



## Exeter City Council

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Our ref:

Your ref:

A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 22 JANUARY 2008** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Rowena Whiter, Member Services Manager on **Exeter 265110**.

**Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.**

Pages

### A G E N D A

#### Part I: Items suggested for discussion with the press and public present

1.

#### MINUTES

To sign the minutes of the meetings held on 20 November and 4 December 2007.

2.

#### GRANTS COMMITTEE

To receive the minutes of the Grants Committee held on 6 December 2007.

1 - 8

(Minutes circulated)

3.

#### DECLARATIONS OF INTEREST

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

4. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 -  
EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of item 12 on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Part I, Schedule 12A of the Act.

5. **COUNCIL TAX BASE 2008-2009**

To consider the report of the Head of Treasury Services. 9 - 12

(Report circulated)

6. **HOUSING RENTS 2008-2009**

To consider the report of the Head of Treasury Services. 13 - 14

Scrutiny Committee – Community will consider the report at their meeting on 15 January 2008 and their comments will be reported.

(Report circulated)

7. **PROVISION AND MANAGEMENT OF DOG WASTE BINS**

To consider the report of the Head of Environmental Health Services. 15 - 24

Scrutiny Committee – Community will consider the report at their meeting on 15 January 2008 and their comments will be reported.

(Report circulated)

8. **CLIMATE CHANGE STRATEGY 2008-2018**

To consider the report of the Head of Environmental Health Services. 25 - 46

Scrutiny Committee – Community will consider the report at their meeting on 15 January 2008 and their comments will be reported.

(Report circulated)

9. **CREATION OF NEW POST OF STOCK CONDITION SURVEYOR**

To consider the report of the Head of Contracts and Direct Services and Head of Housing Services. 47 - 48

Scrutiny Committee – Community will consider the report at their meeting on 15 January 2008 and their comments will be reported.

(Report circulated)

10. **HOUSING OPERATIONS MANAGER POST (CE06126)**

To consider the report of the Head of Housing Services. 49 - 52

Scrutiny Committee – Community will consider the report at their meeting on 15 January 2008 and their comments will be reported.

(Report circulated)

11. **APPOINTMENTS TO OUTSIDE BODIES**

To consider appointments to outside bodies. 53 - 54

(Schedule attached)

**Part II: Items suggested for discussion with the press and public excluded**

12. **RETIREMENT OF CLERICAL ASSISTANT, ESTATES SERVICES UNIT**

To consider the report of the Head of Estates Services and Director Economy and Development seeking approval to the early retirement of a postholder in the unit. 55 - 58

(Report circulated to Members)

**DATE OF NEXT MEETING**

The next scheduled meeting of the Executive will be held on **Monday 11 February 2008** at 5.30 pm in the Civic Centre.

*A statement of the executive decisions taken at this meeting will be produced and made available as soon as reasonably practicable after the meeting. It may be inspected on application to the Customer Service Centre at the Civic Centre or by direct request to the Member Services Manager on 01392 265110. Minutes of the meeting will also be published on the Council's web site as soon as possible.*

*Membership -*

Councillors Edwards (Chair), D Baldwin, Boyle, Dixon, Mrs Henson, Mrs Morrish, Sheldon, Shepherd and P A Smith

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<http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Member Services Officer on (01392) 265115 for further information.

**Individual reports on this agenda can be produced in large print on request to Member Services on 01392 265111.**

# Agenda Item 2

## GRANTS COMMITTEE

Thursday 6 December 2007

### Present:-

Councillor Lesley Robson (Chair)  
Councillors Bond, S Brock, Mrs Evans, Lyons, Martin and Pettinger

### Also Present

Director Community and Environment, Head of Economy and Tourism, Head of Leisure and Museums, Community Outreach Manager, Principal Accountant (SH), Senior Valuer (TJ) and Member Services Officer (SJS)

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### MINUTES

The minutes of the meeting held on 20 September 2007 were taken as read and signed by the Chair as correct.

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### DECLARATIONS OF INTEREST

No declarations of interest were made by Members.

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### RENT GRANTS

**RESOLVED** to recommend to Executive that:-

- (1) the decisions as set out below be implemented in respect of the bodies indicated; and
- (2) the Director Community and Environment and the Head of Treasury Services, subject to prior consultation with the Chair, be authorised to agree a grant increase to those organisations indicated by an asterisk to match any increase in rental following forthcoming rent reviews and also, where applicable, a pro rata reduction in grant where a rent reduction occurs following a reduction in the amount of accommodation occupied.

### DECISIONS

#### Community/Social Need

	<b>RECOMMENDED</b>
Citizens Advice Bureau*	£33,190
Exeter Age Concern	£9,000
Exeter CVS*	£63,425
Exeter Relate*	£11,600
Turntable	£6,000

### **Museums**

Topsham Museum	£2,100 plus insurance of 830 (cash grant)
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### **Arts**

Phoenix	£43,500
Barnfield Theatre*	£4,180
Magic Carpet – Scrapstore (The rental stated is a fully serviced rent i.e. includes rates, heating, lighting, building insurance, maintenance etc.)	£3,000

### **Sport/Recreation**

Exeter Cycle Speedway Club	£9,750
Exeter Water Sports Association*	£6,350
Merry Go Round Toy and Leisure Library - Scrapstore (The rental stated is a fully serviced rent i.e. includes rates, heating, lighting, building insurance, maintenance etc.)	£1,750

### **Community Associations**

Alphington Community Association	£5,500
Exwick Community Association	£6,500
Newtown Community Association*	£1,700
Stoke Hill Community Association	£8,300
Sylvania Play and Community Facilities Association	£1,250
Topsham Community Association	£6,800
Wonford Community and Learning Centre Ltd	£3,750
Stoke Hill Pre-School Group	£800

(Schedule circulated)

### **CORE GRANTS**

**RESOLVED** to recommend to Executive that the decisions as set out below be implemented in respect of the bodies indicated;

## DECISIONS

	CORE GRANTS	RECOMMENDED
<b>BODY</b>		
Community/Social Need		
Citizens Advice Bureau	£70,489 3 year rolling funding agreement	3 year rolling funding agreement
Devon Council for Racial Equality	£1,500	support for BME community
Exeter CVS	£13,367 3 year rolling funding agreement	3 year rolling funding agreement
Living Options	£5,000	supports people with disabilities within the City

### Arts

Arts organisations subject to Service Level Agreements (3 year rolling funding agreements - a to f)

(a) Bournemouth Symphony Orchestra	£11,865	
(b) Exeter Northcott Theatre	£85,231	
(c) Spacex	£11,365	
(d) Theatre Alibi	£19,196	
(e) Wren Trust	£16,205	
(f) Phoenix	£131,198	
Magic Carpet	£1,500	Support for regular arts activities for people with disabilities and special needs in the City

### Sport and Leisure

Merry Go Round Toy and Leisure Library - Scrapstore	£1,000	to enable the toy library in the
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Scrapstore to  
continue to open

**Grant-Aiding Bodies**

Exeter Arts Council	£7,000	Members reduced the amount recommended as they were of the opinion that the organisation had adequate unspent funds from the previous year
Exeter Council for Sport and Recreation	£5,000	an efficient and effective body which administers valuable small grants for sport
Play Grants	£5,000	an efficient and effective body which administers valuable small grants for play

(Report circulated)

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**NEW CORE GRANTS**

**RESOLVED** to recommend to Executive that the decisions as set out below be implemented in respect of the bodies indicated;

**DECISIONS**

<b>NEW CORE GRANTS</b>	<b>RECOMMENDED</b>	<b>COMMENT</b>
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**BODY**

**Community/Social Need**

Turntable	£6,000	supports the Council's housing and recycling activities
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(Report circulated)



**PROJECT GRANTS**

**RESOLVED** to recommend to Executive that the decisions as set out below be implemented in respect of the bodies indicated:-

**DECISIONS**

<b>BODY</b>	<b>RECOMMENDED</b>	<b>COMMENT</b>
<b>Community/Social Need</b>		
19 <sup>th</sup> Sea Scouts	£900	valuable young peoples community group
Community Action	£2,000	promotes volunteering among young people and helps children at risk of exclusion
Exeter Phoenix	£2,500	this was a worthwhile use of a potentially difficult site and furthered the Council's objectives for the arts in the City
Exeter Young Strings	£1,600(subject to securing other funding applied for)	project actively seeking to attract young children who would not normally participate in learning an instrument
Home Start	REFUSE	it is not clear that Home Start have fully explored links with other organisations before making their application
Meadow Tennis Club	REFUSE	does not meet the eligibility criteria, the organisation has funds available
Path for the Disabled	REFUSE	this type of work is not in the City Council's remit
SOAR	REFUSE	SOAR is run outside the city wide strategy for addressing the issues around rough sleeping

## Environment

BTCV	£1,500	supports valuable work engaging volunteers in working in the Valley Parks
Low Carbon Exeter	£1,600	the project will increase awareness of climate change across the city

(Report circulated)

## 21 DEVELOPMENT OF SERVICE AGREEMENTS WITH STRATEGIC ARTS ORGANISATIONS

The report of the Head of Economy and Tourism was submitted.

