	Work with District Councils to give a consistent message to the public that 'any bag' can be used for separately collected food waste.	Devon County Council (DCC) Waste, district councils
		Encourage consistent communication with the public on food waste recycling and collection across the districts informing citizens what can be placed in the food waste bin.	DCC Waste, district councils
2	Encourage greater collaboration with food waste charities to improve food waste education	Encourage food waste charities with links to schools to link up with the Devon Waste Education Programme to improve shared information to schools on the issues of food waste.	DCC Waste, food waste Charities
3	Support Parish and Town Councils to combat food waste	Circulate Community Fridge information, including the Hubbub Community Fridge Tool Kit to Town and Parish Councils through partnership with the Devon Association of Local Councils and DCC Councillors.	DCC Communities, DCC Waste
4	Encourage businesses to combat food waste	Provide online information and signpost to businesses regarding the advantages and potential savings of following the food waste hierarchy and recycling.	DCC Waste, DCC Communications

## 2. Introduction

- 2.1 This Spotlight Review was established following concerns from Councillors on food waste. The establishment of the Food Waste Spotlight Review was decided upon at the Corporate, Infrastructure and Regulatory Services Scrutiny meeting on 29<sup>th</sup> January 2019. The minutes of which can be found here, <https://democracy.devon.gov.uk/ieListDocuments.aspx?CId=427&MId=2830&Ver=4>.
- 2.2 Food waste is an issue that more policy makers are attending to. Recently, the Environment, Food and Rural Affairs Committee published an inquiry report titled Food Waste in England on 25<sup>th</sup> April 2017. This can be found here, <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf>.
- 2.3 The Government Resource and Waste Strategy published in December 2018 had a large focus on food waste. Its aims included more effective food redistribution before it can go to waste and the appointment of a National Food Waste champion, who is now in post.<sup>1</sup>
- 2.4 The Government stated in their 2018 Environment Plan, their aim to “cut by one fifth the greenhouse gas intensity of food and drink consumed in the UK, and also per capita UK food waste by 2025.”<sup>2</sup> This is in line with the EU Circular Economy package goals to be “recycling 65% of municipal waste by 2035”<sup>3</sup> and the UN sustainable development goal 12.3, which sets countries the goal to, “by 2030, halve per capita global food waste at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses”.<sup>4</sup>
- 2.5 Devon County Council (DCC) is responsible for the safe disposal of all municipal household waste generated in the eight districts of Devon, although its collection is the responsibility of the district councils.
- 2.6 Trade and commercial waste is not accepted at any DCC recycling centres and DCC does not provide a trade waste service. The only exception to this is for small businesses who have applied to join DCC’s trade recycling scheme for garden and cardboard waste.
- 2.7 A number of Devon district councils do offer charged-for commercial waste collection and recycling services, however there is little consistency on this across districts. Not all the district councils offer a commercial food waste recycling collection service, for example, North Devon.<sup>5</sup>

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<sup>1</sup> HM Government, *Our Waste, Our Resources: A Strategy For England*, (2018), p11

<sup>2</sup> HM Government, *A Green Future: Our 25 Year Plan to Improve the Environment*, (2018), p89

<sup>3</sup> EU, Final Circular Economy Package, (07/08/2019), [https://ec.europa.eu/environment/circular-economy/index\\_en.htm](https://ec.europa.eu/environment/circular-economy/index_en.htm) (accessed 21/10/19)

<sup>4</sup> United Nations, *Sustainable Development Goals, Goal 12: Ensure sustainable consumption and production patterns*, (2015), <https://www.un.org/sustainabledevelopment/sustainable-consumption-production/> (accessed 21/10/2019)

<sup>5</sup> North Devon Council, Frequently Asked Questions, <https://www.northdevon.gov.uk/business/commercial-waste-and-recycling/frequently-asked-questions/> (accessed 21/10/2019)

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2.8 Recognising the role that scrutiny can have in bringing different agencies together to collectively problem solve, the scope of this Spotlight Review was:

- a. To understand the underlying causes of food waste and the challenges associated.
- b. To explore the ways in which DCC, district councils and other partners can work together to reduce unnecessary food waste.
- c. To identify the ways in which DCC, district councils and other partners can work together to improve the collection and processing of necessary food waste including increasing householder participation.

2.9 The spotlight review meeting took place on the 6<sup>th</sup> August and was held in the form of a round table discussion with structured questions clustered around the themes identified above.

2.10 To give this Spotlight Review an effective scrutiny role it was felt necessary to limit the scope in some way. To cover the full extent of food wastage in its entire sense would result in looking at a vast number of topics from farming techniques to restaurants portions to food waste bin sizes. Therefore, Members of the Spotlight Review chose to predominantly focus on household food waste, since this comprises the vast majority of food waste in the UK (see paragraph 3.3 below).

## 3. Background

3.1 There is a legal definition of ‘waste’ as “material which the producer or holder discards, intends to discard, or is required to discard of.”<sup>6</sup> However, there is no such legal definition of food waste. The EU FUSIONS (Food Use for Social Innovation by Optimising Waste Prevention Strategies) defines food waste as “any food, and inedible parts of food, removed from the food supply chain to be recovered or disposed (including composted, crops ploughed in/not harvested, anaerobic digestion, bioenergy production, co-generation, incineration, disposal to sewer, landfill or discarded to sea)”.<sup>7</sup>

3.2 In 2015 the Waste & Resources Action Programme (WRAP) estimated, annual food waste arisings within UK households, hospitality & food service (HaFS), food manufacture, retail and wholesale sectors totalled around 10 million tonnes, 70% of which was intended to be consumed by people (30% being the ‘inedible parts’). This had a value of over £20 billion a year and would be associated with more than 25 million tonnes of greenhouse gas (GHG) emissions. Around 85% (by weight) of this wasted food arises in households and food manufacture, although waste arising in one part of the supply chain is certainly influenced by other parts of the chain.

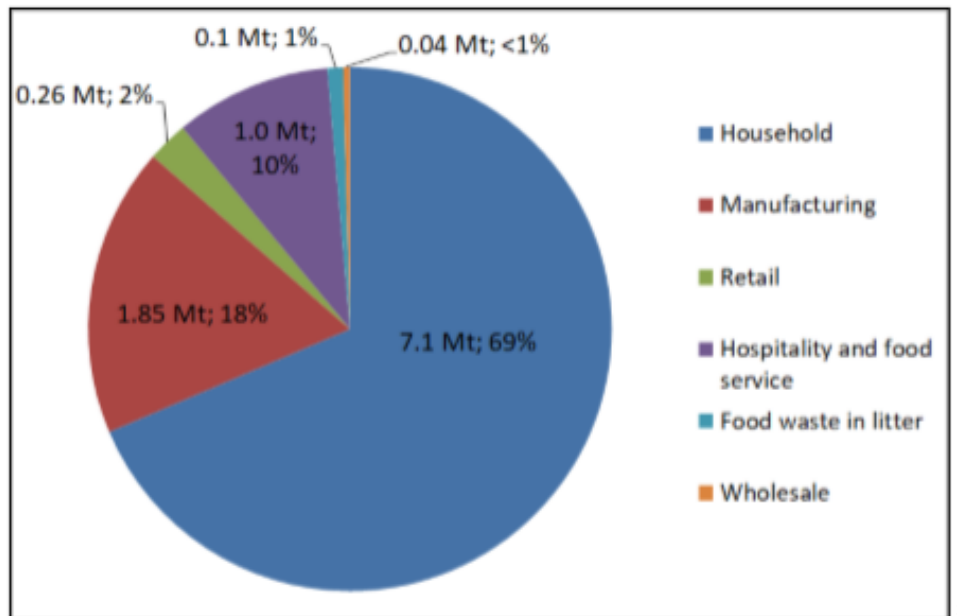
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<sup>6</sup> Department for Environment, Food and Rural Affairs, *Decide if a material is waste or not: general guide (updated version of part 2 of original full document)*, (05/05/2016) <https://www.gov.uk/government/publications/legal-definition-of-waste-guidance/decide-if-a-material-is-waste-or-not#decide-if-your-material-is-waste> (accessed 21/10/2019)

