

## EXECUTIVE

Date: Tuesday 9 April 2024

Time: 5.30 pm

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

Members are invited to attend the above meeting to consider the items of business.

If you have an enquiry regarding any items on this agenda, please contact Mark Devin, Democratic Services Manager on 01392 265477.

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 Bialyk (Chair), Wright (Deputy Chair), Denning, Foale, Parkhouse, Pearce, Williams, R and Wood

## Agenda

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

#### 1 Apologies

To receive apologies for absence from Committee members.

#### 2 Minutes

To approve and sign the minutes of the meeting held on 5 March 2024.

(Pages 5 -  
8)

#### 3 Declarations 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 1985 - Exclusion of Press and Public

It is considered that the Committee would be unlikely to exclude the press and public during consideration of any of the items on the agenda, but if it should wish

to do so, the following resolution should be passed:-

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

**5 Questions from the Public Under Standing order No. 19**

To receive questions relating to items on the Agenda from members of the public and responses thereto.

Details of questions should be notified to the Democratic Services Manager by 10.00am at least three working days prior to the meeting. Further information about speaking at a committee can be found here: [Speaking at a Committee](#)

**6 Overview of General Fund Revenue Budget 2023/24 – Quarter 3**

To consider the report of the Director Finance (Pages 9 - 36)

**7 2023/24 General Fund Capital Monitoring Statement – Quarter 3**

To consider the report of the Director Finance (Pages 37 - 54)

**8 2023/24 HRA Budget Monitoring Report – Quarter 3**

To consider the report of the Director Finance (Pages 55 - 74)

**9 The Household Support Fund – Scheme 5**

To consider the report of the Director Finance. (Pages 75 - 80)

**10 Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly**

To consider the report of the Director Net Zero Exeter & City Management. (Pages 81 - 212)

**11 Council Health and Safety at Work Policy**

To consider the report of the Director Net Zero Exeter & City Management. (Pages 213 - 240)

**12 Members' Training**

To consider the report of the Director Corporate Services. (Pages 241 - 252)

**13 Liveable Exeter Placemaking Charter and pre-application charges**

To consider the report of the Director City Development. (Pages

14 **Exeter Plan: Full Draft Consultation reporting**

To consider the report of the Director City Development.

(Pages  
293 - 448)

15 **Wonford Community Wellbeing Hub**

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

(Pages  
449 - 492)

16 **Live and Move Sport England Place Partner 2025-2028**

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

(Pages  
493 - 506)

**Date of Next Meeting**

The next scheduled meeting of the Executive will be held on **Tuesday 4 June 2024** at 5.30 pm in the Civic Centre.

**A statement of the executive decisions taken at this meeting will be produced and published on the Council website as soon as reasonably practicable.**

Find out more about Exeter City Council services by looking at our web site <http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Democratic Services Officer (Committees) on (01392) 265115 for further information.

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## **EXECUTIVE**

Tuesday 5 March 2024

### **Present:**

Councillor Bialyk (Chair)

Councillors Wright, Denning, Foale, Morse, Parkhouse, Pearce, Williams, R and Wood

### **Also Present:**

Councillor Jobson (as an opposition group Leader);

Councillor Moore (as an opposition group Leader); and

Councillor M. Mitchell (as an opposition group Leader)

### **Councillors in attendance under Standing Order No. 44**

Councillor Ketchin speaking on item 8 (Minute No. 41 below)

### **Also present:**

Chief Executive, Director Finance, Service Lead City Development, Assistant Planning Manager (HS), Service Manager Public and Green Spaces and Democratic Services Manager

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### **MINUTES**

The minutes of the meeting held on 6 February 2024, were taken as read, approved, and signed by the Chair as a correct record.

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### **DECLARATIONS OF INTEREST**

No declarations of disclosable pecuniary interests were made.

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### **QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER NO. 19**

No questions from members of the public were received.

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### **REVIEW OF THE CORPORATE RISK REGISTER**

The Executive received the quarterly update report on the Council's risk management progress and the revised Corporate Risk Register which was linked to the Council's Strategic Priorities. The register had been updated by Directors in consultation with their Portfolio Holders and there were no significant risks added to the register.

Opposition group leaders spoke on the item and made the following points:-

- Cllr Mitchell – enquired on whether officers would include recommendations in future reports for the Executive to consider.
- Cllr Moore – enquired on the Portfolio Holders' role in contributing to the review of the risk register.

The Leader advised that the recommendations were on proposing any necessary actions to help mitigate the risks where it was possible, and that Portfolio Holders had already held discussions with the Directors.

**RESOLVED** that Executive note the Corporate Risk Register and propose any necessary actions to help mitigate the risks for which it is responsible.

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### **HOUSEHOLDER'S GUIDE: DESIGN OF EXTENSIONS AND ALTERATIONS SUPPLEMENTARY PLANNING DOCUMENT (SPD): ADOPTION**

The Executive received the report which set out the details of a review and update to the Council's Householder's Guide: Design of Extensions and Alterations Supplementary Planning Document (SPD) which was first adopted in 2008.

The updates had focussed on aligning the document with the policy and the Council's residential design guide and a 12-week consultation was held between 23 October 2023 and 12 January 2024. During this process the document title had been changed and 24 responses received. Six responses were from organisations such as the Environment Agency with a focus on flood risk and all comments had been collated to revise the document for adoption.

Opposition group leaders spoke on the item and made the following points:-

- Cllr Moore – expressed concern that cycle stores in front gardens required planning permission and that dropped kerbs wouldn't. She commented on the government consulting on permissive development rights and the potential danger of the Council policy falling out of sync with government policy.

She welcomed the biodiversity and sustainable urban drainage sections, but expressed concern that there was no mention of the increasing trend in replacing gardens with artificial grass.

- Cllr Mitchell – enquired on the ability to make future amendments to the document; and
- Cllr Jobson – welcomed the report.

During the discussion Members made the following points:-

- the work undertaken in developing the document was welcomed;
- how much influence did national regulations have on the document? and
- was there anything in the consultation feedback that changed the document?

The Portfolio Holder for City Development expressed her thanks to the officers for the work undertaken, especially around the other larger volumes of work being undertaken. She advised that:-

- cycle parking was a national matter, in which planning permission was required for building at the front of a house;
- planning permission wasn't required for a dropped kerb, and only required for flat surfaces where water could not be drained away; and
- planning permission wasn't required artificial grass, which was a permeable surface and therefore had not been included in the document

The Assistant Planning Manager advised the document could be amended as required, but it was best practice to allow time for the document to be in operation before further updates were considered.

**RESOLVED** that the Consultation Statement documenting the consultation responses of the Supplementary Planning Document attached as Appendix A of report be noted.

**RECOMMENDED** that Council approve the adoption of the updated and revised Householder's Guide: Design of Extensions and Alterations SPD attached at Appendix B of the report.

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### **TREE AND WOODLAND STRATEGY 2023-33**

The Executive received the report on the new Tree and Woodland Management Strategy, which provided best practice in regard to the maintenance and welfare of the Council's tree and woodland estate. Adoption of the Strategy would formalise the standard operating procedures and set the vision for the development of Exeter's tree estate.

Particular reference was made to:-

- the draft strategy was subject to a public consultation, in which 330 responses were received, with strong support for the recommendations in the report;
- two objections focussed on the objectives of maintaining a comprehensive tree inventory and increasing the city canopy cover to 30%;
- there was a typo in the strategy, relating to the canopy cover, in which the actual baseline canopy was 20.2% citywide;
- the Council was already delivering tree services and operations aligned with the strategy, and was now seeking to standardise the operating procedures for the development of Exeter's tree estate; and
- no additional funding or resources were being sought at this stage.

Councillor Ketchin, having given notice under Standing Order No. 44, spoke on this item and made the following points:-

- Devon County Council needed to be engaged as a major stakeholder for areas with low tree canopy cover and for issues such as roadside improvement, air quality, and high visibility elements related to public enjoyment;
- there needed to be something in the document for stakeholders to encourage Devon County Council to be a part the vision;
- when trees were felled or badly damaged, the Tree Protection Order (TPO) could follow other local Councils in using a 3:1 ratio replacement strategy;
- the Council's 10% biodiversity rule may not be enough for areas with an absence of tree cover and the strategy would support planning matters for areas with an absence of tree cover;
- funding options for planting in new areas could be a source of capital and there were options for citizen funded routes for local communities. It cost around £800 to plant a tree and would encourage community engagement.

The Leader advised that questions had been received from Councillor Moore, which the Executive had considered wouldn't change the recommendations. The Leader advised that he would circulate the responses and would also be appended to the minutes.

Opposition group leaders spoke on the item and made the following points:-

- Cllr Moore – had submitted questions, which the questions and responses are appended to the minutes. She also enquired on whether the strategy had enough funding to be progressed.

- Cllr Jobson – welcomed the report and thanked the officers involved.

During the discussion Members commended the report and made the following points:-

- thanks were made to the officers for the work undertaken in writing the report and to the Portfolio Holder for Place & City Management;
- the consultation was welcomed and reflected the importance of trees to residents, and their environmental, well-being and economic benefits;
- the strategy addressed how the Council tackled the ecological crisis in the city;
- Exeter had a higher canopy cover than most other authorities, with some wards having nearly double the national average of 3%;
- engagement with Devon County Council would be welcomed particularly for ensuring CCTV cameras were not obscured by tree cover and preventing fallen leaves blocking drains;
- was the 3:1 replacement scheme or tree sponsorship viable?
- were any reasons or alternative options given, from those who responded against increasing the tree canopy cover? and
- Exeter had a community lottery, which community groups could subscribe to for fundraising to purchase trees for their local community.

The Portfolio Holder for Place & City Management commended the report and highlighted that the city's trees were a fantastic resource for improved air quality and absorbing harmful gases. Trees were beneficial to mental health and increased property values. She further highlighted the excellent work of the team in collating the consultation responses and endorsed the strategy.

The Service Manager Public and Green Spaces in responding to points made by Members, advised that:-

- Devon County Council were developing a Devon wide tree strategy, in which Exeter City Council was a partner and contributing to;
- the Council operated 2:1 planting ratio based on success levels of bringing specimens to maturity;
- Exeter City Council was a statutory consultee for planning developments and contributed towards the wider planning policy development; and
- there were five consultees who disagreed with the principle of canopy increase, but didn't elaborate on their reasoning.

**RECOMMENDED** that Council approves the adoption of Tree and Woodland strategy 2023-2033.

(The meeting commenced at 5.30 pm and closed at 6.10 pm)

Chair

**The decisions indicated will normally come into force 5 working days after publication of the Statement of Decisions unless called in by a Scrutiny Committee. Where the matter in question is urgent, the decision will come into force immediately. Decisions regarding the policy framework or corporate objectives or otherwise outside the remit of the Executive will be considered by Council on 23 April 2024.**

## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: Director Finance

Title: Overview of General Fund Revenue Budget 2023/24 – Quarter 3

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 To advise Members of the overall financial position of the General Fund Revenue Budgets for the 2023/24 financial year after nine months.

### 2. Recommendations:

2.1 It is recommended that Members of the Executive note the report and Council notes and approves (where applicable):

- (1) The General Fund forecast financial position for the 2023 financial year;
- (2) The supplementary budgets as detailed in paragraph 8.12 and Appendix 3;
- (3) The outstanding Sundry Debt position as at December 2023;
- (4) The creditors payments performance; and
- (5) The One Exeter programme update

### 3. Reasons for the recommendation:

3.1 To formally note the Council's projected financial position and to approve additional expenditure required during the financial year.

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

4.1 The impact on the General Fund working balance is set out in section 8.10.

The General Fund Working Balance is projected to stand at £5.866 million at year end.

### 5. Section 151 Officer comments:

5.1 Whilst the Council has some significant pressures, namely the pay award, and lower car park and trade waste income, these have been offset by significant underspends on key projects and the VAT decision around Leisure. Members should be aware that many of these underspent budgets will be requested for a roll forward into 2024-25 and whilst

the General Fund Balance is projected to be high at year end, the Section 151 expects the ongoing position to be more in line with the medium-term financial plan projections.

## 6. What are the legal aspects?

6.1 Section 28 of the Local Government Act 2003 imposes a statutory duty on the Council to monitor during the financial year its expenditure and income against the budget calculations. If the monitoring establishes that the budgetary situation has deteriorated, the Council must take such action as it considers necessary to deal with the situation. This might include, for example, action to reduce spending in the rest of the year, or to increase income, or to finance the shortfall from reserves.

The Local Government Finance Act 1992 places a legal requirement on Council to approve not only the budget but also any changes to the budget proposed during the year. Council has a legal duty to ensure that the budget is balanced and that any changes to the budget are fully funded.

## 7. Monitoring Officer's comments:

7.1 The content of this report raises no issues for the Monitoring officer.

## 8. Report details:

### Overview of General Fund Revenue Budget 2023/24 – Quarter 3

#### 8.1 Financial Summary

FUND	Planned Transfer To/ (From) Working Balance £	Budget Variance Over/(Under) £	Outturn Transfer 2023/24 £
General Fund	(3,225,320)	2,940,502	(284,818)

#### 8.2 General Fund (Appendix 1 & Appendix 2)

The current forecasts show an overall projected underspend of £2,886,552 against a revised budget of £21,867,380. This includes supplementary budgets of £7,540,660 already agreed by Council. Variances of more than +/- £30,000 are detailed below:

#### 8.3 Chief Executive

Budget Heading	Over / (Underspend)
Affordable Housing Development	£363,860

#### 8.4

##### Responsible Officer: Chief Executive

Now that Exeter City Living is being scaled back, there will be no further recharges made to them from ECC. The overspend reflects the impact this will have on the general fund.

##### Transformation

Budget Heading	Over / (Underspend)
<b>IT Services</b>	<b>(£45,300)</b>
<p><b>Responsible Officer: Director, IT &amp; Transformation</b></p> <p>This figure represents ECC's share of Strata's overall savings apportioned across the three Councils. After a review, from 2024/25 the contract will be for costs only and will not include any savings; this is to more accurately reflect Strata's working relationship with its member Councils.</p>	
<b>Organisational Change Programme</b>	<b>(£200,000)</b>
<p><b>Responsible Officer: Organisational Transformation Programme Lead</b></p> <p>The budget is funded from an earmarked reserve and has been re-profiled to reflect the on-going future programme, any underspend will be requested as a supplementary budget in 2024/25.</p>	

#### 8.5 City Development

Budget Heading	Over / (Underspend)
<b>Planning</b>	<b>(£336,040)</b>
<p><b>Responsible Officer: Service Lead, City Development</b></p> <p>The financial impact of the pay offer of £1,925 across all grades has caused an overspend on the salary budgets.</p> <p>Consultant's fees have been higher than expected due to an appeal.</p> <p>An underspend of £416,000 is forecast for the Exeter Plan. This is as a result of a revised timetable in terms of evidence production. Significant evidence is currently being commissioned to underpin the key elements of the Exeter Plan regarding brownfield development. This expenditure will show during 2024/25 when the plan runs towards publication and submission.</p>	
<b>Liveable Exeter Garden City</b>	<b>(£400,000)</b>
<p><b>Responsible Officer: Director</b></p> <p>Grant funding has been provided from DLUCh to progress Liveable Exeter; the money can be spent in any given financial year so the flexibility remains to apportion the money as projects are developed. Therefore, any unspent grant money at the end of the financial year will be transferred into an earmarked reserve and a supplementary budget requested in 2024/25.</p>	

#### 8.6 Communications, Culture and Leisure Facilities

Budget Heading	Over / (Underspend)
<b>Culture</b>	<b>(£111,930)</b>
<p><b>Responsible Officer: Service Lead – Communications, Tourism &amp; Culture</b></p> <p>Only a small amount of the £100,000 supplementary budget for the Rugby World Cup has been used this year therefore most of this has been recorded as a saving and will be requested as a new supplementary budget in 2024/25.</p>	
<b>Markets &amp; Halls</b>	<b>(£231,220)</b>
<p><b>Responsible Officer: Facilities &amp; Markets Manager</b></p> <p>As at quarter two, income forecasts have continued to remain positive, especially at The Matford Centre. Kivell's are anticipating another successful year which has resulted in a projection of £86,000 above the income target, and the car parks are forecast to make £20,000 above budget. The projection for utility savings at both the Matford Centre and the Corn Exchange has increased and is now in the region of £110,000. Several properties have been re-evaluated by the Valuation Office, resulting in a small saving and the personal liability insurance premiums have also come in under budget.</p>	
<b>Museum Services</b>	<b>(£252,500)</b>
<p><b>Responsible Officer: Service Co-Leadership Team</b></p> <p>The forecast saving is reported at £252,500. However, this includes £71,000 of redundancy costs - which will be covered by reserves – therefore the total saving is £323,500. The main reason for the under-spend continues to be utility savings and this, along with smaller savings elsewhere, offsets the forecast shortfall in the revenue received from the shop. Despite the economic climate, shop revenue has been increasing year-on-year; however, achieving the budgeted income target is proving to be the biggest challenge facing the service.</p>	
<b>Leisure &amp; Sport</b>	<b>(£687,650)</b>
<p><b>Responsible Officer: Director - Communications, Culture &amp; Leisure</b></p> <p>This underspend to budget is due to higher than budgeted revenue; this surplus is off setting increased costs, partly due to maintenance expenditure being recognised within the centres while the budget is in the Corporate Property Assets cost centre (a saving of £200,000 is being reported in that cost centre). Utilities across all the centres (apart from SSP) also continue to show an underspend which is contributing to this favourable variance.</p> <p>The saving against budget has been forecast at about £160k higher than is being reported at this time. Work is about to start on making necessary VAT adjustments on received income to ensure that the correct treatment is being applied to the different revenue streams; however, there is no clear picture of how this will impact the final out-turn position. Therefore, a prudent approach has been adopted and the same out-turn position as quarter two has been reported.</p>	
<b>St Sidwells Point</b>	<b>(£59,850)</b>



<b>Responsible Officer: Director - Communications, Culture &amp; Leisure</b>	
This supplementary budget has not been utilised this year. It will be requested again in 2024/25, if needed.	
<b>Communications</b>	<b>(£70,800)</b>
<b>Responsible Officer: Service Lead – Communications, Tourism &amp; Culture</b>	
Advertising income remains healthy in quarter three, with a forecast surplus to budget of £89,000, including a £19,000 contribution from Clear Channel advertising. There is also a saving of £12,700 in staff costs, due to vacancies and insurance premiums coming in under budget. These favourable figures have been offset by the annual subscription to Panacea - which was not budgeted for – and a reduction in recharge income to Exeter City Living.	
<b>Active &amp; Healthy People</b>	<b>(£327,660)</b>
<b>Responsible Officer: Active &amp; Healthy People Programme Lead</b>	
The Wonford Health & Wellbeing Hub project has been delayed during 2023/24 particularly whilst awaiting the appointment of the new Trustees. This has moved the remaining design works and planning submission matters into 2024/25.	

