

## **STRATEGIC SCRUTINY COMMITTEE**

Date: Thursday 16 March 2023

Time: 5.30 pm

Venue: Rennes Room, Civic Centre, Paris Street, Exeter

Members are invited to attend the above meeting.

If you have an enquiry regarding any items on this agenda, please contact Sharon Sissons, Democratic Services Officer (Committees) on 01392 265115.

Entry to the Civic Centre can be gained through the rear entrance, located at the back of the Customer Service Centre, Paris Street.

### *Membership -*

Councillors Hannaford (Chair), Leadbetter (Deputy Chair), Allcock, Asvachin, Atkinson, Branston, Harvey, Jobson, Knott, Mitchell, K, Moore, J, Oliver, Read and Vizard

## **Agenda**

1 **Apologies**

2 **Minutes**

(Pages 5 -  
12)

To approve and sign the minutes of the Strategic Scrutiny Committee held on 19 January 2023.

3 **Declaration of Interest**

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda and which have not already been included in the register of interests, before any discussion takes place on the item. Unless the interest is sensitive, you must also disclose the nature of the interest. In accordance with the Council's Code of Conduct, you must then leave the room and must not participate in any further discussion of 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 - Exclusion of Press and Public**

It is considered that the Committee would be unlikely to exclude the press and public during the consideration of the items on this agenda, but if it should wish to do so, then the following resolution should be passed:

"**RESOLVED** that, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the particular item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1, of Schedule 12A of the Act."

## 5 **Questions from Members of the Public Under Standing Order No.19**

Details of questions should be notified to the Corporate Manager Democratic and Civic Support via the [committee.services@exeter.gov.uk](mailto:committee.services@exeter.gov.uk) email by 10.00am at least three working days prior to the meeting. For this meeting any questions must be submitted by 10.00am on Monday 13 March 2023.

For details about how to speak at Committee, please click the following link - <https://exeter.gov.uk/council-and-democracy/councillors-and-meetings/public-speaking-at-meetings/overview/>

## 6 **Questions from Members of the Council Under Standing Order No.20**

To receive questions from Members of the Council to the relevant Portfolio Holders for this Scrutiny Committee. The Portfolio Holders reporting to this Scrutiny Committee are:-

Councillor Bialyk - Leader  
Councillor Morse - Portfolio Holder City Development and Planning  
Councillor Parkhouse - Portfolio Holder Leisure & Physical Activity  
Councillor Wood - Portfolio Holder Climate Change  
Councillor Wright - Portfolio Holder Arts, Culture, and Corporate Services

Advance questions from Members relating to the Portfolio Holders above should be notified to the Corporate Manager Democratic and Civic Support.

## 7 **Portfolio Holder Report** (Pages 13 - 14)

Councillor Josie Parkhouse (Portfolio Holder Leisure Services & Physical Activity) to present a report on her portfolio.

## 8 **St. Sidwell's Point Project Contractual Arrangements** (Pages 15 - 20)

To consider the report of the Director Culture, Leisure and Tourism.

## 9 **Live and Move Programme Update** (Pages 21 - 40)

To consider the report of the Director Culture, Leisure and Tourism

## 10 **Exeter Plan: Outline Draft consultation: Initial reporting** (Pages 41 - 50)

To consider the report of the Director City Development.

- 11 **Working Towards Net Zero - Exeter City Council's Corporate Carbon Reduction Plan** (Pages 51 - 62)
- To consider the report of the Director Net Zero and City Management.
- 12 **Progress Report Shared Prosperity Fund - Update 2** (Pages 63 - 70)
- To consider the report of the Director Net Zero and City Management.
- 13 **Forward Plan of Business and Forward Work Plan** (Pages 71 - 74)

Please see for noting a link to the schedule of future business proposed for the Council which can be viewed on the Council's web site. This on-line document is a source for Members to raise issues at Scrutiny on forthcoming Executive agenda items:-

<https://exeter.gov.uk/council-and-democracy/councillors-and-meetings/forward-plan-of-executive-decisions/>

Also attached is a work plan for scrutiny items.

Should Members wish to raise issues in respect of future business please notify Sharon Sissons in advance of the meeting.

#### **Date of Next Meeting**

The next scheduled meeting of the Strategic Scrutiny Committee will be held on **Thursday 8 June 2023** at 5.30 pm in the Civic Centre.

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## STRATEGIC SCRUTINY COMMITTEE

19 January 2023

### Present:

Councillor Rob Hannaford (Chair)  
Councillors Leadbetter, Allcock, Asvachin, Branston, Harvey, Jobson, Knott, Mitchell, K,  
Read and Vizard

### Apologies:

Councillors Atkinson, Moore, J and Oliver

### Also present:

Service Lead City Development and Democratic Services Officer (SLS)

### In attendance:

Councillor Emma Morse – Portfolio Holder City Development and Planning

### 33 **Minutes**

The minutes of the meeting held on 17 November 2022 and the Special meeting held on 12 December 2022 were taken as read, approved and signed by the Chair as correct.

### 34 **St Sidwell's Point**

The Chair responded to an enquiry raised by a Member that the anticipated report on St. Sidwell's Point was not on the agenda this evening as referenced in the last Scrutiny Work Plan. The Democratic Services Officer undertook to keep Members updated on items coming forward. The Chair confirmed that the Director of Culture, Leisure and Tourism had advised that there have been a number of operational issues to deal with, as well as officer time had been focussed on the work for the Council budget and One Exeter Programme, limiting officer capacity to produce a report to meet the deadlines for this meeting. The anticipated report relating to a Scrutiny request covering the contractual and oversight arrangements regarding the St. Sidwell's Point project would be presented at the next meeting on 16 March 2023. Councillor Parkhouse, as Portfolio Holder for Leisure and Physical Activities would also be in attendance to provide an update report to the meeting.

Every effort would be made to ensure that in the future, there was a balanced programme of business for the meeting.

### 35 **Declaration of Interest**

No declarations of interest were made by Members.

### 36 **Question from Members of the Public Under Standing Order No.19**

No questions from Members of the public were received.

### 37 **Questions from Members of the Council Under Standing Order No.20**

No questions from Members were received.

## 38 Portfolio Holder Report for Planning and City Development

Councillor Morse reported on the Planning and City Development areas of her Portfolio and detailed the issues relating to achieving the Council's published priorities, major ongoing programmes of work, issues impacting delivery, financial performance, budget requirements and potential changes being considered.

The Portfolio Holder responded as below to a number of questions submitted in advance of the meeting from Councillor Read during her presentation, with the questions and responses set out in italics. A separate enquiry was also made in relation to the Exeter Design Quality Partnership (EDQP), where it was noted that the web site had been updated to reflect confirmation as in the Portfolio Holder report that the EDQP had been set up.

The Portfolio Holder reported on the following areas:-

- 2022 had been a challenging period in respect of the number of appeals made to the Planning Inspectorate allowed, and a number of consultations were currently taking place.
- the Exeter Design Quality Partnership has been set up to raise the quality of design, with Design Review Panels offering the opportunity to discuss a range of aspects including design of a prospective application. *The Service Lead City Development added that this would offer a unique opportunity to draw together a range of experts to have an informal discussion on larger schemes for the city. The Panels could be used to channel comments through the application process, involving Ward Members, but not include Members of the Planning Committee. It was hoped that some future training could be offered to both Members and officers.*
- the detail of payments in relation to Community Infrastructure Levy (CIL)/Section 106 monies was linked to the individual development, with 15% of the CIL levy going to the community. *The Service Lead City Development stated that the Section 106 contribution was directly related to a development and not a wish list for the wider area or the city as a whole.*
- consultation on the Outline Draft Exeter Plan was nearly complete and she had attended three of the many events held, and the Assistant Service Lead Local Plan and his team had welcomed the opportunity to respond to the public who attended. The results of the consultation will be presented to the Strategic Scrutiny Committee.
- a report on the Article 4 Direction was considered by the Planning Member Working Group and offered an unbiased report on the range of options.
- a joint strategy for planning was being discussed by the Leaders and officers from the five Councils for planning in the Greater Exeter region. The Greater Exeter Strategic Plan (GESP) had not fully progressed, but there was still a duty to cooperate. The City Council had made strong representations to both East Devon and Teignbridge District Councils who had consulted on their Local Plan.
- making better use of brownfield land was important. Living Exeter was part of the Leader's Portfolio, but the Exeter Living team do consult other City Council teams, including Planning.
- if enacted in 2025, the White Paper on planning reform may have an adverse effect on the Local Plan process. *The Service Lead City Development stated that the consultation had been lengthy, creating some uncertainty for planning officers. The Planning team had a new Urban Design Officer so the City Council was well placed to respond to offer consultation responses to Government, as well as engaging with the Design Review Panel.*

- a charge for pre application enquiries would be presented to the Planning Member Working Group, and if pursued, would generate income to invest back into the service.
- the Exeter Liveable Place Making Charter was part of the aims in the Local Plan to encourage a city that is sustainable and healthy and linked to the Living Exeter sites.

The Portfolio Holder responded to advance questions from Councillor Read, with the responses set out below in italics.

**In respect of CIL, how do the receipts compare with budgeted income?**

*It is very challenging to accurately predict CIL receipts because figures are based on the build-out of planning consents, the trajectory for which is outside the Council's control. In 2021, the projected CIL income for 2021/22 was £2,768million. CIL receipts totalled £3.970million. There were two large outstanding debts that the developer had not paid in line with the charging schedule for this year. This was being followed up but had impacted projected receipts for this financial year. The level of CIL would be effected by the current economic climate and that was something to be aware of going forward.*

**In respect of CIL if £3.79m was received why was only £1.2m spent? When is the remainder £2.59m due to be spent and on what?**

*One of the premises of CIL was that it provided a mechanism for funding strategic infrastructure and enabled developer funding to be pooled more easily than through Section106 agreements. This provided much-needed flexibility in how CIL funding was spent. This meant that a longer term view could be taken if CIL funding was received and CIL funding spent were not necessarily balanced in any given year. This flexible arrangement enabled CIL to fund strategic infrastructure which may take some years to come forward. Decisions on future CIL expenditure would be made through a democratic process.*

**Will the amendments to Article 4 include a restriction or ban on Purpose Built Student Accommodation (PBSA's) built in the Article 4 area?**

*The Article 4 review was of Houses in Multiple Occupation (HMO) as opposed to student accommodation specifically. A key reason for the review was to consider the impact of student HMO's in the city. An Article 4 Direction increased planning controls in an area through the removal of Permitted Development Rights. However, an Article 4 Direction could not impose a ban on development and meant that planning permission was required when it otherwise would not be. In the case of the Exeter Article 4, the Direction meant that planning permission was required to change the use of a residential dwelling into a HMO. Although there were implications, the Article 4 did not aim to manage the provision of PBSA. Further policy considerations would be given to student accommodation in the emerging Exeter Plan.*

**What are the number of houses that have been brought back into use from Houses in Multiple Occupation (HMO) to whole homes in each ward for each year that the Article 4 Direction has been in operation?**

*The planning team did not have a consistent data set on this matter although the numbers were likely to be small because of the financial benefits of letting properties as HMO's. Data on the rates of council tax paid by those accommodated in HMO's was not consistent. Areas with an Article 4 Direction focused on areas where students and young professionals reside, but it was acknowledged that a HMO could affect the balance of the community. Any cessation of HMO's could price some individuals out of the city.*

The Portfolio Holder also reported that Councillor Read had sought a response to the Article 4 Direction report being presented to the Planning Member Working Group rather than Scrutiny Committee. She confirmed that as the Portfolio Holder responsible for planning policy, the decisions she made were in consultation with the Leader and Executive, and officers and brought to the Executive and Council for debate. The Article 4 Direction matter was discussed at Planning Member Working Group, and there was an invitation for any Member to attend, and the Chair could invite those Members to speak. The decision to bring any items to scrutiny could be made through the appropriate scrutiny process, but a delay to the current timescales would push any decision on the Article 4 Direction back significantly.

**What is the likely projected CIL income that would be included in the Medium Term Financial Strategy (MTFS) based on the new proposed CIL rates if they are adopted in, say, April this year?**

*Further work was required to project this because the revised CIL rates were still subject to consultation and the slow-down in the housing market would affect the build out of permissions which in turn drives CIL receipts. Revised CIL rates would be unlikely to be implemented until late 2023 and, furthermore, they would not apply to existing permissions. There would therefore be a time lag until their impact is fully felt. This means that it is appropriate to continue using the existing CIL rates to inform the MTFS.*

**How large is the current caseload for planning enforcement and what types of issues has the office had to deal with?**

*The total number of enforcement cases closed last year was 246, which included a large backlog. There was currently 74 open enforcement cases. In the past year three Enforcement Notices had been served, one Listed Building Enforcement Notice, two Section 215 Notices and one Planning Contravention Notice. There was a Listed Building Enforcement Notice and Breach of Condition Notice just approved which would hopefully be issued within the next month. There were currently three Enforcement Notice appeals ongoing with the Planning Inspector, all being dealt with by written representations. The majority of complaints related to minor householder breaches such as fences, extensions and dormers. There were also some change of use to HMO breaches and complaints related to self-contained annexes. Further, there were a number of complaints relating to breaches of the working hours condition imposed on planning permissions and a number of cases on the larger housing development sites for breaches of conditions such as landscaping, trees and drainage.*

*In response to a further comment, she replied that enforcement was not a statutory obligation, but the Enforcement Officer in post had been carrying out an excellent job to clear the backlog along with the dedicated Planning Solicitor, who had also made a valuable contribution.*

*The Service Lead City Development added that the Enforcement Officer role had been very positive and went towards ensuring there was a credible planning system with buildings and developments built in accordance with planning approvals.*

**In relation to the budget over the MTFS what is the budget income and expenditure for the planning service specifically over the last two years and the next three years?**

*A copy of the figures as set out was provided by the City Development's Finance Manager:-*

Cost centre description	Account description	2020/21 Actual	2021/22 Actual	22/23 Forecast	2023/24 Draft Budget
PLANNING	EXPENDITURE	1,206,878	937,622	1,253,110	1,161,110
PLANNING	INCOME	(645,752)	(830,085)	(734,010)	(824,760)
		<b>561,126</b>	<b>107,537</b>	<b>519,100</b>	<b>336,350</b>

### How many posts are to remain unfilled, removed or created in the team in the Medium Term Financial Strategy?

The Portfolio Holder referred to the Service Lead City Development to provide the requested information. He advised the following:-

- a vacancy in Building Control (there was currently no intention to fill this position)
- a vacancy in project management in the Development Management team (an agency member of staff was currently in place)
- a vacancy as part of the new Enforcement post (with the deletion of two other posts)
- two Project Managers (agency members of staff were currently in place)

The Assistant Service Lead Development Management post was filled and they would commence in mid-March 2023.

The Portfolio Holder referred to the difficulties experienced by a number of local authorities over recruiting for planning. The Development Management team were continuing to work along with the Assistant Service Lead Local Plan and the rest of the Planning team, who were a smaller but hard working They were carrying out a high volume of work and alongside planning applications, the Local Plan, the CIL Review and the Article 4 Direction were all key work areas going forward.

The Portfolio Holder also responded to Members' comments as follows:-

- she agreed with a Member's comments on the coordination and valuable contribution made by the local community, Members and the Council's planning team in respect of recent appeals. Councillor Allcock had made a particularly effective contribution to the Pinhoe Higher Field application and a number of Members suggested compiling guidance could be useful to offer residents in relation to coordinating a public response against an appeal. Councillor Allcock referred to the many good resources available and that maybe some links could be collated. She was happy to suggest examples of existing resources such as guidance such as from the Campaign for the Protection for Rural England.
- the Council was not currently working with Design West. She had spoken to the Portfolio Holder for Communities and Homelessness Prevention in relation to land value being a block to good design. However, there was not an abundance of land that could be built on.
- a Section 106 Officer had only recently been appointed, and had already made a contribution to the work of the Council. *The Service Lead City Development agreed that the postholder was an asset to the Planning team. He would investigate if the information generated on payments could be broken down into wards.*
- a request would be made for a written response for the Member on the allocation of Section 106 monies.

- any Member wishing to raise an issue in their ward in relation to CIL should make contact with the Council Leader initially.
- there had been a variety of responses from the Exeter Plan consultation including from the Exeter Cycling Campaign.
- consideration of any unreliability of public transport in the city, was the premise on which the Liveable Exeter offer of living and working within a 20 minute proximity was made.
- as the Local Plan emerged, the evidence contained in the document had more weight but was not yet tested by the Planning Inspector until it was fully adopted. *The Service Lead City Development advised that there was currently limited weight and any consultation adds to the weight. It is anticipated that a further detailed consultation will be carried out later in the year, and the Planning Inspectorate will take note of that. References will begin to be made to the emerging policy when reported to Committee.*
- the five year land supply will need to be delivered from the day the Local Plan is approved.
- the discussion on the Article 4 Direction was included in the minutes of the Planning Member Working Group which were available to Members.
- the data for the report on Article 4 Direction to the Planning Member Working Group included figures relating to the University. There had been a snapshot of the 25% discount exemption but it did not offer a consistent figure.
- there were 7,000 more students but not a significant increase in HMO numbers. In confirming that the City Council did not build student accommodation on their land, the Planning Committee could only work within the national planning guidance.

A Member stated that the Article 4 Direction had helped the St. James area and he welcomed the review. He suggested consideration of a caveat that PBSA had a more fluid contract.