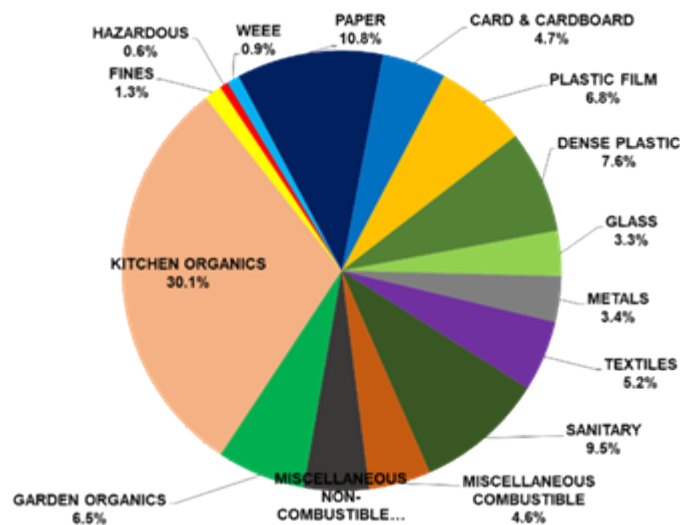
<sup>7</sup> EU FUSIONS, *Food Waste Definition*, (no date) <https://www.eu-fusions.org/index.php/about-food-waste/280-food-waste-definition> (accessed 12/10/2019)



3.3 By weight, household food waste makes up around 69% of the UK post-farm-gate (post agricultural sector) total, manufacturing 18%, hospitality and food service 10% and retail 2%. As shown here:



7.1 DCC studies of the contents of residual bins across the County show that kitchen organics is the largest contributor to the content of the average residual bin.



3.4 The Food Waste in England Select Committee Report states that, “economically, food waste has a cost to households and causes increased disposal costs to local authorities. The environmental impact is significant, both in terms of the impact of producing food, which is then wasted, and in terms of the additional emissions of food disposed of via landfill.”<sup>9</sup> Globally, the World Resources Institute has

<sup>8</sup> WRAP, *Food surplus and waste in the UK – key facts*, (July 2019) [http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20%2822%207%2019%29\\_0.pdf](http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20%2822%207%2019%29_0.pdf) (accessed 17/10/2019)

<sup>9</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017), p5 <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

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stated that food loss and waste, were it a country, would be the third biggest emitter of greenhouse gas emissions after the USA and China.<sup>10</sup> Furthermore, the wastage of food raises social questions when others are struggling with food shortages in the UK and abroad.

3.5 Food wastage has been decreasing over the past 10 years. Post-farm-gate total food waste between 2007 and 2015 decreased by around 9%. Excluding ‘inedible parts’ the reduction was 15%, and on a per capita basis the reduction for post-farm-gate total food waste was 14%, and 19% excluding the ‘inedible parts’.<sup>11</sup>

## 4. The Food Waste Hierarchy

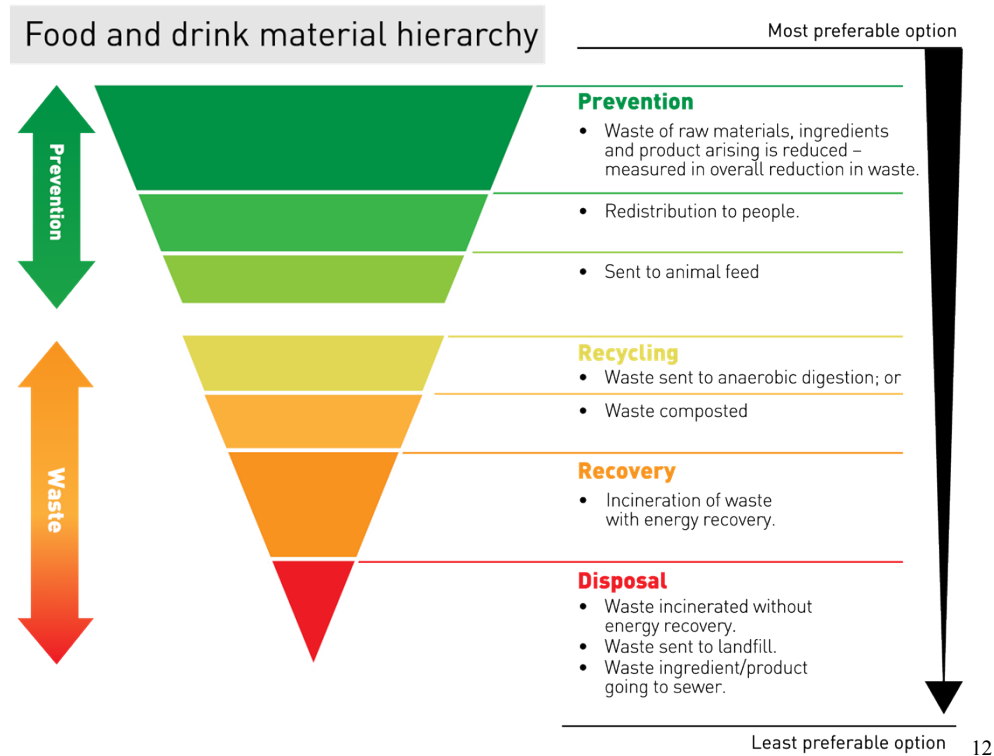
4.1 The Food Waste Hierarchy is a model and guide for food waste reduction and management created by WRAP. The principle is to prioritise the reduction of food waste, then its recycling, then energy recovery and finally its disposal.

4.2 A more detailed vision of the Food Waste Hierarchy can be seen here:

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<sup>10</sup> World Resources Institute, *What’s Food Loss and Waste Got to Do with Climate Change? A Lot, Actually*, World Resources Institute, (December 2015), <https://www.wri.org/blog/2015/12/whats-food-loss-and-waste-got-to-do-climate-change-lot-actually> (accessed 17/10/2019)

<sup>11</sup> WRAP, *Food surplus and waste in the UK – key facts*, (July 2019) [http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20%2822%207%2019%29\\_0.pdf](http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20%2822%207%2019%29_0.pdf) (accessed 17/10/2019)



## 5. Household Prevention

5.1 The first level of the food waste hierarchy is prevention. As has been previously mentioned, most food waste in the UK comes from households. The DCC Waste Team currently uses education and engagement campaigns to attempt to reduce people's food waste. This includes one-to-one engagement events as well as countywide media campaigns achieving over 5,000 positive commitments for behavioural change on food waste during the last 4 years. Such campaigns are aimed at changing the behaviour of people so as to decrease the amount of household food wasted, for example, by keeping a household fridge at the correct temperature.