#### 8.7 Net Zero Exeter and City Management

<b>Budget Heading</b>	<b>Over / (Underspend)</b>
<b>Environmental Protection</b>	<b>(£375,160)</b>
<b>Responsible Officer: Service Lead – Environmental Health &amp; Community Safety</b>	
Vacancies within the Neighbourhood and Environmental Quality Teams have more than compensated for the extra cost of the pay offer across the service unit (£78,000). The increased funding for Disabled Facilities Grants has also increased the income from the administrative burden rechargeable to the grant allocation above expectation (£60,000). One-off funds, allocated from Homes4Ukraine income, to support the work of these teams will not be spent in year due to current staffing shortages in this area (£94,000). An Air Quality grant from DEFRA provides funding through to February 2025 with the £150,000 unspent balance to be rolled forward to 2024/25.	
<b>Licensing, Food, Health &amp; Safety</b>	<b>£245,220</b>
<b>Responsible Officer: Service Lead – Environmental Health &amp; Community Safety</b>	
The CCTV Control Room & Home Call Alarm Service budgets were set on 21/22 pay scales rather than those of 22/23 which only came to light after this year's pay settlement was actioned in November – the impact of this is an overspend at year end of £37,000. Home Call income continues to fall short of the income target (£140,000), despite the marketing campaigns that have taken place since March, which have already succeeded in generating some new customers. Additional sources of income, in particular making use of the Council's expertise in the field of CCTV monitoring, are being developed to help offset this issue with contracts due on stream during the year. Containing Outbreak Management costs are expected to be around £40,000. There is a small reserve available to cover £9,300 of this cost.	

<b>Parking Services</b>	<b>£820,530</b>
<p><b>Responsible Officer: Service Lead – Net Zero and Business</b></p> <p>The introduction in mid-May of car park re-zoning was expected to generate additional income, but it is still not anticipated that Car Park charges will reach budgeted levels. The Q3 position was unable to match the skew of budgets into the period and with a comparatively weak January it is now anticipated that charges will end the year some £600,000 below budget. Quarter 3 performance at 94.7% of cumulative budget is a slight dip on Q2 at 96.6%, but broadly in line with the 95.0% achieved in Q1. The switchover from cash to cashless payment has impacted on costs with the fees charged by 3<sup>rd</sup> parties now forecast to be some £90,000 higher than budget.</p> <p>Season ticket income continues to be affected by changes in demand, as a result of commuters working from home. Changes to the discounts offered are anticipated to reduce the adverse outturn variance, but not sufficiently to bring back into balance in the current year. Quarter 3 performance has fallen back to 51.6% of budget level from the just in excess of 52.3% of budget at Q2 (Q1 51.8%). With no history of a steep rise in sales for the remainder of the year, it is prudent to forecast under-achievement at the same rate giving a shortfall of £320,000. Parking permits will be reviewed next financial year to address new trends. The £700,000 income budget realignment will help to bring this Management Unit back into balance in 2024/25.</p>	
<b>Waterways</b>	<b>(£39,660)</b>
<p><b>Responsible Officer: Service Lead – Harbour Master</b></p> <p>The application for a Harbour Revision Order, a potential 2-year process was funded on a one-off basis at £150,000. The contingent element of £80,000 has not been required this year whilst the legal and other fees are likely to carry forward some £28,000 into 2024/25. The Exeter Port Authority operates a mooring repairs service, purchased by the Council a number of years ago. The intention was for this to be self-financing, but costs have increased significantly whilst workload and income has not. The current forecast has improved slightly, for a forecast overspend of £41,000 against a budgeted surplus of £23,000.</p> <p>There has been no change on Canal licences, which represent the other area of concern – despite the significant uplift in rates charged. The forecast is that income will still be some £58,000 below budgeted level (£55,000 at Q2).</p>	
<b>Engineering Services</b>	<b>(£265,840)</b>
<p><b>Responsible Officer: Service Lead – Public and Green Space</b></p> <p>One-off funding for a Waterways Engineer post was agreed in 2022/23 and will provide support for this to operate for at least three more years, with the available funding rolled forward but reducing each year unless funds from other vacancies are able to be used to sustain it. Funding relating to the proposed demolition of an over-bridge is hoped not to be required in-year giving rise to the forecast underspend at year end.</p>	

<b>Domestic Waste Collection</b>	<b>(£336,130)</b>
<p><b>Responsible Officer: Service Lead – Waste, Recycling &amp; Fleet</b></p> <p>The service has suffered continuing operational difficulties as it struggles to recruit. There also may be some costs attributed to the Recycling Management area caused by a new system for agency staff that is in the process of being reviewed. In addition, there is a delay to further roll out of the doorstep food waste programme until the construction of the food waste bay, so there will be savings in the year due to vacancies and vehicles not yet being leased. These savings will more than offset being unable to claim from DCC's Share Scheme saving fund, to which we have no eligibility until the scheme achieves 100% coverage.</p>	
<b>Waste Chargeable Services</b>	<b>£692,730</b>
<p><b>Responsible Officer: Service Lead – Waste, Recycling &amp; Fleet</b></p> <p>As reported in previous years there is a shortfall in the trade waste income budget which, whilst new contracts have come online, will not meet the income target set for the service. The £400,000 realignment of this income budget in 2024/25 will help to make significant progress on achieving financial balance in this Management Unit next year. Trade Waste is close to generating an operating surplus against the costs associated with delivery, with performance from last quarter having deteriorated following payment of the 2023/24 flat rate £1,925 pay award before oncosts (£21,000 forecast deficit). Other income aspects of the service have recovered well since the pandemic and are recovering the costs associated with operational delivery of the Unit as a whole (£107,000 forecast surplus).</p>	
<b>Waste and Fleet Overheads</b>	<b>£160,520</b>
<p><b>Responsible Officer: Service Lead – Waste, Recycling &amp; Fleet</b></p> <p>A steep increase in Property Insurance Premium charges has created an overspend in year (£77,000). This has added to the previously reported Clothing, Laundry, and Uniform issues – specifically Gloves, where an overspend of £48,000 is forecast.</p>	
<b>Recycling</b>	<b>£233,480</b>
<p><b>Responsible Officer: Service Lead – Waste, Recycling &amp; Fleet</b></p> <p>Use of secondary Materials Reclamation Facilities (MRF) and the transportation costs associated therewith have pushed forecast costs up by some £325,000. Further pressures within staffing have caused an increase in expected spend (£182,000), both the payment of the 2023/24 flat rate pay award, referred to against other areas earlier and Agency spend, still under review. Recyclates materials did see market fluctuations during Quarter 2 reducing income; this has continued through Q3, but there is still a forecast £220,000 benefit from sales to partially offset the costs recorded above.</p>	
<b>Net Zero and Business</b>	<b>(£133,450)</b>
<p><b>Responsible Officer: Service Lead – Net Zero and Business</b></p> <p>The coming on stream of Water Lane Solar Farm has generated significant income in year that had not been anticipated at the time of the budget (£84,000). This is augmented by no further spend having taken place against the one-off funding for Exeter Net Zero Project work (£49,000) in year, which will roll forward to 2024/25.</p>	

8.8 Finance

Budget Heading	Over / (Underspend)
<b>Major Projects</b>	<b>(£1,777,000)</b>
<p><b>Responsible Officer: City Surveyor</b></p> <p>The underspend is due to supplementary budgets not being fully utilised in-year. The impact of the wind-down of ECL is still being worked through; however, it is unlikely there will be a material spend by the end of 2023/24. Work on the Bus Station Demolition has started in this quarter – it has been estimated that the total cost will be £300,000, which will be largely realised next year so the majority of the £897,000 budget has been reported as an underspend, with a small amount left in to cover existing costs and any others that may arise before year-end. A supplementary budget will be requested in 2024/25.</p>	
<b>Corporate Property – Estates</b>	<b>£200,890</b>
<p><b>Responsible Officer: City Surveyor</b></p> <p>Savings in the Estate Services team, from both vacancies and against supplies &amp; services, has led to a forecast underspend of £220,830, with an additional underspend of £110,000 due to supplementary budgets not being utilised in-year (these budgets will be requested again in 2024/25). However, these have been offset by adverse variances in rental income; this is hard to forecast as bad debt provisions are added and reversed throughout the year. There will also be a final year-end adjustment for bad debt which could materially affect this out-turn figure. An overspend of £112,000 is forecast against the property maintenance line.</p>	
<b>Corporate Property – Assets</b>	<b>(£223,260)</b>
<p><b>Responsible Officer: City Surveyor</b></p> <p>An underspend of £200,000 continues to be reported within Property Maintenance; this represents the budget for the Leisure &amp; Sport estate, which the Assets team cannot utilise yet due to the on-going restructure (these maintenance costs are recognised within the Leisure management unit). The remainder is an overall saving within the Assets Team, due to vacancies and against supplies &amp; services.</p>	
<b>Revenues, Benefits &amp; Customer Access</b>	<b>£255,860</b>
<p><b>Responsible Officer: Service Revenues, Benefits &amp; Customer Access</b></p> <p>The financial impact of the proposed pay offer of £1,925 across all grades has led to overspends on the salary budgets.</p> <p>Based on current expenditure we are predicting a £160k overspend due to an even bigger decrease in the recovery of housing benefit overpayments and the increased costs of temporary accommodation which we don't receive full subsidy for.</p>	

<b>Corporate</b>	<b>£85,430</b>
<p><b>Responsible Officer: Chief Financial Officer</b></p> <p>This overspend is predominantly due to increases in audit fees and central bank charges. A portion of these increased charges will be recharged to the HRA. Additional costs have also been received in relation to the wind-down of ECL.</p>	
<b>Unapportionable Overheads</b>	<b>(£68,680)</b>
<p><b>Responsible Officer: Chief Financial Officer</b></p> <p>Similar to last quarter, the under-spend is due to a reduction in additional pension allowance payments to Devon County Council. There may be pension strain payments by the end of the financial year; these will be covered by reserves.</p>	

## 8.9 Corporate Services

<b>Budget Heading</b>	<b>Over / (Underspend)</b>
<b>Human Resources</b>	<b>(£43,270)</b>
<p><b>Responsible Officer: Service Lead – Human Resources</b></p> <p>This underspend is primarily due to the under-utilisation of the staff training budget. At quarter two, it was hoped there would be an increased uptake in training; however, this has not materialised, therefore a saving of £50,000 has been forecast. An underspend due to vacancies in the HR team is offsetting an overspend in the Payroll team and against the apprenticeship levy. However, there could be an adjustment in the forecast figure for the levy; this is currently being investigated and if necessary, the adjustment will be made in quarter four.</p>	
<b>Elections &amp; Electoral Registration</b>	<b>£55,880</b>
<p><b>Responsible Officer: Director, Corporate Services</b></p> <p>There are two factors which contribute to the over-spend in Elections. Maternity leave caused an overspend of approx. £19,000 in Electoral Registration; this has now finished so no further overspend is expected. The remainder is due to the budget reduction that was included in the 2023/24 estimates. These reductions, which will continue in future years, will be smoothed in the MTFP</p>	
<b>Corporate Support</b>	<b>£123,470</b>
<p><b>Responsible Officer: Director, Corporate Services</b></p> <p>The shortfall in rental income at the Civic Centre continues to be the predominant reason for this overspend, although some back charges have now been invoiced, which has improved the position. A £125,000 underspend in utilities continues to be forecast at this point although this may change, as the invoices for the first months of 2024 have not yet been received.</p>	

## 8.10 Other Financial Variations

Budget Heading	Over / (Underspend)
<b>Net interest</b>	<b>(£588,751)</b>
<p>Borrowing expected to be taken out early in 2023/24 has been postponed until later in the year/early next financial year due to current prohibitively high interest rates, and this is likely to result in savings in interest payable of £714k. Interest receivable is expected to be more than budgeted due to increased rates on temporary investments and money market funds, although interest will not be received from ECL on the repayments of loans.</p>	

## 8.11 General Fund Balance

In 2023/24 it is projected that there will be an overall net contribution from the General Fund Balance of £284,818. The minimum requirement for the General Fund working balance which was approved by Council in February 2023 at £3 million.

Movement	2023/24
Opening Balance, as at 01/04/23	<b>£6,151,294</b>
Net	(£284,818)
<b>Projected Balance at Year End</b>	<b>£5,866,476</b>

## 8.12 Supplementary Budgets

It is proposed that the supplementary budgets identified in Appendix 3 are approved and added to the 2023/24 budget. The requests are all self-financing or funded by an earmarked reserve and will have no impact on the projected General Fund working balance.

## 8.13 Outstanding Sundry Debt

An aged debt analysis of the Council's sundry debts is shown in the table below:

Age of Debt	March 2022	March 2023	December 2023 *
Up to 29 days (current)	£1,154,547	£1,436,904	£1,385,141
30 days – 1 Year	£2,129,058	£1,697,735	£2,407,007
1 – 2 years	£387,330	£1,645,793	£320,287
2 – 3 years	£623,164	£199,426	£191,875
3 – 4 years	£280,899	£539,002	£111,556
4 – 5 years	£180,759	£254,721	£270,493
5 + years	£1,136,701	£1,186,130	£335,609
<b>Total</b>	<b>£5,892,458</b>	<b>£6,959,711</b>	<b>£5,021,968</b>

In November 2023 aged debt totalling £1.7m in respect of overpaid Housing Benefits was transferred from the ASH Sundry Debtors system to the IMAN system, a new system specifically to manage the recovery of overpaid Housing Benefits. The aged debt analysis in the above table therefore reflects outstanding sundry debtors.

#### 8.14 Debt Write-Offs

The following amounts have been written-off during 2023/24:

	2022/23 Total	2023/24 (Qtr 3)
• Council Tax	£160,603	£183,223
• Business Rates *	£487,464	£0
• Sundry Debt	£2,320	£2,238
• Housing Rents	£70,467	£41,683
• Non-HRA Rents	£76,325	£41,125
• HB Overpayments	£54,507	£162,375

\* Business Rate write offs dealt with annually

#### 8.15 Creditor Payments Performance

Creditors' payments continue to be monitored in spite of the withdrawal of statutory performance indicator BVPI8. The percentage paid within 30 days was 95.37% for the first nine months of 2023/24 compared with 97.08% after the first nine months of 2022/23.

### 9. One Exeter Update

9.1 As Members will be aware, One Exeter is the Council's transformation programme and is a critical priority for the council.

A progress report was presented to Executive in February 2024. The report provided an annual summary of progress against the One Exeter Programme and set out a series of proposed outcomes for the following 12 months. Alongside this, work will start shortly on identifying cost reduction proposals for 2025/26.

Appendix 5 sets out how the Council is performing against the 2023/24 cost reductions. At the end of quarter 3, it is forecast that £479k of the £3.049m will not be achieved, of which £385k relates to car park income. Car park income will therefore be subject to close monitoring by officers as an area of budgetary risk.

Council approved the 2024/25 budgets on 20 February 2024, which achieved the requirement to maintain a minimum General Fund balance in excess of £3 million. The Council's medium term financial plan (MTFP) indicates that the General Fund balance will stand at £3.438m by the end of 2027/28 but is contingent upon further budget reductions of £5.630m in future years, of which proposals covering £1.480m have been identified. Next year in particular requires £3.8m of reductions to deliver a balanced budget. Officers are preparing to identify ways to address the further gaps in funding over the life of the MTFP.

Since the last update, the Digital Customer Strategy has been approved by Council. The strategy is an important milestone for the council and all services will be affected. The



strategy has been developed in recognition that digital technology has, and is, continuing to change the way people live, connect and work.

A Delivery Plan is being developed and work has already started on implementing the strategy. Housekeeping work is nearing completion on the migration to Microsoft 365 and most telephone numbers and email addresses have been removed from the website. Customers are now directed to the main switchboard or asked to complete a 'contact us' form.

Running alongside this has been work to ensure that customers who are digitally excluded can still access our services. Digital Inclusion is reflected as one of the ten key themes of the strategy and specific actions will be included in the Delivery Plan.

The review of the Senior Management Structure has also been undertaken by the Chief Executive, the LGA and the Leader. A draft proposed structure and indicative costs were agreed by Full Council in February 2024 as a draft for consultation. After the consultation has been completed, a further report will be taken to Council containing the outcome of the consultation and a final proposal for a revised Senior Leadership structure. The current intention is that the report will be ready in late March. The revised structure has been informed by the outcome of the Decision Making and Accountability review and the review of cross-cutting functions.