**RESOLVED** that:-

- (1) the final 20% of funding be made to the Exeter Northcott Theatre, Theatre Alibi, Spacex Gallery, Wren Trust, the Bournemouth Symphony Orchestra and the final payments be made to Exeter Phoenix; and
- (2) the following be recommended to Executive:-
  - (a) the Service Agreement progress reports be noted; and
  - (b) an in principle allocation of funds, as set out in the report, be discussed with Exeter Phoenix, Exeter Northcott Theatre, Theatre Alibi, Spacex Gallery, Wren Trust and Bournemouth Symphony Orchestra, as the basis for the development of the 2008/09 Service Agreements, with a report to be submitted to the next meeting of the Grants Committee for consideration:-

	£
(i) Bournemouth Symphony Orchestra	11,865
(ii) Exeter Northcott Theatre	85,231
(iii) Spacex	11,365
(iv) Theatre Alibi	19,196
(v) Wren Trust	16,205
(vi) Phoenix	131,198

(Report circulated)

## 22 EXETER CITY COUNCIL GRANTS FOR YOUNG PEOPLE – INDIVIDUAL TALENT SCHEME

The Community Outreach Manager outlined the criteria used in assessing applications for support from the individual talent scheme.

(i) **Matt Parsley - Age:17 - Sport: Athletics**

Matt was currently SW Schools 400m Hurdles Champion. He also competed in Steeplechase and Cross Country. He had competed in the English Schools Championships for the past 2 years. He would be attending a coaching programme at Bath University as part of the SW Regional Talent Squad. He also hoped to take his Level 2 coaching qualification. He had an extensive training programme that he hopes would enable him to achieve a top 40 finish in the English School Cross Country Finals and to achieve national standard at 400m Hurdles.

**RESOLVED** to recommend to Executive that a grant of £600 be made.

(ii) **Matthew Cole - Age:13 - Activity: French Horn**

He was currently a member of the Devon County Concert Orchestra and won a 1<sup>st</sup> medal in the Devon Performing Arts Festival, it was his intention to continue playing as soloist and in ensembles in Exeter Schools, Exeter, East Devon and County orchestras and ensembles, and progress with music exams. He would continue regular lessons and work towards raising his standard of playing to get into appropriate ensembles regionally and nationally.

**RESOLVED** to recommend to Executive that a grant of £300 be made.

(Report circulated)

(The meeting commenced at 4.30 pm and closed at 5.15 pm)

Chair

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## EXETER CITY COUNCIL

### EXECUTIVE 22 JANUARY 2008

#### 2008-2009 COUNCIL TAX BASE

#### 1. PURPOSE OF REPORT

- 1.1 To set the 2008-2009 Council Tax base in accordance with the Local Authorities (Calculation of Tax Base) Regulations.

#### 2. BACKGROUND

- 2.1 In accordance with the requirements of the Local Government Finance Act, 1992, Exeter City Council as a billing authority will be issuing Council Tax bills to occupiers of property in March 2008, effective from 1 April.
- 2.2 As a first step to calculating the Council Tax itself, the City Council is required by legislation to determine a tax base by the 31 January for the following financial year.
- 2.3 Based on a valuation list received from the Valuation Officer, the calculation, in simple terms, involves three steps, namely :
- i. the determination of the number of chargeable dwellings;
  - ii. an assessment of empty property and single occupant discounts, and
  - iii. the equivalent number of band D properties and a collection rate.
- 2.4 The Local Government Act 2003 has allowed Councils to reduce the discount on second homes and empty properties to 10% and the Executive agreed to do this in January 2004.

#### 3. COUNCIL TAX BASE FOR 2008-2009

- 3.1 The appropriate figures for Exeter are set out in table 3.1 and in Appendix A. It is estimated that the equivalent number of Band D properties (Gross taxbase) for 2008-2009 (including the additional amount for the reduction in discounts) will be 38,286, an increase of 605 over 2007-2008.

- 3.2 To this figure the estimated collection rate of 98% for the year is applied, which results in a Council Tax base of 37,520, an increase of 593 over the 2007-2008 figure of 36,927.

**Table 3.1 – Taxbase 2008-09**

<b>Taxbase</b>	<b>2008-09 Gross Taxbase</b>	<b>2008-09 Net Taxbase (98%)</b>
Taxbase submitted on CTB1 form.	38,117	37,355
Additional taxbase due to reducing the discount to 10% on second homes	169	165
<b>Taxbase to be used in calculating the council tax for 2008/09</b>	<b>38,286</b>	<b>37,520</b>

#### **4. RECOMMENDATIONS**

- 4.1 In accordance with the Local Authorities (Calculation of Tax Base) Regulations, the amount calculated by Exeter City Council as its tax base for the year 2008-2009 shall be 37,520.

HEAD OF TREASURY SERVICES

CORPORATE SERVICES DIRECTORATE

**Local Government (Access to Information) Act (as amended)**  
**Background papers used in compiling this report:**  
 None

EXETER CITY COUNCIL  
2008-2009 TAX BASE

	BAND	TOTAL	A relief	A	B	C	D	E	F	G	H
LINE 1	No. OF CHARGEABLE DWELLINGS	47,543	12	9,064	13,340	12,349	6,985	3,409	1,596	767	21
LINE 2	No. OF DISCOUNTS	-4,871	-2	-1,472	-1,464	-1,065	-506	-213	-98	-47	-4
LINE 3	WHOLE No. EQUIVALENT CHARGEABLE DWELLINGS	42,672	10	7,592	11,876	11,284	6,479	3,196	1,498	720	17
LINE 4	FRACTION TO APPLY TO ARRIVE AT BAND D EQUIVALENTS		5/9 ths	6/9 ths	7/9 ths	8/9 ths	1	11/9 ths	13/9 ths	15/9 ths	18/9 ths
LINE 5	BAND D EQUIVALENTS (PER CTB1)	38,117	6	5,061	9,237	10,030	6,479	3,906	2,164	1,200	34

ADDITIONAL TAXBASE DUE TO REDUCTION IN DISCOUNTS (BAND D EQUIVALENTS) 169

TOTAL BAND D EQUIVALENTS 38,286

LINE 6 COLLECTION RATE 98.00%

LINE 7 EXETER CITY COUNCIL TAX BASE 37,520

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 15 JANUARY 2008

#### EXECUTIVE 22 JANUARY 2008

#### HOUSING RENTS 2008-09

### 1. PURPOSE OF THE REPORT

1.1 To recommend a rent increase from 1 April 2008 for Council dwellings.

### 2. GOVERNMENT GUIDELINE RENT INCREASE

2.1 In the draft Housing Revenue Account Subsidy Determination, the Government has increased Exeter's average rent, collected over 52 weeks, by 5.7% in 2008/09.

2.2 Rents are collected over 48 weeks, and this will result in an average rise of £3.28 per collection week for 2008/09.

2.3 The increase reflects a general increase of 3.9% together with the phased implementation of the Government's rent restructuring policy, which has now been extended and will converge the rents of all social landlords by 2016/17.

2.4 The rent is calculated using a formula linked to 1999 property values in the area relative to the national average, local earnings relative to the national average and the number of bedrooms in the property. The full effect of the rent convergence is being phased in over the period to 2016/17 in order to reduce the impact on individual tenants.

### 3. RECOMMENDED

- 1) That Scrutiny Committee supports and Executive approves that:
  - (i) rents of Council dwellings are increased from 1 April 2008, by an average of 5.7% which includes a general increase of 3.9% together with the phased introduction of the Government's rent restructuring proposals.

#### HEAD OF TREASURY SERVICES

S:PA/LP/ Committee/108SCC8  
3.1.08

CORPORATE SERVICES DIRECTORATE

**Local Government (Access to Information) Act 1985 (as amended)**  
**Background papers used in compiling this report:**

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 15 JANUARY 2008

#### EXECUTIVE 22 JANUARY 2008

### PROVISION AND MANAGEMENT OF DOG WASTE BINS

#### 1 PURPOSE OF REPORT

- 1.1 To report the key findings of a Member working group in relation to improving the provision of dog waste bins within the City, and reducing the contamination of land by dogs.

#### 2 BACKGROUND

- 2.1 On 5 June 2007 Scrutiny Committee Community agreed to the formation of a working group to review the provision of dog waste bins in the City and other factors affecting contamination of land by dogs. The findings of the group was to be reported back to the Scrutiny Committee. The membership of the working group is given in Appendix I.
- 2.2 The working group considered the following key issues:
- examining existing provision and identifying changes in bin capacity and collection rate to better meet need;
  - determining a methodology for prioritising provision of bins in new locations in response to any requests;
  - identifying changes to improve the use of bins;
  - the provision of bins on private land;
  - the role of education and enforcement.

#### 3. KEY OUTCOMES OF WORKING GROUP

- 3.1 The Council currently has 132 dog bins in the City predominantly placed in areas where people regularly exercise their dogs. Since July 2007, the volume of waste in each bin has been monitored by the collectors to inform the modelling of collection frequencies and bin capacity. As a result, the group identified changes to collection frequencies and sites requiring greater capacity (by provision of back-to-back bins) that should ensure that bins are not over-filled. It also identified that there was little or no scope to transfer existing bins from areas of lower demand to new locations identified.
- 3.2 A methodology for assessing requests for the provision of new bins in a locality was determined and agreed (Appendix II). This assessment will enable requests to be objectively determined and prioritised, and alternative strategies to providing a bin identified (e.g. enforcement and/or education).