5.2 One of the key schemes undertaken by the DCC Waste Team with its contractor Resource Futures is the Devon Waste Education Programme, a comprehensive programme of visits and workshops about all aspects of waste in the school environment. The programme is delivered by experts to schools across Devon both in primaries and at secondaries. Where possible a whole school approach is taken and one element includes encouraging schools to tackle their lunch waste.

5.3 Regarding redistribution of household food waste to people, which is a part of the larger picture of prevention, DCC does encourage this through Community

<sup>12</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017) <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

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Action Groups (CAG) Devon and sharing communications via Recycle Devon social media sites (over 15,000 followers).

- 5.4 One of the successful schemes being encouraged in DCC is Community Fridges. Community Fridges are food storage areas - located in a public space. It enables food to be shared within a community, anyone can put food in and anyone can take food out. The main aim of Community Fridges is to reduce food waste. Community Fridges are a method by which household food waste can be avoided, but also commercial food waste if businesses work with Community Fridges. They can enable people facing hardship to have access to fresh, nutritious food, but are open to all. That having been said, the Spotlight Review did highlight that Community Fridges should not be seen as a replacement to Food Banks, for example, which specifically aim to help those facing hardship, rather than being aimed at tackling food waste.
- 5.5 Community Fridges are normally social spaces that enable people to connect to their communities. Some Community Fridges also have an associated area for non-perishable food. In July 2017, a national network of Community Fridges was set up in July 2017 by the environmental charity Hubbub UK, which offers a free support service to new projects. Hubbub particularly offers guidance on how to set up a Community Fridge.

## 1. Non-Household Prevention

- 6.1 Of course, households are not the only producers of food waste. Other areas, such as commercial food waste should not be forgotten. The largest scheme aimed at reducing commercial food waste is the Courtauld 2025 Commitment which was launched in March 2016. This is a voluntary agreement that brings together organisations across the food system—from producer to consumer—to make food production and consumption more sustainable. This agreement includes a target to reduce food and drink waste in the UK by 20% by 2025, compared to a 2015 baseline. Signatories to the 10-year Commitment include some global food manufacturers as well as major UK retailers, who represent more than 93% of the grocery market. 24 bodies from the local authority sector are also signatories, including the Devon Authorities Strategic Waste Committee, with the aim of improving communications. However, many companies, particularly on the manufacturing side, are not signatories to Courtauld.
- 6.2 There is certainly a public perception of supermarkets “doing too little to assist consumers in reducing waste”<sup>13</sup>, which was reflected in the Spotlight Review meeting. There are schemes in Devon which are supported by DCC which do seek to address food waste from supermarkets through redistribution such as Devon and Cornwall Food Action and Exeter Food Action whose websites can be found here, <https://devonandcornwallfoodaction.org/> and here,

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<sup>13</sup> WRAP, *Household Waste Prevention Evidence Review: L3 m3-4 (T) – Attitudes and Behaviours Food Waste, A report for Defra’s Waste and Resources Evidence Programme*, Brook Lyndhurst, (October 2009), p6

<http://exeterfoodaction.org.uk/>. Indeed, there are arguments that more should be done in supermarkets to avoid the wasting of food due to aesthetic standards.<sup>14</sup>

6.3 The Food Waste in England Select Committee Report highlighted that food waste from the retail sector is “small in comparison to other parts of the supply chain”<sup>15</sup> Furthermore, “it was relatively easy to encourage retailers to sign up [to the Courtauld Agreement], because they have a public-facing brand and there is a lot at stake.”<sup>16</sup>

6.4 Nevertheless, it particularly highlighted the need for supermarkets to publish their food waste statistics so as to increase transparency.<sup>17</sup>

## 2. Food Waste Recycling

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

7.3 AD is recognised by the Government, Defra, the Welsh Assembly, the Scottish Parliament, Friends of the Earth and the National Farmers Union as one of the best methods for food waste recycling and dealing with farm waste and sewage sludge. The biogas naturally created in the sealed tanks is used as a fuel in a CHP (combined heat and power) unit to generate renewable energy i.e. electricity and heat. What is left from the process is a nutrient rich biofertiliser which is pasteurised to kill any pathogens and then stored in large covered tanks ready to be applied twice a year on farmland in place of fossil fuel derived fertilisers. Every tonne of food waste recycled by anaerobic digestion as an alternative to landfill prevents between 0.5 and 1.0 tonne of CO<sub>2</sub> entering the atmosphere, one of the many benefits of anaerobic digestion.

7.4 The majority of Devon’s district councils collect food waste to be sent to AD, with the exception of Exeter City Council and South Hams district council. However, Exeter City Council are planning to introduce food waste collection in 2021<sup>18</sup> and will use AD. Furthermore, South Hams does not currently send its food waste to AD, instead its food waste is sent with garden waste and

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<sup>14</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017), p18-19 <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

<sup>15</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017), p14 <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

<sup>16</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017), p10 <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

<sup>17</sup> Environment, Food and Rural Affairs Committee, *Food waste in England*, (April 2017), p14-15 <https://publications.parliament.uk/pa/cm201617/cmselect/cmenvfru/429/429.pdf> (accessed 17/10/2019)

<sup>18</sup> Devon Live, *Exeter's massive rubbish collection change won't happen until summer 2021*, (9 Oct 2019), <https://www.devonlive.com/news/devon-news/exeters-massive-rubbish-collection-change-3410211>, (accessed 10/10/2019)

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composted. However, this is planned to change to an AD system by the end of 2020.<sup>19</sup>

- 7.5 In Devon 21,522 tonnes of food waste were recycled by AD in 2018/19. As of October 2017 37,797t of food waste were placed in the residual bins. There is a potential of 5,280t of food waste from Exeter. Therefore leaving 32,517t, of which 70% is avoidable i.e. 22,762t.
- 7.6 From the Spotlight Review, the issue of liners was picked up. Liners are useful for keeping the food waste contained, and bins relatively clean, which helps some householders to use the collection service. There is a lot of conflicting advice on the best liner to use. The Devon authorities are working closely together to agree the best advice, which currently is that any bag can be used, and that no bag or newspaper are also acceptable. Work is continuing on this. It should be noted though that commonly used “biodegradable”, starch type bags are in fact unhelpful to the anaerobic digestion process. In fact, any bags used in the food waste bins are removed before the anaerobic digestion process. These are then sent to an energy from waste plant.<sup>20</sup> South Hams is an exception to this at the current time, as mentioned since AD is not currently used for its food waste.
- 7.7 Despite the fact that compostable bags are not needed, many people use these bags in the assumption that they are necessary. Different advice regarding liners can be found online, for example compostable liners are advised for East Devon and plastic advised for Mid Devon.<sup>21</sup> Meanwhile, the DCC website gives a paragraph of advice on why compostable packaging should not be used.<sup>22</sup> Yet another set of advice is given by the district council web pages, such as North Devon stating that residents should “line your caddies with special compostable caddy liners”.<sup>23</sup>
- 7.8 This is important as both information and consistency are key to fully engaging with residents. Indeed, WRAP has noted that many say that compostable bin liners are one of the top four barriers to using a food waste recycling service. In 2015, 12% stated that “The council doesn’t provide liners for free/I need to pay for them” and 7% stated that “Don’t have any caddy liners/ don’t know how to get hold of them” were one of the top four reasons stopping them from recycling their food waste.<sup>24</sup>