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

10.1 This is a statement of the projected financial position to the end of the 2023/24.

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

11.1 The risks relate to overspending the Council budget and are mitigated by regular reporting to the Strategic Management Board and Members. Members have a legal responsibility to take action where balances are projected to reach an unsustainable level and the Strategic Management Board are working to address the current projected shortfall in reserves.

Areas of budgetary risk are highlighted in this report. The key areas of budgetary risks are attached as Appendix 4, for reference.

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

12.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

12.2 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.



12.3 In making decisions the authority must take into account the potential impact of that decision 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.

12.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because there are no significant equality and diversity impacts associated with this decision.

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

13.1 There are no direct carbon/environmental impacts arising from the recommendations.

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

14.1 Not applicable.

**Director Finance & S151 Officer, Dave Hodgson**

Authors: Nicola Morley, Bridget Kendrick and Mark Neville-Smith

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

Background papers used in compiling this report:  
None

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## 2023/24 GENERAL FUND BUDGET MONITORING - SUMMARY

## QUARTER 3

	Original Budget £	Supplementary Budgets & Transfers £	Revised Budget £	Year End Forecast £	Variance to Budget £
Chief Executive	3,168,000	(2,023,790)	1,144,210	1,476,900	332,690
IT & Transformation	0	2,709,900	2,709,900	2,464,600	(245,300)
Housing & Supporting People	4,413,300	(4,413,300)	0	0	0
City Development	967,430	3,789,920	4,757,350	4,025,160	(732,190)
Communications, Culture and Leisure Facilities	6,521,180	900,390	7,421,570	5,683,760	(1,737,810)
Net Zero Exeter and City Management	3,735,100	1,247,150	4,982,250	5,933,450	951,200
Finance	(2,541,900)	5,376,670	2,834,770	1,316,080	(1,518,690)
Corporate Services	2,843,220	(46,280)	2,796,940	2,860,488	63,548
less Notional capital charges	(4,779,910)	0	(4,779,910)	(4,779,910)	0
<b>Service Committee Net Expenditure</b>	<b>14,326,420</b>	<b>7,540,660</b>	<b>21,867,080</b>	<b>18,980,528</b>	<b>(2,886,552)</b>
Net Interest	1,320,000		1,320,000	731,249	(588,751)
Revenue Contribution to Capital	0		0	73,080	73,080
Minimum Revenue Provision	1,694,670		1,694,670	1,666,015	(28,655)
<b>General Fund Expenditure</b>	<b>17,341,090</b>	<b>7,540,660</b>	<b>24,881,750</b>	<b>21,450,872</b>	<b>(3,430,878)</b>
Transfer To/(From) Working Balance	(386,640)	(2,838,680)	(3,225,320)	(284,818)	2,940,502
Transfer To/(From) Earmarked Reserves	424,000	(4,542,150)	(4,118,150)	(3,627,774)	490,376
<b>General Fund Net Expenditure</b>	<b>17,378,450</b>	<b>159,830</b>	<b>17,538,280</b>	<b>17,538,280</b>	<b>0</b>
Formula Grant	(5,856,570)		(5,856,570)	(5,856,570)	0
CIL Income	(793,040)	(159,830)	(952,870)	(952,870)	0
Business Rates Growth / Pooling Gain	(3,272,000)		(3,272,000)	(3,272,000)	0
New Homes Bonus	(671,850)		(671,850)	(671,850)	0
Council Tax	(6,784,990)		(6,784,990)	(6,784,990)	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Working Balance March 2023 £ 6,151,294

£ 5,866,476 March 2024

**2023/24 GENERAL FUND BUDGET MONITORING - DETAIL**  
**QUARTER 3**

ACTUAL TO DATE			YEAR END FORECAST				
PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE		APPROVED BUDGET	CURRENT OUTTURN FORECAST	FORECAST VARIANCE	QTR 2 FORECAST VARIANCE
£	£	£		£	£	£	£
<b>15,870,935</b>	<b>10,916,458</b>	<b>(4,954,477)</b>	<b>TOTAL GENERAL FUND NET EXPENDITURE</b>	<b>26,646,990</b>	<b>23,760,438</b>	<b>(2,886,552)</b>	<b>133,020</b>
<b>Chief Executive</b>							
604,920	586,618	(18,302)	STRATEGIC MANAGEMENT	801,820	771,910	(29,910)	(16,090)
116,184	116,658	474	AFFORDABLE HOUSING DEVELOPMENT	0	363,860	363,860	276,940
257,883	222,575	(35,308)	CENTRAL SUPPORT	342,390	341,130	(1,260)	8,790
<b>978,987</b>	<b>925,851</b>	<b>(53,136)</b>	<b>NET EXPENDITURE</b>	<b>1,144,210</b>	<b>1,476,900</b>	<b>332,690</b>	<b>269,640</b>
<b>IT &amp; Transformation</b>							
1,621,169	1,628,834	7,665	IT SERVICES	2,191,990	2,146,690	(45,300)	0
388,433	167,996	(220,437)	ORGANISATIONAL CHANGE PROGRAMME	517,910	317,910	(200,000)	0
<b>2,009,602</b>	<b>1,796,830</b>	<b>(212,772)</b>	<b>NET EXPENDITURE</b>	<b>2,709,900</b>	<b>2,464,600</b>	<b>(245,300)</b>	<b>0</b>
<b>City Development</b>							
489,580	355,423	(134,157)	HOUSING NEEDS & HOMELESSNESS	1,769,980	1,769,980	0	51,420
0	0	0	SUNDRY LANDS MAINTENANCE	95,460	95,460	0	0
128,840	101,646	(27,194)	GF HOUSING - PROPERTY	173,440	175,940	2,500	2,500
(9,400)	3,534	12,934	BUILDING CONTROL & LAND CHARGES	56,060	57,410	1,350	1,350
991,020	623,894	(367,126)	PLANNING	1,386,410	1,050,370	(336,040)	79,960
957,000	575,303	(381,697)	LIVEABLE EXETER GARDEN CITY	1,276,000	876,000	(400,000)	0
<b>2,557,040</b>	<b>1,659,800</b>	<b>(897,240)</b>	<b>NET EXPENDITURE</b>	<b>4,757,350</b>	<b>4,025,160</b>	<b>(732,190)</b>	<b>135,230</b>
<b>Communications, Culture and Leisure Facilities</b>							
285,335	193,051	(92,284)	CULTURE	380,210	268,280	(111,930)	(94,010)
11,360	1,179	(10,181)	TOURISM	19,480	19,480	0	0
(398,437)	(722,115)	(323,678)	MARKETS & HALLS	(378,180)	(609,400)	(231,220)	(212,780)
1,782,484	1,262,101	(520,383)	MUSEUM SERVICE	2,791,750	2,539,250	(252,500)	(235,150)
1,746,916	1,007,819	(739,097)	LEISURE & SPORT	2,936,100	2,248,450	(687,650)	(687,650)
44,888	0	(44,888)	ST SIDWELLS POINT	59,850	0	(59,850)	0
57,513	36,773	(20,740)	VISITOR FACILITIES	77,250	81,050	3,800	(5,390)
178,264	107,550	(70,714)	COMMUNICATIONS	234,910	164,110	(70,800)	(56,510)
830,590	409,230	(421,360)	ACTIVE & HEALTHY PEOPLE	1,089,200	761,540	(327,660)	0
204,180	102,920	(101,260)	EXETER COMMUNITY GRANTS PROGRAMME	211,000	211,000	0	0
<b>4,743,092</b>	<b>2,398,508</b>	<b>(2,344,584)</b>	<b>NET EXPENDITURE</b>	<b>7,421,570</b>	<b>5,683,760</b>	<b>(1,737,810)</b>	<b>(1,291,490)</b>
<b>Net Zero Exeter &amp; City Management</b>							
478,080	154,682	(323,398)	ENVIRONMENTAL PROTECTION	640,710	265,550	(375,160)	(138,960)
453,579	550,597	97,018	LICENCING,FOOD,HEALTH & SAFETY	725,810	971,030	245,220	220,770
(5,238,241)	(4,793,831)	444,410	PARKING SERVICES	(6,813,700)	(5,993,170)	820,530	845,770
362,717	317,721	(44,996)	WATERWAYS	534,320	494,660	(39,660)	118,640
619,325	351,073	(268,252)	ENGINEERING SERVICES	971,780	705,940	(265,840)	(305,080)
1,392,856	1,283,398	(109,458)	PARKS & GREEN SPACES	2,064,280	2,087,150	22,870	27,120
58,857	10,449	(48,408)	BEREAVEMENT SERVICES	109,980	80,590	(29,390)	11,090
1,181,984	1,127,820	(54,164)	STREET CLEANING	1,760,230	1,744,500	(15,730)	(26,850)
152,714	111,179	(41,535)	PUBLIC CONVENIENCES	232,420	203,630	(28,790)	(16,220)
2,086,947	1,681,240	(405,707)	DOMESTIC REFUSE COLLECTION	3,633,450	3,297,320	(336,130)	(382,060)
(712,184)	(233,181)	479,003	WASTE CHARGEABLE SERVICES	(800,160)	(107,430)	692,730	673,170
157,099	293,063	135,964	WASTE AND FLEET OVERHEADS	168,240	328,760	160,520	24,800
518,172	702,441	184,269	RECYCLING	710,720	944,200	233,480	268,770
440,479	166,554	(273,925)	NET ZERO AND BUSINESS	1,044,170	910,720	(133,450)	21,150
<b>1,952,384</b>	<b>1,723,205</b>	<b>(229,179)</b>	<b>NET EXPENDITURE</b>	<b>4,982,250</b>	<b>5,933,450</b>	<b>951,200</b>	<b>1,342,110</b>
<b>Finance</b>							
1,488,608	70,299	(1,418,309)	MAJOR PROJECTS	1,984,810	207,810	(1,777,000)	(500,000)
(5,296,760)	(4,849,625)	447,135	CORPORATE PROPERTY - ESTATES	(6,061,470)	(5,860,580)	200,890	(123,730)
869,278	407,206	(462,072)	CORPORATE PROPERTY - ASSETS	998,620	775,360	(223,260)	(236,770)
2,945,640	3,169,867	224,227	REVENUES, BENEFITS & CUSTOMER ACCESS	3,481,090	3,736,950	255,860	255,860
154,577	209,663	55,086	CORPORATE	206,120	291,550	85,430	70,870
964,633	943,526	(21,107)	UNAPPORTIONABLE OVERHEADS	1,308,410	1,239,730	(68,680)	(68,680)
513,180	525,899	12,719	FINANCIAL SERVICES	673,900	701,400	27,500	35,500
80,784	78,549	(2,235)	INTERNAL AUDIT	107,120	104,790	(2,330)	2,010
102,827	87,810	(15,017)	PROCUREMENT	136,170	119,070	(17,100)	(12,250)
<b>1,822,767</b>	<b>643,194</b>	<b>(1,179,573)</b>	<b>NET EXPENDITURE</b>	<b>2,834,770</b>	<b>1,316,080</b>	<b>(1,518,690)</b>	<b>(577,190)</b>
<b>Corporate Services</b>							
517,970	487,801	(30,169)	HUMAN RESOURCES	677,730	634,460	(43,270)	6,940
193,723	186,434	(7,289)	LEGAL SERVICES	237,770	243,400	5,630	27,520
289,384	261,844	(27,540)	ELECTIONS & ELECTORAL REG	376,300	432,180	55,880	62,010
487,086	475,278	(11,808)	DEMOCRATIC REPRESENTATION	648,500	636,670	(11,830)	(6,110)
209,486	209,192	(294)	CIVIC CEREMONIALS	358,720	347,388	(11,332)	(320)
109,414	201,711	92,297	CORPORATE SUPPORT	497,920	621,390	123,470	214,680
0	(53,190)	(53,190)	TRANSPORTATION	0	(55,000)	(55,000)	(50,000)
<b>1,807,063</b>	<b>1,769,070</b>	<b>(37,993)</b>	<b>NET EXPENDITURE</b>	<b>2,796,940</b>	<b>2,860,488</b>	<b>63,548</b>	<b>254,720</b>

## PROPOSED SUPPLEMENTARY BUDGETS - QUARTER 3

## Supplementary Budgets




Description	£	Funded by:
General Fund Depreciation Budgets	427,370	Not applicable
Revenues & Benefits - Reduction in reserve funded budget to pay for staff costs in 2024/25	(78,510)	Earmarked reserve
Homelessness - Reduction in reserve funded budget to pay for staff costs in 2024/25	(75,350)	Earmarked reserve
<b>Total</b>	<b>273,510</b>	




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**2023/24 BUDGET MONITORING**  
**AREAS OF BUDGETARY RISK**





The table below notes service-areas that, based on either experience last year or market factors this year, have been identified as having significant budgetary risk within the 2023/24 revenue budgets.

The revenue budget areas of risk are:




Service	2023/24 Approved Budget	Risk Rating	Risk and mitigation
<b>City Development</b>			
<b>Planning Services Revenue</b>	£824,760		This year there have been a number of recent planning decisions which have been appealed some of which are very significant e.g. Heavitree Road, in addition there is a risk of at least one judicial review of a decision to approve planning. This generally results in a need for external consultancy and legal advice. Significant expenditure has been incurred in this area in previous financial years.
<b>Communications, Culture and Leisure Facilities</b>			
<b>Markets &amp; Halls (Revenue)</b>	(£378,180)		The Matford Centre is showing signs of another successful year, with surplus to income expected from both Kivell's auctioneers and car parking revenue. There is also a small saving against utilities expected. The surplus to budget is now forecast at £231,220.
<b>Museum Service (Revenue)</b>	£2,791,750		The new co-leadership structure is now in place and the restructure has led to in-year savings against staffing costs. As with other areas, a saving against utilities has also been forecast, leading to an expected saving of £252,500.

Service	2023/24 Approved Budget	Risk Rating	Risk and mitigation
<b>Leisure &amp; Sport</b> (Revenue)	£2,936,100		Despite a challenging year, 2023/24 is the first full year that all the centres have been open and operating at capacity. A £200,000 maintenance budget was added to the Assets team in 2023/24 but a delay in their team restructure has delayed them taking on responsibility for the centres, therefore each centre is showing their own maintenance costs. In light of this, an underspend has been recorded in Corporate Property and an overspend in Leisure. Total revenue has surpassed budget; however, adjustments for VAT still need to be done for the year so a prudent approach has been adopted at quarter three.
<b>Net Zero Exeter and City Management</b>			
<b>Trade Waste Fees &amp; Charges</b>	(£1,604,640)		There has been a longstanding budget target with respect to Trade Waste which has not been achieved since it was set in 2017. The 2021/22 budget anticipated that ECC could secure some significant commercial waste contracts and so the income targets were further increased. It has been agreed to reduce this by £400,000 from the start of next year to realign the budget. Contracts with the University and Met Office last year improved performance to 76% of budget, but the service has struggled to close the gap any further and has lost ground against that level of performance as the year has progressed with current achievement being just 66% of the budget value which increased by 10% from 2022/23.
<b>Car Parking Fees &amp; Charges</b>	(£10,058,640)		The Covid pandemic has resulted in ongoing changes to parking, with some commuters working from home during the working week. The income from visitors can also be volatile during holiday periods. Comparing 2023 to 2019, footfall within the city remains 10% down. Realignment of budgets next year will offset £700,000 of the currently forecast £875,000 shortfall from this year that would otherwise have repeated in 2024/25.



Service	2023/24 Approved Budget	Risk Rating	Risk and mitigation
<b>Home Call Fees &amp; Charges</b>	(£352,800)		The Control Centre Operations, covering the Home Call Alarm Service and CCTV, have had some positive uptake in client numbers following the marketing campaigns which commenced back in March 2023, but numbers are still below the income target set. The combined service is developing other income streams to offset the shortfall which were due to commence from Q2 but were slightly delayed and has been reflected in the new year budget.
<b>Finance</b>			
<b>Revenues and Benefits</b> Housing Benefit Subsidy	£32,720,940		The Council currently administers over £32 million of Housing Benefit payments for rent allowances and rent rebates. Not all expenditure can be claimed back as subsidy. Certain supported and temporary accommodation costs are not eligible for full subsidy; these claim types will remain in Housing Benefit and not move to Universal Credit. As more Housing Benefit claims move onto Universal Credit the amount of unsubsidised expenditure will be an increased proportion of total expenditure. Errors made by ECC officers are not subsidised in full if they go over a set percentage of total expenditure. As total expenditure reduces due to Universal Credit rollout, the margins within which error payments are subsidised will reduce, increasing the risk of a subsidy loss in this area.
<b>Corporate Services</b>			
<b>Legal Services</b> (Revenue)	£237,770		Revenue income has been adversely this financial year, principally due to the wind-down of ECL. There were some savings due to vacancies but these will not be repeated in 2024/25.
<b>Corporate Support</b> (Revenue)	£497,920		Vacant offices at the Civic Centre continue to cause a significant reduction in rental income and no new tenants means this is unlikely to change in the foreseeable future. There has been a forecast saving against the utilities budget; however, these budgets have been reduced in 2024/25 so these savings will not be realised in the new financial year.