- PBSA could be expensive, but HMO accommodation offered affordable accommodation for some students eligible for the 25% discount exemption. The requests for HMO accommodation in Article 4 areas had slowed down.
- there were examples of Permitted Development in conservation areas around the country and conservation area with an Article 4 Direction would not prevent work being done, but there needed to be the evidence provided in support. *The Service Lead City Development advised that permitted development was mostly limited to being outside of a conservation area.*
- further information would be obtained about any guidance or financial assistance for the conversion of retail units back into residential from the Assistant Service Lead Local Plan.
- the Portfolio Holder commented on those residents from the neighbouring authorities who travel to Exeter to work, although it was acknowledged the Authority does not gain from any council tax receipts or Section 106 monies from developments on the outskirts of Exeter.
- agency staff had been brought in to resolve a backlog in land charges. *The Service Lead City Development advised that Exeter was now in the top 10 in the country in processing Land Charges requests. Building Control and Land Charges were cost neutral services.*
- the Local Plan offered guidance for Members, officers and the public. In order to meet the necessary housing need, there would have to be consideration of high density buildings to meet the Exeter vision. Exeter City Living had not progressed a site so far and that would come through the democratic process as a planning application.

- responses to a number of prospective White Paper consultations had been made through the Planning Member Working Group. Such responses took significant time and energy for White Papers that did not go forward.
- there were a number of variables for the Liveable Exeter Place making Charter but the sooner that can be implemented the better. It would include large scale applications as well as any developments from Exeter City Living to define the expectation. *The Service Lead City Development advised that the Charter was not yet adopted and the intention was to bring to Members at Planning Member Working Group for further agreement to seek a common approach. It was important to provide a statement that the city was open for business, was a great place to build, and that working with the Exeter Design Quality Partnership will offer a positive experience.*

The Portfolio Holder report was noted.

39 **Forward Plan of Business and Forward Scrutiny Work Plan**

The Chair advised that the Scrutiny Programme Board would be considering the work plan of future business for Scrutiny.

Members noted the Forward Plan and draft Scrutiny Work Plan.

The meeting commenced at 5.30 pm and closed at 7.30 pm

Chair

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## REPORT TO STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16<sup>th</sup> March 2023

### PORTFOLIO HOLDER'S REPORT TO SCRUTINY COMMITTEES

#### COUNCILLOR PARKHOUSE, PH FOR LEISURE & PHYSICAL ACTIVITY

<b>1. Issues relating to achieving the Council's published priorities</b>
1. <b>Bringing Leisure in house-</b> we brought Leisure back into council control during the pandemic. We have more control over operations and customer service but the sector nationally is currently going through a difficult period due to a combination of factors (see 'issues that may impact services' below).
2. <b>Live and Move-</b> our Sport England pilot is working to increase Physical Activity in areas where residents are less physically active, however, it was impacted by lockdown when staff needed to redirect energy to supporting residents.
3. <b>Green Circle-</b> in conjunction with Live and Move the 13 mile Green Circle is now featured on the free walking app, Go Jauntly and we've identified five shorter walks within it. Work is being undertaken to improve signage and accessibility.

<b>2. Update or commentary on any major ongoing programmes of work</b>
1. <b>Live and Move-</b> we have a renewed strategy for Live and Move which is working to increase Physical Activity in areas where residents are less physically active. The Inclusive Exeter partnership has proven very successful in getting BAME communities more active. The This Girl Can programme at Wonford was also very popular with residents.
2. <b>Leisure membership-</b> we achieved the Exeter Leisure membership target of 10,000 members which was originally a 3 year target.
3. <b>NHS Staff Physical Activity Programme-</b> In December, in conjunction with Live & Move, we ran a 6 week programme with the NHS, encouraging the NHS workforce into physical activity. 234 people were enrolled on the programme, with sessions specifically designed to fit around NHS shift patterns to encourage participation.
4. <b>Playing Pitch Strategy-</b> We successfully moved our Exeter Playing Pitch through Executive and Council in 2022. The Exeter Playing Pitch Strategy provided an important evidence base for the Exeter Local Plan and demonstrated the Council's commitment to improving

playing pitches across the city and provided a framework for partnership working and delivering on the outlined priorities.

**5. Issues that may impact : services delivery/financial performance/future budget requirements**

1. **Energy prices-** energy is one of the biggest costs for the sector due to the high amount of energy required to run sites especially heating swimming pools.
2. **Staffing difficulties-** there is a shortage of swimming instructors and lifeguards nationally and we are not immune.
3. **Customer service-** due to the staffing difficulties we often face staff shortages, this can impact on the customer service we offer.
4. **Aging Stock-** aside from St Sidwell's Point, the majority of the Leisure Stock is aging and in need of repairs.

**6. Potential changes to services/provisions being considered**

1. **Concessions to memberships-** previously the memberships were so low that we didn't consider concessions, however, with the recent price increase we will consider whether we can introduce concessionary memberships to those in receipt of benefits.
2. **Repairs to Leisure stock-** we submitted an application to the Government's decarbonisation fund to address some of the repairs needed.
3. **12 week wellbeing programme-** building on the success of our NHS Staff Physical Activity Programme, we will be using a similar model to pilot a 12 week wellbeing programme.

## REPORT TO STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16 March 2023

Report of: Director of Culture, Leisure and Tourism

Title: **St. Sidwell's Point Project Contractual Arrangements**

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Executive

#### 1. What is the report about?

- 1.1 This report follows a request to the Scrutiny Programme Board by Councillors M Mitchell, D Moore, J Moore and Sparling seeking a report on the contractual and oversight arrangements regarding the St Sidwell Point project. The report outlines the management arrangements in place for the St. Sidwell's Point project with specific regard to contractual arrangements, re budgeting, contractual changes and varying timescales.
- 1.2 It is the intention that any matters highlighted by this specific project are duly considered when management and contractual arrangements are entered into in future capital-intensive projects.

#### 2. Recommendation:

- 2.1. That the report be noted.

#### 3. Reasons for the recommendation:

- 3.1. The report is a response to a request for information on the contractual arrangements.

#### 4. What are the resource implications including non-financial resources?

- 4.1 None

#### 5. What are the legal aspects?

- 5.1 This report sets out in some detail the current position concerning St Sidwell's Point. The report does not raise any issues as this is an informative report.

#### 6. Report details:

- 6.1 The St. Sidwell's Point project commenced construction works on site 17<sup>th</sup> January 2019, with a Contract Date for Completion identified as 8<sup>th</sup> March 2021. Practical Completion was achieved on 22<sup>nd</sup> April 2022.
- 6.2 The budget for the 'Exeter Bus Station and St. Sidwell's Programme' was agreed as follows:

- Approval of the Bus Station and SSP programme = £51.8m at Council on 18th December 2018
- Approval to spend Local Enterprise Partnership 'Getting Building Fund' grant on the Bus Station = £800k at Council on 20th July 2021
- Approval of the operator fit out budget = £1.5m at Council on 21st July 2020

The above approvals result in a total budget of £54.1m.

6.3 In December 2022 further funds of £1,164,049 (for Contractual entitlement) and £1,750,000 (for Covid Settlement) were approved by Council to conclude the final accounts & costs on the programme.

#### 6.4 **Current position (Review of Arrangements)**

To help outline the arrangements, the key aspects are set out below in a series of sections:

#### 6.5 **Procurement & Contract**

The *procurement* route followed was a two stage design & build route, whereby a builder was procured to work with the client to develop the delivery plan, programme and cost of the project. This enabled the builder team to work collaboratively with the client team to identify, understand, allocate and quantify project risks. A detailed understanding of the project gained in the two stage process allowed the builder to propose a contract value and programme. This process also enabled the client to allocate budget Contingency sums for risk, provisional sums and changes.

The *Contract* was drafted with advice from construction contract law specialists and ECC's own legal team, utilising an industry recognised standard form of Building Contract (a JCT contract) with project specific amendments (to reflect ECC requirements and the risk allocations agreed with the Builder). This approach helped ensure the basis of the Contract used at SSP was tried, tested and understood by professionals in the construction industry.

#### 6.6 **Professional Team**

To manage the client side Contract administration / duties and financial aspect of the contract, a professional Construction Consultancy Practice was employed. The Practice provided Employers Agent / Contract Administration services, in addition to Quantity Surveying cost management. The practitioners used in both the Employers Agent and Quantity Surveyor roles were Members of the Royal Institution of Chartered Surveyors.

The Employers Agent managed the contractual obligations, duties and responsibilities of the Employer (ECC) – acting under Law of Agency.

A series of weekly (initially) and then fortnightly meetings were held between the Employers Agent and the ECC Senior Responsible Officer throughout the full construction works programme period. This ensured that any necessary decisions and approvals were provided in an ongoing and timely manner.

#### 6.7 **Contract : Change Control**

The JCT Standard Form of Building Contract contains clauses in relation to changes / variations to the Contract. In addition to this, the Employers Agent implemented a Change Control system comprising ERIA's (Employers Request for Impact Advice) and CRCs (Contractors Request for Change). These allowed – where possible – for the impacts of changes to be identified and confirmed before the changes are instructed (such impacts being on quality, capital cost, operational cost, etc). This system of impact advice added aspects of the New Engineering Contract (NEC) change control process to the provisions contained within the JCT Contract.

All potential instructions were discussed between the Employers Agent and ECC Senior Responsible Officer to understand the implications and decide if the change would be instructed.

## 6.8 **Contract: Cost Management**

The Quantity Surveyor managed the financial aspects of the Contract, including monthly site valuations, the valuation of provisional sums, the financial impact of changes, and the agreement of the value in the Final Account. A schedule of provisional sum adjustments and Contract Instructions was maintained by the Quantity Surveyor. This schedule included adjustments to the forecast total Contract cost for provisional sums and changes.

The costs increased above the approved budget due to four main items:

- 1) Section 278 highways works for Devon County Council costing significantly more than originally envisaged, with the scope of works increased considerably above the original intention.
- 2) Change of building cladding material to alleviate building insurance concerns.
- 3) Operator fit-out works instructed to be delivered by the building contractor costing in excess of the allocated budget for such.
- 4) Covid19

Further information on these items is included in the attached Report to Executive & Council (& particularly in the attachments to that Report).

## 6.9 **Contract: Time / Programme**

The JCT Standard Form of Building Contract used at SSP provides for a fixed programme duration. Delivery to the programme duration is the responsibility of the Builder. However, there are instances where the programme duration is changed – these are termed 'Relevant Events'. A Relevant Event could include Variations, delays in receiving permissions from the Employer, the supply of goods & materials from the client, national strikes, delay on the part of a nominated supplier, exceptionally adverse weather, civil commotion or terrorism, statutory undertakers work, changes in statutory requirements, Force Majeure (events that are beyond the reasonable control of a party).

In the SSP contract, the delays to completion were assessed as:

- 1) Exceptionally inclement weather
- 2) Contractor performance
- 3) Client instructions (M&E changes to accommodate final operating requirements)
- 4) Force Majeure : Covid

The largest influence on the extended delivery programme was the outbreak of Covid. The delay caused by Covid was not only experienced during the periods of national lockdown and significantly reduced working capacity on-site, but also in the period after the lockdowns through to project completion as the industry supply chain was disrupted by the pandemic (adversely affecting the availability of materials, availability of labour & specialist trades, etc).

### **Future position (Lessons Learned for future projects)**

- 6.10 For a large, complex capital build project it is important to engage and employ the right level of professional support – from specialist contract law legal advice, to professional Employers Agents and Quantity Surveyors. The skills and experience of these professionals in the construction industry help and support the BAU teams in ECC tasked with delivering the new project.

- 6.11 The use of standard, industry recognised documentation (such as the JCT Standard Form of Building Contract) helps with familiarisation of responsibilities and obligations across the team – whilst also helping to avoid any misunderstanding of duties which might be caused by bespoke drafted documentation.
- 6.12 Frequent (weekly / fortnightly) meetings between the Employers Agent and the ECC Senior Responsible Officer help to ensure there are no delays in ECC approvals or decisions on the project.
- 6.13 Although Contingency Sums were included in the Budget of £54.1m, these allowances were calculated based on the knowledge of risk and works at that time - and were in keeping with industry norms & expectations.
- 6.14 Given the full extent of works which were required to repair / fix substandard existing roads in the Section 278 works, the contingency allowance for cost overruns on the Highways Authority related work could in future be higher than allowed at SSP – ie greater allowance should be included for unknowns and unforeseen highways costs.
- 6.15 The budget approved for the operator fit-out items was not sufficient at the time of purchasing the required items – linked to supply chain issues following Covid, the use of the main builder to install many items (to provide a pre-opening programme advantage), etc. In future projects, a more detailed schedule of operator fit-out items, with quotes from suppliers, would provide a more robust budget figure for approval.
- 6.16 Additionally, a specific Contingency Sum could be included for Force Majeure and/or pandemics. The amount to include for this would be subjective and could – in the normal course of matters – materially affect the viability of the scheme. The decision to include a project specific risk pot for global pandemics, or hold an ECC wide corporate pot, or none at all, is a decision for Council in future.

### **Conclusion**

- 6.17 The cost of SSP was impacted by Covid, two large variations (both external factors), and the decision to carry out increased operator fit-out to improve the programme for opening the centre.

The delivery programme was significantly and materially delayed by Covid.

Future projects would benefit from many of the SSP contract management matters outlined in the sections above, whilst also areas for improvement could include:

1. Allowances in Contingencies (financial & programme) for pandemic outbreaks.
2. Greater contingency allowances for Highways works.
3. Greater understanding and clarity on the operator fit-out costs and requirements.
4. ECC internal programme allowance for contract delays (such as exceptionally inclement weather, pandemic, etc.)

### **7. . How does the decision contribute to the Council’s Corporate Plan?**

- 7.1 There are no decisions being made. Previous decisions made around SSP have had their alignment with the corporate plan included

### **What risks are there and how can they be reduced?**

- 8.1. There are no decisions being made.

## **9.. Equality Act 2010 (The Act)**

9.1 No potential impact has been identified on people with protected characteristics as determined by the Act because the report is for noting only.

## **10 Carbon Footprint (Environmental) Implications:**

10.1. There are no direct carbon/environmental impacts arising from the recommendation to note.

## **11. Are there any other options?**

11.1. There are different forms of Contract, with differing allocation of risk in relation to increases in prices of materials, goods & services, risk of programme, risk of design detailing, etc – all of these would need to be considered at the outset of the next capital project to ensure the most suitable Contract type is chosen for that specific project.

Author: Director Jon-Paul Hedge

## **Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

None

Contact for enquires:

Democratic Services (Committees)

Room 4.36

01392 265275

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## REPORT TO STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16<sup>th</sup> March 2023

Report of: James Bogue, Active & Healthy People Service Lead

Title: Live and Move Programme Update

### Is this a Key Decision?

No.

### Is this an Executive or Council Function?

Executive

#### 1. What is the report about?

1.1. This report provides an update for members on work undertaken and planned under the Live and Move Strategy, across Exeter and Cranbrook.

#### 2. Recommendations:

2.1 That members note and comment on progress made against the strategy, and its contribution towards key priorities in the City Council's Corporate Plan.

2.2 The Portfolio Holder provides an update on progress to Strategic Scrutiny twice a year.

#### 3. Reasons for the recommendation:

3.1 Members have an understanding of the projects the Live and Move Programme Team have been working on, as well work being planned going forwards.

3.2 Members have oversight of the various projects happening in their wards, and understand how local residents can access and benefit from initiatives in their area.

#### 4. What are the resource implications including non financial resources

None

#### 5. What are the legal aspects?

None. This is an informative report.

#### 6. Report details: Live and Move Strategy Update March 2023

6.1 This report will summarise the progress and achievements made against the strategy to date and provide a briefing for members around any upcoming projects or initiatives.



## 6.5 RDE/NHS and Exeter Leisure Workforce Pilot November- December 2022



With funding and project support from Live and Move, Exeter Leisure were able to offer a 6 week bespoke timetable of subsidised activity sessions for NHS staff based at the Royal Devon and Exeter Hospital (RDE).

The joint pilot was an opportunity to gather evidence and understanding of routes to behaviour change in large workforces in order to learn how to establish regular physical activity habits, reduce sickness and build a workforce community who are active together.

There are ongoing discussions between the RDE, Exeter Leisure and the Live and Move Programme team to explore potential for workforce leisure membership schemes and to find ways to create a sustainable, long-term and scalable model.

## 6.6 Focus on Inclusive Communities: Tackling the activity gap between Asian/ British Asian communities and other cultural groups, post pandemic



The 2020 Local Active Lives data revealed a significant difference between the percentage of people in BAME communities who are 'inactive' compared to 'inactive' people in other ethnic groups. Prior to the pandemic this difference, or gap, did not exist. In order to understand the newly emerging gap, further qualitative research conducted in March 2021 revealed widespread fears over contracting COVID, possible racial or religious discrimination, health concerns and other cultural factors were impacting on activity levels and seeing a deterioration in health and wellbeing.

***“One key element of the pilot was that we avoided the power dynamic of the community and worked with people who knew their community well and were willing to be a facilitator rather than a leader. The project is entirely community-led, with very little involvement in statutory service. The Project created a platform for excellent partnership work within various communities, charities, informal groups, statutory bodies, and local sports clubs; as a result, more and more people started to join the activities, i.e. newly arrived refugees and asylum seekers, Hongkongers as well as established ethnically diverse communities in Exeter”***

### The local pilot has:

- Established a partnership with Inclusive Exeter CIC, under the umbrella of Inclusive Communities, in order to reach out to the various ethnic minority communities and associations within the Inclusive Exeter family.
- Invested in Inclusive Communities to allow them to co-create a broad programme of inclusive activities.
- Identified and brought together stakeholders, key partners and community influencers to form the Inclusive Communities Steering Group who are committed to:
  - providing insight to Live and Move on the barriers and difficulties faced by BAME communities in accessing physical activities,
  - listen to and support BAME communities to be more physically active, through advice, support and where relevant funding, in way that is sustainable in the long-term
  - build from the bottom-up and where required co-design the activities and provision with BAME communities
  - support individuals and organisations to existing physical activity provisions in the City
- Invested in capacity at Inclusive Exeter by funding a part-time Physical Activity Co-ordinator.