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<sup>19</sup> South Hams District Council, South Hams Looking to Improve Recycling Services, 9 Oct 2019, <https://www.southhams.gov.uk/article/4764/South-Hams-Looking-to-Improve-Recycling-Services>, (accessed 10/10/2019)

<sup>20</sup> Devon County Council, Food Waste Recycling and Collections, <https://www.devon.gov.uk/wasteandrecycling/household-collections/food-waste-recycling-and-collections/> (accessed 15/10/2019)

<sup>21</sup> Recycle Devon, *Recycling and Food Waste Collections*, <https://www.recycledevon.org/recycling-collections> (accessed 15/10/2019)

<sup>22</sup> Devon County Council, Food Waste Recycling and Collections, <https://www.devon.gov.uk/wasteandrecycling/household-collections/food-waste-recycling-and-collections/> (accessed 15/10/2019)

<sup>23</sup> North Devon Council, *How to recycle your food waste*, <https://www.northdevon.gov.uk/bins-and-recycling/weekly-food-waste-collections/how-to-recycle-your-food-waste/>, (accessed 16/10/2019)

<sup>24</sup> WRAP, *3Rs recycling knowledge, attitudes and reported behaviour survey 2015*, Spring 2015, p12, <http://www.wrap.org.uk/sites/files/wrap/3Rs%20Recycling%20Highlights%202015%20FINAL%20FOR%20PUBLICATION.pdf> (10/10/2019)

- 7.9 Furthermore, slightly different advice is given online, for example, as to what should be put in the food waste bin. Although, this information is not contradictory, it should be noted.
- 7.10 Of the most misunderstood foodstuffs, such as bones, eggs and teabags around 12/13% of people who use food waste bins do not put these in the correct bin. Furthermore, “when presented with food types that were considered by WRAP to be potentially more challenging to dispose of, only about half of users report using the food waste service effectively, with between 35% and 41% either failing to take food out of the wrapping before placing in the food waste collection or saying they would use the general rubbish bin”<sup>25</sup>. The fact that there is, across the country, “often inconsistent provision of the infrastructure needed to participate in a food waste recycling collection (e.g. caddy liners and communications)”<sup>26</sup> can certainly be seen as a contributing factor to misunderstanding regarding food waste. This can be seen here in Devon also. For example on the Recycle Devon website, East Devon food waste advice is given as “cooked and uncooked food, meat and fish, bones, fruit and vegetables, cat and dog food, plate scrapings and tea and coffee grounds” while Torridge’s is “vegetable peelings, tea bags, coffee grounds, egg shells, stale bread, meat, fish, plate scrapings (raw and cooked)”<sup>27</sup>.
- 7.11 Regarding commercial waste, WRAP has pointed out that by engaging with the food waste hierarchy, businesses can save money and improve their public perception if well planned and handled. Monetarily, this is mainly due to the costs of waste collections and relative lower price of recycling collections. Perception improvement would be due to the current appetite to improve the environmental credentials of a business.
- 7.12 In the 2013 DCC Waste and Resource Management Strategy for Devon Review, it states that central Government is keen to see local authorities playing a greater role encouraging commercial recycling, but with no statutory duty to perform this function imaginative use of limited resources is required. It suggests that the extent of local authorities’ participation could range from signposting on websites, to providing generic leaflets, to trial initiatives in Business Improvement Districts such as Plymouth where services are paid for by groups of businesses.<sup>28</sup>
- 7.13 It should be noted that in Devon, the majority of waste, including food waste, that is not reduced, reused, recycled or composted is sent to one of two energy from waste facilities either in Exeter or Plymouth. Therefore the bottom level of the food waste hierarchy, sending food waste to landfill, is avoided for domestic waste.

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<sup>25</sup> WRAP, *3Rs recycling knowledge, attitudes and reported behaviour survey 2015*, Spring 2015, p13 <http://www.wrap.org.uk/sites/files/wrap/3Rs%20Recycling%20Highlights%202015%20FINAL%20OR%20PUBLICATION.pdf> (10/10/2019)

<sup>26</sup> WRAP, *A Food Waste Recycling Action Plan for England*, no date, p9 [http://www.wrap.org.uk/sites/files/wrap/A\\_Food\\_Waste\\_Recycling\\_Action\\_Plan\\_For\\_England\\_0.pdf](http://www.wrap.org.uk/sites/files/wrap/A_Food_Waste_Recycling_Action_Plan_For_England_0.pdf) (10/10/2019)

<sup>27</sup> Recycle Devon, *Recycling and Food Waste Collections*, <https://www.recycledevon.org/recycling-collections> (accessed 15/10/2019)

<sup>28</sup> Devon County Council, *Waste and Resource Management Strategy for Devon Review*, (March 2019), p32

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## 8. Conclusion

This Spotlight Review brought together partners from district councils, the AD operators, food waste charities and DCC officers. The work offers a snapshot view into concerns around food waste.

While it is evident that much is being done to improve the issue of food waste in Devon, it is also clear that there are areas for improvement. Firstly, clarity and consistency on household food waste recycling must be improved to ensure residents have a clear message as to how and what to put in the food waste bin. Secondly, greater collaboration with food waste charities should be encouraged to improve food waste education. As key centres of communities in Devon, Parish and Town Councils should be further supported to combat food waste through methods such as Community Fridges. Finally, although households are the largest contributor of food waste, businesses should also be encouraged further to combat food waste.

Whilst this was a review conducted in a single day the evidence that the recommendations rest upon is based on significant research from several organisations. Food waste is becoming recognised as a more serious avenue of environmental and societal importance. Not only are there climate change implications to food waste, but also issues surrounding food poverty. It is intended that the recommendations in this report will support increased recognition of the importance of food waste prevention and disposal, as well as supporting a multi-agency approach to encourage further community schemes to bring people together over this issue.

## 9. Sources of evidence

### Witnesses

The Task Group heard testimony from a number of sources and would like to express sincere thanks to the following for their involvement and the information that they have shared as well as to express a desire of continuation of joint work towards the fulfilment of the recommendations in this document.



Name	Organisation
Annette Dentith	DCC Waste Management team
Liz Jarvis	DCC Waste Management team
Emma Croft	DCC Waste Management team
Simon Hill	Exeter City Council
Jon Curtis	Exeter Food Action
Gareth Bourton	East Devon District Council
Luke Crisford	Andigestion
David Beasley	DCC Comms Team
Claire Dexter	reROOTed Tiverton
Steven Edwards	DCC Communities Team
Jenny Rayner	DCC Communities Team
Nicky Scott	Devon Community Composting
Aynsley Jones	Axminster Food Bank
Amanda Cole	Chudleigh Community Fridge

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Andrea Davis	DCC Cabinet Member
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Thanks also to Philip Bridge for some of his early research and advocacy on food waste.