**Risk Rating Key:**

	Current forecasts indicate either a favourable variance compared to the budget or no variance at all
	Current forecasts indicate an adverse budgetary variance of between 0% and 5% that will be kept under review
	Current forecasts indicate an adverse budgetary variance of more than 5% and will be monitored closely

Monitoring Budget Reductions - 2023/24 Quarter 3 Update

Appendix 5

Service	Description/Proposal	2023/24 Budget Reduction/ (increase)	Outturn Forecast	Variance (shortfall)	Comment
PA Team	Remove 2 vacant posts / merge with LM support	£43,210	£43,210	£0	Post removed therefore saving achieved
Guildhall Chambers	Reduce Mace Sergeants (reduction 60%)	£17,730	£0	(£17,730)	Supplementary budget requested so saving
Green Accord	Green Accord - additional income	£3,000	£0	(£3,000)	Budget has been increased, scheme being relaunched in Quarter 4
Net Zero & Business Admin	Removal of small budgets	£1,400	£1,400	£0	No forecast spend
Business Projects	Removal of skills function and budgets - replaced by management of UKSPF project for 3 years. Building Greater Exeter - funded from UKSPF (2 years)	£83,740	£83,740	£0	Cost centre will not overspend - likely to be ben
Commercialisation	Removal of temporary post	£54,700	£54,700	£0	Post removed therefore saving achieved
Highways	Removal of budget paying DCC for improved maintenance	£34,550	£34,550	£0	Renegotiated DCC contract
Arts & Events	Removal of part of budget to fund other NPO organisations	£100,000	£90,000	(£10,000)	£10k supplementary added in quarter 1
Exeter Corn Exchange	Design events programme to break even	£35,660	£35,660	£0	Budget to be met therefore saving to be achiev
Communications & Marketing Tourism	Marketing income budget	£369,670	£306,930	(£62,740)	No longer saving from post deletion and reduction in marketing activity for Exeter City
	<b>SUB TOTAL DISCRETIONARY SERVICE REDUCTIONS</b>	<b>£743,660</b>	<b>£650,190</b>	<b>(£93,470)</b>	
Public and Green Spaces	Engineering pay capitalisation	£36,750	£35,700	(£1,050)	Capitalisation of Senior Capital Delivery Officer
Corporate Property	Assets restructure	£65,500	£65,500	£0	and is unlikely to be in place by the end of the calendar year. The combined in-year savings in both T104 and T270 due to staff vacancies is forecast to exceed £65,500 as recruited in challenged by industry-wide lack of qualified
Revenues, Benefits and Customer Access	Move HB Overpayment Collection back to Benefits. Restructure; Delete 3 vacant posts, regrade 1 post, create 2 x technical posts	£27,310	£27,310	£0	Budget removed and saving is achievable
Corporate Property	Estates reduced admin support	£11,550	£11,550	£0	Balance removed; saving achieved
Executive Support	Terminate subscription for Exeter Data Mill and reduce public transport budget	£10,250	£10,250	£0	Subscription not renewed therefore saving achieved

Public & Green Spaces	Technical support reduction; reduce one vacant post. Facilities; 85% reduction travellers and camper costs, aborigulture sub-contractor cost reductions, 8% reduction in sub-contractor costs based on spend analysis	£55,760	£54,260	<b>(£1,500)</b>	Post removed from establishment structure
Democratic & Civic Support	Smooth Elections budget to reflect variable cost over 4 years	£48,750	£48,750	<b>£0</b>	Forecast £90,870 overspend, but budget variances to be managed via movements to/from reserves as budgets smoothed over
Democratic & Civic Support	Stop undertaking empty property canvass	£2,800	£2,800	<b>£0</b>	Currently forecast to stay within remaining budget
Democratic & Civic Support	Recharges to self-financing services to cover meetings; Taxi Forum and Council Housing	£3,750	£3,750	<b>£0</b>	To be recharged at year end
Democratic & Civic Support	Remove vending machines in the Civic Centre	£2,600	£2,600	<b>£0</b>	Currently, savings forecast to be met. However, pending the outcome of contract
Revenues, Benefits and Customer Access	1 x post accepted voluntary redundancy	£13,300	£13,300	<b>£0</b>	Budget removed and saving is achievable
Exchequer and Accountancy	Minor budget reductions (stationery, public transport, seminar costs)	£2,250	£2,250	<b>£0</b>	No forecasted overspend on remaining budget; saving achieved
Exchequer and Accountancy	Financial support service costs to be met from Guildhall Shopping Centre surplus that would otherwise be for capital purposes	£27,550	£27,550	<b>£0</b>	Recharged to the Guildhall Shopping Centre, achieved
Exchequer and Accountancy	Reinstate 0.60 FTE Finance Technician (deleted in 2022/23 budget cycle)	(£19,596)	(£12,100)	<b>£7,496</b>	Post occupied from 16/08/2023 therefore £7.5k savings against budget (this includes pay
Corporate Property	Estates additional fees; EBC and ECQT	£8,000	£8,000	<b>£0</b>	Included in annual charge; saving achieved
Corporate Property	New rental income stream from acquisition of 83 Fore Street	£45,500	£45,500	<b>£0</b>	No adverse forecast to budget; saving achieved
Housing Needs and Homelessness	Reduction in Housing Options budgets, including Sanctuary scheme and storage and removals	£3,000	£3,000	<b>£0</b>	Budget removed and saving is achievable
Housing Needs and Homelessness	Reduction in Housing Options budgets, including Sanctuary scheme and storage and removals	£2,500	£2,500	<b>£0</b>	Budget removed and saving is achievable
Housing Needs and Homelessness	Reduction in Temporary Accommodation budgets, various budget headings relating to Glencoe, Haven, Queens Rd:	£23,500	£23,500	<b>£0</b>	Budget removed and saving is achievable
City Development	Delete vacant post	£35,460	£35,460	<b>£0</b>	Budget removed and saving is achievable
City Development	Delete part-time post	£15,290	£15,290	<b>£0</b>	Budget removed and saving is achievable
City Development	Create Enforcement Officer post	(£54,290)	(£54,290)	<b>£0</b>	Budget created
City Development	Utilise Planning uplift income, through reduction in budget for miscellaneous expenditure to meet cost of Enforcement Officer post	£39,000	£39,000	<b>£0</b>	Budget removed and saving is achievable

City Development	Reduction on other expenses budget	£21,130	£21,130	£0	Budget removed and saving is achievable
City Development	Increase Service Lead salary allocation to Land Charges from 10% to 25%	£12,290	£12,290	£0	Budget removed and saving is achievable
City Development	Minor budget reductions	£8,490	£8,490	£0	Budget removed and saving is achievable
Legal	Remove 2 vacant posts	£32,800	£32,800	£0	Budget removed therefore saving achieved
Legal	Change in Property Lawyer role (increase hour)	(£7,400)	(£7,400)	£0	Hours increased for new PL role; recruited into
Legal	Change in Litigation Lawyer role (increase hours)	(£7,400)	(£7,400)	£0	Hours increased for new LL; recruited into
Legal	Minor budget reductions (car mileage, mobile phones and Hays DX)	£3,094	£2,974	(£120)	Small level of spend
Recycling & Fleet	Not procuring 3 food waste vehicles following rationalisation of rounds - saving in fleet hire costs (C050 54006), leaving 5 vehicles	£90,000	£90,000	£0	Budget reduction effected, likely to underspend remaining budget
Recycling & Fleet	Revenue saving from capitalising of lease costs (maintenance and interest charges) from 3 existing food waste vehicle	£20,490	£20,490	£0	Capitalisation of costs expected to proceed
Environmental Health and Community Safety	Noise recharge to HRA for assistance with cases/contribution to equipment maintenance	£2,500	£2,500	£0	Recharges to be processed
Environmental Health and Community Safety	Deletion of vacant post	£26,690	£26,690	£0	Post removed from structure
Environmental Health and Community Safety	Re designation of Technician role	£7,010	£7,010	£0	Current forecast within reduced budget
Environmental Health and Community Safety	Salary realignment following changes in duties of staff to licence related income work	£20,000	£20,000	£0	Significant churn of staff has occurred - some agency cover has been necessary which has dampened down savings, but this target will be achieved
Public and Green Spaces	Play area sub-contractor budget reductions, removal of 35% of sub-contractor budget will result in play offering minimal remedial maintenance only. Site development and equipment replacement costs will be capital or S106	£34,000	£34,000	£0	Service will live within restricted means and use capital / s106 money where available
Public and Green Spaces	Street cleansing redesign	£101,850	£101,850	£0	On target to achieve full saving by year-end
Public and Green Spaces	Reduce grass maintenance provision, reduction of 2 vacant posts	£48,900	£48,900	£0	Posts removed
Housing Needs and Homelessness	0.30 FTE Housing Casework officer vacancy to be funded by Homeless Prevention Grant (50% of 0.60 FTE).	£12,850	£12,850	£0	Budget removed and saving is achievable
Markets & Halls and Visitor Facilities	Additional income at Matford Centre	£8,500	£8,500	£0	Budget to be met therefore saving to be achieved

Legal	Reduce agency from £66k to £61k budget used to perform work for recharging to third parties (ECL), whilst maintaining income at £87k	£5,000	£5,000	£0	No forecast overspend on agency staff. However, forecast income for recharges to third parties has been significantly reduced
Environmental Health and Community Safety	Energy Company Obligation (ECO) income from declarations	£15,000	£2,000	(£13,000)	Income very slow to start coming in on this - only 5 referrals YTD, 3 of which were actually
Net Zero and Business	Reduce discount from 75% to 60% for standard price season tickets	£137,340	£66,590	(£70,750)	Lower demand for season tickets due to an increase in individuals working from home
Net Zero and Business	Cease discounted season parking business permit	£71,270	£0	(£71,270)	Delayed full implementation, but reducing discount on a phased basis
Net Zero and Business	Review the use of events being held in car parks, currently provided FOC and no policy	£5,000	£0	(£5,000)	Delayed implementation
Net Zero and Business	Charge for the electricity used by EV in public car parks at 30p pkwh	£28,180	£25,000	(£3,180)	Updated forecast to reflect activity in mid May to November
	<b>SUB TOTAL SERVICE REVIEW REDUCTIONS</b>	<b>£1,104,068</b>	<b>£945,694</b>	<b>(£158,374)</b>	
Car Park income	Rezoning car parks, evening and night time parking charge	£872,080	£627,165	(£244,915)	Car park income behind profile and will be subject to close monitoring by officers. Contributing factors include a reduction in commuter parking and competition arising
Car Park income	Budget to improve car parks	(£72,080)	(£62,170)	£9,910	Budget increased as planned
Management Team Reductions	Initial reductions in the top levels of management within the Council	£268,997	£256,600	(£12,397)	One senior manager remained in post until May
Management Team Reductions	Maintain budget for support with elections	(£20,000)	£0	£20,000	Budget will not be used in 2023/24
Active & Healthy Staff Costs	Sport England to fund Programme Lead post (3 years)	£82,600	£82,600	£0	Budget removed and saving is achievable
RAMM	RAMM - Delete Vacant post	£13,480	£13,480	£0	Post deleted therefore savings achieved
Strata Data	Strata Data Centre Costs, charge EDDC & TDC for proportion of energy costs	£56,688	£56,688	£0	To be invoiced shortly; saving achieved
	<b>OTHER PROPOSALS</b>	<b>£1,201,765</b>	<b>£974,363</b>	<b>(£227,402)</b>	
	<b>TOTAL</b>	<b>£3,049,493</b>	<b>£2,570,247</b>	<b>(£479,246)</b>	



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## **REPORT TO EXECUTIVE**

Date of Meeting: 9 April 2024

## **REPORT TO COUNCIL**

Date of Meeting: 23 April 2024

Report of: Director Finance

Title: 2023/24 General Fund Capital Monitoring Statement – Quarter 3

### **Is this a Key Decision?**

No

### **Is this an Executive or Council Function?**

Council

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

1.1 To report the current position in respect of the Council's revised annual capital programme and to advise Members of the anticipated level of deferred expenditure into future years.

The report seeks Member approval to amend the annual capital programme in order to reflect the reported variations.

### **2. Recommendations:**

2.1 It is recommended that Executive Committee supports and recommends to Council to approve:

- 1) The overall financial position for the 2023/24 annual capital programme;
- 2) The amendments and further funding requests to the Council's annual capital programme for 2023/24.

### **3. Reasons for the recommendation:**

3.1. Local authorities are required to estimate the total of capital expenditure that it plans to incur during the financial year when it sets the prudential indicators for capital expenditure. This shows that its asset management and capital investment strategies are affordable, prudent, and sustainable.

Capital expenditure is a significant source of risk and uncertainty since cost variations, delays and changing specifications are often features of large and complex capital projects.

In order to manage the risks associated with capital programming the annual capital programme is updated every three months to reflect any cost variations, slippage, or acceleration of projects.

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

4.1 The financial resources required are set out in the body of this report.

#### 5. Section 151 Officer comments:

5.1 Members should note the continued challenge with delivery of the capital programme. It is now projected that only £8.6 million will be spent out of a programme that started the year at £70 million. Whilst some of the projects are uncertain in their timing – for example, the fund for enhancements to the Guildhall Shopping Centre is entirely dependent on new tenancy agreements, there are challenges across the entire programme.

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

6.1 Monitoring of capital expenditure is required in order to comply with the provisions of the Local Government Act 2003.

The requirements imposed on the Council by the Act are set out in section 3 of the report.

#### 7. Monitoring Officer's comments:

7.1 This report raises no issues for the Monitoring officer.

#### 8. Report details:

##### 8.1. REVISIONS TO THE CAPITAL PROGRAMME

The 2023/24 Capital Programme, including commitments brought forward from 2022/23, was last reported to Executive on 28 November 2023. Since that meeting the following changes have been made that have increased the programme:

Description	£	Approval/Funding
<b>Capital Programme, as reported to Council 12 December 2023</b>	<b>42,155,300</b>	
Budget Deferred to 2023/24 & Beyond at Quarter 2	(522,170)	Approved by Council 12 December 2023
Overspends/(Underspends) reported at Quarter 2	3,100	
Civic Centre Phase 3 Roof	140,000	
MRF	3,800,000	
<b>Revised Capital Programme</b>	<b>45,576,230</b>	

##### 8.2. PERFORMANCE

The revised capital programme for the current financial year is £45.576 million. During the first nine months of the year the Council spent £3.450 million on the programme, which equates to 7.57% of the revised programme. This compares with £52.592 (63.02%) that was spent in the first nine months of 2022/23.

The current programme is detailed in Appendix 1. The Appendix shows a total forecast spend for 2023/24 of £8.648 million with £33.637 million of the programme potentially being deferred to 2024/25 and beyond.

Appendix 2 shows the approved budgets for 2024/25 with the proposed 2023/24 budget to be carried forward to 2024/25 and beyond for Executive and Council to consider for approval.

### 8.3. AVAILABLE CAPITAL RESOURCES

The available capital resources for the General Fund for 2023/24 are £8.596 million. An estimated spend of £8.648 million is required of which £2.363 million will be funded from borrowing with £2.311 million capital receipts carried forward to 2024/25.

Appendix 4 sets out the forecast use of the resources available for the General Fund and the likely amounts of borrowing that will be necessary to fund the capital programme over the next three years.

The value of actual capital receipts received in the quarter in respect of the General Fund are:

	General Fund £
<b>Balance as at 1 April 2023</b>	<b>2,948,571</b>
New Receipts	20,280
<b>Balance as at 31 December 2023</b>	<b>2,968,851</b>

### 8.4. EXPENDITURE VARIANCES

Scheme	Variance £
Leisure Complex – Fit Out	(40,000)
Bus Station Construction	40,000
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>This budget transfer allows a more accurate representation of the spending profile for both these programmes.</p>	

Scheme	Variance £
BLRF – Bonhay Meadows	(1,001,150)
BLRF – Cathedral & Quay Car Park	(2,344,770)
<p><b>Officer Responsible: City Surveyor</b></p> <p>Both these programmes have now been cancelled. There has been a small amount of spend on each; the outstanding grant for both will be repaid to the One Public Estate programme.</p>	

Scheme	Variance £
RAMM Roof Replacement	(697,320)
MEND RAMM roof repair and insulation	697,320
<p><b>Officer Responsible: City Surveyor</b></p> <p>These two budgets have been combined to total £1.2m. £498k has been funded by the Museum Estate &amp; Development Fund (Arts Council); £697.3k represents ECC's contribution to the programme. Work has commenced at the Museum and will continue into 2024/25.</p>	

#### 8.5. SCHEMES TO BE DEFERRED TO 2024/25 AND BEYOND

Schemes which have been identified as being wholly or partly deferred to 2024/25 and beyond are:

Scheme	Budget to be deferred £
Customer Contact Platform	161,030
<p><b>Officer Responsible: Director, Transformation</b></p> <p>Development of this system will be progressed in 24/25 as the Council introduces a new contact centre system.</p>	
Datacentre Relocation	35,940
<p><b>Officer Responsible: Director, Transformation</b></p> <p>This programme depends upon the future of the Civic Centre, which is currently under discussion. Therefore, no spend is anticipated in the 2023/24 financial year.</p>	

Scheme	Budget to be Deferred £
Parks Infrastructure	44,000
Ash Die Back Tree Replacement	50,000
Northbrook Wild Arboretum	66,000
Play Areas	140,000
Heavitree Paddling Pools	116,680
<p><b>Officer Responsible: Service Manager - Parks &amp; Green Spaces</b></p> <p>Parks Infrastructure, Ash Die Back and Play Areas are allocations for schemes where timings of spend against the scheme are dependent on either deterioration of existing assets or the availability of suppliers to provide facilities required with works expected to slow down until the new year.</p> <p>Arboretum deferral reflects a timing delay in respect of commencement of the scheme.</p> <p>The tenders for Heavitree Paddling Pools are now being evaluated but no significant work is likely to commence before Easter.</p>	
Bowling Green Marshes Coastal Defence Scheme	46,500
Cricklepit Bridge	30,000
Trews Weir Refurbishment	45,000
District Street Lighting	150,000
Farm Hill Retaining Walls	50,000
Landfill Gas Extraction Systems	26,100
Mincinglake Valley Park Reed Beds & Pipe Inlet	31,100
ECC Bridge Repair Programme	150,000
Oxford Road Car Park Retaining Wall	200,000

**Officer Responsible: Engineering and Assets Manager**

Several projects have made reduced progress due to previous resourcing limitations. The Council has recently commissioned support from Bournemouth, Christchurch, and Poole Council in respect of a number of the schemes within the capital programme, including Bowling Green Marshes and Mincinglake Valley Park, the contract preparation and reviews for this support has led to a delayed start, which will delay progress until into the new year.