- Grown volunteer capacity through funding training including Walk Leader training, Safeguarding training and First Aid training.
- Ensured the continuation of activities, previously funded during COVID-19, which otherwise would have been stopped as well as the expansion of the range of activities on offer, maintaining and building on the momentum.

### What is different because of the influence of the local pilot?

- Since the programme began, more groups from culturally diverse backgrounds have joined Inclusive Communities, leading to broader reach and engagement across the city.
- There is a growing awareness and understanding of the benefits of walking, which were very much unknown to many of the people from BAME communities.
- There has been a notable shift towards affordable, self-funded activities through the introduction of donation boxes rather than a reliance on external funding.
- The organisational culture at Inclusive Exeter is now fully committed to tackling inactivity. Following the success of the Inclusive Communities, a recent funding application that was originally focussed on cultural activities and a Drop-In Support Service, has been revised so that 70% of the funding requested is now to support physical activity.

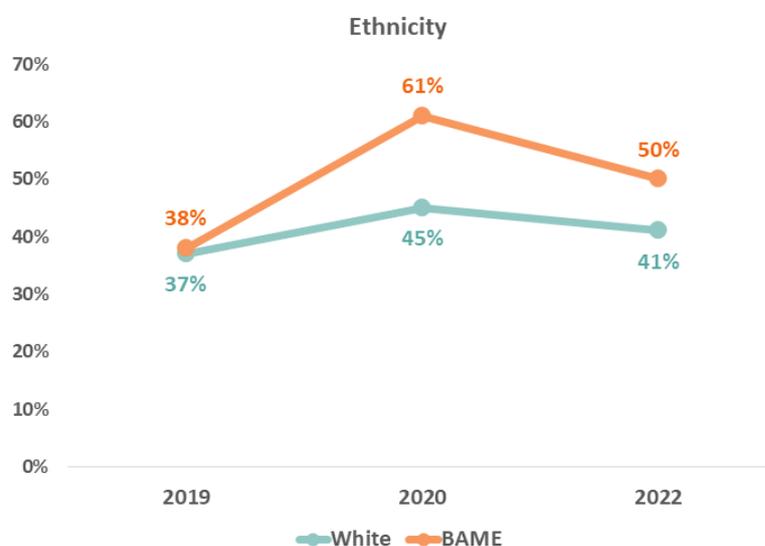
### What is significant in this example?

- The community-led approach, with little involvement of statutory services, has been key to growing the programme and attracting more partners and participants from different minority groups, all keen to get involved and develop the range of activities on offer.

## Signs of recovery for BAME residents

- Those from black, Asian and minority ethnic groups continue to be significantly more likely to be inactive than those who are white, although the inactivity gap which opened up during the pandemic is showing signs of narrowing.
- There has been a considerable decrease in inactivity rates amongst BAME respondents and, although inactivity is still 12% higher than in 2019, this indicates recovery may happen relatively quickly for this group.

Note: it has not been possible to compare specific ethnic groups as sample sizes are too small.



Base: All residents aged 16+ participating in the Local Active Lives Survey 2013/20 (England: 177,738; Exeter: 430; Brighton & Hove: 962; Cambridge: 410; East Staffordshire: 374; Oxford: 503)

*Live and Move, Local Active Lives Survey Results (August 2022), SERIO (University of Plymouth)*

## 6.7 Focus on PHAT Health: Co-creation of more inclusive, physical activity sessions tailored for plus-size women



Jess Crew is a resident in the St Thomas area of Exeter. The idea for the PHAT Health (Plus-size Health Attitude Training) pilot was born out of her own experience of the challenges and frustrations of engaging in physical activity as someone who is plus-size. Jess found that traditional exercise groups did not meet her needs, and so employed a personal trainer to support her in her health and fitness journey. Through conversations with others, Jess identified a wider need for dedicated plus-size activity classes, as there were none available in Exeter. Supported by the local Community Physical Activity Organiser, Jess delivered a 5 week pilot consisting of two sessions of fitness per week: one online and one in-person.

*“It was born out of an immense frustration for me that people are told all of the time to lose weight, but there is no help to actually go and do it. You're just made to feel like such a freak. If you go to any normal gym or fitness class, and you're overweight, it's horrible. And I was annoyed that that was the situation, and I just knew that there was a real market for this type of provision, I believed it in my heart that this is needed.”*

### The local pilot has:

- Co-created and invested in a community-led pilot, helping Jess to realise and deliver her idea that attracted 40 participants. Over 70% of these participants reported feeling physically and mentally more confident and more inclined to take part in physical activity as a result of joining in with the classes.
- Highlighted a clear need and demand for specialist plus-size fitness classes in Exeter, with over 90 people registering interest in the initial pilot.
- Demonstrated potential solutions to bridge the identified gap in current physical activity provision for plus-size people.

### What is different because of the influence of the local pilot?

- Following the success of the pilot and the positive impact that PHAT Health had on participants' wellbeing, Jess was passionate about continuing the classes. She organised an additional four-week course of classes in St Thomas, as well as in Beacon Heath and Southernhay, with all classes also streamed online.
- Exeter University also commissioned PHAT Health separately, in order to run classes for staff and students in February 2022, as part of the 'This Girl Can' initiative.
- The funding has not only enabled Jess to trial PHAT Health, but also provided her with the opportunity to identify learnings, which she has implemented for subsequent courses.
- Jess has since established a Community Interest Company to continue the conversations around body positivity and plus-size health.

### What is significant in this example?

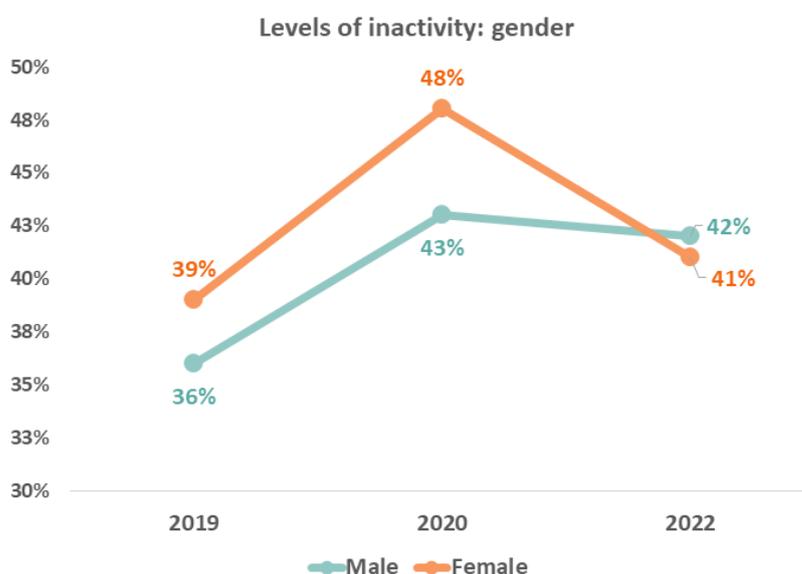
- **The lived experience and passion of Jess**; she knew first-hand what a successful offer should look like to engage and benefit people who are plus-size.
- **The connection between Jess and the Community Physical Activity Organiser (CPAO)** for St Thomas, provided the vital support and advice that allowed her to secure funding from Live and Move to pilot PHAT Health.
- **Identifying and utilising instructors who are body positive** and able to deliver classes appropriate for plus-size people, ensuring they feel accepted, and that it is for them.
  - Feedback from participants has been very positive, with over two-thirds (68%) reporting an improvement in their mental wellbeing, and 71% feeling more physically confident. Jess highlighted that, in addition to feeling more physically and mentally confident,

participants felt accepted and supported, and are now more active in their everyday life.

- **Successful advertising/ promotion by Jess**, including the channels and messaging used, ensuring it reached people, and that people who are plus-size felt it was for them.
  - Those that attended included people from Live and Move priority areas, and those who are inactive and/or would not normally attend an exercise class; 98% described themselves as unfit, and 56% were inactive, doing less than 30 minutes of exercise per week.
- **The classes were free for people with a low income, and charged at an affordable rate of for others**, to further reduce barriers to engagement for participants. In addition, one class was held in the morning, and the other online in the evening. This helped to ensure that people with different working patterns, caring responsibilities, or other demands on their time were more likely to be able to attend. Furthermore, an online class was provided as an offer for those who may feel more comfortable exercising in their own homes.

## The inactivity gap for men and women narrows

- Since 2020, the inactivity rate for women in Exeter priority areas and Cranbrook has decreased significantly to 41%, and is now only slightly above the 2019 rate (39%).
- Men have not seen the same level of recovery, with inactivity only 1% lower than in 2020.
- As a result, the inactivity gap between men and women has narrowed considerably, with rates now very similar (41% and 42% respectively).
- This bucks national trends, which has seen activity rates for men recovery faster than for women.



Source: Local Active Lives. Base: All residents 16yrs+ participating in Local Active Lives survey who are inactive excluding not stated (weighted 904).

*Live and Move, Local Active Lives Survey Results (August 2022), SERIO (University of Plymouth)*

6.8 **A Live and Move journal** for partners and stakeholders will be published periodically, and the latest copy is attached at **Appendix A**. Members are also encouraged to access case studies and further information about the work being delivered in our priority places, on the website [www.liveandmove.co.uk](http://www.liveandmove.co.uk).

6.9 **Liveable Exeter Place Board 16<sup>th</sup> March 2023 – Spotlight on Live and Move Strategy**

The next Liveable Exeter Place Board, taking place on 16<sup>th</sup> March 2023, will focus on the Live and Move strategy and ways to promote healthy lifestyles, incorporating active travel.

The objective is to gain Place Board member commitment to the strategy and to foster closer collaboration across the multiple strategic aims shared by Live and Move, Liveable Exeter and

the Exeter Local Plan, with a spotlight on embedding Active Travel and Design principles at a policy level.

#### 6.10 Exeter Local Cycling and Walking Infrastructure Plan and Public Consultation 2023



The Live and Move strategy has been included as part of the Exeter Local Cycling and Walking Infrastructure Plan. The plan has been developed by Devon County Council in partnership with Exeter City Council, is made up of 22 cycle routes and five city centre walking routes. It identifies gaps in existing active travel provision in the city with the aim of providing a comprehensive network.

Measures being put forward will include traffic-free cycle routes, advisory cycle routes on quiet roads, as well as junction and pavement improvements to make it easier for people to take up active travel around Exeter.

A Public Consultation is running from 1<sup>st</sup> February – 31<sup>st</sup> March which will help inform the final plan that will detail which routes will be the focus of targeted investment over the next 10 years. The Live and Move Programme team are in the process of collating a response to the consultation in order to contribute towards and positively influence the outcomes.

#### 6.11 Local Active Lives – Doorstep surveys throughout March 2023

As part of the ongoing evaluation of the programme, SERIO (University of Plymouth) conduct an annual survey, sampling homes across Exeter and Cranbrook, asking questions about their physical activity levels. The 2022 survey returned 2,229 responses.

This survey provides a rich source of data and an incredibly detailed picture of activity levels in Exeter and Cranbrook. It offers comparative data against national figures, measures the impact of the work locally and actively informs programme delivery decisions.

The next round of doorstep surveys are being carried out during March, by external fieldworkers from Marketing Means Ltd, and the results will be shared later this year. In the meantime, an interactive dashboard showing the current survey data is available [here](#).

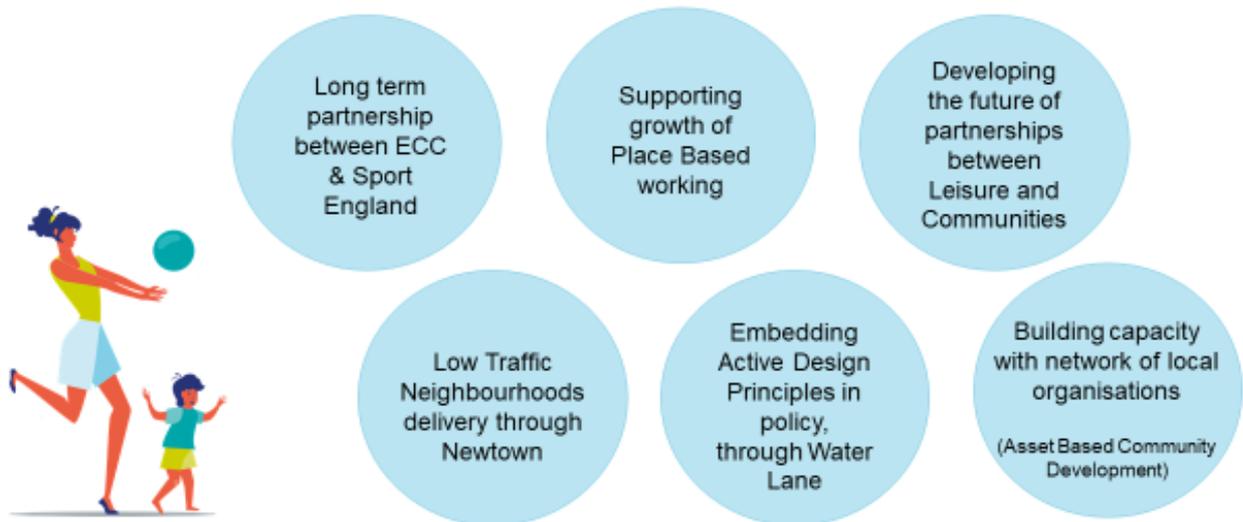
#### 6.12 Live and Move priorities for the next 12 months

The infographic below sets out the top priorities for taking the strategy forward over the next 12 months and future reports to members will include progress updates against these priorities.

- (1) Secure a long-term partnership between the Council and Sport England beyond the current funded programme, ending on 31<sup>st</sup> March 2025.
- (2) Support the growth of Place Based working through sharing our learning and growing expertise
- (3) Developing the future of partnerships between Leisure and Communities
- (4) Low Traffic Neighbourhoods delivery through the Newtown “blueprint”
- (5) Embedding Active Design Principles in policy through the Liveable Exeter Place Board, Exeter Local Plan and Liveable Exeter work on the Water Lane development
- (6) Building capacity within a network of local organisations through an Asset Based Community Development approach (ABCD)

# Looking to the Future

## Priorities for the next 12 months



## 7. How does the decision contribute to the Council's Corporate Plan?

7.1 The refreshed Live and Move strategy ensures the programme is closely aligned to and directly impacts the following key council corporate strategic priorities:

- Building Great neighbourhoods and communities
- Promoting active and healthy lifestyles
- Net Zero Carbon City ambition

7.2 The updated governance structure ensures Council has responsibility for key financial and strategic programme decision making that will enable residents and communities across the city to lead healthy, inclusive and active lives.

## 8. What risks are there and how can they be reduced?

8.1 The development of the Live and Move strategy and supporting risk register will inform the work of the Programme team for the life of the programme. The risk register is actively monitored and updated on a monthly basis.

## 9. Equality Act 2010 (The Act)

9.1 In delivering the Live and Move strategy, the Programme team will take into account the potential impact of actions in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

9.2 A copy of the most recent EQIA is attached at **Appendix B** and a separate EQIA will be developed for each new project as necessary.

## **10. Carbon Footprint (Environmental) Implications:**

10.1 The Live and Move Strategy has the potential to directly impact on the Council's carbon reduction target (carbon neutral by 2030) through our outcomes and impacts, most specifically:

- Increased walking and cycling levels supported by an active travel friendly environment and culture.
- Active Travel and low traffic neighbourhoods are the norm.

10.2 The strategy promotes walking and cycling, making it an easier and more accessible choice, through a number of projects:

- Low Traffic Neighbourhoods
- Community Active Travel Promotion
- Active Travel to School.
- Policy & Influence e.g. LCWIP

## **11. Are there any other options?**

None considered

Director: Jon-Paul Hedge

Report Author: James Bogue, Active & Healthy People Team Service Lead

## **Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

None

Contact for enquires:  
Democratic Services (Committees)  
Room 4.36  
01392 265275

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# Every Day Active

HEADLINES FROM ACROSS OUR PROGRAMME

Get in Touch! [hello@liveandmove.co.uk](mailto:hello@liveandmove.co.uk)



Cranbrook residents being active together in the Country Park

## OUR 'EVERY DAY ACTIVE' STRATEGY

A few words from Councillor Josie Parkhouse,  
Portfolio Holder for Leisure Services and Physical Activity

It has been great for the Live and Move team and wider partners to be spending time during the summer outdoors at various health & wellbeing events, community engagement days, cycle festivals and creative workshops on the Exeter Green Circle. These have been well attended, well received, fun and valuable to be a part of.

Behind the scenes we've been working on creating a new strategy document, which is an illustration of the ways we are working now, having learned what we have learned over the past few years.

The changes we've made to our strategy and approach are not new, but are the result of a gradual evolution of our work according to feedback from partners, experience working with communities and systems, and our ongoing reflective learning with our external Evaluation partner, SERIO.

We are excited to be introducing our Live and Move **Every Day Active** Strategy, which we are grateful to say has benefitted from the input of many the partners we work with across Exeter and Cranbrook.

On our website, you'll find further details about our strategy and work, with a downloadable PDF of both the full strategy and a **Live and Move pack** for sharing with partners, community groups, and anyone else who would like to learn about Live and Move 'in a nutshell'.