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# Agenda Item 10

## 10. Spotlight Review Membership

The Group was chaired by Councillor Ian Hall and membership of the Spotlight Review was as follows:

Corporate Infrastructure and Regulatory Services	
Councillor Ian Hall (Chair)	Councillor Yvonne Atkinson
Councillor Polly Colthorpe	Councillor Carol Whitton
Councillor Alistair Dewhirst	Councillor Colin Slade

## 11. Contact

For all enquiries about this report or its contents please contact

Timothy Ridgway, Scrutiny Support Officer [timothy.ridgway@devon.gov.uk](mailto:timothy.ridgway@devon.gov.uk)

Camilla de Bernhardt Lane, Head of Scrutiny [Cam.debernhardtlane@devon.gov.uk](mailto:Cam.debernhardtlane@devon.gov.uk)

## STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

19 November 2019

Present:-

Group A: Christian and Other Religion and Belief Communities (with the exception of the Church of England)

W Becher, K Denby, R Halsey, B Lane, R Nathwani and J Taylorson

Group B: The Church of England

C Hulbert, J Roberts (**Chair**) and T Wilson

Group C: Teachers' Associations

L Clay, J Goody, P Hammett, W Harrison and P Randall

Group D: The County Council

Councillors G Sheldon and M Squires

Co-opted Members

R Khreishah and S Spence

Advisor

E Pawson

Apologies:-

S Gill, H Hastie, M Hext, G Hook, G Kang, R Ingrouille, M Miller, B Twiggs, R Flanagan, E Mihas, R Northcott, C Channon, P Colthorpe and S Shute,

**90** **Minutes**

The Minutes of the Meeting held on 14 June 2019 were signed as a correct record.

**91** **Item Requiring Urgent Attention: Learn Teach Lead RE Funding**

(An item taken under Section 100B (4) of the Local Government Act 1972)

The Chair agreed that the Council should consider as a matter of urgency the funding of two of the five Learn Teach Lead RE Hubs and formally confirm its support.

**AGREED** that the Devon SACRE contribute £1,800 (to pay for two LTLRE hubs).

**92** **Devon SACRE Membership: Update**

Ed Pawson welcomed Councillor Greg Sheldon to his first meeting and reported that the Muslim representative remained vacant and also welcomed Rosemary Khreishah as a co-opted member who had previously represented the Muslim community.

**93** **Agreed Syllabus Update**

Following the success of the launch sessions Ed Pawson reported on developments as follows:

- training events: introducing the new RE syllabus held in Cullompton and in September 2019 which were well attended and received by teachers from Devon and Torbay and another was planned for 6 December 2019;

- development courses on Understanding Christianity had been held and planned: 9/10/19 (Plymouth), 3/12/19 (Exeter) and 31/1/20 (Plymouth), and
- RE conferences had been arranged for 3/6/20 (Secondary) and 10/6/20 (Primary) both in Cullompton.

Members noted the building momentum and positive feedback to date and that presentations by Ed Pawson to the Devon Association of Secondary Heads (DASH) and Devon Association of Primary Heads (DAPH) on the new Syllabus had also been well received.

There was continuing work to develop a local element within the Syllabus for example relating to St Boniface as the patron Saint of Devon.

Further material, (including key stage 3 information) was available on the LTLRE Website.

94

## **Raising the Profile of RE, Collective Worship and SACRE in Devon**

Ed Pawson reported on the role of the SACRE Devon: it had a statutory role to:

- support the teaching and learning of RE; and
- monitor standards and compliance with the law in Devon schools.

There was a legal requirement to teach RE to all pupils in all state funded schools

<https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-7167#fullreport>

<https://www.natre.org.uk/about-re/legal-requirements/>

Monitoring of RE was carried out on a 5 year rolling programme through analysis of school websites and Ofsted reports, and through focussed school visits by SACRE as necessary.

Members suggested further presentations be made to DASH and DAPH to raise the profile of SACRE and to underline the responsibilities of schools (as above) and through the Governor publications, News Letters and possibly directly to the Chairs of Governors and via Face Book sites.

The Syllabus (described below) had been despatched to all schools with availability on various websites and noted the valuable contribution in this by the LTLRE visits by the volunteers, despite the limited capacity and resources.

Key aspects of the new Syllabus were:

- For teaching from September 2019
- Covering all Key Stages
- Advisable for ALL schools (inc Church schools and academies)
- Compliant with the new Ofsted pattern of Intent, Implementation, Impact
- Written by RE Today (high quality national provider of educational resources)
- Containing detailed medium-term planning for EYFS to KS3
- Supported by high quality resources
- Additional SoW can be purchased to support detailed lesson planning
- Embracing the teaching of major religions and worldviews
- Encouraging enquiry-led learning
- Preparing young people to participate in an open, articulate and understanding society

<https://www.babcockldp.co.uk/improving-schools-settings/curriculum-additional/religious-education>

Mr Pawson also reported on an event at Lambeth Palace on Understanding Christianity published by RE Today and the positive uptake by Church Schools in Devon and the grant funding available for non-church schools, details of which would be circulated to schools in due course.

## 95 Exam feedback and Schools Monitoring

Ed Pawson reported on the Key Stage 4 2018/19 and the Full Course (9-5) Outcomes (graphs attached to these minutes).

The key features were;

- the number of schools where no RE was being offered;
- the higher number of entries in Devon compared to national figures and relatively poorer outcomes in Devon;
- it appeared that smaller cohorts nationally meant better outcomes but more pupils in Devon were experiencing RE teaching, and
- the decreasing number of entries in Devon over the two years and the limited teaching time schools were able to provide and the impact this made on results.

Letters had or were being sent from the Chair to schools to congratulate them for entering significant numbers of students and improving grades; and where necessary, to remind them of the need to provide high quality RE experiences for all students at KS4. Where issues had been identified Schools would be visited and supported to develop and improve.

Priority would be given to those Schools where support was required noting the legal and academy (where applicable) funding requirements. The new Ofsted inspection regime could involve a 'deep dive' (For VC (but not VA) church schools) by the Inspectors. Members noted also the influence parent governors could exert and the various data sources available for Ofsted (pre-inspection).

## 96 Reviewing Guidance on Collective Worship

Ed Pawson reported on the current SACRE Guidance on Collective Worship and the need for a review and that a Working Party (across Devon, Torbay and Plymouth schools) would be set up to include teachers from community schools and would be meeting in March 2020. Current guidance was dated and extended to over 15 pages (where other examples were considerably shorter). A new version could outline the key points supported by appendices as necessary.

Ed Pawson also reported on recent court case which involved the need for schools to provide a meaningful alternative of equal educational worth for those pupils who withdrew from assembly which involved a daily act of Christian worship.

## 97 Learn Teach Lead RE Updates

Ed Pawson reported on the excellent feedback from 2019 SW Peninsula LTLRE 8<sup>th</sup> annual conference 'Don't fence me in - Religion and Worldviews: beyond stereotypes towards lived experiences' with notable keynote speakers including Barbara Wintersgill on 'Putting the Big Ideas for RE into practice'.

Other Learn, Teach, Lead RE developments included:

- supporting the roll out of the new RE Agreed Syllabus through the October conference, hub meetings and the LTLRE website;
- an additional one-off grant to support the conference;
- establishment of a new hub in mid-Devon due to demand from teachers; and
- reliance on financial support from SACREs (including Devon SACRE) and Dioceses to sponsor hubs in order for it to function and Devon SACRE's contribution of £1,800 (to pay for 2 hubs) (Minute 91 above refers).