- 3.3 Using the methodology the group identified 7 locations where the provision of bins were a priority, and 20 locations where alternative strategies should be employed (Appendix III).
- 3.4 In relation to requests for bins to be provided and serviced on private land, the group determined that due to potential legal liabilities and cost implications of providing bins, other strategies would be employed to assist with any dog fouling problems.
- 3.5 The group agreed that the present bin design was fit for purpose and that identification numbers and contact details should be introduced to aid reporting of problems and monitoring. In addition, a bin-cleaning regime should be established.
- 3.6 It was recognised that bin provision alone would not solve the issue of dog fouling and that both enforcement and education were vital and necessary tools to use in conjunction with bins.

#### **4 PROPOSAL**

- 4.1 The provision of additional bins for the 7 sites identified can be met within existing resources. However, the 7 locations identified as priority sites for a bin cannot be serviced by the existing collection service, which is currently at full capacity (emptying around 400 bins per week). In order to meet the need at these priority sites and any future need within the City, it will be necessary to provide an additional collection vehicle and personnel. However, the cost of this provision may be partially off-set by also using it to supplement the garden waste collection service (to meet increased demand from residents) on alternate days and weekends.
- 4.2 The proposed bin-cleaning regime will be carried out by this additional vehicle and personnel.
- 4.3 The methodology used for determining the priority of provision will be used by officers assessing all requests for dog bins from whatever source (officers, Members, organisations and the public).
- 4.4 Other recommendations of the working group (Appendix IV) will be carried out within existing resources.

#### **5. RESOURCE IMPLICATIONS**

- 5.1 The capital cost of a collection vehicle is estimated at £30,000, with a revenue cost of £25,000 per annum for a Driver/Collector and running costs.

#### **6 RECOMMENDED**

That Scrutiny Committee – Community supports and Executive approves:

- (1) the purchase of a dual purpose collection vehicle at a capital cost of £30,000 in 2008-2009, and the employment of 1 full time equivalent Collector/Driver from 1 April 2008, at an annual revenue cost of £25,000, which includes running costs;

- (2) the adoption of the methodology for prioritising dog bin provision in response to requests detailed in Appendix II of this report; and
- (3) the completion of the remaining recommendations of the working group detailed in Appendix IV of this report by June 2008.

## HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/108SCC1  
3.1.08

### **COMMUNITY & ENVIRONMENT DIRECTORATE**

Local Government (Access to Information) Act 1972 (as amended)  
Background papers used in compiling this report:-

**DOG BIN PROVISION WORKING GROUP: MEMBERSHIP**

- Cllr. M. Baldwin [Chair]
- Cllr. C. Boyle
- Cllr. M. Choules
- Cllr. M. Danks
- Cllr. L. Newton
- Cllr. L. Robson
- Robert Norley (Head of Environmental Health Services)
- Mike Trim (Cleansing Manager)
- Louise Harvey (Operations Manager, Cleansing)
- Leslie Rapley (Performance Project Officer)
- Wendy Johnson, (Environmental Protection Assistant)
- Paul Faulkner, (Parks & Open Spaces Manager)

## APPENDIX II

### CRITERIA FOR THE ASSESSMENT AND PRIORITISATION OF DOG BIN PROVISION IN A PARTICULAR AREA

#### Part 1: assessment and scoring

Criterion	High	Medium	Low
Scarcity of provision	4	2	1
Contamination assessment	4	2	1
Activity – complaints, enforcement, cleansing	4	2	1
Impact on all users	4	2	1
Ease of collection	4	2	1
<b>Totals</b>			
<b>Aggregate score</b>			

- An aggregate score of 16-20 would indicate high priority, and active consideration for provision of dog bins.
- An aggregate score of 11-15 would indicate medium priority, and active consideration of other resolutions.
- An aggregate score of 5-10 would indicate low priority, and no further action besides keeping the area under review.

#### Part 2: determination of appropriate solution

Following this scoring, a second stage assessment must take place to establish whether the provision of a bin would substantially help resolve the problem. If so, then a bin should be provided, and if not then alternative resolutions should be pursued, e.g. enforcement and education. Due to the difficulties involved with private land, the provision of a bin will be discounted.





**RESULTS FOR ASSESSMENT OF AREAS IDENTIFIED**

**APPENDIX III**

<b>Location</b>	<b>Scarcity of provision</b>	<b>Contamination Assessment</b>	<b>Activity - Complaints / Enforcement</b>	<b>Impact on all users</b>	<b>Ease of collection</b>	<b>Total score</b>	<b>Priority</b>
Ibstock	4	1	1	2	4	<b>12</b>	Medium
Hereford Road at the walk way to Lichfield Road (heavy deposits in hedge)	4	4	4	4	4	<b>20</b>	High
Guinness Lane	4	1	2	2	4	<b>13</b>	Medium
Farm Hill – central	4	1	1	2	4	<b>12</b>	Medium
Exwick area to the Quay	1	1	2	1	1	<b>6</b>	Low
Addison Close – walkway to cemetery	1	1	1	1	1	<b>5</b>	Low
Antoine Crescent at entrance to nature reserve	2	2	1	1	1	<b>7</b>	Low
Quarry Lane between Southam Fields and Kings Heath	4	2	2	3	4	<b>15</b>	Medium
Coberg Green	4	2	2	3	4	<b>15</b>	Medium
Plantagenet Drive or Brockey Walk	4	2	2	3	4	<b>15</b>	Medium
Old Pavillion Place - Green Area	3	1	1	3	4	<b>12</b>	Medium
Widgery Rd / Bennett Sq green play area	4	3	3	4	4	<b>18</b>	High
Glasshouse Lane	1	1	1	1	2	<b>6</b>	Low
Sheridan Rd green area	4	3	3	2	4	<b>16</b>	High
Summerway large green area	4	3	2	3	4	<b>16</b>	High
Thackeray Rd	4	1	1	1	4	<b>11</b>	Medium
Ashleigh Alphington	4	4	3	4	4	<b>19</b>	High
Gras Lawn	4	2	1	2	4	<b>13</b>	Medium
Royal Close Green Alphington	4	3	3	4	4	<b>18</b>	High
Vicarage Rd / Garden area	1	1	1	1	4	<b>8</b>	Low
Exwick Hill - by school	1	1	1	1	4	<b>8</b>	Low
Gloucester Rd - green area by Guildford Close	3	2	1	2	4	<b>12</b>	Medium
Alphinbrook Rd - by stile	4	3	3	1	3	<b>14</b>	Medium
Savoy Hill / Lancelot Rd - Connecting path	4	2	1	2	3	<b>12</b>	Medium
Vaughan Rd - Green area	4	3	3	3	4	<b>17</b>	High
Pinwood Meadow	3	1	1	2	4	<b>11</b>	Medium



**RECOMMENDATIONS FROM DOG BIN PROVISION WORKING GROUP**

The working group made the following recommendations on 15 November 2007.

Environmental Health Services to:

- 1) Continue the monitoring of dog waste volumes in bins and model collection frequencies and bin capacity accordingly and in line with seasonal fluctuations and use;
- 2) Adopt the methodology for prioritising provision of bins in new locations henceforth;
- 3) Subject to funding being approved, make suitable provision for bins at the priority sites identified and for future sites identified;
- 4) Facilitate marking of bins to aid identification, monitoring and reporting of faults;
- 5) Implement a suitable bin-cleaning regime to engender use of bins by dog owners;
- 6) Promote information about the correct disposal of dog waste;
- 7) Increase publicity about enforcement action, including the issuing of fixed penalty notices and prosecutions;
- 8) Explore the merits of promoting dog waste disposal units to householders.

The working group also wished to record it's thanks to Wendy Johnson and other staff within Environmental Health Services for their good work in enforcing against dog fouling and promoting responsible dog ownership.

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE-COMMUNITY 15 JANUARY 2008

#### EXECUTIVE 22 JANUARY 2008

### CLIMATE CHANGE STRATEGY (2008 – 2018)

#### **1 PURPOSE OF THE REPORT**

- 1.1 This report presents the Council's Climate Change Strategy and seeks Scrutiny Committee support and Executive approval for the revised Strategy and action plan. The report also summarises the changes made to the strategy as a result of the research undertaken by the University of Exeter and the outcomes of a public consultation exercise.

#### **2 BACKGROUND**

- 2.1 The Climate Change Strategy sets out key proposals for how the Council, working with others, can take the lead in reducing carbon dioxide emissions within Exeter by 30% by 2020 (from 1990 levels). This will allow Exeter to make its full contribution to national targets in this area. The Strategy contains 5 policy areas ('themes') for action: energy, transport, waste, community leadership and adapting to the effects of climate change.
- 2.2 The draft Climate Change Strategy was approved by Executive on 19 June 2007 (min 62 refers). Following this, consultation took place with partner agencies and stakeholders across the city between August and October 2007. In parallel, the Centre for Energy and Environment at the University of Exeter has undertaken research to better understand the nature of Exeter's carbon dioxide emissions in the domestic, non-domestic and transport sectors and to analyse the potential for reduction in emissions, to meet the 30% reduction target. Exeter is most unusual in being able to plan in the light of such comprehensive analysis. The Strategy has been revised in light of these developments and an action plan, covering the period until Spring 2009, has been developed. A copy of the Strategy and the University's analysis is available on the intranet and in the Members' Room. A summary of the findings from the consultation process is provided in Appendix I.