We look forward to sharing more about what we have learned and where we are headed as we grow projects we've been trialling over the last couple of years. Our aim is always to support more people in Exeter and Cranbrook to be active every day.

Please do get in touch with any questions, suggestions or just to say hello... and join in with #ShareYourMoves by keeping moving as the summer fades into a brilliantly coloured autumn!

**Josie**

Exeter and Cranbrook, where everyone can have an active lifestyle everyday.

# Place Based, Community Led



An important part of what we do in Live and Move is our 'Place Based Approach'. To us, this means working with communities to support the projects that are meaningful and can make a difference to them.

In practice, this might mean not only offering funding for activity sessions, but also training local volunteers to equip them with skills to arrange or lead sessions themselves.

We're currently working with 'Activity Groups' in various areas in Exeter and Cranbrook, including local community members and volunteers, representatives from schools and local councillors and leisure staff, to create opportunities for more people to lead active lives, every day and for the long term.

Working  
together  
in places, with  
people and  
communities, to  
make everyday  
lives better.

## Our Mission

## LIVE AND MOVE PROGRAMMES

- Place Based, Community Led
- Wellbeing Exeter & Wellbeing Cranbrook
- Active Cranbrook
- Active Travel & Environments
- Exeter Green Circle
- Community Leisure Partnership

## WELLBEING EXETER

## The Be Active Team

### Wellbeing Exeter & Wellbeing Cranbrook

The Wellbeing Exeter Community Physical Activity Organisers, or CPAOs, are funded by Live and Move and focused specifically on building communities around physical activity and developing physical activity opportunities in communities. They work to promote 'Be Active', one of the 5 Ways to Wellbeing that form Wellbeing Exeter's approach to community work and social prescribing.

The Be Active Team have been working closely with our project managers to develop pilot projects at a 'hyper local' level, which they hope will motivate and inspire people to get involved - not just by moving more in their own everyday lives, but also by doing training or volunteering to support others to be more physically active.

Key projects at the moment are working with organisations that provide for the homeless, taster sessions for our **This Girl Can** campaign in Wonford (with Exeter Leisure), Wellbeing Walks on the Exeter Green Circle and consulting with place based activity groups to knit systems and levels closer together to make it easier for communities to make tangible changes to improve their local area.



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## Newtown

### Low Traffic Neighbourhood

We're really excited about our partnership with Devon County Council and Exeter City Council, to make changes to the Newtown area. We undertook a consultation with residents last year and have designed several different options to make it easier to walk and cycle in the area. This includes semi-permanent schemes to safely get to school, reach the city centre and access the St. Sidwell's Point leisure centre.

Options are in later stages of design and will be going to planning departments for feedback, to be presented to council in the near future.

There will be another chance for the local community to have their say about how best to use green spaces included in the designs.

This is a great example of how we can work together for meaningful change.

## Inclusive Communities

Our Inclusive Communities project with Inclusive Exeter was designed to create more opportunities for people from Exeter's Asian and BAME communities to be physically active in their spare time.

Our annual Local Active Lives survey showed that these communities were affected more by the pandemic than others in Exeter when it came to opportunities to be active. The project was hugely popular throughout its three month pilot.

We've now agreed to extend the provision of activities for a further 6 months, while Inclusive Exeter work on the best ways to make sure the programme of regular social physical activities continues into the future. We're seeing the beginnings of long term community behaviour change as groups enjoy being active together as a preferred way to connect.

## Community Leisure Partnership This Girl Can

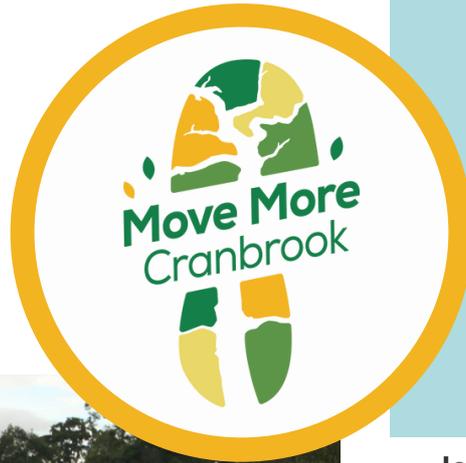
We've teamed up with Exeter Leisure and Sport England's This Girl Can campaign, to provide 12 weeks of free activity sessions to women in the Wonford area. The project includes a wide variety of classes in leisure centres, community venues and outdoors. The project is already a huge success, with over 100 people having signed up to date, and rising. Participants have the chance to try out new activities, on their doorstep, and grow a support network around being active and having fun together. We're offering incentives such as loyalty cards and gifts, and will learn a lot through our evaluation process about how to remove the barriers women in Exeter face when it comes to being active in everyday life.



# Active Cranbrook

**Move More Cranbrook** have been busy this autumn. New branding has been developed with Live and Move's support, a process which involved the whole group of organisations working in Cranbrook (chaired by a Cranbrook resident) giving input. The colours were inspired by views of the countryside around Cranbrook and the tread of the footprint (resembling a walking shoe) forms the shape of the well-known and fondly named 'Cranbrook Tree', an ancient, weather worn specimen that stands proudly in the country park.

We also commissioned a local photographer to take images of recognisable Cranbrook landscapes and people and families being active together. It was fantastic to have these images in time for the launch of the Move More Cranbrook BuddyBoost challenge.



## 12 moves in 12 Months

Earlier this year, Cllr Josie Parkhouse became the portfolio holder for the Live and Move programme.

Josie has taken up the mantle of 12 the Moves in 12 Months series, a joint project with Exeter City Council to showcase a different activity each month that's on offer in Exeter for local people.

This autumn, Josie is focusing on getting out in nature as an accessible way to move more. She'll be spending time on the Exeter Green Circle and joining in with the This Girl Can campaign we are running in Wonford with Exeter Leisure.



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[hello@liveandmove.co.uk](mailto:hello@liveandmove.co.uk)

## BuddyBoost Challenge

Move More Cranbrook and Live and Move have teamed up with the BuddyBoost app to launch an autumn challenge to get people being more active together as the weather changes.

The challenge is to do 26 minutes of any chosen activity, on 26 days throughout October and November. This brings weekly activity levels closer to government guidelines for physical activity.

The challenge invites community members to download the BuddyBoost app and form small 'Buddy Groups' within a Cranbrook social media like feed in the app. Buddy Groups can share their daily activities with each other and motivate and celebrate each other to do their 26 minutes a day.

### Join our Move More Cranbrook activity challenge this October!

Download app by 1st October  
Use community code: MOVEMORE



**Move More Cranbrook**

Download the app or learn more:



**Buddy Boost**

There are three teams, named after areas of the country park: Long Meadow Frogs, **Great Meadow Badgers** and **Stone Meadow Otters**. We'll be running another challenge with BuddyBoost next year and school students will be able to join in with the challenge, without the need for a smart phone or app, by using printed sheets to log their daily activity and 'mood'.

The hope is that children and young people will motivate other family members, and also learn how being active supports our mental wellbeing as well as our physical health.



# Exeter Green Circle

Over the summer we have been working with GoJauntly, who we commissioned to digitise the Exeter Green Circle route as part of our awareness and improvement project. So far, they've mapped and photographed over a dozen different walks on the Green Circle, which users can look up to choose a walk to go on, or use while they are out and about as a guided tour.

We facilitate the Exeter Green Circle working group, including Devon Wildlife Trust (who manage the Valley Parks that the Green Circle's 12 mile walking route wends its way through), and land owners Exeter City Council, Devon County Council and the University of Exeter.

This working group have identified a number of areas for maintenance, installed more wayfinder signs and are looking for further opportunities to improve accessibility and make the route even easier to find and navigate.

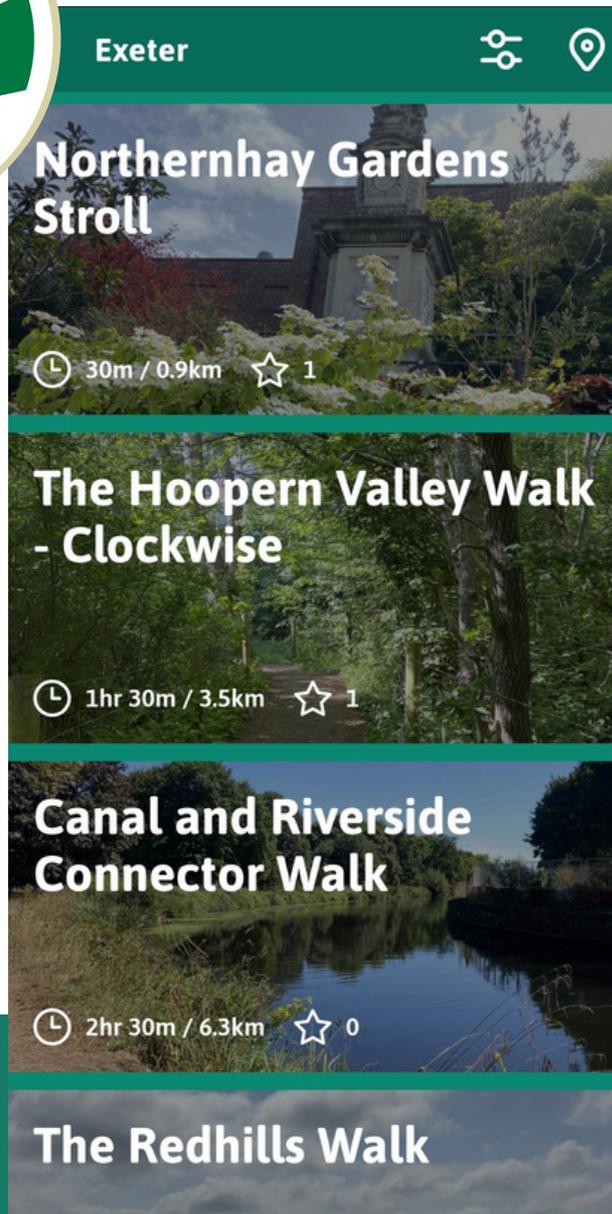
The Evaluation team have been finding out how well people in Exeter know the Green Circle and how they use it. We discovered that, though many people use the green spaces close to them, not many know that these natural gems are part of a larger route that circumnavigates their city.

To address this, we're creating a video and talking on social media and in our interactions with people, about what the Exeter Green Circle is, where it is and why it's a great place to spend some time and get moving this autumn and winter.



Get in Touch!

[hello@liveandmove.co.uk](mailto:hello@liveandmove.co.uk)



## Local Walks

As part of our project about the Exeter Green Circle, we realised we needed to find out more about how local communities were able to or wanted to use the sections close to their neighbourhoods. We commissioned two locally based organisations to run a series of creative and active events, walks and community talks, to see what we could learn.

Initial feedback showed us that accessibility was important. How do we get to the route? Are there enough places to sit down? Is the footpath suitable for a buggy? Are there routes on flat sections or without gates?

One of the partners we commissioned, Burn The Curtain, an outdoor theatre group, have been running arts and crafts sessions and storytelling walks to bring some magic to the Green Circle and show local people what sort of fun can be had on an everyday walk close to home.



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## Equality Impact Assessment – Live and Move Strategy

The Equality Act 2010 includes a general duty which requires public authorities, in the exercise of their functions, to have due regard to the need to:

- **Eliminate discrimination**, harassment and victimisation and any other conduct that is prohibited by or under the Act.
- **Advance equality of opportunity** between people who share a relevant protected characteristic and people who do not share it.
- **Foster good relations** between people who share a relevant protected characteristic and those who do not

In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

Authorities which fail to carry out equality impact assessments risk making poor and unfair decisions which may discriminate against particular groups and worsen inequality.

### Introduction

The Live and Move Strategic Framework marks a refocusing of the Live and Move Programme. Live and Move exists to address the health inequalities that can be tackled through increased physical activity, contributing to making everyday lives better. By bringing people together and working alongside individuals, organisations, communities and policy makers, we will influence strategies, remove barriers and change things for the better. We want to embed physical activity within strategy, organisations and communities to help make Exeter and Cranbrook a healthier place to live and ensure our work has an impact on future national policy and approaches. Reducing inequalities, supporting more movement and uniting our communities in opportunities to be active every day.

**Stakeholders:** Individuals, organisations, communities and policy makers

### **Main beneficiaries of the new programme are:**

Live and Move is focused on individuals who are currently inactive and supports the adoption of everyday active lives. Residents in our poorest neighbourhoods are 3 TIMES more likely to be inactive than the mainstream population. In particular, those on low incomes and from culturally diverse communities have seen a fall in activity levels and a decrease in general health and wellbeing. Inactive residents from our poorest neighbourhoods will be the main beneficiaries of the programme. Through extensive data analysis 21 Priority Lower Super Output Areas, plus Cranbrook were identified as the focus for Live and Move. Using a Place Based Approach, we're working with the 12

communities that fall within the most disadvantaged areas in the city.

For each of the areas below, an assessment has been made on whether the policy has a **positive, negative or neutral impact**, and brief details of why this decision was made and notes of any mitigation are included. Where the impact is negative, a **high, medium or low assessment** is given. The assessment rates the impact of the policy based on the current situation (i.e. disregarding any actions planned to be carried out in future).

**High impact** – a significant potential impact, risk of exposure, history of complaints, no mitigating measures in place etc.

**Medium impact** – some potential impact exists, some mitigating measures are in place, poor evidence

**Low impact** – almost no relevancy to the process, e.g. an area that is very much legislation led and where the Council has very little discretion

Protected characteristic/ area of interest	Impact	Reason / Mitigation
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers asylum seekers etc.)	Positive / Medium	The Live and Move strategy aims to reduce inequalities, supporting more movement and uniting our communities in opportunities to be active every day. Some of the programmes work will be particularly focused on minority communities within Exeter.
<b>Disability</b> (as defined by the Equality Act - a person has a disability if they have a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. This can include mental health conditions, long term illnesses such as cancer and HIV, cognitive issues, learning disabilities and sensory impairments)	Positive / Medium	The Live and Move strategy aims to reduce inequalities, supporting more movement and uniting our communities in opportunities to be active every day. The programme strives to be inclusive, people with a disability will be encouraged to take part in activities appropriate to their interests and abilities.
<b>Sex/Gender</b>	Positive / Medium	Aspects of the programme will be targeted at women and girls.
<b>Gender reassignment</b>	Positive / Medium	The Live and Move strategy aims to reduce inequalities, supporting more movement and uniting our communities in opportunities to be active every day. The programme strives to be inclusive without discrimination.
<b>Religion and belief</b> (includes no	Positive / Medium	The Live and Move strategy aims to reduce inequalities,

belief, some philosophical beliefs such as Buddhism and sects within religions)		supporting more movement and uniting our communities in opportunities to be active every day. The programme strives to be inclusive without discrimination.
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual)	Positive / Medium	The Live and Move strategy aims to reduce inequalities, supporting more movement and uniting our communities in opportunities to be active every day. The programme strives to be inclusive without discrimination.
<b>Age</b> (children and young people aged 0 – 24, adults aged 25 – 50, younger older people aged 51 – 75/80; older people 81+; frail older people; people living with age related conditions. The age categories are for illustration only as overriding consideration should be given to needs).	Positive / Medium	The Live and Move programme mainly focuses on adults, but there are some young people focused initiatives delivered with specialist youth partners.
<b>Action</b>		<b>By when</b>
Adoption and delivery of strategy		December 2022 – Delivery: January 2023 – March 2025

**Officer:** James Bogue

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## REPORT TO STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16 March 2023

Report of: Director of City Development

Title: Exeter Plan: Outline Draft consultation: Initial reporting

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Executive

### 1. What is the report about?

1.1. Between September and December 2022 the Council consulted on an outline draft of the emerging Exeter Plan, the new Local Plan for the city. Since the consultation closed, the Local Plans Team has been undertaking initial evaluation of the consultation responses received. This report provides an initial summary of this work. A full consultation report will be presented to the Executive at the meeting in April 2023.

### 2. Recommendation:

2.1. That the summary of the outline draft Exeter Plan consultation, as included in this report, is noted and discussed.

### 3. Reasons for the recommendation:

3.1. To provide an opportunity to reflect on the engagement activities undertaken during the Outline Draft Exeter Plan consultation and to give an early update on the consultation responses received.

### 4. What are the resource implications including non-financial resources?

4.1. There are no resource implications of the recommendation to note and discuss the contents of the report because the consultation which is referred to has been completed.

### 5. What are the legal aspects?

5.1. The preparation of planning policy, usually through a Local Plan, is a legal requirement under section 19 of the Planning and Compulsory Purchase Act 2004. This report provides an update on the Outline Draft Exeter Plan consultation. This consultation complied with the provisions of Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 which requires the Local Planning Authority to undertake an early statutory consultation process.

### 6. Report details:

#### Consultation activities

6.1. The outline draft Exeter Plan was available for public comment between 26 September and 19 December 2022. This twelve-week period was twice the statutory required minimum and the six weeks set out in the Council's Consultation Charter.

The consultation material included an outline draft plan document and a significant evidence base.

6.2. Responses to the consultation material were invited online through the Commonplace engagement platform with alternative options available to email or post responses back to the Council. The consultation was also signposted directly from the Council's website.

6.3. In addition to the significant digital presence, 15 public exhibitions were held across the city in every Ward, running daytime into evening to promote access. Officers from the City Development team spoke to over 1,000 people at these events.