Members referred to the limited time for teachers (particularly in rural areas) to access the post school LTLRE sessions and the need to inform Heads of their value of the cost-free CPD opportunities they provided. This could be raised at future DASH and DAPH meetings and through articles in the News Letters.

## 98 National Developments: Ofsted and RE

Ed Pawson reported on the new Ofsted inspection framework which had been introduced in September 2019 and marked a significant change in the way subjects like RE were inspected. He reported on Schools which had been inspected by Ofsted under the new arrangements and the findings ranging from Good, Required Improvement and Inadequate. Members noted the importance of Spiritual, Moral, Social and Cultural teaching applicable across all subjects. The SACRE and Diocese (where applicable) would monitor trends and provide support as necessary and Members referred to the capacity issues and the support Babcock and the County Council could potentially provide.

Members agreed that the SACRE's Development Plan should refer to capacity issues in relation to support, intervention and potential funding difficulties involved in the provision of expert intervention.

Ed Pawson also referred to Barbara Wintersgill's '*Big Idea: Transforming RE into a rigorous and relevant subject for study in the 21st century*' and her installation into the Order of St Boniface for her outstanding contribution to faith, religion and teaching. The new agreed Syllabus would be monitored using the ideas and principles developed by Barbara.

## 99 Interfaith Week and Holocaust Memorial Day Planning

Ed Pawson reported on the plans and events for the Holocaust Memorial Day (HMD) January 2020 (details and programme of events attached).

Members also reported on the success of the Devon Faith and Belief Forum Interfaith week and events held from 9 November 2019 covering topics:

- "Universal Peace Prayers for World Peace" to mark the start of Interfaith Week – led by Ravi Nathwani;
- "On becoming a multi-faith Peacemaker in Jerusalem today – the spiritual journey of a Rabbi's daughter" – Hanna Jaffe;
- "Dying Matters" – A day conference for schools on living and dying well, bringing together health professionals and members of diverse faith and belief communities to discuss what was meant by "Dying Well" for schools held at Bideford College;
- "Ask a Muslim" – Members of the Inclusive Mosque group hosted an informal session about Islam;
- "A day of Building Bridges and Valuing Visions" open to all aged between 13 and 20, and marked the re-launch of DIFFY (Devon Interfaith Forum for Youth); "An Interfaith Week Celebration" and
- a service to mark and celebrate the Week at the Unitarian Church, Notte Street, Plymouth.

## 100 Future SACRE Meetings and Dillington Conference

Thursday, 13 February 2020 and Thursday, 25 June 2020 at County Hall, Exeter

SW SACRE conference, Monday, 2nd March 2020

The Meeting started at 10.00 am and finished at 12.17 pm



## DEVON EDUCATION FORUM

20 November 2019

### Present:-

#### Schools Members

##### Primary School Head teachers

Mr M Boxall

Mr A Dobson

Mr J Stone

Mr P Walker

Exeter Children's Federation

Marwood Primary

Denbury Primary

First Federation Trust (*Academy Member*)

##### Primary School Governors

Mrs A Blewett

Mr M Dobbins

Ms M Wallis

Mr A Hines

Kings Nympton Primary

Exmouth Marpool Primary

Whimble School (**Chair**)

Rydon Primary (Education SW Trust) (*Academy Member*)

##### Secondary School Head teachers

Mr R Haring

Ms M Marder

Mr M Shanks

Mrs J Phelan

Ivybridge CC (*Academy Member*)

The Ted Wragg Multi Academy Trust (*Academy Member*)

Education S W Trust (*Academy Substitute Member*)

Cullompton CC

##### Secondary School Governors

Ms J Elson

Mrs J Larcombe

Mr A Walmsely

Mrs T Sturtivant

Exmouth CC (*Academy Member*)

Uffculme Academy Trust (*Academy Member*)

The Ted Wragg Multi Academy Trust (*Academy Member*)

Tiverton High

##### Nursery School

Mrs S Baker

Westexe

##### Special School HeadTeacher

Ms S Pickering

Millwater School

##### Special School Governor

Mrs F Butler

Marland School

##### Non-Schools Members

Mr R Gurney

Mr J Searson

Mrs L Wright

Mr B Blythe

Teachers Consultative Committee

Exeter Diocesan Board of Education

Early Years Private, Voluntary & Independent

PETROC

##### Apologies

Mr R Gasson

Councillor J McInnes

WAVE Multi Academy Trust (*Academy Member*)

Cabinet Member – Children's Services and Skills

123

### Minutes

#### **DECISION:**

That the minutes of the meeting held on 19 June 2019 be signed as a correct record.

# Agenda Item 12b

DEVON EDUCATION FORUM  
20/11/19

## 124 Standards Committee Monitoring

The Chair welcomed Mr Hodgins, DCC Standards Committee attending the meeting for monitoring purposes.

## 125 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet/f40 Funding Group

### DISCUSSION:

The County Treasurer reported that Councillor McInnes (Cabinet Member - Children, Schools & Skills and Chair of f40) had welcomed recent government announcements for further education spending but stated that these were not sufficient to bridge the High Needs Block gap.

Devon schools would continue to provide support/evidence to f40 when requested.

The County Treasurer would be attending an f40 meeting next week and would report back to the January 2020 meetings of the Schools Finance Group and DEF as appropriate.

## 126 Membership

### DISCUSSION:

Further to primary, secondary maintained/academy elections held over the summer 2019 and a subsequent resignation, DAG were conducting Autumn Term 2019 elections to fill outstanding vacancies.

Additionally, Ms Clare Barden, Executive Principal Devon WAVE had now been elected as the Alternative Provision substitute member.

## 127 Head of Education & Learning Update

### DISCUSSION:

The Head of Education & Learning reported on:-

#### (a) Babcock LDP Contract (ending 2022)

A Project Board (including DAPH/DASH and DAG representatives) had now been established to consider what sort of services the County Council and schools wished to see for the future when the current contracted ended. The contract could not be extended and this process was not a reflection on services from the current provider.

Schools, governors and other stakeholders would be encouraged to respond to a survey on services (including 66 statutory services) due to be sent out early December 2019, closing 14 January 2020.

#### (b) High Needs

In order to help to address the significant funding gap within the High Needs Block and less dependence on the independent school sector, a £15m bid was being made to the meeting of the Corporate Capital Group, subject to ratification when the County Council budget is approved in February 2020. This would provide an additional 300 places at Devon special schools, commencing from September 2021 (all 300 places by 2024) with significant projected direct and cost avoidance savings.

128

## **Finance Update**

### **DISCUSSION:**

The Forum considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/19/09) regarding the Dedicated Schools Grant (DSG) budget monitoring report month 6 (2019/20) forecasting overspend of £18.7m. The forecast table (paragraph 1.2) did not include £3.5m reserves (awaiting clarity on the recent DfE consultation on the conditions of grant).

The Forum also noted the respective minutes of the Schools Finance Group (SFG) of 6 November 2019.

Members noted that month 7 monitoring would not be formally carried out due to budget preparations however Schools Finance Group members would be kept informed of the position.