The District Street Lighting scheme is dependent on Devon County Council's supplier's timescales for completing this work, over which we have no influence. Options to accelerate delivery through use of alternative suppliers have been considered, however this is not considered cost beneficial.

Farm Hill Retaining Walls – on-going review to determine what is ECC's responsibility is still outstanding; work therefore unlikely to start before the new year.

Landfill Gas Extraction – further winter monitoring to occur before a decision is taken on the way forward for this scheme but spend expected to be a further £26,100 less than forecast at Quarter 2.

The Bridge repair programme has been affected by limited resources and requirement for strategic decision making in the absence of a formal asset management strategy and no work is believed to be required before the start of the new year.

Oxford Road Car Park retaining wall project is a reserved budget held in case neighbouring landowner claims that ECC has a responsibility to contribute to a retaining wall repair which is anticipated imminently. These works have been delayed by the landowner so budget is retained until works are complete.

<b>Waste Infrastructure</b>	<b>411,410</b>
<b>Improved Recycling Containers</b>	<b>121,360</b>
<b>Enhance the Materials Reclamation Facility (MRF)</b>	<b>7,839,370</b>

**Officer Responsible: Service Lead – Recycling, Waste & Fleet**

Waste Infrastructure work to improve how the Council carries out services has seen some digitisation this year, but the big step forward requires the enhancement of the MRF to take place. The increased budget for the MRF will allow the scheme to be advanced to maximise potential revenue savings at the earliest opportunity, but this will not commence until the new year. The service has no further capacity for storage in respect of Improved Recycling Containers scheme at present.

<b>Disabled Facility Grants (DFG)</b>	<b>150,000</b>
<p><b>Officer Responsible: Service Lead – Environmental Health &amp; Community Safety</b></p> <p>The agreement of these grants is not reflected exactly by current level of spend, in some case for many months, as suppliers cannot be agreed until confirmation has been given to the claimant and is dependent on their availability to carry out the work. There will always be some year-end crossover within this scheme requiring deferral.</p>	
<b>Exeter Canal Bank Repairs</b>	<b>51,890</b>
<p><b>Officer Responsible: Harbour Master</b></p> <p>This scheme was created to allow for unforeseen events to be dealt with at whatever speed is necessary with any unspent funds to be deferred to preserve this facility from one year to the next. In year money has been allocated for Turf Lock gate repairs.</p>	

Scheme	Budget to be deferred £
Riverside Sports Hall Roof	60,870
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>The amount is to be used as prudent contingency against any further issues with Riverside's roof and netting which may arise in the future.</p>	
Leisure Complex – Fit Out	355,250
Leisure Complex – Build Project	639,140
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>The budgets for these projects represent what is required for the remainder of the historic build programme; these include final works and retention payments. At this point, the total amount to be slipped into 2024/25 is £994,390; any outstanding budget at year-end will be slipped into 2024/25 at quarter four.</p>	
Leisure Property Enhancements	2,026,800
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>This slipped amount will be used to implement the Council's leisure estate improvement programme. A built facilities strategy is underway and will be presented to Council. A small amount has been left in for any unforeseen costs in 2023/24 and any outstanding amount at year-end will be slipped at quarter 4.</p>	
Leisure Equipment Replacement Programme	561,660
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>New equipment was due to be purchased for Riverside. However, the potential impacts of the Public Sector Decarbonisation Scheme project – including potential roof replacement – are being established this quarter, therefore the purchase of the new equipment is paused until clarity on the roof position is confirmed. This also ties in with the built facilities strategy. £100,000 has been left in 23/24 to cover the replacement of smaller pieces of equipment, if necessary</p>	
Pinhoe Community Hub	1,276,470
<p><b>Officer Responsible: Director, Communications, Culture &amp; Leisure Facilities</b></p> <p>Trustees are actively seeking funding for the whole project and keeping ECC updated as per terms of the memorandum of understanding and Council paper.</p>	



<b>Scheme</b>	<b>Budget to be deferred £</b>
<b>Commercial Property Purchase</b>	<b>10,851,220</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>A small amount of this budget has been left in 2023/24 for capital contributions and interventions, leaving the majority to be slipped into 2024/25.</p>	
<b>Fire Risk Assessment Works</b>	<b>1,600,690</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>Detailed fire door surveys are in hand, with the procurement of the overall scheme to follow. Work is expected to commence mid-2024; however, the Livestock Centre work has been completed</p>	
<b>Exmouth Buoy Store</b>	<b>212,720</b>
<b>Backlog Maintenance</b>	<b>465,240</b>
<b>Cathedral Green Display Cases</b>	<b>35,000</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>The Backlog Maintenance programme has been used for repairs to the Northcott theatre. The rest of this budget – plus work at the Exmouth Buoy Store and on the Cathedral Green Display Cases – are on hold and will commence when the Assets team restructure is in place.</p>	
<b>Leighton Terrace &amp; KW St MCP</b>	<b>618,000</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>A consultant has been appointed and structural repairs are expected to commence mid-2024.</p>	
<b>Civic Centre Phase 3 Roof Repair</b>	<b>368,510</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>The contract has been awarded and works expected to start on site in March 2024.</p>	
<b>City Wall</b>	<b>489,180</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>The original scheme has been re-designed and is currently progressing through the procurement process. Work is anticipated to start in mid-2024.</p>	
<b>BLRF – Exeter Canal Basin</b>	<b>589,120</b>

<b>BLRF – Mary Arches Car Park</b>	<b>1,285,740</b>
<b>BLRF – Belle Isle</b>	<b>662,170</b>
<b>BLRF – Clifton Hill</b>	<b>225,000</b>
<b>BLRF – Lower Weir Road</b>	<b>293,390</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>The progress of these projects are subject to planning and viability exercises. Belle Isle is also dependant on the outcome of the Depot Relocation project.</p>	
<b>Depot Relocation</b>	<b>375,970</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>The budget will be used for fees incurred during the design stages of the project. A suitable site search is currently under way.</p>	
<b>Topsham Museum</b>	<b>140,000</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>Work is to commence on site in March 2024 and will continue into the new financial year.</p>	
<b>Commercial Property Ancillary Accommodation</b>	<b>142,600</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>This budget will be used for several different schemes, one of which is currently out to tender.</p>	
<b>Wat Tyler House</b>	<b>270,000</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>A consultant has been appointed for this project and work is expected to commence mid-2024.</p>	
<b>Commercial Properties – capital improvements</b>	<b>30,000</b>
<p><b>Officer Responsible: City Surveyor</b></p> <p>This budget is used as and when necessary to ensure commercial properties comply with EPC legislation. Any unused amounts are slipped into the following year.</p>	

## **8.6 FURTHER FUNDING REQUESTS**

### **DEFRA Grant, via University of Exeter – Safer Streets 4 (£227,350)**

Exeter was successful in applying for additional Safer Street funding earlier in the year. It was more advantageous to the project for the University rather than the Local Authority to be the lead organisation and be the recipient of the funding. The Council has already billed the University for the funds required to carry out the project.

### **Environment Agency - Bromham's Farm Playing Fields Remediation Work (£63,270)**

Compensation funding from the Environment Agency reflects additional works and material requirements that have been identified since the initial estimate was made for inclusion in the 2022/23 Capital Programme.

### **Shared Prosperity Fund (£19,430)**

Correction of apportionment between revenue and capital in line with actual spend.

### **Corn Exchange Lift (£50,000)**

This programme will be funded from additional revenue received from Government. This is to be added to the 24/25 capital programme.

### **AV Equipment for Hybrid Meetings (£48,800)**

It is acknowledged that hybrid meetings have now become normal practice with some people attending in person and others joining remotely. Currently none of the meeting spaces within the Civic Centre have been set up to provide hybrid meetings and most have outdated/ineffective AV equipment.

In liaison with Strata, we have received a specification and quote to upgrade the AV equipment in a number of meeting rooms within the Civic Centre. This is an approach that has worked successfully for both East Devon and Teignbridge District Councils' our Strata partners. The outcome will be bespoke AV systems that will better support hybrid working both internally and externally on all the floors in the Civic Centre. The equipment is transferrable and can be easily repositioned if there is a move from the Civic Centre to a new site.

This budget will be funded from the Transformation Reserve.

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

9.1 The Capital Programme contributes to all of the key purposes, as set out in the Corporate Plan.

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

10.1 Areas of budgetary risk are highlighted to committee as part of the quarterly budget monitoring updates.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because the impact of each scheme is considered prior to approval. Any significant deviation from this will be noted within the body of this report.

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

12.1 We are working towards the Council's commitment to carbon neutral by 2030. The impact of each scheme is considered prior to approval.

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

13.1 There are no other options.

**Director Finance, Dave Hodgson**

Author: Nicola Morley, Mark Neville-Smith, and Bridget Kendrick

## **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

2023/24 CAPITAL MONITORING - QUARTER 3

Responsible Officer	Scheme	Total 2023/24 Capital Programme		2023/24 Budget to be Carried Forward to 2024/25 and Beyond	2023/24 Programme Variances (Under)/Over	
		2023/24 Spend Quarter 3	2023/24 Forecast Spend			
		£	£	£	£	
<b>Transformation</b>						
	Customer Contact Platform	161,030	0	0	161,030	0
	Annual Contribution to Strata	53,900	53,904	53,900	0	0
	ECC Civic Centre HFX Door Access Replacement	0	14,937	14,940	(14,940)	0
	System Upgrade Cost 2012 Server replacement	15,720	1,258	15,720	0	0
	GIS Cloud Migration	2,510	2,276	2,510	0	0
	IT Replacement Programme	50,000	72,689	75,000	0	25,000
	Idox System for Planning	60,680	0	60,680	0	0
Director	Financial Management	96,760	7,428	96,760	0	0
	Datacentre Relocation	35,940	0	0	35,940	0
	NCSC Zero Trust	53,910	0	53,910	0	0
	PSTN Replacement	30,000	407	30,000	0	0
	Microsoft Purview	9,000	0	0	9,000	0
	Microsoft Power Apps	35,930	0	35,930	0	0
	Software Upgrade	28,750	0	0	28,750	0
	Sharegate	5,750	0	5,750	0	0
<b>TOTAL</b>		<b>639,880</b>	<b>152,898</b>	<b>445,100</b>	<b>219,780</b>	<b>25,000</b>
<b>Net Zero Exeter and City Management</b>						
	Parks Infrastructure	50,000	0	6,000.00	44,000	0
	Improved Car Park Security Measures at King William Street & Arena Park	19,670	0	0	19,670	0
	Parks Anti-Intrusion Measures	10,000	841	10,000	0	0
	Ash Die Back Tree Replacement	100,000	30,362	50,000	50,000	0
Service Manager - Public & Green Space	Northbrook Wild Arboretum	210,230	16,096	144,230	66,000	0
	Play Areas	316,990	117,197	176,990	140,000	0
	Pinhoe Playing Field Upgrades	27,500	0	0	27,500	0
	Heavitree Paddling Pools	118,150	0	0	116,680	(1,470)
	St Thomas Splashpad	40,000	41,475	41,475	0	1,470
	Bowling Green Marshes Coastal Defence Scheme	50,000	0	3,500	46,500	0
	Cricklepit Bridge	40,000	0	10,000	30,000	0
	Trews Weir Refurb	75,000	0	30,000	45,000	0
	District Street Lighting	200,000	0	50,000	150,000	0
	Piazza Terracina	1,060	0	0	1,060	0
	Exeter Quay Cellars Cliff Face	128,930	8,640	150,000	(21,070)	0
	Farm Hill Retaining Walls (23 no.)	50,000	0	0	50,000	0
	Mallison Bridge	0	0	25,000	0	25,000
Engineering & Assets Manager	Bonhay Rd/Andlaw House Footpath	20,000	1,745	3,245	16,760	5
	Landfill Gas Extraction Systems	40,000	9,350	13,900	26,100	0
	Mincinglake Valley Park Reed Beds & Pipe Inlet	32,600	0	1,500	31,100	0
	Bromhams Farm Playing Fields	40,000	4,000	40,000	0	0
	Longbrook Street wall behind 30-38	5,000	0	0	5,000	0
	ECC Bridge Repair Programme	150,000	0	0	150,000	0
	Countess Wear Retaining Wall Rebuild	50,000	6,762	20,872	29,130	2
	Oxford Road Car Park Retaining Wall	200,000	0	0	200,000	0
	Bank Repairs & Stabilisation to Watercourses	20,000	0	0	20,000	0
Service Manager - Recycling, Waste & Fleet	Waste Infrastructure	451,410	23,806	40,000	411,410	0
	Improved recycling containers	211,360	79,085	90,000	121,360	0
	Enhance the Materials Reclamations Facility	7,859,370	13,500	20,000	7,839,370	0

Responsible Officer	Scheme	Total 2023/24 Capital Programme		2023/24 Budget to be Carried Forward to 2024/25 and Beyond	2023/24 Programme Variances (Under)/Over
		2023/24 Spend Quarter 3	2023/24 Forecast Spend	£	£
		£	£	£	£
	Fleet Lease costs	927,200	0	927,200	0
Service Manager - Environmental Health & Community Safety	Disabled Facility Grants	1,652,120	1,028,443	1,502,120	150,000
	CCTV improvements	188,280	188,060	188,280	0
	DEFRA Air Quality Grant	49,000	9,800	49,000	0
	Noise Monitoring Equipment	45,000	0	45,000	0
Harbour Master	Exeter Canal Bank Repairs	76,890	0	25,000	51,890
	Harbour Team Workboat	23,080	14,761	23,080	0
Service Manager - Net Zero & Business	Energy Saving Projects	7,640	11,616	12,403	4,763
	Riverside & RAMM Decarbonisation Projects	1,250,000	166,203	1,250,000	0
	Shared Prosperity Fund	44,890	44,890	44,890	0
Miscellaneous	Capitalised Staff Costs	281,700		281,700	0
<b>TOTAL</b>		<b>15,063,070.00</b>	<b>1,816,630.36</b>	<b>5,275,384.84</b>	<b>9,817,459.80</b>

#### City Development, Housing & Supporting People

Director	Next Steps/Rough Sleepers Accommodation Programme Property Acquisitions	517,930	517,930	517,930	0
<b>TOTAL</b>		<b>517,930</b>	<b>517,930</b>	<b>517,930</b>	<b>0</b>

#### Communications, Culture and Leisure Facilities

Director	Council Signage Improvement	79,090	69,119	79,090	0
	Riverside Leisure Centre	50,480	21,251	50,480	0
	Riverside Sports Hall Roof	76,000	0	15,130	60,870
	Leisure Complex - Fit Out	495,250	12,578	100,000	355,250
	Leisure Complex - Build Project	739,140	51,395	100,000	639,140
	Bus Station Construction	242,370	62,663	282,370	0
	Leisure Property enhancements	2,126,800	71,778	100,000	2,026,800
	Leisure Equipment Replacement Programme	661,660	10,405	100,000	561,660
<b>TOTAL</b>	Pinhoe Community Hub	1,276,470	0	0	1,276,470
<b>TOTAL</b>		<b>5,747,260</b>	<b>299,189</b>	<b>827,070</b>	<b>4,920,190</b>

#### Finance

Director	Commercial Property Purchase	10,951,220	66,942	100,000	10,851,220
City Surveyor	Civic Centre Air Conditioning Replacement	25,000	0	0	25,000
	Fire Risk Assessment Works	1,700,690	795	100,000	1,600,690
	Exmouth Buoy Store	212,720	0	0	212,720
	Leighton Terra & KW St MSCP	618,000	0	0	618,000
	Civic Centre Phase 3 Roof Rep	369,510	0	1,000	368,510
	City Wall	489,960	783	780	489,180
	Backlog Maintenance	508,810	43,570	43,570	465,240
	BLRF - Bonhay Meadows	1,003,850	2,701	2,700	0
	BLRF - Exeter Canal Basin	594,120	894	5,000	589,120
	BLRF - Mary Arches Car Park	1,295,740	1,947	10,000	1,285,740
	BLRF - Belle Isle	667,170	1,000	5,000	662,170
	BLRF - Cath & Quay Car Park	2,351,130	6,359	6,360	0
	BLRF - Clifton Hill	225,000	0	0	225,000
	Depot Relocation	375,970	0	0	375,970
	BLRF - Lower Wear Road	293,390	0	0	293,390
	Guildhall roof replacement	95,620	95,618	95,620	0
	RAMM - roof replacement	697,320	0	0	0
	Cathedral Green Display Cases	35,000	0	0	35,000
	Topsham Museum	150,000	0	10,000	140,000
	Commercial Property Ancillary Accommodation flat roof recovering	142,600	0	0	142,600
Wat Tyler House - resolving ongoing water ingress with new rainwater system	277,270	0	7,270	270,000	