6.4. Great efforts were made to promote the consultation in a variety of ways including via:

- Providing copies of the outline draft consultation document in all of the city's libraries.
- Permanent displays at Exeter venues including St Sidwell's Point and Riverside Leisure Centres, RAMM, Exeter Tickets (Corn Exchange) and the Civic Centre.
- The Council's weekly e-newsletter (available through 'Stay Connected') which goes to over 4,000 people across the city.
- Email / post notification for all those included on the Council's planning policy database and any properties in the potential development sites.
- A series of press releases during the consultation.
- Extensive use of social media during the consultation.
- Digital advertising screens at ten locations throughout the city including prominent locations such as Central Station, the bus station and RAMM.
- A banner over Bridge Road.
- Adverts on the Council's fleet of bin lorries providing repeat coverage of all households in Exeter.
- Print posters: Approximately 200 across all Wards in the city including libraries, community centres, parks, car parks and shops.
- Articles included in the September 2022 and November 2022 editions of the Exeter Citizen which goes to each address in Exeter.
- An article in Iscatape – Exeter's talking newspaper for visually impaired people.
- Events and workshops for students at the University of Exeter and at Exeter College.
- Promotion through Exeter Connect and associated networks including workshops with community organisations, such as Inclusive Exeter and the YMCA.
- A community organisation workshop and promotion through the Community Builders.

- Prominence on the City Council’s website homepage.

6.5. Significant efforts were also made to make the consultation material interesting and accessible in its presentation. The various features in the Commonplace engagement platform were used to present the content in more manageable sections, provide a quick survey, present an interactive map and show what development sites could look like in future. Paper copies of the plan were printed and a fully accessible digital version of the plan was made available. An audio version of the document was produced on CD whilst other alternative formats were available on request.

6.6. Finally, the consultation questions were organised in a way to enable people to respond in a variety of ways. As already explained, questions were provided within an online survey, Word versions of the survey form were available and paper copies were provided at the various exhibitions. The consultation survey initially asked a simple ‘initial feeling’ question of how the respondent felt about the policy or site, with an open, follow-up question asking for more details and an explanation of views. This provided flexibility in how people answered the questions. Lastly, as part of the online platform, a quick survey was provided to enable people to provide more general input about the key topics which people felt were most important. These topics related to the spatial strategy in the plan. The aim of this was to enable people to provide input quickly to encourage responses from those who may not have time to go through the full survey.

#### The consultation in numbers

6.7. A summary of the responses received and some of key patterns to these responses is provided in the next section of the report. Some key figures relating to the consultation are included below:

- Total number of people, organisations and companies responding: 1489
- Total number of responses: 3473
- Total number of responses to the ‘quick survey’: 773.
- Total number of people attending the exhibitions: 1053
- Total number of hits on the Commonplace consultation webpage: 15,781

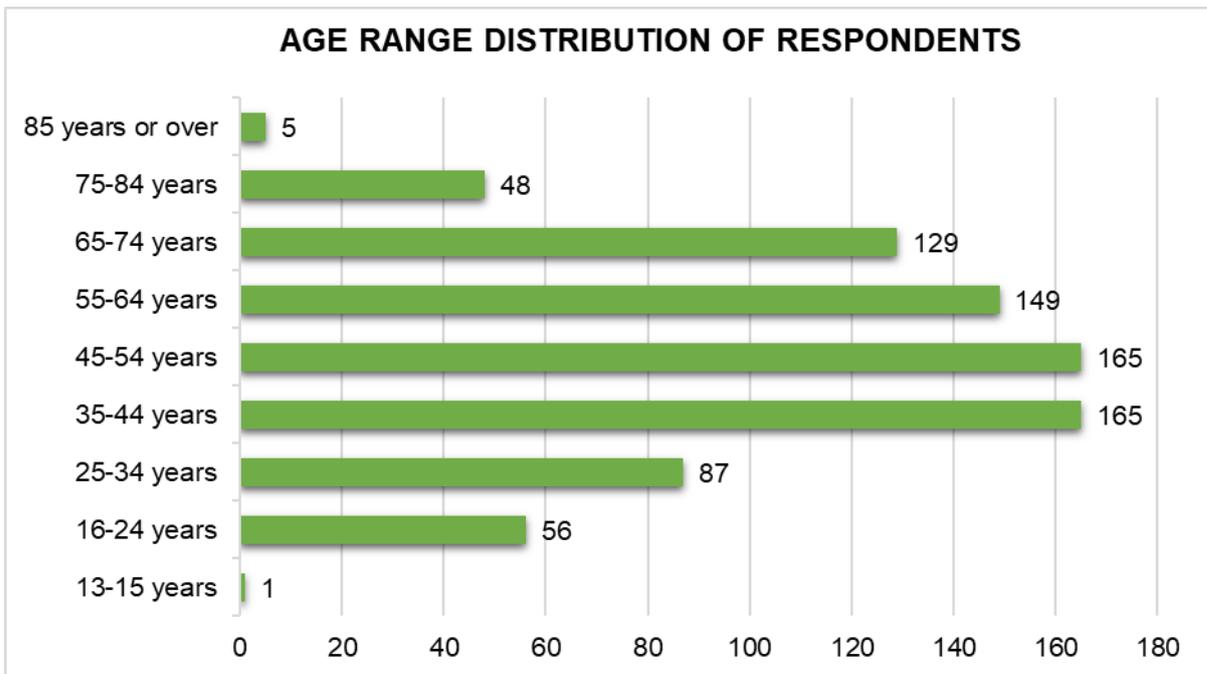
6.8. The consultation survey included an option to identify whether the response was on behalf of an individual or an organisation. The majority of the 1489 respondents were individuals (1138) with 84 stating they were responding on behalf of an organisation. Table 1 outlines a breakdown of the respondent type, including type of organisation. There were 267 people who left this question blank and did not identify whether they were an individual or organisation.

<b>Respondent type</b>	<b>Number of respondents</b>
Individuals	1138
Other organisations	40
Developers / agents / land promoters	25
Government agencies / public bodies	11
Councils	7
Parish Councils	1
Blank	267
<b>TOTAL</b>	<b>1489</b>

**Table 1: Number of respondents by respondent type**

6.9. The consultation survey included an option for the respondent to select their age range. 684 responses were either left blank or respondents selected 'prefer not to say' leaving 805 with the age range provided. The highest numbers of respondents fell between the four age brackets between 35-74 years, with 35-44 years and 45-54 years being equally top with 165 respondents in both of the age categories. The distribution of ages is presented in Graph 1.

6.10. The consultation's extensive online presence and its promotion intended to broaden outreach including engaging with younger age ranges. This data offers a benchmark for future consultations.



**Graph 1: Age range of respondents**

Summary of responses received: Quick survey

6.11. The online 'quick survey' was intended as an introduction to the Exeter Plan to help establish an idea of the kind of issues that people feel most strongly about. The quick survey listed eleven topics derived from the proposed spatial strategy and asked respondents to select a maximum of three that they considered the most important for the Exeter Plan.

6.12. The quick survey received 773 responses, more than any other individual question in the consultation. The survey placed 'tackling climate change' (321 selections), 'supporting development which reduces the need for people to travel by car' (320 selections), and 'providing good quality, affordable homes' (316 selections) as the three issues most frequently selected topics within people's top three most important.

6.13. The three topics with the fewest selections in people's top three most important issues were 'supporting well paid jobs' (121 selections), supporting culture and heritage (121 selections), and 'minimising the risk of flooding' (72 selections). More detail on the responses to the quick survey is included in Table 2.

Topic	Number of selections
Tackling climate change	321
Supporting development which reduces the need to travel by car	320
Providing good quality, affordable homes	316
Protecting and improving open spaces	265
Protecting and improving wildlife habitats	256
Improving infrastructure like schools and other community facilities	254
Focusing development on previously developed (brownfield) land	228
Improving health and wellbeing	205
Supporting well paid jobs	121
Supporting culture and heritage	121
Minimising the risk of flooding	72

**Table 2: Numbers of responses to the consultation quick survey**

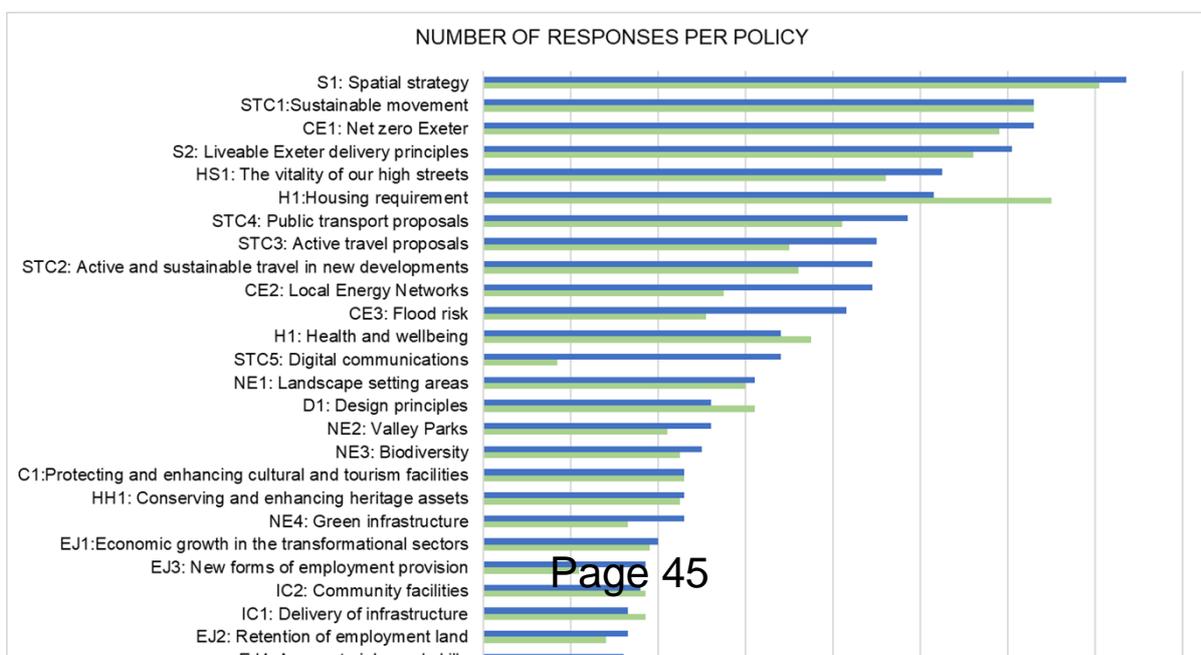
Summary of responses received: Policies

6.14. The outline draft Exeter Plan included 28 draft policies for comment covering a wide range of topics. Policy H2: Housing allocations listed all the potential development sites for the plan. This has not been analysed with the other policies because the consultation asked more specific questions on each of the sites separately. A review of the detailed policy comments is still ongoing and so a full discussion of the responses to all of the policies is not included here. An initial analysis has been undertaken and this is set out below.

6.15. The five policies which received the largest number of responses are listed below.

- S1: Spatial strategy
- STC1: Sustainable movement
- CE1: Net zero Exeter
- S2: Liveable Exeter delivery principles
- HS1: The vitality of our high streets
- H1: Housing requirement

6.16. Graph 2 shows the comparative number of responses received for each policy. The responses were either an 'initial feeling' response through which respondents could choose one of a variety of 'facial expression symbols' (e.g. a smile or a frown) to quickly demonstrate how they felt about a policy, or a more detailed comment on the policy.



## Graph 2: Number of responses to the draft policies

6.17. The responses to the question asking people about their initial feeling about each of the policies show that the majority of policies (20 of the 27 policies analysed here) were generally well received with 50% or more respondents selecting feeling 'satisfied' or 'happy' with the policy. The remaining 7 policies received less than 50% feeling 'satisfied' or 'happy'. The policy responses are listed in Table 3.

50% or more feeling 'satisfied' or 'happy' with policy	Less than 50% feeling 'satisfied' or 'happy' with policy
S1: Spatial strategy	H1: Housing requirement
S2: Liveable Exeter delivery principles	STC1: Sustainable movement
CE1: Net zero Exeter	C1: Protecting and enhancing cultural and tourism facilities
CE2: Local Energy Networks	H1: Health and wellbeing
CE3: Flood risk	IC1: Delivery of infrastructure
EJ1: Economic growth in the transformational sectors	IC2: Community facilities
EJ2: Retention of employment land	IC3: Viability
EJ3: New forms of employment provision	
EJ4: Access to jobs and skills	
HS1: The vitality of our high streets	
STC2: Active and sustainable travel in new developments	
STC3: Active travel proposals	
STC4: Public transport proposals	
STC5: Digital communications	
NE1: Landscape setting areas	
NE2: Valley Parks	
NE3: Biodiversity	
NE4: Green infrastructure	
HH1: Conserving and enhancing heritage assets	
D1: Design principles	

**Table 3: Responses to each policy: 'Initial feeling' responses**

6.18. As can be seen from Table 3, more than 50% of the 'initial feeling responses' to policy S1 on the spatial strategy were positive. Around 28% of responses were neutral, while 21% were negative. This policy sets the tone for the whole plan, providing the key approaches to the main issues facing Exeter. The significantly greater proportion of positive responses suggests broad support for the central elements of the emerging plan.

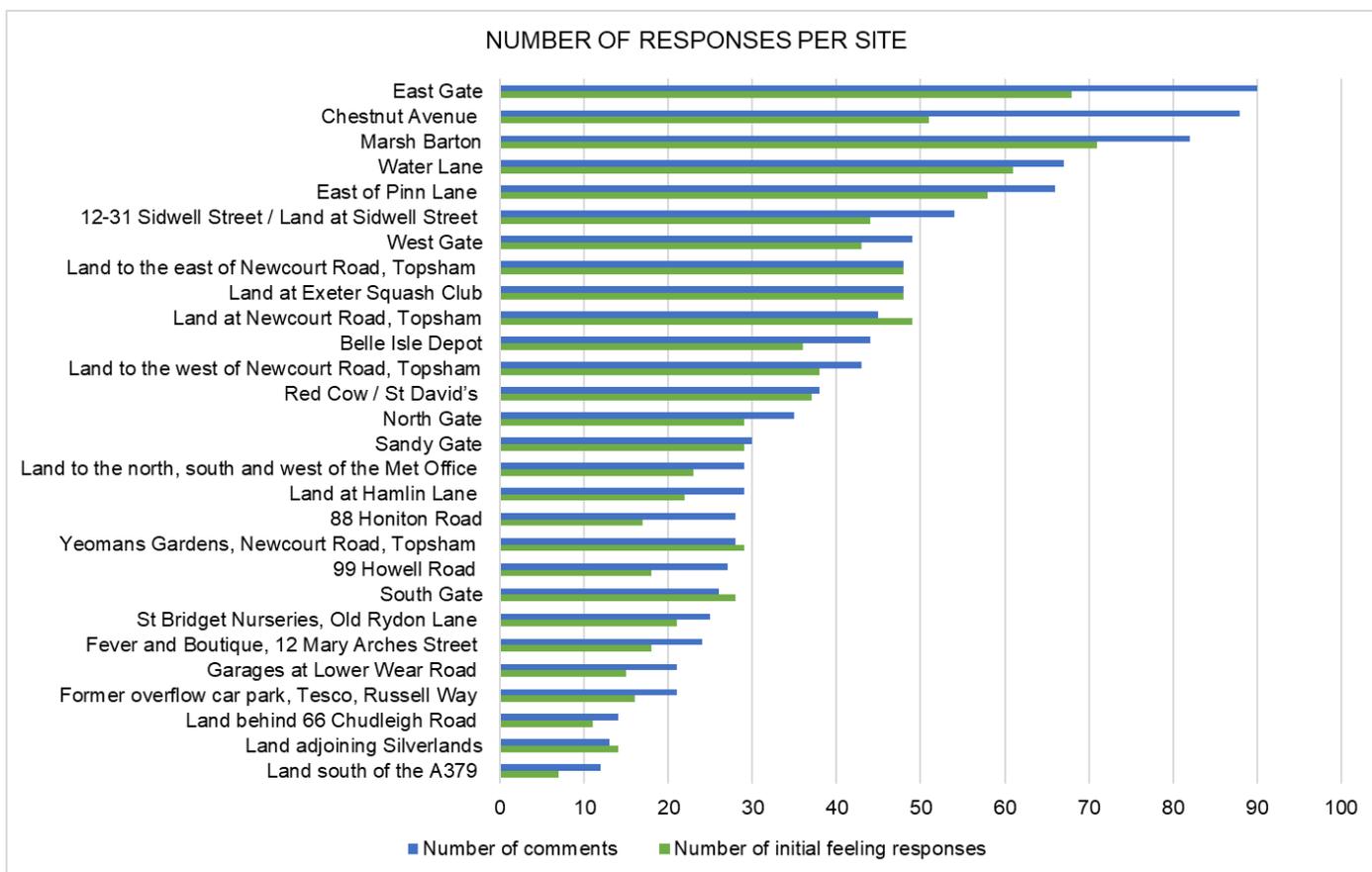
Summary of responses received: Sites

6.19. The outline draft Exeter Plan proposed 28 sites for either mixed used or housing development. The sites varied significantly in scale, ranging from 6 to 1880 homes up to 2040. Again, a full consultation analysis has not been provided here because the assessment is still ongoing.

6.20. The six sites which received the largest number of responses are listed below.

- East Gate
- Chestnut Avenue
- Marsh Barton
- Water Lane
- East of Pinn Lane
- 12-31 Sidwell Street/Land at Sidwell Street.