Members discussion also included:-

-welcoming the £3.5m reserve set aside awaiting on the DfE consultation, not dependent upon another;

-continuing concern at the HNB funding gap (now £18.7m) and that the current HNB structure was not fit for purpose;

-DfE consultation on Minimum Per Pupil Funding mandatory formula factor anticipated to proceed;

-concern that schools (via the DSG) were anticipated to pick up HNB costs associated to post 16 places, which accounted for 197 placements (36%) of the independent special school sector;

-various initiatives to reduce the use of the independent special school sector (eg mainstream schools accessing outreach specialist SEN provision in special schools).

### **DECISION:**

(a) that month 6 DSG monitoring position be noted;

(b)(i) that the County Treasurer raise the Forum's concern over schools picking up 18-25 HNB costs as part of a DSG Deficit Recovery Plan for 2019/20 with f40; and

(b)(ii) a letter be sent to the DfE on behalf of the Forum seeking clarification on this matter.

### **ACTION:**

County Treasure (Adrian Fox)

129

## **2020-21 Schools Funding Arrangements**

### **DISCUSSION:**

The Forum considered the report of the Chief Officer for Children's Services and County Treasurer (DEF/19/10), as well as noting the respective minutes of the Schools Finance Group (SFG) of 6 November 2019.

The report covered:-

-2020-21 Schools Funding (including DCC consultation with schools responses)

-Delegation and De-delegation

# Agenda Item 12b

DEVON EDUCATION FORUM  
20/11/19

-Centrally Held Funding.

A total of 105 (29%) school responses had been received (compared to 155 last year), with analysis in the report's appendices A-E. In respect of the movement between DSG blocks (paragraph 1.35 of the report), school views had been sought regarding transferring up to 0.5% from the schools block in 2020-21 (one year only, not a permanent basis). However due to further developments and likely requirements by the DfE members felt it prudent to further consult schools at this stage on this particular point. It was felt that schools were more likely to consider transferring funds if these could be utilised to pump prime a specific project of benefit to all schools as part of a DSG recovery plan, rather than to just offset the HNB deficit. The consultation outcome would need to be considered during the next cycle of DEF meetings and for submissions to DfE in January 2020. The Forum was mindful of the HNB in the short term for next year's budget, the 5-10 year plan and HNB culture.

## **DECISION:**

(a) that Cabinet be recommended to approve the proposals for the 2020-21 schools revenue funding formula (as set out in section 1 (1.43) of report DEF/19/10) i.e. to:-

- (i) remove the reception uplift in line with the national funding formula factors
- (ii) increase the primary lump sum to £110,000
- (iii) set the MFG at plus 0.5% rising to plus 1.84% depending on affordability
- (iv) set all NFF factors at the new rates prescribed in the October 2019 operational guidance
- (v) increase AWPU for all pupils if funding permits;

*Note (i) – (iv) above: that the final funding rates may change subject to affordability when the October 2019 pupil data and Schools Block DSG settlement is confirmed in late December 2019.*

**(Vote: Schools, Academies and PVI members)**

(b) that the views expressed by schools regarding transferring 0.5% to the High Needs block be noted, but that further consultation on this be carried out without delay;

(c) that the de-delegation proposed services for maintained primary and maintained secondary schools be approved (as set out in section 2.3) of report DEF/19/10) be approved on a maintained primary/secondary basis, i.e.:-

- (i) behaviour support services
- (ii) support to under-performing ethnic groups and bilingual learners
- (iii) licences and subscriptions

*(note: All licensing is covered by a national licence and the DfE charge the local authority except CLEAPPS (LEA Provision of Science Services)*

- (iv) trade unions
- (v) jury service /magistrates duties
- (vi) maternity
- (vii) contingencies (including schools in financial difficulties and exceptional events);

**(Vote: Maintained primary members)**

**(Vote: Maintained secondary members)**

(d) that the centrally held funding allocations (as set out in section 3.4) of report DEF/19/10) be approved i.e. to:-

- (i) continue to give £60,000 for the Emotional, Psychological and Social Wellbeing Service, co-produced by Public Health Devon and schools
- (ii) retain the funding centrally at the same level as 2019-20 for Phase Associations
- (iii) retain the funding centrally at the same level as 2019-20 for Schools Admissions Service;

**(Vote: Schools, Academies and PVI members)**

(e) that consultation responses in appendices D and E relating to sections 2.3 and 3.4 of report DEF/19/10) be noted;

(f) that the local authority's disapplication requests that have been applied for and awaiting approval be noted (section 4.1 of report DEF/19/10).

**ACTION:**

County Treasurer (Adrian Fox)

**130 Standing (and other) Groups**

The Forum received the following minutes of its standing groups:-

(a) Schools' Finance Group (SFG)

Minutes of the meetings held on 11 September and 6 November 2019 (considered under Finance Update minute above).

*(note: SEND/High Needs Block Invest to Save Projects (SFG minute 2, 11 September 2019 approved under the Forum's urgency procedures – see minute 131 below)*

(b) School Organisation, Capital and Admissions (SOCA)

Minutes of the meeting held on 24 September 2019.

**131 Items taken as a Matter of Urgency**

To note the following matters approved by this Forum in accordance with its urgency procedures as detailed in the constitution:

(a) SEND Invest to Save Projects (SFG minute 2, 11 September 2019 approved);

(b) DEF Proportionality maintained/academy primary representation - update (DEF minute 120, 19 June 2019).

DEF members, as well as primary phase schools and academies had been consulted upon proportionality following the expected academy conversion of a schools member's school not proceeding.

**DECISION:**

that as no comments had been received from primary phase schools and academies, the existing maintained/academies primary phase ratio would remain at 6:2 (instead of moving to 5:3) until the next annual review (for September 2020) or earlier in the event of any resignation of a primary maintained schools member.

**132 Dates of Future Meetings**

Meetings to be held at County Hall, Exeter, at 10am (unless otherwise specified):

Wednesday 22 January 2020

Wednesday 18 March 2020.

Wednesday 17 June 2020

Wednesday 18 November 2020

Wednesday 20 January 2021

Wednesday 17 March 2021.

<https://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

The Meeting started at 10.00 am and finished at 11.50 am  
The Schools Forum web is [www.devon.gov.uk/schoolsforum](http://www.devon.gov.uk/schoolsforum)

# Agenda Item 12b

## FARMS ESTATE (INTERVIEWING) COMMITTEE

25 November 2019

Present:

County Councillors

Councillors R Edgell (Chair), J Brook and T Inch

Co-opted Members

L Warner (Tenants' representative)

\* **104** Items Requiring Urgent Attention

There was no item raised as a matter of urgency.

\* **105** 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.

\* **106** Farm Relettings: Merryfield Farm, Holsworthy

*(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)*

Merryfield Farm, Holsworthy

The Head of Digital Transformation and Business Support reported on the circumstances of this reletting.

The Committee then considered the rent for the holding and interviewed prospective tenants.

It was **MOVED** by Councillor Brook, **SECONDED** by Councillor Inch and

**RESOLVED** that the tenancy of Merryfield Farm, Holsworthy be offered to Mr RM on the subject to contract terms and conditions proposed and, in the event that Mr RM should not take up the offer of tenancy, the farm be offered in the alternative to Mr RR as runner up.