#### **3 SUMMARY OF CLIMATE CHANGE ANALYSIS**

- 3.1 The University's analysis shows that 45% of carbon dioxide emissions in Exeter come from the non-domestic sector (compared to 49% nationally), while 34% are derived from domestic consumption (compared with 28% nationally) and 21% from transport (compared to 27% nationally). The research identifies the potential to reduce total emissions in Exeter by around a quarter in 2020, compared with 2004 levels and taking account of future growth. This could be achieved through the widespread application of current best practice energy saving measures in the domestic and non-domestic sectors and, further development of technological and behavioural programme measures in the transport sector (in parallel with known national regulatory and other changes over this period). Achievement of this level of reduction, however, will be a significant challenge for Exeter given the scale of measures identified.

3.2 Members should be aware that the baseline data used in the University analysis is based on carbon dioxide emissions data for 2004. Due to a change in how the data is collected, future data will not be directly comparable with the dataset for 2004. To enable future monitoring to be undertaken it will therefore be necessary to adjust the baseline at some point.

#### **4 KEY PROPOSALS**

4.1 The full action plan is attached as Appendix II of this report. Proposals that Members may wish to be aware of are highlighted below:

- Opportunities to reduce energy consumption in the domestic sector, including the establishment of an Affordable Warmth Neighbourhood, exploration of opportunities for decentralised energy solutions in those areas of the city where Economy 7 supplies are concentrated and the establishment of a landlord accreditation scheme (see Theme 1 - Energy).
- Opportunities to reduce energy consumption in the non-domestic sector, including undertaking a mapping exercise of main industrial sites to identify patterns of energy use and opportunities for reduction, working with agencies that specialise in energy efficiency advice to identify energy supply/efficiency opportunities and the establishment of a pilot exercise with ECC commercial tenants (see Theme 1 - Energy).
- Opportunities to reduce emissions from new development, including undertaking a low and zero carbon development feasibility study of main development sites within the New Growth Point Area (see Theme 1 - Energy).
- Opportunities to reduce emissions from the transport sector, including pursuing the introduction of licensing requirements to encourage taxi and private hire operators to reduce carbon emissions and introduction of an ECC car-parking climate change levy. An independent panel (to include local residents, business & campaign groups supported by energy experts) will be established to explore options for allocation of the funds (see Theme 2 - Transport).
- The intention to explore the creation of an Exeter Carbon Fund in which local organisations and individuals are able to pay voluntary contributions to offset their emissions. This ring-fenced fund would then be spent entirely and transparently on additional energy efficiency measures in Exeter (see Theme 4 - Leadership).
- The intention to undertake research to better understand the risks and vulnerabilities of Exeter to climate change, and develop appropriate adaptation measures (see Chapter 5).

#### **5 PROPOSALS FOR FUTURE MONITORING AND REVIEW OF THE STRATEGY**

5.1 The Climate Change Strategy sets out action plans for future work covering the period up to Spring 2009. A commitment will therefore be made to developing a new action plan in 2009, and thereafter every three years. The possibility of adopting interim targets for carbon reduction will be explored as part of this process. In parallel to this, progress towards meeting the aims of the Strategy will be monitored annually and reported to Scrutiny Committee - Community.

5.2 It is considered that a commitment should be made to undertake a fundamental review of the Strategy in 2013.

## **6 FINANCIAL IMPLICATIONS**

6.1 The revised Climate Change Strategy has no additional financial implications for the Council.

## **7 RECOMMENDED**

- (1) that the Scrutiny Committee Community supports and the Executive approves the Exeter Climate Change Strategy.
- (2) that general progress towards meeting the aims of the Strategy be monitored on an annual basis and reported to Scrutiny Committee Community.
- (3) that the action plan be revised in Spring 2009 and thereafter every three years.
- (4) that a commitment be made to undertaking a full review of the Strategy in five year's time (2013).

## **HEAD OF ENVIRONMENTAL HEALTH SERVICES**

S:LP/Committee.108SCC3 v2

9.1.08

### **COMMUNITY AND ENVIRONMENT DIRECTORATE**

Local Government (Access to Information) Act 1985 (as amended)  
Background papers used in compiling this report:

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## **Appendix I: Summary of Climate Change Consultation**

Consultation on the draft strategy was undertaken through the Wavelength panel, distribution of a consultation leaflet to stakeholder groups and through climate change exhibitions across the city. The results of the Wavelength survey are summarised below:

### **Climate Change**

- 41% of respondents consider that climate change is a ‘massive’ problem and 43% think it is a ‘big’ problem, whereas 5% think that it is not a problem.
- 53% of respondents consider that it is ‘very important’ and 37% think that is ‘important’ for the Council to take action to reduce Exeter's greenhouse gas emissions, whereas 10% think that it is not important.
- 50% of respondents consider that it is ‘very important’ and 39% think that it is ‘important’ for individuals to take action to reduce their own greenhouse gas emissions, whereas 10% think that it is not important.

### **Energy Efficiency**

- 30% of respondents are aware of the Devon Energy Efficiency Advice Centre (2% have used the service), 61% are aware of Warm Up Exeter grants (8% received), 48% are aware of Warm Front grants (9% received), 47% are aware of Home Renovation Grants (4% received) and 42% are aware of renewable energy grants (1% received).
- Residents were asked to consider to what extent a range of measures would encourage them to reduce the amount of energy consumed in their household. The most popular measures were the use of a smart meter, bigger grants for insulation measures and more information/better quality information on energy efficiency.
- 61% of respondents would be interested in taking part in a trial of smart meters (a device that allows householders to monitor their energy consumption/cost).

### **Renewable Energy**

- 65% of respondents ‘strongly agree’ and 30% ‘agree’ that renewable energy is a good idea.
- 9% of respondents plan to install a renewable energy system into their home in the near future.
- 61% of respondents would consider installing a renewable energy system into their home if it was less expensive.
- 39% of respondents would consider installing a renewable energy system into their home if it was easier to obtain planning permission.
- 50% of respondents are concerned about the visual impact or noise produced by a renewable energy system.
- 72% of respondents would be interested to find out more about renewable energy.
- Residents were asked to consider to what extent a range of measures would encourage them to install a renewable energy system into their home. The most popular measures were bigger grants for renewables, more information about grants available, making it easier to obtain planning permission and more information and advice services.
- 82% of respondents would support the introduction of a requirement for all larger scale new developments and conversions to incorporate on-site renewable energy equipment to reduce carbon dioxide emissions by at least 10%, whereas 5% would not support such a policy.

## **Transport**

- 26% of respondents would ‘definitely’ support and 33% would ‘probably’ support the introduction of a climate change car-parking levy, whereas 18% would ‘probably not’ support it and 18% would ‘definitely not’ support it.
- 74% of respondents would support the proposal to introduce licensing requirements to encourage taxi and private hire operators to reduce carbon emissions, whereas 11% would not support such a proposal.

## **Recycling**

- 75% of respondents consider that the amount of information provided by the Council on how to recycle is ‘about right’, whereas 22% consider that it is ‘too little’.
- 19% of respondents consider that the quality of the information provided by the Council on how to recycle is ‘very good’ and 64% consider it to be ‘good’, whereas 15% consider that it is ‘poor’ or ‘very poor’.

## **Other Comments**

A variety of other comments about climate change were obtained through the consultation, which are summarised below:

## **Energy**

- All new homes should be built to high standards of energy efficiency and eco design.
- Increase availability of energy efficiency advice for households and introduce a home energy advice service.
- Landlords should be required to improve the energy efficiency of their properties before they can be rented out.
- Put pressure on businesses to reduce energy consumption, including reducing lighting at night and not leaving doors open when heating/air conditioning is on.
- Support the development of community-owned renewable energy initiatives and look for other opportunities e.g. wind farm for the city, use of local parks to demonstrate renewable energy devices and hydro-electricity from weirs.
- Need for bigger grants/loans/more information on renewables, including providing grants for schools and businesses.

## **Transport**

- Encourage walking and cycling, including expanding cycle routes, especially around schools.
- Introduce a ‘borrow a bike’ scheme to encourage people to cycle around town.
- Ban cars from the City centre (other than taxis and disabled drivers) and introduce congestion charging scheme.
- Create a public transport zone in the city with only a small minimum fare for buses and trains.
- Charge companies that provide parking for staff.
- Increase the number of park and rides schemes e.g. Cowley Bridge.
- Make public transport cheaper and better and publicise bus routes more.
- Subsidise bus fares across the board rather than providing free bus travel for the over 60s.
- Buses should be more environmentally friendly.
- Provide more parking areas for bikes and mopeds.

- Give grants for environmentally friendly cars and introduce incentives for smaller efficient cars.

### **Waste/Recycling**

- Collect glass, tetra pak, batteries and kitchen waste from homes for recycling/composting.
- Introduce a weekly recycling collection.
- Provide more dual litter and recycling bins in the city centre and ensure they are clearly marked.
- Ban the use of plastic carriers/tackle supermarkets regarding use of plastic bags and over-packaged goods.
- Provide more detailed recycling guidance and information about what the materials are used for/where they go to be recycled/environmental benefit of recycling.
- Introduce community-composting schemes for those with no or small garden.
- Provide subsidised water butts and composters.
- Rule out incineration permanently.
- Fine people that don't recycle and reduce Council tax for those that do. Charge for waste disposal on a per-bag basis.
- Open another recycling centre e.g. in Sowton.
- The domestic recycling target should be increased.
- Do more to encourage businesses to recycle.