Responsible Officer	Scheme	Total 2023/24	2023/24 Spend	2023/24 Forecast	2023/24 Budget to	2023/24
		Capital Programme	Quarter 3	Spend	be Carried Forward	Programme
		£	£	£	to 2024/25 and	Variences
					Beyond	(Under)/Over
						£
	Commercial Properties - capital improvements to enable ongoing income (compliance with EPC legislation)	30,000	0	0	30,000	0
	RAMM Roof Repair & Insulation	498,000	442,535	1,195,320	0	697,320
<b>TOTAL</b>		<b>23,608,090</b>	<b>663,143</b>	<b>1,582,620</b>	<b>18,679,550</b>	<b>(3,345,920)</b>
<b>GENERAL FUND SERVICES TOTAL</b>		<b>45,576,230</b>	<b>3,449,790</b>	<b>8,648,105</b>	<b>33,636,980</b>	<b>(3,291,150)</b>

## BUDGETS CARRIED FORWARD TO 2024/25 AND BEYOND

Responsible Officer	Scheme	2024/25 Budget as per Budget Book/Council Approvals	Proposed Budget to be Carried Forward to 2024/25 and Beyond at Qtr 3	Budget Reprofiled to Future Years	Total 2024/25 Capital Programme	2025/26 Budget as per Budget Book/Council Approvals
		£	£	£	£	£
<b>Transformation</b>						
Director	Customer Contact Platform	0	161,030		161,030	
	Annual Contribution to Strata	53,910	0		53,910	53,910
	ECC Civic Centre HFX Door Access Replacement	100,000	(14,940)		85,060	
	IT Replacement Programme	10,000	0		10,000	10,000
	Financial Management	258,920	0		258,920	
	Datacentre Relocation	0	35,940		35,940	
	Microsoft Purview	0	9,000		9,000	
	Software Upgrade	0	28,750		28,750	
	Contact Centre Telephony	17,970	0		17,970	
	Core telephony	17,970	0		17,970	
	EUC model staff	14,370	0		14,370	
	EUC model equipment (replacement laptops)	242,310	0		242,310	150,000
	Booking	17,970	0		17,970	
	Sharepoint resource	21,560	0		21,560	
	Chatbot	17,970	0		17,970	
	PSTN	10,780	0		10,780	
	Print & post review	7,190	0		7,190	
<b>TOTAL</b>		<b>790,920</b>	<b>219,780</b>	<b>0</b>	<b>1,010,700</b>	<b>213,910</b>
<b>Net Zero Exeter and City Management</b>						
Service Manager - Public & Green Space	Parks Infrastructure	105,210	44,000		149,210	
	Cemeteries & Churchyards Infrastructure Improvements	134,790	0		134,790	
	Improved Car Park Security Measures at King William Street & Arena Park	0	19,670		19,670	
	Parks Anti-Intrusion Measures	4,900	0		4,900	
	Ash Die Back Tree Replacement	201,700	50,000		251,700	
	Northbrook Wild Arboretum	78,350	66,000		144,350	
	Play Areas	225,000	140,000		365,000	200,000
	Outdoor Leisure Facilities - Newcourt	121,270	0		121,270	
	Pinhoe Playing Field Upgrades	14,550	27,500		42,050	
	Heavitree Paddling Pools	410,000	116,680		526,680	
Engineering & Assets Manager	Bowling Green Marshes Coastal Defence Scheme	420,000	46,500		466,500	
	Cricklepit Bridge	113,750	30,000		143,750	
	Trews Weir refurb	500,000	45,000		545,000	2,975,000
	District Street Lighting	746,140	150,000		896,140	
	Piazza Terracina	157,500	1,060		158,560	
	Exeter Quay Cellars cliff face	385,000	(21,070)		363,930	
	Farm Hill Retaining Walls (23 no.)	796,040	50,000		846,040	
	Riverside Walls at Quay	0	0		0	50,000
	Bonhay Rd/Andlaw House Footpath	130,000	16,760		146,760	
	St James' Weir & Ducks Marsh Meadow banks	75,000	0		75,000	
	Landfill Gas Extraction Systems	230,000	26,100		256,100	
	Mincinglake Valley Park Reed Beds & Pipe Inlet	150,000	31,100		181,100	
	Bromhams Farm Playing Fields	223,530	0		223,530	
	Longbrook Street wall behind 30-38	0	5,000		5,000	
	ECC Bridge Repair Programme	600,000	150,000		750,000	
	Countess Wear Retaining Wall Rebuild	100,000	29,130		129,130	
	Oxford Road Car Park Retaining Wall	0	200,000		200,000	
	Canal Basin Bridge Refurbishment	50,000	0		50,000	
	Bank Repairs & Stabilisation to Watercourses	0	20,000		20,000	
Service Manager - Recycling, Waste & Fleet	Waste Infrastructure	0	411,410		411,410	
	Improved recycling containers	0	121,360		121,360	
	Enhance the Materials Reclamations Facility	0	7,839,370		7,839,370	



Responsible Officer	Scheme	2024/25 Budget as per Budget Book/Council Approvals	Proposed Budget to be Carried Forward to 2024/25 and Beyond at Qtr 3	Budget Reprofiled to Future Years	Total 2024/25 Capital Programme	2025/26 Budget as per Budget Book/Council Approvals
		£	£	£	£	£
Service Manager - Environmental Health & Community Safety	Disabled Facility Grants	800,000	150,000		950,000	800,000
Harbour Master	Exeter Canal Bank Repairs	0	51,890		51,890	
Service Manager - Net Zero & Business	Riverside & RAMM Decarbonisation Projects	6,041,820	0		6,041,820	
	Shared Prosperity Fund	178,550	0		178,550	
Miscellaneous	Rent for Exmouth Buoy Store / St Thomas Arches	129,010			129,010	
Miscellaneous	Capitalised Staff Costs	150,000	0		150,000	150,000
<b>TOTAL</b>		<b>13,272,110</b>	<b>9,817,460</b>	<b>0</b>	<b>23,089,570</b>	<b>4,175,000</b>
<b>City Development</b>						
Director	GF Housing Rents	160,350			160,350	
<b>TOTAL</b>		<b>160,350</b>	<b>0</b>	<b>0</b>	<b>160,350</b>	<b>0</b>
<b>Communications, Culture and Leisure Facilities</b>						
Director	Riverside Sports Hall Roof	0	60,870		60,870	
	Leisure Complex - Fit Out	0	355,250		355,250	
	Leisure Complex - Build Project	0	639,140		639,140	
	Leisure Property enhancements	0	2,026,800		2,026,800	
	Rent - Haven Road Storage	36,040			36,040	
	Leisure Equipment Replacement Programme	100,000	561,660		661,660	100,000
	Pinhoe Community Hub	0	1,276,470		1,276,470	
<b>TOTAL</b>		<b>136,040</b>	<b>4,920,190</b>	<b>0</b>	<b>5,056,230</b>	<b>100,000</b>
<b>Finance</b>						
Director	Commercial Property Purchase	0	10,851,220		10,851,220	
City Surveyor	Civic Centre Air Conditioning Replacement	0	25,000		25,000	
	Fire Risk Assessment Works	0	1,600,690		1,600,690	
	Exmouth Buoy Store	0	212,720		212,720	
	Guildhall MSCP	0	0		0	883,400
	John Lewis MSCP	424,400	0		424,400	
	Princesshay 2 MSCP	424,400	0		424,400	
	Leighton Terra & KW St MSCP	0	618,000		618,000	
	Civic Centre Phase 3 Roof Rep	0	368,510		368,510	
	City Wall	0	489,180		489,180	
	Backlog Maintenance	64,790	465,240		530,030	
	BLRF - Exeter Canal Basin	0	589,120		589,120	
	BLRF - Mary Arches Car Park	0	1,285,740		1,285,740	
	BLRF - Belle Isle	0	662,170		662,170	
	BLRF - Clifton Hill	0	225,000		225,000	
	Depot Relocation	0	375,970		375,970	
	BLRF - Lower Wear Road	0	293,390		293,390	
	Cathedral Green Display Cases	0	35,000		35,000	
	Topsham Museum	0	140,000		140,000	
	Commercial Property Ancillary Accommodation flat roof recovering	0	142,600		142,600	
	Wat Tyler House - resolving ongoing water ingress with new rainwater system	0	270,000		270,000	
	Commercial Properties - capital improvements to enable ongoing income (compliance with EPC legislation)	40,000	30,000		70,000	50,000
<b>TOTAL</b>		<b>953,590</b>	<b>18,679,550</b>	<b>0</b>	<b>19,633,140</b>	<b>933,400</b>
<b>GENERAL FUND SERVICES TOTAL</b>		<b>15,313,010</b>	<b>33,636,980</b>	<b>0</b>	<b>48,949,990</b>	<b>5,422,310</b>

## GENERAL FUND AVAILABLE RESOURCES

GENERAL FUND	2023-24 £	2024-25 £	2025-26 £	2026-27 £	TOTAL £
<b>CAPITAL RESOURCES AVAILABLE</b>					
Capital Receipts Brought Forward	2,948,571				2,948,571
GF Capital Receipts	1,218,555	0	0	0	1,218,555
Revenue Contributions to Capital Outlay	73,080	653,750	0	0	726,830
Disabled Facility Grant	1,502,120	950,000	800,000	800,000	4,052,120
Community Infrastructure Levy	296,730	2,142,064	200,000	0	2,638,794
Other - Grants/External Funding/Reserves/S106	2,556,625	10,071,490	425,000	0	13,053,115
<b>Total Resources Available</b>	<b>8,595,681</b>	<b>13,817,304</b>	<b>1,425,000</b>	<b>800,000</b>	<b>24,637,985</b>
<b>GENERAL FUND CAPITAL PROGRAMME</b>					
Capital Programme	45,576,230	15,313,010	5,422,310	1,263,910	67,575,460
Overspends/(Savings)	(3,291,150)				(3,291,150)
Slippage	(33,636,980)	33,636,980			0
<b>Total General Fund</b>	<b>8,648,100</b>	<b>48,949,990</b>	<b>5,422,310</b>	<b>1,263,910</b>	<b>64,284,310</b>

<b>UNCOMMITTED CAPITAL RESOURCES:</b>					
Capital Receipts Brought Forward	2,948,571	2,310,736	638,376	324,466	2,948,571
Resources in Year	5,647,110	13,817,304	1,425,000	800,000	21,689,414
Less Capital Receipts to carry forward	(2,310,736)	(638,376)	(324,466)	(10,556)	(10,556)
Less Spend in Year	(8,648,100)	(48,949,990)	(5,422,310)	(1,263,910)	(64,284,310)
<b>Borrowing Requirement</b>	<b>2,363,154</b>	<b>33,460,326</b>	<b>3,683,400</b>	<b>150,000</b>	<b>39,656,880</b>

## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: Director Finance

Title: 2023/24 HRA Budget Monitoring Report – Quarter 3

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 To advise Members of the financial position of the HRA Revenue and Capital Budgets for the 2023/24 financial year after nine months.

In addition to the budgetary over/under-spends reported to this committee, Appendix 1 also highlights areas of risk, so that Members are aware that certain budgets have been identified as being vulnerable to factors beyond the control of the Council, which may result in potential deviations from budget, and are therefore subject to close monitoring by officers.

### 2. Recommendations:

2.1 It is recommended the Executive note the report and Council notes and approves (where applicable):

(1) the HRA forecast financial position for 2023/24 financial year;

(2) the revision of the HRA Capital Programme to reflect the reported variations detailed in Appendix 4.

### 3. Reasons for the recommendation:

3.1 To formally note the HRA's projected financial position and to approve the reported variations to the HRA Capital Programme.

The Housing Revenue Account is a statutory account and local housing authorities have a duty to keep a HRA in accordance with proper accounting practices and to review the account throughout the year. Members are presented with a quarterly financial update in respect of the HRA and this is the third update for 2023/24.

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

4.1 The financial resources required to deliver both housing services to Council tenants and to invest in new and existing housing stock during 2023/24 are set out in the body of this report.

The impact on the HRA's available financial resources is set out in Appendix 3.

#### **5. Section 151 Officer comments:**

5.1 There are significant financial pressures on the HRA which have been offset by improved interest received and a reduction in capital charges. The reduction in capital charges however reduces the amount available to support the capital programme so does have a negative impact. The repairs and maintenance budget in particular will require close monitoring in 2024-25 to ensure in year alterations to budgets are not required.

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

6.1 The statutory requirement for a Housing Revenue Account (HRA) is set out in Part VI of the Local Government and Housing Act 1989. Section 74 of the Act sets out the duty to keep a Housing Revenue Account as a ring-fenced fund and sets out the structure within which the HRA operates. Part VI of the Act sets out the detailed statutory provisions on the operation of the HRA, including credits to the account (income) and debits to the account (expenditure). Section 76 sets out the duty to prevent a debit balance on the HRA. The authority must implement proposals that will secure that the account for each financial year will not show a debit balance. Members will also note the provisions of Schedule 4 of the Act which sets out the requirements concerning 'The Keeping of the Housing Revenue Account'.

#### **7. Monitoring Officer's comments:**

7.1 This is a financial update report. Given that, the Monitoring Officer has no comment to make.

#### **8. Report details:**

##### **HRA BUDGET MONITORING – QUARTER 3**

##### **8.1 Background to the HRA**

The Housing Revenue Account (HRA) records expenditure and income relating to council dwellings and the provision of services to tenants. Housing authorities have a statutory duty to maintain a HRA account, which is primarily a landlord account, in order to account to their tenants for income and expenditure on council housing separately from other functions and services of the Council. This includes tenancy management, repairs and maintenance, council house building and council house retrofits.

##### **8.2 Projected transfer from the working balance**

	£
<b>Approved Budgeted transfer from the working balance</b>	<b>2,541,730*</b>
Supplementary budgets – Council approved 18th July 2023	<b>300,000</b>
<b>Revised Budgeted transfer from the working balance</b>	<b>2,841,730</b>

<b>*2023/24 Approved Budget Represented By</b>	<b>£</b>
85A1 MANAGEMENT	1,718,700
85A11 EDWARDS COURT	(110,210)
85A2 TENANCY SERVICES	1,764,880
85A3 SUNDRY LANDS MAINTENANCE	631,920
85A4 REPAIR & MAINTENANCE PROGRAMME	7,025,370
85A5 REVENUE CONTRIB TO CAPITAL	4,000,000
85A6 CAPITAL CHARGES	4,073,090
85A7 HOUSING ASSETS	2,551,980
85A8 RENTS	(21,012,110)
85B2 INTEREST	1,898,110
85B4 MOVEMENT TO/(FROM) WORKING BALANCE	<b>(2,541,730)</b>

The HRA has built up a working balance of £7.243 million as at 31 March 2023. This is higher than the £4 million contingency resolved to be retained. The HRA approved Medium Term Financial Plan (MTFP) plans to reduce the working balance, largely through significant revenue contributions to capital. This enables the built-up working balance to be used to fund the HRA capital programme towards planned works, retrofits, and Council House building developments.

The revised budget deficit position of £2.842 million is due to a large, anticipated revenue contribution of £4 million to capital.

### 8.3 Revenue Monitoring

The budget variances anticipated at Quarter 3 indicate that £2,706,290 will be taken from the working balance in 2023/24 – See appendix 2. This represents a movement of £135,440 compared to the revised budget £2,841,730 for 2023/24. The key budget deviations are explained below.

Budget Heading	Forecast Outturn Budget Variance at Quarter 2 (Under) / Overspend	Forecast Outturn Budget Variance at Quarter 3 (Under) / Overspend
Management	£107,000	£122,000
<p><b>Officers Responsible: Assistant Directors of Housing (AP &amp; LB)</b></p> <ul style="list-style-type: none"> <li>Tenant decant costs – £115k The continuing decants from Rennes House requires tenants to be compensated with home loss payments and other general financial support relating to their relocation costs. Decants are dependent upon the properties requested by the tenants becoming available and, in the year to date, we have managed to support additional tenants in readiness for the full vacation of Rennes House.</li> <li>The subscriptions budget is overspent in year by £7k due to an increase in annual membership fees from The Housing Ombudsman. This is a mandatory payment and the increase is due to the Housing Ombudsman increasing its resources in order to satisfy Registered Social Landlords regulatory requirements.</li> </ul>		
Edwards Court	£28,000	£28,000
<p><b>Officer Responsible: Assistant Director of Housing (LB)</b></p> <ul style="list-style-type: none"> <li>Electricity costs at Edwards Court have been significantly higher than budgeted due to inflationary increases on utilities since the original financial model was produced.</li> </ul>		
Tenancy Services	£26,000	£32,500
<p><b>Officer Responsible: Assistant Director of Housing (LB)</b></p> <ul style="list-style-type: none"> <li>The budget anticipated 40 Right-to-Buy property sales in 2023/24. Expectations of numbers of sales have reduced to 15 for the year. Whilst this maintains the number of properties held by the HRA it does result in a reduction of admin fee income.</li> </ul>		
Sundry Land Maintenance	(£300,000)	(£352,000)
<p><b>Officers Responsible: Assistant Directors of Housing (AP &amp; LB)</b></p> <ul style="list-style-type: none"> <li>The budget relating to expected action required due to Ash Die Back in trees on HRA land has been re-profiled to reflect new expectations around when the disease is likely to impact in Exeter.</li> </ul>		

Ash die back hasn't spread as pervasively since 2020 as originally expected, nonetheless industry expectations still put total disease impact rates at 90% and we know that the disease is now endemic in Devon and Exeter so remedial works will increase until the population has been impacted to its maximum extent.