6.21. Graph 3 shows the comparative number of responses received for each site proposal.



**Graph 3: Number of responses to the draft sites**

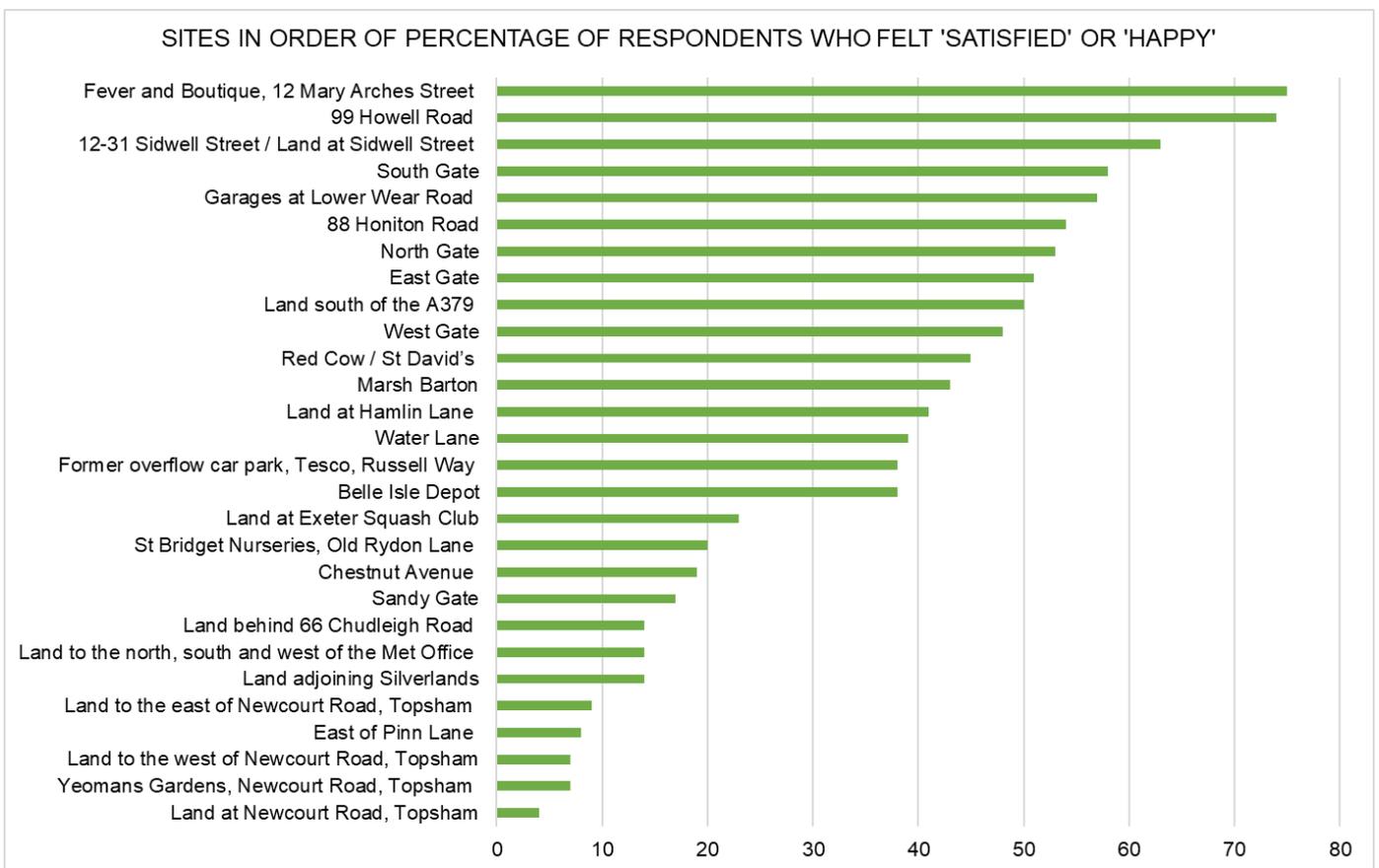
6.22. The type and scale of the sites varies and there appears to be little immediate pattern between the type of site proposed and the number of responses.

6.23. Some early analysis has been undertaken on the sites proposed and the 'initial feelings' of respondents in relation to those sites. The responses to the question asking people their 'initial feeling' about sites show that nine of the 28 sites consulted on were

reasonably well received - with 50% or more respondents selecting feeling 'satisfied' or 'happy' with the site. The nine sites are below:

- Fever and Boutique, 12 Mary Arches Street
- 99 Howell Road
- 12-31 Sidwell Street / Land at Sidwell Street
- South Gate
- Garages at Lower Wear Road
- 88 Honiton Road
- North Gate
- East Gate
- Land south of the A379

6.24. The remaining 19 sites received less than 50% of responses as 'satisfied' or 'happy'. The full list of proposed sites and the respective % of respondents who felt 'satisfied' or 'happy' with each site is presented in Graph 4.



**Graph 4: Sites in order of percentage of respondents who felt 'satisfied' or 'happy' with the site ('initial feeling' questions)**

6.25. The six sites receiving most support are all brownfield, while the six sites receiving least support are all greenfield. Taking this high level assessment further, 11 of the 17 brownfield sites (65%) received more responses of being 'happy' or 'satisfied' than 'unhappy' or 'dissatisfied'. This compares favourably when considered in the context of the greenfield sites proposed; only 1 of 11 greenfield sites (9%) received more responses of being 'happy' or 'satisfied' than 'unhappy' or 'dissatisfied'. This shows demonstrably that the brownfield sites included in the plan enjoyed greater support than the greenfield sites.

## Next steps

6.26. The assessment of the consultation responses is currently ongoing. A more detailed consultation report will be presented to the Executive in April 2023. The responses will be used to inform the next stage of the plan-making process. A further consultation will be held later in 2023.

## **7. How does the decision contribute to the Council's Corporate Plan?**

7.1. The recommendation in the report is that the summary of the outline draft Exeter Plan consultation is noted and discussed. No formal decision is sought. However, the content of the emerging Exeter Plan will support all five of the Council's strategic priorities through the Exeter Vision 2040, the overarching spatial strategy for the city and a series of specific thematic policies:

- Prosperous local economy
- Healthy and active city
- Housing & building great neighbourhoods & communities
- Net zero carbon city
- Thriving culture and heritage

## **8. What risks are there and how can they be reduced?**

8.1. The report is a summary of the Outline Draft Exeter Plan consultation. The recommendation is to note and discuss the summary of the consultation which has already taken place and the responses which are analysed were provided by third parties. On this basis, there are no risks associated with the recommendation.

## **9. Equality Act 2010 (The Act)**

9.1 No potential impact has been identified on people with protected characteristics as determined by the Act because the report is for noting only.

## **10. Carbon Footprint (Environmental) Implications:**

10.1. There are no direct carbon/environmental impacts arising from the recommendation.

## **11. Are there any other options?**

11.1. It is appropriate to note and discuss the responses to the Outline Draft Exeter Plan consultation in order that they can be used to inform future stages of plan preparation. There are no other options.

**Director of City Development, Ian Collinson**

Report Author: George Marshall: Assistant Service Lead – Local Plans

## **Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

Exeter Plan: Outline draft plan

Contact for enquires:  
Democratic Services (Committees) Room 4.3601392 265275

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## REPORT TO STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16 March 2022

Report of: Director for Net Zero Exeter & City Management

Title: Working Towards Net Zero - Exeter City Council's Corporate Carbon Reduction Plan

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Executive

#### 1. What is the report about?

- 1.1 This report is a brief update on the work of the Net Zero Team, and delivery of the City Council's first Carbon Reduction Plan.
- 1.2 The updated Carbon Reduction Plan (v 2.0) includes a mix of measures set out in the Council's Corporate Carbon Footprint Report produced in 2022, and actions in progress across all services to achieve a Net Zero Council.
- 1.3 A summary of recent projects successfully delivered are also included within this report.

#### 2. Recommendations:

- 2.1 That members acknowledge progress made but also the scale of the challenge that remains.
- 2.2 That the Carbon Reduction Plan is an evolving document, to be reviewed on a six monthly basis, to monitor progress, identify change and evaluate actions needed to deliver net zero.
- 2.3 To deliver net zero by 2030 will require an increase in capacity, financial investment and operational resource, both internally and from government at a national level. An investment Plan to establish recourses required has been added to the Carbon Reduction Plan.

#### 3. Reasons for the recommendation:

- 3.1 Exeter City Council declared a Climate Emergency in 2019 and as part of this commitment, it aims to achieve net zero Green House Gas (GHG) emissions for its own corporate actives by 2030. The target year is 20 years in advance of the 2050 national net zero target required under the Climate Change Act and reported on in the Sixth Carbon Budget.
- 3.2 In 2021 the Net Zero team commissioned a corporate carbon footprint baseline report, which was undertaken and completed by the Centre for Energy and the Environment,

at the University of Exeter. The footprint is a detailed evaluation of the Council's emissions across seven sectors, and sets out a range of carbon reduction measures, projections and offsetting options to deliver net zero.

- 3.4 Members have an appreciation of the work being carried out to deliver the Carbon Reduction Plan, and appreciation of the work needed throughout all Council services, and the resources, both financial and non-financial, needed to deliver net zero by 2030.

#### **4. What are the resource implications including non-financial resources**

- 4.1 Achieving net zero, whether nationally, locally or organisationally, requires broad action across all emission scopes and across every service. Reducing Council carbon emissions will be very challenging in such a tight time frame and with the resources currently available.
- 4.2 Additional resources will be required to enable the Net Zero Team to strategically plan the required organisation change and investment budget needed to deliver activity across services to support one of the main Council's corporate priorities. Financial and non-financial resources currently in place, were detailed in a report to Executive July 2022.
- 4.3 Investment and a clear policy change will be required to support the Council to achieve net zero by 2030. Furthermore, capacity (financial and non-financial) to deliver the measures set out across services in the Carbon Reduction Plan must be addressed with some urgency.

#### **5. What are the legal aspects?**

- 5.1 This is an informative report. Section 1 of the Climate Change Act 2008 states that 'it is the duty of the Secretary of State to ensure that the net UK carbon account for the year 2050 is at least 100% lower than the 1990 baseline'. The Act originally specified that the net UK carbon account for the year 2050 was to be 80% lower than the 1990 baseline. The Climate Change Act (2050 Target Amendment) Order 2019 increased the figure to 100%.

### **6 Report details**

#### **Carbon Reduction Project Update**

- 6.1 Part Funded by the European Regional Development Fund, the Water Lane Smart Grid and Storage Project has been completed. This is a 1.2MW mini Solar farm, built on an inactive landfill site, and includes a substantial battery storage system to provide flexibility between peak generation and peak usage. Using a Private Wire it feeds renewable power direct to the Council's depot site, feeding Oakwood House, the Materials Reclamation Facility, and new charging infrastructure that is able to support electrification of all fleet. The project also includes battery storage at the Livestock Centre, John Lewis Car Park and a solar array and small battery store at the Riverside Leisure Centre. The project provides for energy resilience, reduction in carbon and vehicle emissions.
- 6.2 A Task & Finish Group has been set up to work with Procurement to better record and reduce Scope 3 emissions. Procurement of goods and services, is the sector the

Council has least control over, and in 2020 accounted for 61% of all emissions. The Task & Finish group are working to better record and categorise spend so that more accurate carbon accounting can be carried. Suppliers of high value works will also be required to provide embodied emission data.

- 6.3 Officers from the Net Zero Team have delivered Carbon Literacy training to 60 members of staff, including, members of the Strategic Management Board and City Councillors. 30 Councillors and staff are certified as carbon literate, which secures Carbon Literate Organisational Bronze Status for the city Council.
- 6.4 The Net Zero team has develop a new section on the Council's website <https://www.exeter.gov.uk/climate-emergency/> The Climate Emergency section details projects undertaken, linking back to the seven sectors, to reduce Council carbon emissions. Information is also provided for residents and businesses to advise them in how to reduce their own carbon emissions. The website will be updated on a regular basis.
- 6.5 The Council has become a full member of the South West Energy and Environment Group (SWEEG). SWEEG is a collaborative research partnership of South West public organisations and provides the Council access to detailed technical work by academics from the Centre for Energy and Environment. Much needed work has commenced to support Embodied Carbon Emissions and Scope 3 data, Decarbonisation of corporate assets and services, Dissemination of the Water Lane Project Outputs, and Recycling Operations.
- 6.6 The annual assessment of the council's GHG emissions will enable the evaluation and of the Carbon Reduction Plan and actions required to deliver net zero. The Council's GHG emission data recorded annually will be reported to the September Strategic Scrutiny.
- 6.7 As of Q3, £189,829 has been spent from the £1m one off net zero budget. Additional budget has been committed for the Council net zero, which includes staffing and SWEEG membership for an additional 3 years, feasibility studies, carbon literacy training and solar infrastructure maintenance.

<b>City Wide net zero</b>	
Staffing & Overheads	£17,662
Room Hire	£15,090
Project Activity	£11,735
Total	£44,487
<b>City Council net zero</b>	
Staffing	£80,155
SWEEG Membership	£16,667
Carbon Literacy Training	£1,636
Green Accord website	£14,750
Feasibility Studies	£12,300
Solar PV	£19,833
Total	£145,341
<b>TOTAL</b>	<b>£189,828</b>

6.8 The next update of the action plan will indicate a high, medium, low priority ranking for actions. When resources allow, work will begin with services to develop specific adaptation and mitigation actions.

## 7. How does the decision contribute to the Council’s Corporate Plan?

7.1 This report and the work of the Net Zero team links directly to the Exeter Vision and a number of corporate priorities. Work will have to be delivered in partnership with all Council service areas to reduce our corporate carbon emissions.

Exeter Vision	Innovative & Analytical City	The team has developed a range of data sets to monitor Council carbon emissions
	Healthy & Inclusive	Ensure Council owned homes are energy efficient
	The Most active city in the UK	Projects developed to support active travel for employees
	Accessible world class educations	N/A
	Liveable & connected	Commercial and residential properties are energy efficient and built to the best possible standard
	A leading sustainable city	The Council is a role model for other organisations in Exeter
Corporate Plan	Delivering Net Zero Exeter 2030	Net Zero team focuses on reducing Council carbon emissions to deliver Net Zero by 2030
	Providing value for money services	Carbon reducing actions will be commercially viable and will reduce service delivery costs
	Building Great Neighbourhoods	Working with Building Greater Exeter, Liveable Exeter, Exeter City Living and other developers in developing sustainable and accessible neighbourhoods and new homes, using sustainable constructions methods
	Promoting active & healthy lifestyles	Working in partnership with Live & Move in developing sustainable travel options and low traffic neighbourhoods for staff active travel

## 8. What risks are there and how can they be reduced?

8.1 The development of the Council’s carbon footprint report, supporting action plan and risk register will inform the work programme of the Net Zero team and that of other services for the foreseeable future. The action plan and risk register will be presented to Strategic Scrutiny every six months for ongoing monitoring and evaluation. If this stream of work is not supported, the Council will not deliver net zero by 2030.

8.2 Ownership, understanding and a lack of some emissions data is being addressed by the Net Zero Team, with initiatives undertaken such as the Net Zero Ambassadors and Carbon Literacy Training Programme, as listed in the Carbon Reduction Plan.

8.3 The financial cost to deliver net zero within the Council will be significant. This report provides a detailed carbon reduction projections, and measures that can be taken to deliver those projections. The team is unable to provide accurate financial costs for the measures needed, this will require investment plans and accurate cost proposals to be included in the work going forward.

## **9.Equality Act 2010 (The Act)**

9.1 In delivering the action plan, the Net Zero team will take into account the potential impact of actions in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision. A separate EQIA will be developed for each action being developed.

## **10.Carbon Footprint (Environmental) Implications:**

10.1 The Council declared a Climate Emergency in 2019 and as part of this commitment, it aims to achieve net zero emissions for its corporate activities by 2030. The Carbon Reduction Plan provides a clear roadmap of actions to reduce Council GHG emissions.

10.2 Strategic decisions made, either have a positive or negative effect on Council emissions. Work needs to be undertaken prior to decisions being made, to determine the impact on Council emissions.

10.3 The Net Zero Risk Register will consider the carbon reduction measures required to achieve net zero.

## **11.Are there any other options?**

11.1 There is the option of not committing existing or additional financial and non-financial resources to work towards Net Zero within the Council. This would result in a lack of co-ordination, strategic direction and delivery in reducing our carbon emissions and to realise the Council's Net Zero 2030 target. On a regular basis, the Net Zero team are sourcing and applying for external funding to support the delivery of the Council's own carbon reduction plan, working with services to identify capacity and match funding within the Council.

## **Director Net Zero & City Management, David Bartram**

Author: Net Zero Project Manager

## **Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

Executive, July 2022

Exeter City Council Corporate Carbon Footprint, Achieving Net Zero by 2030

Carbon Reduction Plan 2022-2030

Contact for enquires:

Democratic Services (Committees),Room 4.36,01392 265275

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**Exeter City Council Corporate Net Zero Carbon Reduction Plan**  
**2022 – 2030**  
**Version 2.0, updated February 2023**

Exeter City Council declared a Climate Emergency in 2019 and as part of this commitment it aims to achieve Net Zero GHG emissions for its own corporate activities by 2030.

The core measures set out in this Carbon Reduction Plan are needed to drive forward and deliver a broad range of actions across all services to deliver Net Zero. The greatest challenge to the Council is the financial resource and capacity needed to reach Net Zero in a timeframe as tight as 2030. A one off budget of £800,000 has been provided to support the Net Zero team, which has enabled two temporary posts to be recruited for 4 years, and a revenue budget to support service delivery of the Carbon Reduction Plan.

The Carbon Reduction Plan is supported by the 'Exeter City Council Corporate Carbon Footprint' report produced by the Centre for Energy and the Environment at the University of Exeter, which sets out opportunities, actions, and targets required to reduce carbon emissions across all Council operations, and links to the Net Zero Risk Register completed June 2022.