### **Other**

- Set a higher (than 30%) target for carbon reduction for Exeter.
- The Council should lead by example and get its own house in order.
- Need for more education for younger generation on climate change.
- Give annual prizes for energy efficient families, houses, developers.
- Encourage people to buy local produce and use local businesses.
- Green business grading scheme – so people can choose which businesses to support/encourage businesses to improve their performance.
- Relocate the Farmers' Market to Bedford Street.
- Plant more trees in the city and stop cutting down existing trees.

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**Exeter Climate Change Strategy  
2008 - 2018**

**Action Plan**

**Theme 1 Action Plan: Existing Homes (07/08 – 08/09)**

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<p><u>Private Sector Homes</u></p> <ul style="list-style-type: none"> <li>Establish an 'Affordable Warmth Neighbourhood' in Exeter (to include financial assistance, door-to-door advice, community-based environment champions, training and education).</li> </ul>	ECC, EEAC with funding from CERT, Warmfront	April 2008	Steering Group established and Project Manager appointed.
<ul style="list-style-type: none"> <li>Work with utility companies to maximise the funding potential of 2008-11 Carbon Emissions Reduction Target (CERT).</li> </ul>	ECC, EEAC	April 2008 onwards	
<ul style="list-style-type: none"> <li>Continue to provide financial assistance to improve the energy efficiency of private sector homes in the city, e.g.:               <ol style="list-style-type: none"> <li>'Warm Up Exeter' grants for loft and cavity wall insulation</li> <li>Renovation grants for insulation measures and boiler replacement</li> <li>Disabled Grant schemes for insulation measures and boiler replacement</li> </ol> </li> </ul>	ECC, EEAC, Utilities	<ol style="list-style-type: none"> <li>1000 grants pa</li> <li>400 grants pa</li> <li>400 grants pa</li> </ol>	1,100 insulation measures installed through 'Warm Up Exeter' scheme in 2006/07.
<ul style="list-style-type: none"> <li>Investigate providing loans for residents to install insulation measures in conjunction with the Exeter Credit Union or Devon Pound.</li> </ul>	ECC, Exeter Credit Union, Devon Pound	April 2008	
<ul style="list-style-type: none"> <li>Undertake a trial to insulate 'hard to insulate homes' in the city e.g. mobile homes, solid wall homes.</li> </ul>	ECC with CERT funding	Ongoing	NEA study completed and trials being undertaken. 10 mobile homes already insulated through 'Warm Up Exeter' scheme.

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<ul style="list-style-type: none"> <li>• Provide financial assistance to landlords to improve the thermal efficiency of private-sector rented dwellings:               <ol style="list-style-type: none"> <li>a) landlord insulation grant scheme (PLEA) (for priority groups)</li> <li>b) extension of the PLEA scheme for non-priority groups (including students) to target an additional 3,000 homes.</li> </ol> </li> </ul>	<ol style="list-style-type: none"> <li>a) ECC, British Gas</li> <li>b) ECC led with CERT funding</li> </ol>	<ol style="list-style-type: none"> <li>a) Ongoing</li> <li>b) April 2008</li> </ol>	<ol style="list-style-type: none"> <li>a) 150 insulation measures installed in 2006/07</li> <li>b) Initial correspondence with landlords undertaken to promote grant</li> </ol>
<ul style="list-style-type: none"> <li>• Establish an accreditation scheme (to include energy efficiency standards) to encourage private sector landlords to improve the energy efficiency of their properties.</li> </ul>	ECC, University of Exeter, Exeter Guild of Students	April 2009	
<ul style="list-style-type: none"> <li>• Organise training for landlords regarding energy efficiency and fuel poverty issues and promote the PLEA grant.</li> </ul>	ECC, EEAC	Ongoing	Regular attendance at landlord fora and regular newsletters
<ul style="list-style-type: none"> <li>• Undertake a survey of Exwick area to assess viability of a renewable energy replacement for Economy 7 heating (possibly on a community basis, operated by an ESCO).</li> </ul>	ECC, EEAC, EST	April 2009	Project brief being prepared.
<ul style="list-style-type: none"> <li>• Trial the provision of grants for solar water heating for 'appropriate' properties receiving renovation grants e.g. electrically heated homes.</li> </ul>	ECC, EEAC, Low Carbon Buildings Programme	April 2008	
<p><u>Energy Advice and Awareness</u></p> <ul style="list-style-type: none"> <li>• Increase the capacity of the City Council customer services staff to highlight and signpost sources of information and expertise in relation to climate change (through training etc)</li> </ul>	ECC, with advice from EEAC	December 2008	
<ul style="list-style-type: none"> <li>• Explore means by which a self-financing 'concierge service' could be established, that provides bespoke energy audits to owner occupiers who are able-to-pay and project-manages the installation of energy efficiency measures and micro-renewables.</li> </ul>	ECC, Devon Care and Repair Agency, DARE	April 2008	

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<ul style="list-style-type: none"> <li>Investigate the undertaking of a trial of smart meters in homes in the city to encourage residents to reduce their energy consumption.</li> </ul>	ECC, utility companies	April 2008	
<p><u>Council Housing</u></p> <ul style="list-style-type: none"> <li>Improve the energy efficiency of Council housing in the city by:               <ol style="list-style-type: none"> <li>installing loft and cavity wall insulation into all homes not already benefiting (where feasible).</li> <li>installing 'A' rated condensing boilers</li> <li>externally insulating Council flats as part of external painting programme.</li> </ol> </li> </ul>	ECC	<ol style="list-style-type: none"> <li>April 2011</li> <li>50 boiler replacements pa/25 new gas central heating installations pa</li> <li>5 year external painting programme to be developed by April 2008</li> </ol>	Approx 95% of homes fitted with double-glazing, 88% with loft insulation (properties that can be insulated), 98% with cavity wall insulation and 75% with condensing boilers.
<ul style="list-style-type: none"> <li>Undertake a pilot solar water heating scheme in Council homes and investigate the feasibility of other renewables e.g. biomass heating, micro CHP.</li> </ul>	ECC	April 2009	Volunteers for solar water heating currently being sought.
<ul style="list-style-type: none"> <li>Promote energy efficiency issues to Council tenants and provide energy awareness and fuel poverty training to relevant Council staff.</li> </ul>	ECC	Ongoing	Regular articles in 'Insight' (newsletter for Council tenants) and 'Chatterbox' (newsletter for Sheltered Housing tenants) on saving energy in the home.

**Theme 1 Action Plan: Existing Business (07/08 – 08/09)**

Action	By Whom	By When/ Target	Progress
<p>Marsh Barton and Sowton:  a) Undertake mapping of main industrial sites to identify patterns of energy use;  b) With business representative groups, assess feasibility and explore opportunities for innovative/shared supply/ decentralised energy (inc. consideration of the potential of the Waste-to-Energy Plant at Marsh Barton) and other energy efficiency measures (building on existing activities through local forums).  c) With business, consider scope for model projects that demonstrate best practice ‘retrofit’ work designed to save energy and introduce renewable and other carbon-efficient technologies.</p>	<p>ECC facilitated, with DCC and business partners (inc. Business Representative Forums).   External contractor appointed to carry out mapping exercise (will involve one-to-one discussions with business)</p>	<p>September 2008</p>	<p>Paper commissioned from CEE on scope of this mapping/ feasibility research.</p>
<p>Pilot exercise: invite Exeter City Council commercial tenants with leases up to 25yrs to receive a tailored energy audit and advice on energy use. Consider mechanisms for supporting follow-up activity.</p>	<p>ECC, Envirowise, Resource Efficiency Club, potentially Envision and EDF Energy (and for organisations with &gt;£50k energy bills: Carbon Trust)</p>	<p>July 2008</p>	
<p>Engage key commercial landlords in the city, to draw attention to climate change aspirations for Exeter and enquire about their plans for improving and the energy efficiency of their building stock.</p>	<p>ECC, commercial landlords</p>	<p>July 2008</p>	<p>List of Key Landlords being compiled by ECC Estates</p>
<p>Any eligible Exeter public sector employers who have not participated in the Carbon Trust Carbon Management Programme to be encouraged to participate (using ECC’s programme experience as a lever).</p>	<p>Part-supported by ECC (using benefit of Carbon Management Programme experience)</p>	<p>March 2009</p>	



**Theme 1 Action Plan: New Development (07/08 – 08/09)**

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<u>New Growth Point</u> Co-sponsor New Growth Point (NGP) Feasibility Study of the potential for Low and Zero Carbon Development for the East of Exeter (to include role of an ESCO in facilitating delivery).	EDDC, ECC and NGP partners	February 2008	Contractor appointed and study commenced
Undertake preliminary discussions with potential utilities partners over the role/scope of the ESCO model in Exeter.	ECC and Utilities	April 2008	Initial meeting arranged with a utility
<u>Programme for Planning</u> <ul style="list-style-type: none"> <li>Local Development Framework and Supplementary Planning Documents to build on national policy guidance and take full account of regional policies on climate change.</li> </ul>	ECC	March 2009	
<ul style="list-style-type: none"> <li>For the period prior to the adoption of the Local Development Framework: A sustainability checklist will be designed for completion as part of planning application process. This will ask applicants to measure development against BREEAM and Code for Sustainable Homes standards.</li> </ul>	ECC	January 2008	Template designed. Completion of the sustainability checklist will be required from April 2008 when it becomes part of the wider, officially adopted, checklist for validating planning applications.
<ul style="list-style-type: none"> <li>Review scope for supplementary planning guidance on sustainable construction and/or renewable energy policy for the period prior to the adoption of the Local Development Framework in Spring 2009, taking account of government planning policy guidance on climate change.</li> </ul>	ECC	Decision taken by April 2008	PPS1 (Climate Change Supplement) expected Dec 07 / Jan 08
<u>Affordable Homes</u> <ul style="list-style-type: none"> <li>Implement policy for all new affordable homes to meet at least Level 3 of the Code for Sustainable Homes (where possible), rising to Level 4 by April 2009.</li> </ul>	ECC	April 2009	