The £300k underspend brought forward from 2022/23 is unlikely to be needed until 2027/28 to 2029/30, beyond the period of the existing MTFP. Officers will continue to monitor the situation to ensure that there is appropriate budget provision for works needed.

- There is likely to be a £52k saving in year in Garden Assistance as the demand over the busy months was less than budgeted.

<b>Repairs and Maintenance Programme</b>	<b>£810,000</b>	<b>£1,130,000</b>
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**Officer Responsible: Assistant Director of Housing (AP)**

- The General Maintenance budget continues to be under considerable pressure with a projected overspend of £810k by year end. This includes a £10k overspend on the £100k damp and mould budget which was introduced this year. A higher than usual number of jobs excluded from the Price Per Property Contract have been received this year – including drains failures (pitch-fibre collapses, clay pipe fractures due to vegetation/tree growth), urgent path and ramp repairs and general price pressures from our contractor. All of these issues have contributed to the budget pressures for this area.
- The voids budget is fully spent as at Q3 and the projected overspend has now increased to £620k based on the known voids in progress and estimated likely voids in the last quarter of the year. As at 31<sup>st</sup> December the team had let 189 voids, compared with 200 in the whole of 22/23. During the summer, the Voids Team were managing over 100 void properties and this required additional contractor resources above that normally utilised in order to tackle the issue. This has been achieved – we now have reduced the number of void properties to 57 – but required additional expenditure to achieve this. More positively, by committing more expenditure, the Council has housed applicants faster than would have been possible without committing to the additional expenditure and therefore gained the associated rental income earlier than would have been the case if extraordinary measures were not implemented.
- These budget pressures can be partly offset by in-year savings in the re-pointing (£100k) and low maintenance and painting budgets (£200k) and, the overall budget position can be effectively managed due to other favourable balance positions as detailed in this report. This is believed to be the most effective strategy to address the current pressures rather than to seek a reduction in service provision.

<b>Interest</b>	<b>(£783,500)</b>	<b>(£768,500)</b>
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**Officers Responsible: Assistant Director of Housing (AP & LB)**

The 2023/24 budget included interest cost for additional £3.9m approved borrowing. Due to current high interest rates external borrowing is being delayed until rates

<p>become more affordable, and costs are being covered by temporary internal borrowing resulting in a saving in 23/24.</p> <p>Interest receivable on balances remains higher than budgeted through the year, however rates are starting to fall.</p>		
<b>Capital Charges</b>	-	<b>(£327,440)</b>
<p><b>Officers Responsible: Assistant Director of Housing (AP &amp; LB)</b></p> <p>Depreciation charges are lower than budgeted as the land value proportion of stock as at 2022/23-year end has increased on the recommendation of Corporate Property, so the buildings element which gets depreciated each year has reduced.</p> <p>Depreciation is a real cost to the HRA as it represents the amount of money which needs to be set aside in the Major Repairs Reserve to provide for future capital works or to repay debt. A lower depreciation charge results in a revenue saving in the year, but less funding available for future capital spend.</p>		
<b>Total budget (underspend)/overspend</b>	<b>(112,500)</b>	<b>(135,440)</b>
<b>2023/24 HRA Deficit/ (Surplus)</b>	<b>£2,729,230</b>	<b>£2,706,290</b>

#### 8.4 Impact on HRA Working Balance

The HRA Working Balance represents amounts set aside to help facilitate service improvements, repay debt or to provide investment in the stock in future financial years.

The forecast balance, as at 31 March 2024, is set out below:

<b>Movement</b>	<b>2023/24</b>
Opening HRA Working Balance, as at 1 April 2023	£7,243,104
Forecast transfer (from)/to the working balance for 2023/24	(£2,706,290)
Balance resolved to be retained (HRA contingency)	(£4,000,000)
<b>Forecast Balance Available, as at 31 March 2024</b>	<b>£536,814</b>

The significant transfer from the working balance anticipated for 2023/24 brings the working balance as at 31 March 2024 down closer to the HRA balance resolved to be retained of £4m.



## **8.5 HRA Available Resources over the Medium Term**

The forecast HRA available resources for delivering both housing services and capital investment are set out in Appendix 3 for the period to 2026/27.

The total available resources are made up of several reserve balances; the HRA working balance, the Useable Capital Receipts reserve, and the Major Repairs Reserve.

The HRA working balance is the movement on revenue budgets, contributions can be made from this reserve towards financing capital budgets in the form of 'Revenue Contributions to Capital.' The useable capital receipts reserve is made up of both the Right-to-Buy (RTB) receipts reserve and the Non-RTB receipts reserve; these reserves are available to finance capital spend; some restrictions apply. The Major Repairs Reserve is increased each year by the HRA depreciation charge to revenue, this reserve is then available to spend on the HRA capital programme.

The total forecast HRA available resources is impacted by variances in both revenue budgets detailed in section 8.3 above and variances in capital budgets detailed in section 8.9 below.

The forecast total available resources over the Medium-Term Financial Plan (MTFP) has reduced by £2.15m since last reported at 2023/24 Quarter 2. This is due to increases in the potential surrender to DLUHC of RTB receipts and the impact of additional posts to the establishment as a result of increasing regulatory requirements.

Total available reserves over the MTFP are now expected to be £300k after deducting the £4 million balance resolved to be retained (HRA contingency).

## **8.6 HRA Debt**

In October 2018, the Government formally removed the HRA debt cap, which restricted the amount of borrowing stock-holding local authorities could have for the purposes of the HRA. The lifting of the 'debt cap' means that local authorities are now able to borrow for housebuilding in accordance with the Prudential Code.

Executive on 8 October 2019 approved the first Council House Building Programme, which will deliver 100 new homes into the HRA at a cost of £18 million. On 5 April 2020, the Council took out a loan of £15.36 million from the PWLB to support this programme. The remaining £2.64 million will be funded by capital receipts.

As at 31 March 2023, the HRA's borrowing stood at £73.242 million. The total of the £15.360 million new loan and the former 'debt cap' level of £57.882 million.

The HRA currently has approval to borrow a further £3.9 million, this has been deferred but will likely be required in the next 12 to 24 months.

## **8.7 HRA Capital Programme**

The 2023/24 HRA Capital Programme was last reported to Council on 12th December 2023. Since that meeting the following changes have been made that have increased the 2023/24 programme.

Description	2023/24	Approval / Funding
<b>HRA Capital Programme</b>	<b>£29,567,820</b>	
Budgets deferred to future financial years	(£600,000)	Council 12 December 2023
Programme variances	£3,076,571	Council 12 December 2023
<b>Revised HRA Capital Programme</b>	<b>£32,044,391</b>	

The current HRA Capital Programme is detailed in Appendix 4. The appendix shows a total forecast spend of £30,543,300.

The details of key (greater than +/- £50k) variances from budget are set out below.

Scheme	Overspend / (Underspend)
<b>St Loyes</b>	<b>(£171,101)</b>
<p><b>Officer Responsible: Assistant Director of Housing (AP)</b></p> <p>In bringing together all of the Contract final accounts, including negotiations with the neighbouring landowner in relation to highways fees, it has been established that an amount held can now be released to the working balance.</p>	

Schemes which have been identified as being wholly or partly deferred to 2024/25 and beyond are:

Scheme	Budget deferred to/(brought forward from) future years
<b>Balcony Walkway improvements</b>	<b>£75,000</b>
<b>Common Area Footpath &amp; Wall improvements</b>	<b>£175,190</b>
<b>Lift Upgrades</b>	<b>£154,800</b>
<b>Rennes House</b>	<b>£175,000</b>
<p><b>Officer Responsible: Assistant Director of Housing (AP)</b></p>	

There is a big balcony walkway project planned at Prospect Place with a likely cost of at least £75k which is now likely to be undertaken in the new financial year.

Common Area footpath and wall improvements are likely to underspend in this financial year due to the nature of the scheduled works and protracted negotiations with adjoining owners. Therefore, some works have been postponed to the next financial year as there is still a commitment to spend it on high-risk assets.

The contract for lift upgrades was not awarded during 2023/24 and therefore the budget needs to be re-profiled to the next two financial years to catch up with the programme of upgrades. The Contracts are now being finalised for the procurement process.

The fire risk assessment at Rennes House identified no urgent actions so the majority of this budget can be re-profiled to 2024/25, when the remaining tenants will be decanted.

**Hamlin Gardens**

**£750,000**

**Officer Responsible: Assistant Director of Housing (AP)**

Hamlin Gardens is subject to delay due to the prolonged adverse weather through autumn and winter. The project is now expected to complete in May / June 2024 so £750k is likely to be spent in the first quarter of 2024/25.

## **Historic Council own build Final Accounts to 31 March 2024**

The Council's own build properties at Rowan House and Knights Place form part of the overall Housing Revenue Account, but separate income and expenditure budgets are maintained in order to ensure that they are self-financing.

As the 21 units were built using HCA funding in conjunction with borrowing (£998k), they are accounted for separately in order to ensure that they are self-financing. A separate COB working balance and Major Repairs Reserve are maintained until such time as a sufficient balance has been accumulated to repay the debt attributable to these properties, at which point the units can be accounted for with the wider HRA stock.

### Key Variances from Budget

The capital charges will be £1,290 lower than budgeted, reducing the projected transfer from working balance to £30,780 during 2023/24.

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

9.1 The Housing Revenue Account contributes to a key purpose, as set out in the Corporate Plan; Building great neighbourhoods.

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

10.1 For clarity, these are specific financial risks, alongside the risks captured in the corporate risk register.

It is not permissible for the HRA to go into an overall financial deficit position, it is therefore important to ensure that an adequate level of HRA balances is maintained as a contingency against risks. The HRA resolve to retain a working balance at no less than £4 million to mitigate against financial risks.

Areas of budgetary risk are highlighted to committee as part of the quarterly budget monitoring updates.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because there are no significant equality and diversity impacts associated with this decision.

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

12.1 We are working towards the Council's commitment to carbon neutral by 2030. The impact of each scheme is considered prior to approval.

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

None.

**Director Finance, David Hodgson**

Author: Claire Hodgson

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




Background papers used in compiling this report:-

None




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A number of areas of budgetary risk have been identified within the HRA, as follows:

Budget Title	2023/24 Approved Budget	Risk Rating	Risk and mitigation
General Maintenance	£2,680,580 (revenue)		<p>The volatility of the level of requested repairs due to factors beyond the control of the Council, for example adverse weather conditions, represents a budgetary risk. The impact of property inspections undertaken by the Tenancy Services Team may also lead to the identification of additional repairs. Spend at the end of month 9 is 95% spent and the final quarter of the year tends to be a higher proportion, so the projected spend could be 130% of the budget.</p> <p>Mitigation measures include contract meetings with the Contractor which include budget review and work in progress updates. Other supporting measures include weekly Surveyors meetings to highlight repair demand pressures.</p>
Repairs to Void Properties	£1,346,000 (revenue)		<p>Property turnover and the varying condition of properties when returned to the Council represent a budgetary risk as this makes costs difficult to predict. The number of voids at month 9 was almost the total for the whole of 2022/23. High volumes over the summer resulted in some voids being sub-contracted at a slightly higher cost.</p> <p>Mitigation includes property inspections by Housing Officers which highlight sub-standard property conditions wherever possible and are an early alert to issues.</p>
Rental Income from Dwellings	(£21,012,110) (revenue)		<p>Right to Buy sales, number of new tenancies set at convergence rent levels, number of days lost through major works, and rent lost in respect of void properties all impact on the annual rental income.</p> <p>Rental income after the first nine months is approximately 5% down on budget, although there is another rent free fortnight at the end of the financial year when this may reduce.</p>

**Risk Rating:**

	Potential for a favourable variance compared to the budget or no variance at all
	Potential for adverse budgetary variance of between 0% and 5% that will be kept under review
	Potential for an adverse budgetary variance of more than 5% and will be monitored closely

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HOUSING REVENUE ACCOUNTS BUDGET MONITORING 2023-24

APPENDIX 2

QUARTER 3

ACTUAL TO DATE			YEAR END FORECAST					
PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE	MANAGEMENT UNIT	APPROVED BUDGET	Q1 FORECAST VARIANCE	Q2 FORECAST VARIANCE	Q3 FORECAST VARIANCE	CURRENT OUTTURN FORECAST
£	£	£		£	£	£	£	£
986,028	1,102,604	116,576	MANAGEMENT	1,718,700	100,000	107,000	122,000	1,840,700
(114,948)	(159,822)	(44,874)	EDWARDS COURT	(110,210)	0	28,000	28,000	(82,210)
1,092,363	869,001	(223,362)	TENANCY SERVICES	1,764,880	13,000	26,000	32,500	1,797,380
765,308	251,555	(513,753)	SUNDRY LAND MAINTENANCE	931,920	(300,000)	(300,000)	(352,000)	579,920
5,637,105	5,640,580	3,475	REPAIRS & MAINTENANCE PROGRAMME	7,025,370	0	810,000	1,130,000	8,155,370
0	0	0	REVENUE CONTRIBUTION TO CAPITAL	4,000,000	0	0	0	4,000,000
0	0	0	CAPITAL CHARGES	4,073,090	0	0	(327,440)	3,745,650
1,658,308	1,703,187	44,879	HOUSING ASSETS	2,551,980	0	0	0	2,551,980
(17,510,092)	(16,539,632)	970,460	RENTS	(21,012,110)	0	0	0	(21,012,110)
1,423,583	1,076,096	(347,487)	INTEREST	1,898,110	0	(783,500)	(768,500)	1,129,610
			MOVEMENT TO/(FROM) WORKING BALANCE	(2,841,730)	187,000	112,500	135,440	(2,706,290)
			<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
			<b>Working Balance 1 April 2023</b>	<b>7,243,104</b>	<b>31 March 2024</b>			<b>4,536,814</b>

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COUNCIL OWN BUILD SITES

PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE		APPROVED BUDGET	Q1 FORECAST VARIANCE	Q2 FORECAST VARIANCE	Qrt 3 FORECAST VARIANCE	CURRENT OUTTURN FORECAST
£	£	£		£	£	£	£	£
69,150	49,515	(19,635)	MANAGEMENT	92,200	0	0	0	92,200
(9,611)	(11,247)	(1,636)	ROWAN HOUSE	(12,140)	0	0	0	(12,140)
(57,182)	(66,893)	(9,711)	KNIGHTS PLACE	(72,230)	0	0	0	(72,230)
0	0	0	INTEREST	5,490	0	0	0	5,490
0	0	0	CAPITAL CHARGES	18,750	0	0	(1,290)	17,460
			MOVEMENT TO/(FROM) WORKING BALANCE	(32,070)	0	0	1,290	(30,780)
			<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
			<b>Working Balance 1 April 2023</b>	<b>312,318</b>	<b>31 March 2024</b>			<b>281,538</b>

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## HRA AVAILABLE RESOURCES

HOUSING REVENUE ACCOUNT	2023-24 £	2024-25 £	2025-26 £	2026-27 £	2027-28 £	TOTAL £
<b>CAPITAL RESOURCES AVAILABLE</b>						
Usable Receipts Brought Forward						9,782,583
Major Repairs Reserve Brought Forward						18,063,137
Other HRA Sales	2,035,414	210,000	500,000	500,000	250,000	3,495,414
RTB sales	1,179,960	875,000	875,000	875,000	875,000	4,679,960
Surrender back to DLUHC - pending investment in replacement affordable housing	424,444				-2,158,958	(1,734,514)
Major Repairs Reserve	3,745,650	3,745,650	3,745,650	3,745,650	3,745,650	18,728,250
Revenue Contributions to Capital	4,000,000	2,500,000	3,325,000	2,925,000	3,200,000	15,950,000
External contributions	5,028,824	933,102				
Commuted sums	0					0
Borrowing	0	900,000	3,000,000	2,748,380		6,648,380
<b>Total Resources available</b>	<b>16,414,292</b>	<b>9,163,752</b>	<b>11,445,650</b>	<b>10,794,030</b>	<b>5,911,692</b>	<b>75,613,210</b>
<b>CAPITAL PROGRAMME</b>						
HRA Capital Programme	30,543,300	19,214,702	10,758,111	10,767,358	10,087,896	81,371,367
<b>Total Housing Revenue Account</b>	<b>30,543,300</b>	<b>19,214,702</b>	<b>10,758,111</b>	<b>10,767,358</b>	<b>10,087,896</b>	<b>81,371,367</b>
<b>UNCOMMITTED CAPITAL RESOURCES:</b>						
Usable Receipts Brought Forward	9,782,583	6,952,483	3,053,225	2,428,225	2,928,225	9,782,583
Major Repairs Reserve Brought Forward	18,063,137	6,764,229	612,537	1,925,076	1,451,748	18,063,137
Resources in Year	16,414,292	9,163,752	11,445,650	10,794,030	5,911,692	53,729,416
Less Estimated Spend	(30,543,300)	(19,214,702)	(10,758,111)	(10,767,358)	(10,087,896)	(81,371,367)
<b>Uncommitted Capital Resources</b>	<b>13,716,712</b>	<b>3,665,762</b>	<b>4,353,301</b>	<b>4,379,973</b>	<b>203,769</b>	<b>203,769</b>
<b>WORKING BALANCE RESOURCES:</b>						
Balance Brought Forward	7,243,104	4,536,814	4,535,267	4,027,526	4,036,403	7,243,104
HRA Balance Transfer - to/(from) Working Balance	(2,841,730)	(1,547)	(507,741)	8,877	60,451	(3,281,690)
Cumulative forecast under/(over)spend 2023-24	135,440					135,440
Balance Carried Forward	4,536,814	4,535,267	4,027,526	4,036,403	4,096,854	4,096,854
Balance Resolved to be Retained	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
<b>Uncommitted HRA Working Balance (after balance resolved to be retained of £4m)</b>	<b>536,814</b>	<b>535,267</b>	<b>27,526</b>	<b>36,403</b>	<b>96,854</b>	<b>96,854</b>
<b>TOTAL AVAILABLE CAPITAL RESOURCES (after balance resolved to be retained of £4m)</b>	<b>14,253,526</b>	<b>4,201,029</b>	<b>4,380,827</b>	<b>4,416,376</b>	<b>300,623</b>	<b>300,623</b>