The Carbon Reduction Plan is a living active document to be reviewed every 6 months to update on progress made, as well as legislative, financial, technical and operational changes. The plan is clearly laid out and includes an assessment of potential measures to reduce carbon emissions in each Council service ranging from the straightforward to far more challenging. The aim is to lead by example and to reduce emissions across all Council sectors, services and operations, with the aim of being Net Zero by 2030.

The success of the Carbon Reduction Plan will need support politically and financially to ensure every Council service and employee can lead by example and demonstrate the broad and sometimes extreme actions to reduce carbon emissions, whilst delivering a service to the residents and businesses of Exeter.

#### **Document Framework**

The seven sectors in the Carbon Reduction Plan (below) are those assessed in the Corporate Carbon Footprint report, with an additional Overall Organisational Change section. The footprint was completed following an appraisal of central government policy, input from discussions with Council Service Leads and other officers in relevant departments, and consultation with key Council documents and data sources.

Measures identified for each sector include possible actions attributed to services with an update on progress made, priority, lead and resource. It is noted this further work is needed to identify investment and accurate GHG savings.

1. Non-domestic buildings
2. Council-owned housing
3. Transport
4. Procurement
5. F gases and waste
6. Renewable energy
7. Land use change – afforestation
8. Overall organisational change

#### **Governance and Monitoring**

Delivery of the Action Plan will involve:

1. A rolling programme of projects, funded by invest to save opportunities, borrowing, the Net Zero budget, and available grant funding.
2. Progress to be monitored and reported on a six monthly basis to Strategic Scrutiny Committee, including an annual report of the Council's GHG Carbon Emissions to measure and monitor progress.
3. Monitoring and updating of the Net Zero Risk Register will be reported to the Audit and Governance Committee every six months

**Exeter City Council Corporate Net Zero Carbon Reduction Plan  
2022 – 2030  
Version 2.0, updated February 2023**

Sector	Area of Focus	Potential Measures	Identified GHG reduction tCO2e	Lead	Resource needed	February 2023 Update
Council Non-domestic buildings (4% of 2020/21 footprint)	Change in assets (speculative)	Longer term rolling plan to address retained assets and fabric first approach measures to reduce consumption beyond 2025	tbc	SMB /City Surveyor/Net Zero Lead	Y	<ul style="list-style-type: none"> <li>Decarbonisation survey undertaken in 2022 to establish available Public Sector Decarbonisation Scheme (PSDS) funding to establish corporate properties that qualify for retrofit, insulation and decarbonisation of heat. Survey established that two properties qualify – Riverside Leisure Centre and RAMM. Funding to be announced Feb 2023</li> <li>BMS upgrade and Energy Management Information system installed to better identify projects and measure improvements</li> <li>Net Zero discussions with the Centre Operator have begun following acquisition of Guildhall Shopping Centre</li> <li>ASHP survey undertaken for two key leisure sites</li> <li>Heat Network Zoning Pilot being undertaken on City wide basis – potential if successful to feed high use sites.</li> <li>Roof replacement to provide for solar array at Riverside Leisure Centre completed and solar array fitted alongside battery storage in December 2022</li> <li>Battery storage installed at 2 further sites with solar generation - Matford Centre and John Lewis Car Park, completed in January 2023</li> <li>Membership of South West Energy and Environment Group (SWEEG) progressing with projects for 2023/4 agreed and studies to include investigating decarbonisation of corporate estate and operational services</li> </ul>
		Consider GHG impacts in conjunction with potential development, construction of new facilities, sale of buildings, or change of asset to ensure lifetime emissions are accounted for, such as sale/repurpose of Civic Centre	-473	SMB/City Surveyor	Y	
		Take GHG emissions into account alongside cost and commercial considerations when making key decisions to renovate and retain exiting sites. Refurbishing existing assets results in lower environmental impact	tbc	City Surveyor/Net Zero Lead/SMB	Y	
	Efficiency and demand reduction	Improve space heating, hot water heating systems to decarbonise heat	-572	Corporate Property/Net Zero Team/Service Leads	Y	
		Full energy efficiency and demand reduction investment grade audit at RAMM	tbc	Corporate Property/Net Zero Team/ RAMM Service Lead	Y	
		Improvement opportunities at RAMM include sector based changes to temperature and humidity controls of temporary exhibitions, and other permanent galleries to reduce consumption	tbc	Corporate Property/Net Zero Team/ RAMM Service Lead	Y	
		Replacement of Air Handling Units	tbc	Corporate Property/Net Zero Team/ RAMM Service Lead	Y	
		Improvements to Leisure Centres (Riverside ISCA, Exeter Arena) e.g. fabric improvements, ventilation upgrades, lighting replacement, swimming pool efficiency	tbc	Leisure Service Lead/Net Zero Team	Y	
		Improvements to Corn Exchange e.g. fabric improvements, ventilation upgrades, lighting replacement	tbc	Corporate Property/Net Zero Team/Service Lead	Y	
		Improvements to all remaining buildings with a 20% energy efficiency improvement by 2030	tbc	Corporate Property/Net Zero Team/Service Leads	Y	
	Decarbonising heat	Installation of heat pumps, district heating, direct electric heating or hydrogen heating (if feasible) in public buildings to decarbonise heat, including those requiring replacement at Riverside, RAMM, ISCA and Arena Centre. Where heat pumps are installed, ensure that low and zero GWP refrigerants are used	-584	Corporate Property/Net Zero Team/Service Leads	Y	
	Water	Review water saving opportunities	-	Net Zero Team/Service Leads	Y	
	Renewable energy	Inclusion of PV on any suitable outstanding roofs across ECC's non-domestic estate – see Renewable Energy Sector below	-82	Net Zero Team/City Surveyor	Y	
Investigate potential for further energy storage		Tbc	Net Zero Team/City Surveyor	Y		
Council-owned housing (33% of 2020/21 footprint)	New Passivhaus dwellings	Build 1,000 new Passivhaus dwellings at proposed rate of 500 before 2025, and a further 500 up to 2030 to A++ target standard	+861	Assistant Director Housing/Exeter City Living	part	<ul style="list-style-type: none"> <li>Green Homes Grant – Local Authority delivery of £1.6m secured and delivered in 2021/22</li> <li>426 properties retrofitted as part of a 'fabric first' strategy – with the inclusion of PV installation and smart heating controls. Current housing assets planned maintenance programme includes retrofit work as standard</li> </ul>
	Loft and cavity wall insulation	Install loft and cavity wall insulation top-up where required in existing homes pre 2025	-139	Assistant Director Housing	Y	
	Improvements in energy efficiency	Promoting energy efficiency and use of low energy appliances by promotion of /access to good quality guidance	-363	Assistant Director Housing	Y	

**Exeter City Council Corporate Net Zero Carbon Reduction Plan  
2022 – 2030  
Version 2.0, updated February 2023**

Sector	Area of Focus	Potential Measures	Identified GHG reduction tCO2e	Lead	Resource needed	February 2023 Update
	Further deployment of solar photovoltaic panels	Installation of PV to half of suitable existing and new homes by 2025	-334	Assistant Director Housing	Y	<ul style="list-style-type: none"> <li>Delivery target date of 2023 being assessed on the basis of current delivery and resource/funding availability</li> <li>Review of mechanical and electrical strategy underway – no programme installation of ASHP/GSHP to be installed at present</li> <li>Analysis of non-traditional properties being completed – structural condition now known to be sound and design plans are being prepared to maximise building fabric thermal efficiency. An initial programme for non-traditional properties likely to commence in the 2023/24 financial year</li> <li>New rented Council housing currently continues to be delivered to Passivhaus standard – a 53 bed extra care scheme was completed in 2022</li> <li>The current new-build target is for 500 Council homes over a 10 year period – commenced in 2020</li> <li>Social Housing Decarbonisation Fund bid made in December 2022 for £1.4m – award announcement due in March 2023</li> </ul>
	Solid wall insulation	Install solid wall insulation in 500 appropriate homes	-244	Assistant Director Housing	Y	
	Replacing fuel fuelled heating with ASHPs	Install ASHP in 3,510 homes not already heated electrically ensuring that low and zero GWP refrigerants are used	-9,871	Assistant Director Housing	Y	
	Deep retrofit and other energy saving	Install combination of smart technologies, heat recovery, thermal and electrical storage where a property type is able to achieve Passivhaus/EnerPhit standards of 15kWh/m <sup>2</sup> however Government grant funding now requires 90 kwh/m <sup>2</sup> /year	-1,520	Assistant Director Housing	Y	
	Final deployment of solar photovoltaic panels	Install PV on all remaining suitable homes by 2030	-203	Assistant Director Housing	Y	
Transport <i>(2% of 2020/21 footprint)</i>	ECC Fleet	Migrating the fleet to low and Zero Emission Vehicles, including solutions for specialist waste and public and green space vehicles and equipment by 2030	-746	Fleet Management/Net Zero team	Y	<ul style="list-style-type: none"> <li>Continue Fleet and Equipment Electrification Plan</li> <li>Driver Training undertaken</li> <li>3No. Electric Refuse Collection Vehicles (ERCVs) in operation</li> <li>Solar Farm at Water Lane co-located with energy storage technology with private wire will provide renewable energy and support charging infrastructure to the Council's Operations Depot at Exton Road and electrification of the all operational fleet – to be completed in January 2023</li> <li>Review of Green Travel Policy underway, new policy to be developed following information gathered from Staff Survey 2023</li> <li>EV City Charging Strategy currently being undertaken by Cenex to prepare for LEVI fund</li> <li>Working with Waterways to undertake an Electrification and EV charging appraisal</li> </ul>
		Minimise number of and mileage of journeys / better route planning for bin collections / waste bin collection rounds	tbc	Cleansing Services Lead /Fleet Management	enabling	
		Drive efficiently e.g. through Telematics (especially important with electric vehicles)	tbc	Cleansing Services Lead /Fleet Management	part	
		Better reporting - each department using vehicles to measure and report mileage and give feedback to staff, set targets for reduction and incentivise to use most efficient vehicle	tbc	All Services/Net Zero team	N	
	Other direct transport	Zero Red diesel strategy for specialist vehicles and equipment for Public and Green Spaces team e.g. tractors, mowers, sweepers, tele-handlers and other portable equipment	tbc	Cleansing Services Lead /Fleet Services/ Parks &Open Spaces Lead	Y	
		Electrification of 25% of public and green spaces specialist equipment between 2025 and 2030 and removing red diesel	-18	Fleet Services/ Parks &Open Spaces Lead	Y	
	Indirect transport	Policy on business travel and grey fleet miles to ensure all business travel to be using public transport, active travel or electric vehicles	-127	OMB	N	
		Mandating use of low and zero carbon travel alternatives and green travel incentives	tbc	OMB	N	
		Further expansion of EV Charging Network across Council owned assets	tbc	Net Zero Team/Fleet Services/ Parking Services	part	
		Require deliveries to the council to be by electric vehicles or bike, creating demand for freight consolidation centres. Liaise with partners to identify sites and ensure planning provision is made	tbc	Net Zero team / Procurement		
Procurement <i>(62% of 2020/21 footprint)</i>	Improve data capture	Improve Data Capture, with minimum corresponding sector spend recorded in procurement records	tbc	Procurement Lead/Net Zero Team	part	<ul style="list-style-type: none"> <li>New eProcurement software to be amended to allow for better recording of Scope 3 emission data</li> <li>Discussions ongoing with partnering organisations to introduce improved supplier carbon accounting data and obligate suppliers to provide contract specific emissions data, and use in contract selection process</li> </ul>
		Make it a requirement that all suppliers for new contracts exceeding £50k should state associated GHG emissions with that contract for each financial year, or as a minimum suppliers should provide the corresponding sector for spec to minimise the effort and error associated with manual allocation, and this info be recorded in procurement records	tbc	SMB/Procurement Lead/Net Zero Team	N	

**Exeter City Council Corporate Net Zero Carbon Reduction Plan**  
**2022 – 2030**  
**Version 2.0, updated February 2023**

Sector	Area of Focus	Potential Measures	Identified GHG reduction tCO2e	Lead	Resource needed	February 2023 Update
	Consider the need for new buildings	On consideration of the hierarchy for buildings and maximise use of existing assets: build nothing, build less, build clever, build efficiently	tbc	SMB / City Surveyor/Net Zero Lead	N	<ul style="list-style-type: none"> <li>Procurement T&amp;F group established, looking at categorising spend and analysing contracts over £100k to seek out embodied emissions</li> <li>Working to get Commercial Endorsement Form to include whole life environmental cost for project – details on material, plant, waste, operative</li> <li>Green Accord relaunch in March 2023 providing an accreditation scheme allowing businesses to evidence carbon reduction and suppliers to use businesses with proven sustainable business practices and net zero targets. Branding and logo redesigned in December 2022. Website rebuild being carried out in January/February 2023</li> <li>Work to get all council printing on certification programme verified paper/card, e.g. FSC and PEFC underway</li> </ul>
		Implement a Sustainable Procurement Policy which specifically includes a minimum A and A++ (LETI) for all City Council new development projects	tbc	Procurement Lead /Net Zero Team/City Surveyor/Exeter City Living	Y	
	Follow circular economy principles	Decisions must be taken with good quality data i.e. from suppliers. Take GHG emissions into account alongside cost and quality considerations when awarding new contracts and all key decisions on capital projects. Weight contract award weighting for climate change in procurement processes where relevant and proportionate	tbc	Procurement Lead/City Surveyor/Net Zero Team/SMB	N	
		Ensure all new homes have LETI embodied carbon rating of A and other construction has equivalent, target increased to A++ by 2030	tbc	Assistant Director Housing /Exeter City Living /SMB	Y	
F gases and waste <i>(0.04% of 2020/21 footprint)</i>	Quantify ECC's own waste volumes	Produce an annual ECC waste report that includes total tonnes/annum, breakdown into categories by weight, final destination of waste reported. This will form a base year against which targets can be set	tbc	Net Zero Team/Recycling Lead	part	<ul style="list-style-type: none"> <li>Net Zero Ambassador for Waste will help enforce waste prevention and recycling in the work place</li> <li>Asses the carbon emissions of processing of waste recycling collected by city council collected and sold on. To seek study by SWEEG as part membership</li> <li>Discussions to be held with Corporate Property and Housing to ensure maintenance contracts include F gas losses</li> </ul>
	Reduce waste going to landfill	Use a contractor that guarantees no waste going to landfill	tbc	Service Leads/Net Zero Team	N	
		Adopt a no-printing policy. Ensure all documents distributed are electronic	tbc	OMB/Net Zero team	N	
	Quantify ECC's full inventory of F-gas	Create inventory of refrigeration, air conditioning and heat pump equipment and for each item, record the refrigerant type, the charge capacity and the time in use during the reporting period to plan a reduction programme	tbc	Corporate Property/Building managers/ Net Zero Team	part	
Quantify ECC's recycling processing	Assess the carbon emissions of processing recycling that the city council collects and sells on. Include cardboard, paper, glass, plastic, and other waste streams sold on e.g. fishing nets	tbc	Recycling Lead/ Net Zero team	part		
Renewable energy <i>(-0.80% of 2020/21 footprint)</i>	Non-domestic PV	Identify and make business case / seek funding for further non-domestic PV opportunities across ECC estate e.g. Guildhall, ISCA, Arena, ECFC, Corn Exchange, RAMM, University fields, Water Lane II, Bus Station, St Sidwell's Point	-461	City Surveyor/Service Leads/Net Zero Team	Y	<ul style="list-style-type: none"> <li>Ground mounted 1,200 kWp array at Water Lane co-located with energy storage technology and a connection providing a renewable energy supply to the Council's Operations Depot at Exton Road to support the electrification of the Council's fleet. Full dissemination to be completed in Jan completed by SWEEG in first year of operation</li> <li>Solar PV on the Riverside Sports hall roof and battery store. Battery storage at Matford Centre and John Lewis CP. Outcomes to be included in above SWEEG study</li> <li>Review of Solar opportunities and new Invest to Save proposal for generation to provide energy security, protection against price increases, provide PPA potential, and to reduce carbon emissions through renewable self-supply</li> <li>Investigating relocation of Mary Arches CP solar canopy preparing for closure in 2023.</li> </ul>
	Domestic PV	Install roof mounted PV on 2,386 existing homes and similar proportion of new build Council homes	-376	City Surveyor/Housing lead/Net Zero Team	Y	
Land use change – afforestation	Planting broadleaf and conifers	Planting broadleaf and conifers evenly throughout the Valley Parks and greenspace woodland (409ha) between 2022 - 2030 identifies potential to cover 25% of the area	-829	SMB/Public & Green Spaces Lead	Y	<ul style="list-style-type: none"> <li>Within ECC Exeter P&amp;G Spaces to move from 24% to 30% canopy cover (tree line cover), target for 2030. Working with Greater Devon</li> </ul>