Action	By Whom	By When/Target	Progress
<ul style="list-style-type: none"> <li>Construct approximately 60 new affordable homes on Council land to exceed Level 3 of the Code for Sustainable Homes, rising to Level 4 by April 2009.</li> </ul>	ECC	Phased through to 2010	

## Theme 2 Action Plan (07/08 – 08/09): Transport

Action	By Whom	By When/Target	Progress
<u>Transport Strategy</u> <ul style="list-style-type: none"> <li>Ensure that transport policies are integrated fully with spatial planning, particularly in key future development sites in the City (New Court/Royal Navy Stores Depot/Monkerton areas).</li> </ul>	ECC, DCC	Ongoing	
<ul style="list-style-type: none"> <li>Research and prepare possible proposal to DfT Transport Innovation Fund for significant investment in public transport and introduction of road user pricing and workplace parking levy in Exeter.</li> </ul>	ECC to support DCC activities	July 2008	Analysis ongoing
<ul style="list-style-type: none"> <li>Update Park and Ride Strategy for Exeter with a view to increasing patronage by 50% by 2015</li> </ul>	DCC, ECC	December 2008	
<ul style="list-style-type: none"> <li>Utilise Section 106 agreements to promote transport sustainability.</li> </ul>	ECC, DCC	Ongoing	
<u>Transport Programmes</u> <ul style="list-style-type: none"> <li>Cycle Exeter: 3 year cycling programme through Cycling Demonstration Town Project</li> </ul>	DCC, ECC. Cycling England and Sustrans	November 2008	Two years completed with 18km of new cycling route, 29 (out of 37) schools now have travel plans (up from 21). Also completion of significant stretch of National Cycle Network from Exeter Quayside to Turf Locks, west of Exe Estuary (2006).

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<ul style="list-style-type: none"> <li>• Introduce Individualised Travel Marketing Programme: Travelsmart (door-to-door travel planning advice designed to encourage alternatives to car use).</li> <li>• Explore opportunities to refer Travelsmart participants for individualised energy advice where participants express an interest.</li> </ul>	Sustrans, Social Data, Big Lottery Fund, DCC and ECC	2008 – 2010	Project team and project steering arrangements set up.
<ul style="list-style-type: none"> <li>• Walking Project (ongoing programme which combines infrastructural improvements with soft measures to encourage take-up of commuter walking).</li> </ul>	ECC, DCC and Sustrans	Ongoing	Green Circle Route completed in 2004. Plans to develop extensions with Exwick Walking Loop and enhancements to Sir Alex Walk alongside Exe Estuary
<ul style="list-style-type: none"> <li>• Implement ECC car parking climate change levy with proceeds ring-fenced for expenditure on additional Exeter-based energy efficiency and sustainable transport measures.</li> </ul>	ECC	January 2008	2% levy agreed by Council Executive and implemented with effect from 2008.  Ring-fenced budget to be allocated by independent panel, with the public involved in a vote to decide between short-listed measures.
<ul style="list-style-type: none"> <li>• Maintain investment programme in local rail infrastructure through ExeRail Programme.</li> </ul>	Network Rail, First Great Western, DCC and ECC	Ongoing	
<ul style="list-style-type: none"> <li>• Support the Exe Co-Cars Car Club scheme as a sustainable alternative to car ownership (for example through supplementary planning guidance for developers)</li> </ul>	ECC, DCC and Exe Co-Cars	Ongoing	ECC are now Corporate Members of Car Club.  SPG adopted on car clubs for new development
<ul style="list-style-type: none"> <li>• Promote car sharing, particularly for commuter journeys.</li> </ul>	ECC to support DCC activities	Ongoing	
<u>Licensing Function</u> Pursue the introduction of licensing requirements to encourage taxi and private hire operators to reduce carbon emissions from vehicles.	ECC	December 2008	Consultation with the trade being undertaken.

### Theme 3 Action Plan (07/08 – 08/09): Waste

Action	By Whom	By When/Target	Progress
<p><u>Recycling and Composting of Domestic Waste</u></p> <ul style="list-style-type: none"> <li>Maximise the quantity of materials recycled in the city through the kerbside 'Recycle from Home' Scheme.</li> </ul>	ECC	Ongoing – increase recycling rate to 40% by 2011	Recycling rate of 33.9% achieved in 2006/07. All homes on Scheme since 2004.
<ul style="list-style-type: none"> <li>Expand the network and range of materials accepted at recycling banks to increase tonnage of recyclables collected, especially glass.</li> </ul>	ECC	Ongoing – 2 new recycling bank sites per year	Currently 70 bring sites around the city for collection of glass, cans, textiles, shoes and paper.
<ul style="list-style-type: none"> <li>Work positively with the proposal to provide a civic amenity site that best serves the residents to the north of Exeter.</li> </ul>	DCC and ECC	Proposal 2009	A provisional site has been identified by DCC
<ul style="list-style-type: none"> <li>Reduce the amount of organic waste sent to landfill by encouraging home composting and offering an 'opt in' garden waste collection service.</li> </ul>	ECC	<ul style="list-style-type: none"> <li>1000 composters distributed pa.</li> <li>Collect at least 2,000 tonnes of garden waste pa by 2008/09.</li> <li>Increase number of participants by 5% in 2008/09.</li> </ul>	Garden waste collection scheme introduced in 2004. Annual compost giveaways held in venues throughout Exeter every March.
<ul style="list-style-type: none"> <li>Initiate and promote waste minimisation/recycling awareness campaigns and publicity.</li> </ul>	ECC, in partnerships with Devon Authorities Waste Reduction and Recycling Committee	Ongoing – 4 topics addressed per year	Recycling and Waste Minimisation Communication Plan (2007 – 2009) has been developed.
<ul style="list-style-type: none"> <li>Increase use of the school recycling scheme and continue schools educational programme for responsible waste management.</li> </ul>	ECC	Ongoing – 35 talks to schools/ visits to MRF per years.	All city schools now participating in Council's recycling scheme.
<ul style="list-style-type: none"> <li>Ensure all new housing developments in the city are provided with adequate refuse/recycling storage and collection facilities.</li> </ul>	ECC	Ongoing	Advice about bin storage areas is offered to developers at planning stage.

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<u>Trade Waste Recycling</u> <ul style="list-style-type: none"> <li>Review the new trade waste recycling service with a view to expanding the range of materials collected.</li> </ul>	ECC	April 2009 Target: Recycle 20% of commercial waste collected by Council by 2011	New trade waste recycling service introduced in October 2007, collecting cardboard and paper. 500 businesses currently participating with approx 2 tonnes of recyclables collected daily.
<ul style="list-style-type: none"> <li>Small tourism businesses to be encouraged to reduce waste and recycle through development of 'Environmental Management Plans'.</li> </ul>	ECC and small business	2 businesses to have developed plans by January 2008	
<u>Landfill Strategy</u> <ul style="list-style-type: none"> <li>Reduce land-filling of waste through the active promotion of waste-minimisation, recycling and reuse, and positive engagement in the development of a Waste to Energy Plant in Marsh Barton.</li> </ul>	DCC, ECC and Waste Plant operator	Completion 2011	Planning approval granted.
<ul style="list-style-type: none"> <li>Positive engagement in the plans to develop effective use/local distribution of energy and heat generated by the Energy from Waste plant.</li> </ul>	DCC, ECC, Plant Operator and business	April 2009	Planning Condition secured as first step, which requires applicants to use 'best endeavours' to use and market the energy produced by the plant and to produce an annual report on their endeavours.
<u>Green Shopping</u> Promote the Green Shoppers campaign to reduce carrier bag use in Exeter.	ECC, Express and Echo, EDF Energy	Reduce carrier bag use by 8 million (25% reduction) by June 2008	10,000 bags already distributed. 15,000 further bags to be distributed.
<u>ECC Corporate Activity</u> <ul style="list-style-type: none"> <li>Improve the accessibility of recycling facilities within Council offices to further increase recycling rates.</li> </ul>	ECC	April 2009 Target: reduce office waste from Civic Centre by 60% by April 2011 (baseline April 1998)	All Council offices have recycling facilities. Office waste for landfill disposal from the Civic Centre reduced by 53% between April 1998 and 2007.