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 9.00 am and finished at 4.00 pm

1. The Minutes of this Committee are published on the County Council's Website.  
2. These Minutes should be read in association with any Reports or documents referred to therein, for a complete record.  
3. Members of the Council have been granted a dispensation to allow them to speak and vote in any debate as a consequence of being a representative of the County Council on any County Council wholly owned, controlled or joint local authority company or Joint Venture Partnership unless the matter under consideration relates to any personal uneration or involvement therein.

# Agenda Item 12c



<b>SCHEDULE OF CABINET MEMBER DECISIONS TAKEN SINCE PREVIOUS MEETING</b>		
<b>Cabinet Remit/Officer</b>	<b>Matter for Decision</b>	<b>Effective Date</b>
Resources Management	FIN 664 – Approval to vary the approved Capital Programme	26 November 2019

The Registers of Decisions will be available for inspection at meetings of the Cabinet or, at any other time, in the Democratic Services & Scrutiny Secretariat, during normal office hours. Contact details shown above.

In line with the Openness of Local Government Bodies Regulations 2014, details of Decisions taken by Officers under any express authorisation of the Cabinet or other Committee or under any general authorisation within the Council's Scheme of Delegation set out in Part 3 of the Council's Constitution may be viewed at <https://new.devon.gov.uk/democracy/officer-decisions/>



# 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 immediately after each meeting. *Where possible the County 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.

An up to date version of the Plan will available for inspection at the Democratic Services & Scrutiny Secretariat in the Office of the County Solicitor at County Hall, Topsham Road, Exeter (Telephone: 01392 382264) between the hours of 9.30am and 4.30am on Mondays to Thursdays and 9.30am and 3.30pm on Fridays, free of charge, or on the County Council's web site, 'Information Devon', (<http://www.devon.gov.uk/dcc/committee/>) at any time.

Copies of Agenda and Reports of the Cabinet or other Committees of the County Council referred to in this Plan area also on the Council's Website at (<http://www.devon.gov.uk/dcc/committee/mingifs.html>)

## 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)

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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>				
December 2019	Target Budget for forthcoming year			Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 February 2020	Admission Arrangements and Education Travel Review: Approval to admission arrangements for subsequent academic year			Report of the Head of Education and Learning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 March 2020	Flood Risk Management Action Plan – Update on the current year’s programme and approval of schemes and proposed investment in 2020/21	All other Risk Management Authorities	Liaison through Devon Operational Drainage Group	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 April 2020	County Road Highway Maintenance Capital Budget Update on current years programmes and approval of schemes and proposed programmes for forthcoming financial year	N/A	N/A	Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

8 April 2020	County Road Highway Maintenance Revenue Budget and On Street Parking Account Allocation of highway maintenance funding allocated by the Council in the budget for the current/forthcoming financial year	N/A	N/A	Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 April 2020	Transport Capital Programme 2019/20: For approval	Public, HoSW LEP\LTB, District Councils, Stakeholders and Delivery Partners.	LTP 2011-2026 consultation, meetings, planning applications and local plan consultation.	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
20 May 2020	Approval to Revenue & Capital Outturn, for the preceding financial year	N/A	N/A	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
<b>Page 63</b>		<b>Specific Matters for Consideration</b>			
11 December 2019	Park and Change facility, nr Exeter Science Park: Scheme and cost estimate approval	Public consultation including statutory consultees; landowners	Consultation via Reserved Matters planning application, which was submitted to and approved by East Devon District Council on 16 October 2018	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Broadclyst
11 December 2019	Exeter Science Park - Financial Guarantee (This matter will be considered in Part 2, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act namely, the financial or business affairs of a third party and of the County Council)			Report of the County Treasurer, Chief Officer for Communities, Public Health, Environment and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

15 January 2020	Budget Monitoring - Month 8			Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
15 January 2020	Housing Infrastructure Fund Scheme: Proposed link road, cycleway and bridge, A379 roundabout opposite the Sainsbury's to Secmaton Lane, Dawlish	Statutory and Public	Undertaken as part of the Local Plan and Planning Application, a new planning application will be submitted for the bridge	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Dawlish
Between 15 January 2020 and March 2020	Department for Transport's Safer Roads Fund – Scheme for approval A3123 (North Devon)		N/A at this stage	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	Combe Martin Rural; Ilfracombe
15 January 2020	Adult Services Market Position Statement			Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 February 2020	NHS Long Term Plan	TBC	TBC	Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
14 February 2020	Accommodation Strategy			Report of the Joint Associate Director of Commissioning outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 March 2020	Budget Monitoring - Month 10			Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

11 March 2020	Award of Street Lighting Contract 2020 to 2030 <i>This matter will be considered in Part 2, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act namely, the financial or business affairs of a third party and of the County Council.</i>	N/A	N/A	Report of the Chief Officer for Highways, Infrastructure Development and Waste outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 April 2020	Exeter Transport Strategy 2020-2030: For approval	Public Consultation	Online Public Consultation – including Strategy Document, Leaflet, Evidence Base and Online Questionnaire Meetings with key stakeholders	Report of the Head of Planning, Transportation and Environment outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All in Exeter

<b>PART B - FRAMEWORK DECISIONS</b> (Requiring approval of the County Council)					
<b>Date of Decision</b>	<b>Matter for Decision</b>	<b>Consultees</b>	<b>Means of Consultation**</b>	<b>Documents to be considered in making decision</b>	<b>County Council Electoral Division(s) affected by matter</b>
15 January 2020  14 February 2020	Revenue Budget, Medium Term Financial Strategy 2020/2021 - 2023/2024 and the Capital Programme for 2020/2021 - 2024/2025		Scrutiny Committees Budget Consultation Meetings Leader Roadshows	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
22 January 2020  15 February 2020	Pay Policy Statement To approve the pay policy statement for the forthcoming year.	Appointments and Remuneration Committee		Report of the County Solicitor, outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

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## 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
	<i>Regular / Annual Matters for Consideration</i>				
Between 11 December 2019 and 31 December 2020	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
Between 11 December 2019 and 1 May 2021  Between 11 December 2019 and 1 May 2021	Standing items on the future management, occupation, use and improvement of individual holdings and the estate, monitoring the delivery of the Budget & the Estate Useable Capital Receipts Reserve in line with the approved policy and budget framework <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 NPS South West Ltd		Report of the County Treasurer, Head of Digital Transformation and Business Support outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
11 December 2019	Treasury Management Mid Year Report	CIRS Scrutiny		Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
15 January 2020	Devon Safeguarding Adults Board Annual Report To receive the annual report	N/A	N/A	Report of the Democratic Services and Scrutiny Manager outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions

11 March 2020	Public Health Annual Report for 2019/20 To receive the Report of the Director of Public Health who has a statutory duty to write an annual report, and the local authority publish it (section 73B [5] & [6] of the 2006 NHS Act, inserted by section 31 of the 2012 Health and Social Care Act).	N/A	N/A	Report of the Chief Officer for Communities, Public Health, Environment and Prosperity outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
8 July 2020	Treasury Management Stewardship Outturn Report	Corporate Infrastructure and Regulatory Services Scrutiny Committee	n/a	Report of the County Treasurer outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary.	All Divisions
<i>Specific Matters for Consideration</i>					