**Exeter City Council Corporate Net Zero Carbon Reduction Plan  
2022 – 2030  
Version 2.0, updated February 2023**

Sector	Area of Focus	Potential Measures	Identified GHG reduction tCO2e	Lead	Resource needed	February 2023 Update
(0% of 2020/21 footprint) offsetting potential		Explore options for offset funding and opportunities within Exeter, utilising Council owned assets	tbc	Public & Green Spaces Lead /Net Zero Lead/SMB	Y	<ul style="list-style-type: none"> <li>Network partners to increase canopy cover further across remaining private open spaces</li> <li>64 standard trees planted city wide, and 591 whips in a new woodland project at Newhaven fields</li> <li>Study to be undertaken to evaluate offsetting opportunities</li> <li>Parks officers have also continued to work closely with community groups and to support community-based initiatives. 2021/22 have seen the establishment and extensions of two community gardens in Exeter</li> <li>Officers working closely with Devon Wildlife Trust and Wild City, creating wildlife corridors, integrated process that relies on multiple methods to reduce aggregate use of chemical controls</li> </ul>
Overall Organisational Change	Improve understanding of Net Zero actions and Climate Change	Implement 'Carbon Literacy' training to all Councillors, Net Zero Ambassadors, SMB, OMB and other relevant officers	tbc	Net Zero Team	part	<ul style="list-style-type: none"> <li>Quarterly meetings between Net Zero Ambassadors and Net Zero team established</li> <li>60 members of staff ( including Net Zero, business and car parking service team, Net Zero Ambassadors, SMB) and Councillors have undertaken Carbon Literacy training delivered by 2 members of Net Zero team</li> <li>30 members of staff and Councillors 'certified' as Carbon Literate so far with Carbon Literate Organisation Bronze Status achieved in November 2022</li> <li>Carbon Literacy training available to remaining all ECC staff</li> <li>New 'Climate Emergency' section created on ECC website which includes information ECC's Footprint reports, Carbon Reduction Plan and Net Zero progress. Intranet pages to be created to highlight Net Zero team's work</li> <li>Active Members of the Devon Emergency Response Group, Tactical Group and support of the Devon Carbon Plan</li> </ul>
		Develop communications programme to highlight within the Council and externally, achievements and projects delivered in working towards Net Zero 2030	-	Net Zero Team	N	
		Review City Council policies to determine their negative and positive impact on reducing Council carbon emissions	-	Net Zero Team/Service Leads	N	
		Improve staff capacity to allow delivery of Net Zero across all ECC Services (sectors)	-	All services/SMB	Y	
		Continue to work with partners locally and nationally to deliver Net Zero	-	All services/SMB/Net Zero team	N	
		Ensure all Council decisions are informed by an analysis of whether they would help or hinder the delivery of the Net Zero ambition for the council and the city	-	All services/Councillors/Net Zero team	N	
		Investment Plan to determine what resources would be required to achieve net zero measures		Net Zero Team	Y	

**Changes to version 2.0 in addition to February Update**

- **Addition to potential measures in 'Transport' sector** - Require deliveries to the council to be by electric vehicles or bike, creating demand for freight consolidation centres. Liaise with partners to identify sites and ensure planning provision is made
  - **Addition to potential measures in 'Overall Organisational Change' sector** - Ensure all Council decisions are informed by an analysis of whether they would help or hinder the delivery of the Net Zero ambition for the council and the city
  - **Addition to area of focus and potential measures in 'F Gases and Waste' sector** - Quantify ECC's recycling processing - Assess the carbon emissions of processing recycling that the city council collects and sells on. Include cardboard, paper, glass, plastic, and other waste streams sold on e.g. fishing nets
- Updates column changed to February 2023** and updated accordingly above

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## REPORT TO CUSTOMER FOCUS / STRATEGIC SCRUTINY COMMITTEE

Date of Meeting: 16 March 2023

Report of: Service Lead Net Zero & Business

Title: Progress Report Shared Prosperity Fund – Update 2

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Executive

### 1. What is the report about?

1.1 This report updates members on Exeter's Shared Prosperity Fund (UKSPF) allocation, which supports Building Pride in Place and Increasing Life Chances in Exeter.

### 2. Recommendations:

2.1 Members note the limited progress made in delivering UKSPF in Exeter.

2.2 Interventions have been adjusted slightly, to address delays in delivery.

2.3 The Service Lead for Net Zero & Business continues to provide an update to Strategic Scrutiny every 6 months on the delivery and management of UKSPF, the next being 21 September 2023.

### 3. Reasons for the recommendation:

3.1 Members are updated on progress of UKSPF in Exeter and understand the reasons why for the delay in progress.

3.2 Members are kept updated on a regular basis on delivery and progress.

### 4. What are the resource implications including non financial resources

4.1 Management of UKSPF Exeter is currently overseen and managed by the Service Lead for Net Zero & Business, which will change once a temporary Project Manager is appointed.

4.2 4% of the £1,403,877 (£56,120) is available for the administration, monitoring and evaluation of UKSPF. It is proposed to appoint a temporary Project Manager to undertake this activity, this process will commence once the City Council has received their offer letter from the Department for Levelling Up Housing & Communities (DLUHC) and funds have been transferred. There will be an internal recruitment process, to support any staff that are at risk as a result of budget reductions.

4.3 The budget for UKSPF Exeter has not changed from previous updates, which is shown below. Capital spend can be increased, which would result in a reduction in revenue spend. It is proposed to increase capital spend during 2022 – 2023, to ensure a high proportion of spend in the first year, which releases the year 2 allocation.

2022 - 2023		2023 - 2024		2024 – 2025		Total
Capital	Revenue	Capital	Revenue	Capital	Revenue	
10%	90%	13%	87%	20%	80%	
£17,037.30	£153,335.70	£44,297.11	£296,449.89	£178,551.40	£714,205.60	
Total £170,373		Total £340,747		Total £892,757		£1,403,877

## 5. What are the legal aspects?

5.1 The City Council has agreed and signed off with DLUHC, to deliver the UKSPF Exeter Investment Plan within the budget listed within 4.3. If there are any major deviations from the Investment Plan, these need to be signed off by DLUHC prior to delivery – there are currently no plans to make any major changes to the Exeter UKSPF Investment Plan.

## 6. Exeter UKSPF Update 2

6.1 The City Council received notification on the 30 January 2023 that our Investment Plan was signed off by DLUHC. The delay was due to a minor discrepancy within our deliverables spreadsheet, which was quickly rectified. The City Council is awaiting funds to be transferred from DLUHC to the City Council so spend can commence.

6.2 As a result of the delay, there have been a few minor changes to the Exeter Investment Plan. The revised Exeter Investment Plan is shown in Appendix 1.

6.3 The City Council are working in partnership with Devon County Council on procuring Business Support: General, Start-Up and Greening Your Business. There is a requirement of the UKSPF Policy, to work collaboratively to achieve value for money in procuring projects of a similar nature.

6.4 Tenders for activity delivered in Year one (2022 – 2023) are in progress. It has been agreed with DLUHC that any underspend this year-end, the City Council will need to submit a credible plan setting out how we will utilise underspend in the following financial year (2023 – 2024). Credible plans will be submitted through routine end-of year reporting, a change request notification is not required. It is anticipated only one project will drift into 2023 – 2024: Feasibility Study: Exeter Passivhaus Training Academy.

## 7. How does the decision contribute to the Council’s Corporate Plan?

7.1 UKSPF links directly to the Exeter Vision and a number of Corporate Priorities.

Corporate Plan	Prosperous Local Economy	Interventions support businesses to innovate and to provide them individual business support to grow and pivot
	Housing & Building Great Neighbourhoods	An intervention supports the aims and aspirations of Liveable Exeter and to provide a safe place to live, work, visit and shop
	Net Zero Carbon City	Interventions support business and residents to reduce their carbon emissions
	Thriving Culture & Heritage	Interventions support the cultural sector within Exeter
Exeter Vision	Innovative & Analytical City	Interventions support high growth potential businesses, as well as the commercialisation of research from city institutions. Skills and learning interventions will be developed to support residents to improve their learning opportunities.
	Accessible world class educations	Interventions support residents to access city educational institutions in delivering world class education to residents and businesses, giving opportunities to all.
	Liveable & connected	Interventions support a thriving city centre
	A leading sustainable city	A number of interventions will support the delivery of the Exeter Net Zero 2030 Plan
	Culture	Interventions support cultural activity through Liveable Exeter

## 8. What risks are there and how can they be reduced?

- 8.1 Once funds have been received a UKSPF Management Group will be established. This group will be made up of a relevant Director, Service Lead for Net Zero & Business, officers leading on interventions, as well as Legal and Finance. A representative from Exeter Chamber of Commerce and InExeter will also be invited to sit on this Management Group.
- 8.2 The City Council's UKSPF Management Group will provide ongoing reviewing, monitoring and evaluation of Exeter's Investment Plan, its interventions, budget spend and the delivery of outcomes and outputs.

## 9. Equality Act 2010 (The Act)

- 9.1 No potential impact has been identified on people with protected characteristics as determined by the Act because the report is for noting only. An EQIA will be developed for each project funded by UKSPF.

## 10. Carbon Footprint (Environmental) Implications:

- 10.1 Some of the proposed interventions support Exeter's Net Zero 2030 Plan in reducing city carbon emissions. It also supports businesses and residents to reduce their carbon emissions.

10.2 No potential impact has been identified on people with protected characteristics as determined by the Act because the report is for noting only. An EQIA will be developed for each project funded by UKSPF.

10.3 Elements of the People & Skills theme will focus on green skills. Larger projects will be reviewed to keep carbon emissions to a minimum or to net zero.

## **11. Are there any other options?**

11.1 Within the guidance for UKSPF, Exeter City Council is a 'Lead Authority', so there is a requirement to manage Exeter's UKSPF allocation and develop an Investment Plan.

11.2 There is an option of not appointing a Project Manager to manage a number of the major projects. The decision was taken to appoint a temporary position, due to limited capacity within the team and the City Council.

Director: Net Zero & City Management

Author: Service Lead Net Zero & Business

## **Local Government (Access to Information) Act 1972 (as amended)**

Background papers used in compiling this report:-

22 September 2022, Progress Report Shared Prosperity Fund – Update 1

5 July 2022, UK Shared Prosperity Fund, Exeter allocation

Contact for enquires:  
Democratic Services (Committees)  
Room 4.36  
01392 265275

**APPENDIX ONE**

	2020-23 allocation £170,373		2023-24 allocation £340,747		2024-25 allocation £892,757		Total Allocation £1,403,877		
	10%	90%	13%	87%	20%	80%			
	<b>£17,037.30</b>	<b>£153,335.70</b>	<b>£44,297.11</b>	<b>£296,449.89</b>	<b>£178,551.40</b>	<b>£714,205.60</b>	<b>£239,885.81</b>	<b>£1,163,991.19</b>	<b>£1,403,877.00</b>
<b>Communities &amp; Place</b>	<b>Capital</b>	<b>Revenue</b>	<b>Capital</b>	<b>Revenue</b>	<b>Capital</b>	<b>Revenue</b>	<b>Capital</b>	<b>Revenue</b>	
Creative Arc	£0	£0	£0	£36,269	£39,000	£96,000	£39,000	£132,269	£171,269
Install two parklets in the city centre	£0	£0	£50,000	£0	£0	£0	£50,000	£0	£50,000
Replace 30 old City Centre CCTV cameras & provide body worn cameras	£130,373	£0	£0	£0	£0	£0	£130,373	£0	£130,373
Rougemont Gardens: footpath resurfacing to improve access and to reduce ASB	£0	£0	£15,540	£3,938	£0	0	£15,540	£3,938	£19,478
Community energy/EPC advisors residents	£0	£0	£0	£0	£0	£40,000	£0	£40,000	£40,000

TOTAL	<b>£130,373</b>	<b>£0</b>	<b>£65,540</b>	<b>£40,207</b>	<b>£39,000</b>	<b>£136,000</b>	<b>£234,913</b>	<b>£176,207</b>	<b>£361,120</b>
	2022 / 2023	2022 / 2023	2023 / 2024	2023 / 2024	2024 / 2025	2024 / 2025	TOTAL	TOTAL	TOTAL
<b>Supporting Local Business</b>	Capital	Revenue	Capital	Revenue	Capital	Revenue	Capital	Revenue	
Business Support – General & Start-Up	£0	£0	£0	£51,000	£0	£51,000	£0	£102,000	£102,000
Business Support - high growth potential	£0	£0	£0	£50,000	£0	£50,000	£0	£100,000	£100,000
Business Support - greening your business	£0	£0	£0	£54,000	£0	£67,182	£0	£121,182	£121,182
Feasibility Study: Exeter Passivhaus Training Academy	£0	£40,000	£0	£0	£0	£0	£0	£40,000	£40,000
Building Greater Exeter	£0	£0	£0	£20,000	£0	£20,000		£40,000	£40,000
Innovation Hub & ongoing costs	£0	£0	£0	£60,000	£0	£60,000	£0	£120,000	£120,000
<b>TOTAL</b>	<b>£0</b>	<b>£40,000</b>	<b>£0</b>	<b>£235,000</b>	<b>£0</b>	<b>£248,182</b>	<b>£0</b>	<b>£523,182</b>	<b>£523,182</b>

	2022 / 2023	2022 / 2023	2023 / 2024	2023 / 2024	2024 / 2025	2024 / 2025	TOTAL	TOTAL	TOTAL
<b>People &amp; Skills</b>	Capital	Revenue	Capital	Revenue	Capital	Revenue	Capital	Revenue	
Retrofit Skills Centre	£0	£0	£0	£0	£140,000	£49,575	£140,000	£49,575	£189,575
Urban Learning Academy	£0	£0	£0	£0	£0	£180,000	£0	£180,000	£180,000
Exeter Skills Strategy	£0	£0	£0	£0	£0	£100,000	£0	£100,000	£100,000
	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£140,000</b>	<b>£329,575</b>	<b>£140,000</b>	<b>£329,575</b>	<b>£469,575</b>
	2022 / 2023	2022 / 2023	2023 / 2024	2023 / 2024	2024 / 2025	2024 / 2025	TOTAL	TOTAL	TOTAL
	Capital	Revenue	Capital	Revenue	Capital	Revenue	Capital	Revenue	
<b>TOTAL FOR SPF</b>	<b>£130,373</b>	<b>£40,000</b>	<b>£65,540</b>	<b>£275,207</b>	<b>£179,000</b>	<b>£713,757</b>	<b>£374,913</b>	<b>£1,028,964</b>	<b>£1,403,877</b>

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**WORK PLAN FOR SCRUTINY ITEMS 2022/2023**

*Working Draft March 2023*

Item	Scrutiny Committee	Director	Portfolio Holder	Submitted by	Date Approved by Scrutiny Programme Board	Date Signed off
<b>MARCH 2023</b>						
Portfolio Holders Report (Cllr Parkhouse)	Strategic 16 March 2023	Director of Culture, Leisure and Tourism (JPH)	Portfolio Holder Leisure Services & Physical Activity(Cllr Parkhouse)	Timetabled report		
St. Sidwell's Point	Strategic 16 March 2023	Director of Culture, Leisure and Tourism (JPH)	Portfolio Holder Leisure Services & Physical Activity(Cllr Parkhouse)	St Sidwells Point - Proforma - Cllrs K. Mitchell M. Mitchell, D. Moore J. Moore and Sparling	July 2021	
Live and Move Strategy Update	Strategic 16 March 2023	Director of Culture, Leisure and Tourism (JPH))	Portfolio Holder Leisure Services & Physical Activity(Cllr Parkhouse)	Referenced from Executive/Council		
Exeter Local Plan: Outline Draft Consultation Reporting	Strategic 16 March 2023	Director City Development (IC)	Portfolio Holder for City Development & Planning (Cllr Morse)			
Working Towards Net Zero - Exeter City Council's Corporate Carbon Footprint Report	Strategic 16 March 2023	Director Net Zero Exeter & City Management	Portfolio Holder Climate Change (Cllr Wood)	Report half yearly		

Item	Scrutiny Committee	Director	Portfolio Holder	Submitted by	Date Approved by Scrutiny Programme Board	Date Signed off
and Carbon Reduction Action Plan -Update		(DB)Service Lead Net Zero & Business (VH)				
Progress Report Shared Prosperity Fund - Update	Strategic 16 March 2023	Director Net Zero Exeter & City Management (DB)Service Lead Net Zero & Business (VH)	Portfolio Holder Climate Change (Cllr Wood)	Report half yearly		
Portfolio Holders Report (Cllr Denning)	Customer Focus 30 March 2023		Portfolio Holder Customer Services & Council Housing (Cllr Denning)	Timetabled report		
Presentation by Community Safety Partnership	Customer Focus 30 March 2023	Director Net Zero Exeter & City Management (DB) Service Lead Net Zero & Business (VH)	Portfolio Holder for Communities and the Prevention of Homelessness	Requested at Scrutiny Programme Board Jan 23 and Customer Focus Scrutiny Committee 02/02/2023	Raised principally by Cllr M Mitchell	
<b>JUNE 2023</b>						
Portfolio Holders Report PF TBC	Strategic Scrutiny 8 June 2023			Timetabled report		
To review the findings of the Car Parks Strategy report	Strategic Scrutiny 8 June 2023	Director City Planning	Portfolio Holder for City Development and Planning (Cllr Morse)	Combined Strategic and Customer Focus Scrutiny Committee 20/10/2022-to consider Member	November 2021 – Combined Strategic and Customer Focus	

Item	Scrutiny Committee	Director	Portfolio Holder	Submitted by	Date Approved by Scrutiny Programme Board	Date Signed off
				involvement in developing the car parking service ( <i>request to move from Customer Focus to Strategic Scrutiny Committee 8 June TBC at next SPB</i> )	Scrutiny Committees	
Commercialisation Update	Strategic 8 June 2023	Director Net Zero Exeter & City Management (DB)Service Lead Net Zero & Business (VH)		Timetabled report ( <i>SPB moved from 16 March 2023</i> )		
Presentation on the Role of Scrutiny	Strategic Scrutiny 8 June 2023	Director Corporate Services (BAK)		Timetabled report		
Scrutiny Programme Annual Report	Strategic Scrutiny 8 June 2023			Scrutiny Programme Board Report yearly		
Portfolio Holders Report PF TBC	Customer Focus 29 June 2023			Timetabled report		
Presentation on the Role of Scrutiny	Customer Focus 29 June 2023	Director Corporate Services (BAK)		Timetabled report		
Scrutiny Programme Annual Report	Customer Focus 29 June 2023			Scrutiny Programme Board Report yearly		

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