Action	By Whom	By When/Target	Progress
<ul style="list-style-type: none"> <li>Reduce paper consumption in Council offices through reducing unnecessary paper usage and investing in systems for electronic storage e.g. electronic document and records management (EDRM)</li> </ul>	ECC	<p>Ongoing (EDRM by 2010)</p> <p>Target: reduce paper use by 10% by 2007/08 from a baseline of 2005/06 levels.</p>	<p>Electronic document and records management being rolled out across Council.</p> <p>Paper consumption increased by 4% in 2006/07.</p>

#### Theme 4 Action Plan (07/08 – 08/09): Exercising Community Leadership

Action	By Whom	By When/Target	Progress
<p><u>Communication and Support</u></p> <ul style="list-style-type: none"> <li>Develop a Communication Strategy that a) raises the profile of climate change and support available to residents and business; and b) succeeds in establishing a link between climate change mitigation measures and local pride, which in turn encourages householders and business to take action to reduce emissions and, for unavoidable emissions, to offset emissions <i>within</i> Exeter. To this end, consider opportunities for learning from and working with our twin cities.</li> </ul>	<p>ECC, LSP, EEAC, local media, residents and business</p> <p>[Draw on: <a href="http://www.climatechallenge.gov.uk">www.climatechallenge.gov.uk</a> for guidance]</p>	Sept 2008	
<ul style="list-style-type: none"> <li>Develop a web-based information resource to provide information to residents and businesses about climate change (linking to appropriate sources of advice).</li> </ul>	ECC, EEAC	April 2009	
<ul style="list-style-type: none"> <li>Explore the development of a community-based carbon reduction project e.g. ‘Eco-Neighbourhood’ scheme.</li> </ul>	ECC with EEAC, GAP	April 2009	
<ul style="list-style-type: none"> <li>Engage with and provide support and endorsement for community/voluntary sector initiatives in Exeter. For example support initiatives undertaken by Low Carbon Exeter, including the establishment of action groups in 5 areas of the city and the extension of the Retailer Energy Efficiency Award.</li> </ul>	ECC, Low Carbon Exeter	Ongoing	Grant provided by Council to support LCE initiatives.

<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<u>Exeter Carbon Fund</u> Explore the concept of an Exeter carbon offset fund – for payment into by local organisations and individuals who wish to voluntarily off-set unavoidable emissions in a transparent and locally-focused way. Ring-fenced fund to be spent in Exeter on projects that reduce carbon emissions.	ECC, LSP, local business and residents, local media and energy expertise	Detailed Proposal By October 2008	
<u>Exemplar Homes</u> Facilitate the development of an exemplar ecohomes scheme of affordable homes.	ECC	By March 2009	Site for 4 homes identified in Heavitree and planning permission being sought.
<u>Sustainable Procurement</u> Work with suppliers to the Council to encourage greater standards of environmental practice, for example through work to extend the Exeter Green Accord to all Council suppliers. Encourage other public agencies in Exeter to adopt similar measures.	ECC, Envision, Envirowise, Ian Williams Ltd	Ongoing	All contractors on the Council's Select List for general building works, consultancy, asbestos and M&E have committed to the Green Accord and passed a self assessment, grading their ability to meet the Council's sustainable agenda.
<u>City Council Corporate Activity</u> Through participation in the Local Authority Carbon Management Programme, develop an action plan to reduce carbon dioxide emissions from the Council's own operations.	ECC, Carbon Trust	Plan completed by April 2008	Programme underway, Council's baseline carbon footprint established. Budget allocated.
Undertake a review of training needs for Council staff in relation to climate change and provide additional training as required.	ECC	December 2008	

## Climate Change Adaptation Action Plan (07/09 – 08/09)

Action	By Whom	By When/Target	Progress
<u>Adaptation Research and Planning</u> <ul style="list-style-type: none"> <li>Undertake an assessment to identify the risks and vulnerabilities of Exeter to climate change, and develop appropriate adaptation measures.</li> </ul>	ECC, SWCCIP	April 2009	Parks Climate Change Action Plan adopted November 2006.
<u>Emergency Planning</u> <ul style="list-style-type: none"> <li>Through membership of the Devon Local Authority Resilience Forum keep Exeter's Emergency Plan under review to take into account the likely impacts of climate change on the city.</li> </ul>	ECC, Environment Agency and other Category 1 responders	May and November of each year	Forum meets quarterly. Emergency Plan updated twice a year.
<u>Flood Risk Management</u> <ul style="list-style-type: none"> <li>Identify essential infrastructure serving the city e.g. electrical sub stations, water works, sewage pumping stations that may be vulnerable to flooding and highlight the risk to owners.</li> </ul>	ECC, South West Water, Western Power	December 2008	
<ul style="list-style-type: none"> <li>Work with the Environment Agency to improve existing flood defences in Exeter to provide greater protection from flooding.</li> </ul>	ECC, EA	Ongoing	
<u>Planning Policy</u> <ul style="list-style-type: none"> <li>Incorporate policies covering strategic and spatial issues in relation to sustainable construction, biodiversity, green infrastructure, air and water quality and flood risk into the Core Strategy of the new Local Development Framework.</li> </ul>	ECC	Submit Core Strategy to Secretary of State by Summer 2008	Draft Submission Core Strategy nearing completion.
<ul style="list-style-type: none"> <li>Allocate sites for development by applying a risk-based search sequence in accordance with the Exeter Strategic Flood Risk Assessment.</li> </ul>	ECC	Final Strategic Flood Risk Assessment by February 2008. Allocation DPD's will be produced over the next 4 years.	Draft Strategic Flood Risk Assessment completed.



<b>Action</b>	<b>By Whom</b>	<b>By When/Target</b>	<b>Progress</b>
<ul style="list-style-type: none"> <li>Explore the feasibility of incorporating policies on sustainable urban drainage systems, green roofs and water conservation within generic development control policies DPDs (part of Local Development Framework).</li> </ul>	ECC	Commence preparation of Generic Development Control Policies DPD in 2008. Submit to Secretary of State in 2010.	
<ul style="list-style-type: none"> <li>Produce a Green Infrastructure Study to set out a framework to link existing and planned communities through a connected and easily accessible greenspace network. Utilise the study to inform the preparation of the East of Exeter Area Action Plan and other DPDs.</li> </ul>	ECC, EDDC, TDC	By May 2008	Consultants appointed to undertake study.
<u>Tree Strategy</u> Develop a Tree Strategy to increase tree coverage in the city and safeguard existing trees.	ECC	April 2008	Tree consultation undertaken Summer 2007

### List of Abbreviations

<b>Term</b>	<b>Definition</b>
CERT	The Carbon Emissions Reduction Target (2008-11) is the name for the obligation on electricity and gas suppliers to reduce carbon emissions through energy efficiency, microgeneration and behavioural measures. CERT replaces the current Energy Efficiency Commitment (EEC).
DCC	Devon County Council
DARE	Devon Association for Renewable Energy
EA	Environment Agency
ECC	Exeter City Council
EDDC	East Devon District Council
EEAC	Devon Energy Efficiency Advice Centre
ESCO	Energy Services Company - a company set up to supply an energy service, such as the heat to keep a building warm, rather than the separate components needed to deliver that service.
EST	Energy Saving Trust
SWCCIP	The South West Climate Change Impacts Partnership
TDC	Teignbridge District Council

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE COMMUNITY 15 JANUARY 2008

#### EXECUTIVE 22 JANUARY 2008

#### CREATION OF NEW POST OF STOCK CONDITION SURVEYOR

#### 1. PURPOSE OF REPORT

- 1.1 To obtain approval for the creation of a new permanent, full time post of Housing Stock Condition Surveyor to undertake internal and external stock surveys on the Council's housing stock.

#### 2. BACKGROUND

- 2.1 A full internal and external survey of the Council housing stock was completed in 2004 by engaging temporary stock condition surveyors. This survey information was fed into the stock condition database (known as Axiom) and then used to inform the Housing Unit's capital programme. It was also used to develop the 30-year Housing Revenue Account Business Plan.
- 2.2 It is essential that the housing service has up-to-date and accurate stock condition information to establish its Decent Homes and other capital programmes, as well as development of an accurate business plan. Previous experience has shown that the use of several different stock condition surveyors employed on a temporary basis has produced inconsistencies, and in some cases, errors in the information collected. This could result in anomalies in the capital works programmes and that the levels of funding required to maintain the stock are wrongly calculated.
- 2.3 In 2004 the decision was taken to replace the stock condition database. It was also decided to suspend further survey work until this new software was fully implemented. During this period no new surveys have been undertaken.
- 2.4 The funding to carry out the stock condition survey is taken from the Housing Revenue Account. A sum of £50,000 is included each year.

#### 3. PROPOSAL

- 3.1 To ensure more consistent surveying and more accurate data collection the Council could employ a permanent member of staff whose specific responsibilities will be to undertake the rolling stock condition survey. Such a proposal would give greater control over the surveyor's work programme and ensure more accurate recording of information. Information gathered will be entered into the new stock condition database and will help inform the review of the HRA Business Plan, the decent homes programme and the creation of an Asset Management Strategy for the Council's housing stock. Also, because the cost of employing such a surveyor will be less than the existing budget the proposal will also produce a saving on the current budget.

3.2 The post will report to the Head of Contracts and Direct Services who currently has management responsibilities for the stock condition database. Because of the nature of the work the post will need to be designated as an operational car user.

3.3 As the £50,000 funding from the Housing Revenue Account will no longer be required this will be used to fund the post and the remainder used to help fund the housing major works programme.

#### **4. RECOMMENDED**

that Scrutiny supports and Executive agrees that:

- 1) the post of Housing Stock Condition Surveyor be created, and
- 2) any budget saving from this proposal be used to help fund the housing capital programme.

HEAD OF CONTRACTS AND DIRECT SERVICES

HEAD OF HOUSING SERVICES

S:LP/Committee/108SCC10  
3.1.08

COMMUNITY AND ENVIRONMENT DIRECTORATE

**Local Government (Access to Information) Act 1985 (as amended)**

**Background papers used in compiling the report: -**

None

## SCRUTINY COMMITTEE - COMMUNITY 15 JANUARY 2008

### EXECUTIVE 22 JANUARY 2008

#### HOUSING OPERATIONS MANAGER POST (CE06126)

#### 1. PURPOSE OF REPORT

- 1.1 To seek Member approval to re-create the post of Housing Operations Manager within the Housing Services Unit.

#### 2. BACKGROUND

- 2.1 The post of Housing Operations Manager previously existed within the structure of the Housing Services Unit until September 2003. At that time the senior management structure within the unit was as Appendix I of this report.
- 2.2 The post was responsible for the overall management of the landlord functions within the unit and was funded from the Housing Revenue Account. As well as line managing the operational managers within the service the post also had direct responsibility for a number of services, including income collection and sheltered housing.
- 2.3 Following the resignation of the postholder a review was undertaken of the housing structure and subsequently the post was deleted through the delegated powers procedure. Part of the funding for the post was used to create a new post of Performance and Projects Manager within the housing service.

#### 3. HOUSING INSPECTION AND SERVICE IMPROVEMENT

- 3.1 Throughout 2007 the Housing Services Unit has been undertaking a range of service reviews to self assess against the Audit Commission's Key Lines of Enquiry documents (KLOEs). As a result a number of service improvements have been made and actions taken to ensure a reasonable level of compliance.
- 3.2 To test how the service compares with the KLOEs a mock inspection of the Council's landlords functions was undertaken by an external agency, the Housing Quality Network, during the week commencing 1 October 2007. The inspection demonstrated that we provide a good overall quality of service with high levels of customer satisfaction. However, in order to further improve services the inspectors have also made a series of recommendations to ensure the Council achieves a higher score in the future, particularly if the Audit Commission's Housing Inspectorate decide to undertake a real inspection in the next few years. Indeed, from 2008 the Housing Inspectorate are beginning to pilot 'snap' inspections similar to those undertaken by OFSTED in the education sector, meaning landlords will no longer have a long lead in time to prepare.
- 3.3 As well as increased pressure from our regulators to drive up the quality of housing services, the expectations of our tenants has also risen. The Council as a landlord is now expected to respond more effectively to issues such as anti-social behaviour and

estate management problems. A more pro-active strategy is expected to ensure services meet the needs of our tenants and that services demonstrate real value for money. A robust Housing Revenue Account Business Plan and Asset Management Strategy are also essential, with tenants and leaseholders playing an even bigger part in their development.

- 3.4 Given these pressures, together with the recommendations arising from our mock housing inspection it is essential that the Council commit sufficient resources to the service to help drive service reviews and make the necessary changes that result in real value for money improvements. There is also a need for stronger management of the landlord functions.

#### **4. PROPOSAL**

- 4.1 To help provide stronger operational and strategic management of the Council's landlord services it is proposed to recreate the post of Housing Operations Manager and reinstate a Strategic Housing Management Team similar to that shown in Appendix I. This new post and structure will provide increased drive and motivation within the service to assess, develop and implement the recommendations from the mock housing inspection. It will also enhance co-operation between the operational and strategic arms of the housing unit to help meet overall aims and objectives.

- 4.2 The Housing Operations Manager will work closely with the Head of Housing, operational managers, staff, members and tenants to agree a robust service improvement plan that results in further improvements to our landlord services and ensure we provide value for money in everything we do.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 The post will be funded from within the Housing Revenue Account. Subject to a job evaluation assessment it is anticipated the post will be evaluated at Grade 14 (£40,101 - £43,479). These additional costs can be found from within the existing budget without any material effect to other services or the housing capital programme. However, as the post develops and the other recommendations are implemented it is expected that further efficiency savings will be found that will not only help to cover the costs of this post but assist in improving other aspects of the service.

#### **6. RECOMMENDED**

- (1) That Scrutiny agrees and Executive approves that the post of Housing Operations Manager (CE06126) be reinstated to the structure.

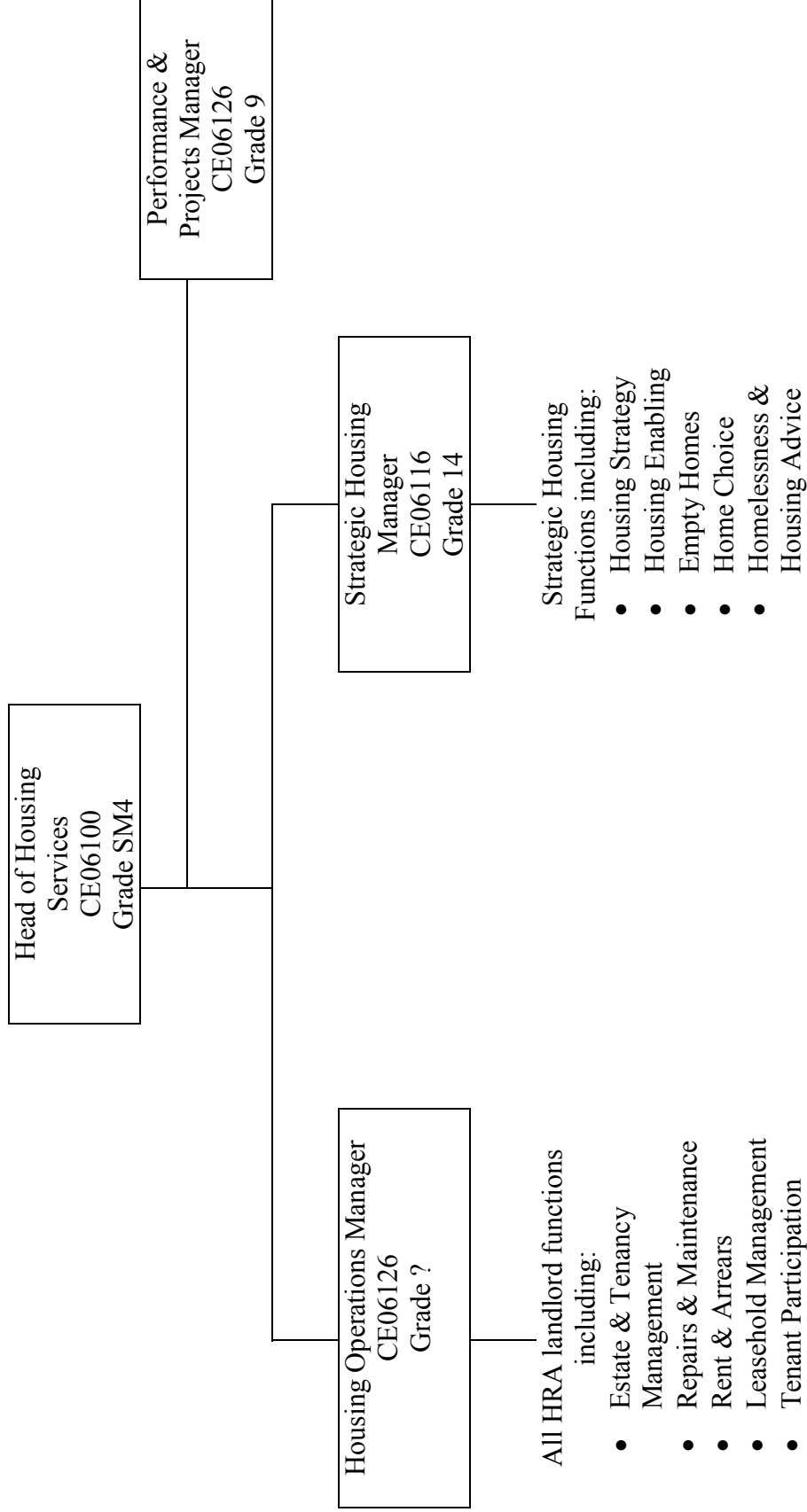
#### **HEAD OF HOUSING SERVICES**

S:LP/Committee/108SCC9  
3.1.08

COMMUNITY & ENVIRONMENT DIRECTORATE

**Local Government (Access to Information) Act 1985 (as amended)**  
**Background papers used in compiling this report: None**

**HOUSING UNIT  
STRATEGIC MANAGEMENT TEAM**



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## EXETER CITY COUNCIL

**EXECUTIVE  
22 JANUARY 2008**

### APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

Where there are no vacancies it will be assumed that, unless otherwise determined by Executive, the sitting Councillor/member of the public will remain as the Council's representative on the respective outside body. Where there are vacancies for which nominations are sought, the name of the previous representative has been emboldened in order for a new name to be put forward.

<u>BODY</u>	<u>TERM OF OFFICE</u>	<u>CURRENT APPOINTMENT EXPIRES</u>	<u>CURRENT REP(S).</u>
Haven Banks Outdoor Education Centre Advisory Committee	2	15.03.2008	Cllr I. Martin Cllr Newby
Montgomery Combined School (Community Governor)	4	19.11.2011	Vacancy. A representative from west of the River is sought
St. Edmunds and St. Mary Major, Exeter	4	09.08.2011 09.08.2012	<b>Miss Holding</b> <b>Councillor Mrs Henson (resigned)</b> <b>Mr Dunsford (resigned)</b>  <b>(Three appointments sought)</b>
St Thomas Church Charities (Seldon and Others)	4	31.01.2008	Mrs M Long

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By virtue of paragraph(s) 1, 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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