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**2023-24  
CAPITAL MONITORING - QUARTER 3**

	2023-24 Capital Programme	2023-24 Spend	2023-24 Forecast Spend	2023-24 Budget to be Carried Forward to Future Years	TO 2024-25	TO 2025-26	TO 2026-27	2023-24 Programme Variances Under ()
	£	£	£	£	£	£	£	£
<b>HRA CAPITAL</b>								
<i>EVERYONE HAS A HOME</i>								
Adaptations	857,242	411,125	857,242					-
Balcony Walkway Improvements	447,233	43,678	372,233	(75,000)	75,000			-
Bathroom Replacements (inc. Communal)	1,091,808	930,946	1,091,808					-
Boiler Replacement Programme & Central Heating	664,823	238,673	664,823					-
Common Area Footpath & Wall Improvements	244,290	63,698	69,100	(175,190)	175,190			-
Communal Area Improvements - New Flooring	50,000	38,769	50,000					-
Communal Door and Screen Replacements	134,900	77,658	134,900					-
Door Replacements (inc. Outbuildings)	404,655	76,874	404,655					-
Electrical Central Heating	22,554	4,360	22,554					-
Electrical Rewires - Communal	155,733	10,134	155,733					-
Electrical Rewires - Domestic	836,814	253,011	836,814					-
Energy Conservation	2,307,778	1,881,065	2,307,778					-
Estate Improvements	100,000	4,352	100,000					-
Fire Risk Assessment Works - Compliance	947,916	345,900	947,916					-
Fire Risk Assessment Works - Planned	333,340	83,004	333,340					-
Fire Safety Storage Facilities	189,462	36,226	189,462					-
Kitchen Replacements (inc. Communal)	1,075,759	440,950	1,075,759					-
LAINGS Refurbishments	323,188	65,164	323,188					-
Lift Upgrades	234,800	0	80,000	(154,800)	77,400	77,400		-
Reroofing - Flats	550,000	55,648	550,000					-
Reroofing - Houses (outbuildings, chimney, gutters, downpipes, fascia)	1,192,386	321,262	1,192,386					-
Porch Canopies	52,558	11,407	52,558					-
Rennes House	250,000	13,418	75,000	(175,000)	175,000			-
Soil Vent Pipe Replacement	24,000	491	24,000					-
Structural Repairs	573,412	253,819	573,412					-
Window Replacements	1,241,607	737,131	1,241,607					-
ZEBCAT Project	6,443	8,311	6,443					-
Plastering	75,000	22,928	75,000					-
<b>HOUSING REVENUE ACCOUNT TOTAL</b>	<b>14,387,701</b>	<b>6,430,001</b>	<b>13,807,711</b>	<b>(579,990)</b>	<b>502,590</b>	<b>77,400</b>	<b>0</b>	<b>0</b>
<b>COUNCIL OWN BUILD CAPITAL</b>								
Social Housing Acquisitions - Section 106	589,507	0	589,507					-
Social Housing Acquisitions - Open Market	503,649	489,153	503,649					-
St Loyes Extracare Scheme	191,544	442	20,443	0	0			171,101
Local Authority Housing Fund	4,367,524	3,912,613	4,367,524					-
Council House Building Programme - Bovemoors Lane	41,271	-343	41,271					-
Council House Building Programme - Hamlin Gardens	3,548,909	1,706,691	2,798,909	(750,000)	750,000			-
Council House Building Programme - Vaughan Road	8,409,286	3,992,936	8,409,286					-
Council Own Build (Phase 3)	5,000	3,000	5,000					-
<b>COUNCIL OWN BUILD TOTAL</b>	<b>17,656,690</b>	<b>10,104,492</b>	<b>16,735,589</b>	<b>(750,000)</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>(171,101)</b>
<b>OVERALL HOUSING REVENUE ACCOUNT TOTAL</b>	<b>32,044,391</b>	<b>16,534,493</b>	<b>30,543,300</b>	<b>(1,329,990)</b>	<b>1,252,590</b>	<b>77,400</b>	<b>0</b>	<b>(171,101)</b>

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## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: David Hodgson, Director Finance

Title: The Household Support Fund – Scheme 5

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 This report seeks members' agreement to delegate authority to agree the scheme for disbursing funding from the fifth Household Support Fund to the Director Finance in consultation with the Leader and the Portfolio Holder for Council Housing Development & Support Services.

### 2. Recommendations:

2.1 That Executive agrees and RECOMMENDS to Council that the Director Finance is given delegated authority to agree the scheme for disbursing funding from the fifth Household Support Fund in consultation with the Leader and the Portfolio Holder for Council Housing Development & Support Services.

### 3. Reasons for the recommendation:

3.1 On 6th March, the Chancellor announced a 6-month extension to the Household Support Fund, to run from 1 April 2024 to 30 September 2024. This presents a problem in getting Council agreement of a new local scheme in time to be able to distribute funds before the scheme ends.

3.2 Funding is given by the Department for Work and Pensions (DWP) to Devon County Council (DCC), who top slice to fund free school meals during the holidays and other support initiatives across the county, then give an allocation to each district authority to fund their local support scheme via a grant agreement.

3.3 The DWP has not yet released their guidance or confirmed funding allocations. Both will inform the grant agreement the Council will get from DCC and the requirements that need to be followed. The criteria and the specification of our local scheme will need to be determined once the DWP guidance is available and grant allocations and framework agreed with DCC. As with the previous four Household Support Fund Schemes, HSF5 is targeted at low-income households who are struggling and so the scheme, most probably, will mirror previous schemes in order to give the most effective help.

3.4 The following committee cycle is Executive (meeting 4 June) and Council (16 July). Using that cycle for approval would mean not being able to make any crisis support payments between 1 April and 16 July (15 weeks) at a time when there are no more cost-of-living payments (the last were issued in February) and no further energy bill rebates.

3.5 Because the funding would need to be spent between 17 July and 30 September, there would then only be 11 weeks to use it up. Realistically that is not achievable and risks funding not being spent.

3.6 Given that the scheme and administration costs are fully funded via Devon County Council there will be no financial implications for the General Fund arising out of the scheme.

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

4.1 Having already administered Household Support Fund Schemes, the resourcing is in place, as is the ability to make direct awards or run an application scheme.

Payment of customer grants under this scheme will only be made up to the value of the grant agreement with Devon County Council which will include administration funding. The scheme will be administered using existing staff resources within Benefits & Welfare and Customer Support. Beyond officer time there is therefore no cost to Exeter City Council.

#### **5. Section 151 Officer comments:**

5.1 The Council has been given a short notice period for this six-month extension of the scheme. To avoid this risk of having insufficient time to spend the funds, it is necessary for a delegation to be requested. As far as is possible under the terms that the Council has to follow, the scheme will use the same principles that have been adopted for the previous rounds of funding.

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

6.1 Section 31 of the Local Government Act 2003 provides a power for Ministers of State to pay grants to local authorities for expenditure incurred or to be incurred by authorities. In accordance with section 31 of the Act, Devon County Council will be receiving funding from the Department for Work and Pensions (DWP) for the provision of grants in the form of the Household Support Fund. Devon districts, including Exeter City Council, will be allocated funding by Devon County Council to deliver local support schemes in accordance with the Household Support Fund 5 Grant Agreement. The conditions on the allocation of the grant funds will be set out in the agreement between Devon County Council and Exeter City Council. Guidance will be provided by the DWP.

The funding is intended to be provided to households most in need of support with, for example, energy bills, food, and other essentials in order to address the significant increases in the cost of living. The funds are not to be used for any economic undertaking. Accordingly, the allocation of the grant funds falls outside the scope of the Subsidy Control Act 2022.



## **7. Monitoring Officer's comments:**

7.1 The legal implications are set out in paragraph 6 above. Given that, this report raises no issues for the Monitoring officer.

## **8. Report details:**

8.1 The Household Support Fund Scheme 5 will run from 1 April 2024 to 30 September 2024.

8.2 Exeter City Council will receive funding from Devon County Council to deliver support to low-income residents struggling with the cost of living. The Central Government funding is to be spent in line with the Department for Work and Pensions (DWP) guidance and the framework agreed with Devon County Council.

8.3 Once DWP guidance has been issued, and allocations have been agreed, Devon County Council will work with the district authorities on a framework agreement which will inform local scheme design.

8.4 The Benefits & Welfare Team are currently administering Household Support Fund Scheme 4 which has been a mixture of direct awards and by application, therefore the mechanisms are already in place to deliver similar for scheme 5.

8.5 The four Household Support Fund schemes have shared common objectives which will also likely apply to the fifth scheme. Funding is intended to support low-income households who are struggling to afford essentials due to the increased cost of living. Within that framework there is discretion for who to support and how to deliver it.

8.6 We have learnt through previous schemes what works well locally, who our most in need households are and how best to provide them with financial support. During the second half of the fourth scheme, we have operated an application-based scheme, open to anyone in need but specifying priority groups for support. Those priority groups have been drawn from national and local research and our own analysis of benefit caseload.

8.7 It is anticipated that a fifth scheme will largely follow the principles and approach developed through the latter part of the fourth scheme. An application-based approach means individual circumstances can be considered allowing more targeted awards. Using the insights from our Council Tax Support caseload we are also able to promote the availability of support to priority households who may not be aware of the scheme.

8.8 The priority low-income groups for Household Support Fund Scheme 4 and the Economic Vulnerability Fund, which ran alongside HSF4, were:

- Deduction from Council Tax Support for adult family member.
- Disabled child in household.
- Unpaid carers.
- Care leavers.
- Disabled household member.
- Household member of pensionable age.
- In low paid or insecure work.
- Residents of temporary accommodation.

- Customers in receipt of passported benefits.
- Renting accommodation in private or social sector.
- Long-term sick disabled or unemployed.
- Households containing 5 or more members / 3 or more children.
- Households containing a child under 5.

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

9.1 The Household Support Fund scheme 5 will support Exeter's communities and neighbourhoods by helping low-income residents manage increased costs.

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

10.1 If a scheme is not agreed and delivered before 30 September 2024, the available funding will not be able to be provided to Exeter's low-income residents.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 This recommendation has no impact. An Equalities Impact Assessment will be carried out at the time a local scheme is designed.

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

12.1 None.

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

13.1 Utilising the next committee cycle would mean not being able to make any crisis support payments between 1 April and 16 July (15 weeks) and risks a significant proportion of funding going unspent.

**Director Finance, David Hodgson**

Authors: Laura Fricker, Service Lead Revenues, Benefits & Customer Access & Chris Buckman, Benefits & Welfare Lead

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

Background papers used in compiling this report: - none.

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## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: Director for Net Zero Exeter & City Management

Title: Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 Exeter City Council endorses the Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly, produced by the Devon, Cornwall, and Isles of Scilly Climate Impacts Group.

### 2. Recommendations:

That Executive recommend that Council approve that: -

2.1 The City Council endorses the Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly.

2.2 The City Council continues to attend and participate in Devon, Cornwall, and Isles of Scilly Climate Impacts Group meetings. The group coordinating regional action on climate adaptation, preparing communities and organisations for a changing climate, and improving resilience across the region.

### 3. Reasons for the recommendation:

3.1 Endorsement of the strategy supports delivery of the Devon Carbon Plan, as well as the Net Zero Exeter 2030 Plan.

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

4.1 Endorsing the Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly does not commit the City Council to any funding obligations.

4.2 If there are projects the City Council progresses with, that require financial resources, a report will be brought to Executive for approval.

4.3 There is ongoing officer support in attending the Climate Impacts Group, as well as coordination and a leadership role for Exeter and the City Council.

## **5. Section 151 Officer comments:**

5.1 There are no direct financial implications for Council to consider arising from the report.

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

6.1 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 target was originally 80% and was increased to 100% by the Climate Change Act 2008 (2050 Target Amendment) Order 2019 following recommendations made by the Committee on Climate Change. This means that the government has a target of net zero for UK greenhouse gas (GHG) emissions by 2050.

6.2 Exeter City Council was one of the first local authorities to declare a climate emergency in 2019 and set a target of achieving net zero for GHG emissions by 2030. This target is not legally binding.

## **7. Monitoring Officer's comments:**

7.1 The content of this report raises no issues for the Monitoring Officer.

## **8. Report details:**

8.1 The Devon, Cornwall, and Isles of Scilly (DCIoS) Climate Impacts Group are coordinating regional action on climate adaptation, preparing communities and organisations for a changing climate, and improving resilience across the region.

8.2 The group was formed in 2019 and is currently chaired by the Environment Agency and by the DCIoS Local Resilience Forum in response to declarations of climate emergency across the region.

8.3 The role of the DCIoS Climate Impacts Group is to work collaboratively across Devon, Cornwall, and the Isles of Scilly to use its expertise to help:

- to coordinate and oversee the delivery of regional action on adaptation, aligning with action on climate mitigation wherever possible;
- prepare communities and organisations for the necessary adaptations to infrastructure, services and behaviours that will be required to respond to the effects of a changing climate;
- improve the resilience of public health, the natural environment, our economy, and infrastructure to the effects of climate change now and in the future.

8.4 The draft Strategy was produced by the Climate Impacts Group, with a public consultation held on the draft version of the DCIoS Climate Adaptation Strategy summer 2023. Following this consultation, proposed amendments were considered and added to the final version of the DCIoS Climate Adaptation Strategy before its publication late 2023.

8.5 The DCIoS Climate Adaptation Strategy details the risks the region might face in the future as climate change increasingly affects the UK and identifies how we can adapt

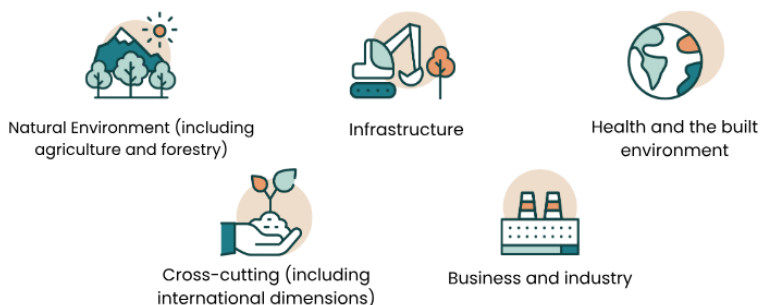
to these changes. The Climate Adaptation Strategy details the risks the region might face in the future as climate change increasingly affects the UK and identifies how we can adapt to these changes.

8.6 The DCIoS Climate Adaptation Strategy is broken down into three areas and covers five sectors:

- A **climate change risk and opportunity assessment** for Devon, Cornwall, and the Isles of Scilly;
- A **strategic adaptation plan** for the next 5 years, which sets out the conditions for everyone to act on adapting to climate change together;
- An **action plan**, which sets out the short-term actions for regional collaboration over the next 2 – 3 years.

### Five Sectors

This Strategy covers five sectors (broadly corresponding with those highlighted in the UK's national climate risk assessment):



8.7 The City Council will support the delivery of relevant strategic actions, and as a trusted partner in our area can help communities, families, individuals, and businesses prepare for the impacts of climate change.

8.8 A full copy of the Strategy can be found in Appendix 1.

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

- 9.1 Endorsing the Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly will contribute the City Council's strategic priority of a Net Zero Carbon City, in coordinating and facilitating city wide net zero.
- 9.2 It also supports 'Housing and building great neighbourhoods and communities,' in ensuring the city is adapting to the effects of climate change.

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

10.1 Representation from Exeter City Council at the Climate Impacts Group is ongoing to work in partnership with organisations and public organisations from across Devon, Cornwall & the isles of Scilly.

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

11.1 In recommending this proposal potential impact has been identified on people with protected characteristics as determined by the Act and an Equalities Impact Assessment has been included in the background papers for Member's attention.

11.2 If Exeter City Council lead on any actions within the Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly, EQIA's will be completed on those particular projects/activities.

11.3 An EQIA has been undertaken in relation to the Climate Adaptation Strategy.

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

12.1 Supporting the delivery of the Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly will, overall, have a positive impact on Exeter's and the City Council's carbon footprint.

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

13.1 There is the option of not supporting the Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly, but this may have a detrimental impact on supporting our communities in Exeter, as well as delivering net zero.

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

Author: Victoria Hatfield

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

Background papers used in compiling this report:-

None

Contact for enquires:  
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# Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly

**2023 - 2027**

Prepared by RSK (including subsidiaries ADAS and WRc) with  
the Devon, Cornwall, and Isles of Scilly Climate Impacts Group

## GENERAL NOTES

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The pre-consultation version of this report was produced in March 2023 by RSK, including subsidiaries ADAS and WRc. This publication is the post-consultation version incorporating amendments that respond to comments received from the public consultation.

**Title:** Climate Adaptation Strategy for Devon, Cornwall, and Isles of Scilly  
**Client:** Devon County Council on behalf of the Devon, Cornwall, and Isles of Scilly Climate Impacts Group  
**Date:** October 2023  
**Status:** Post-Consultation Final Report

## ACKNOWLEDGEMENTS

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### Funding

The contract was commissioned by Devon County Council on behalf of the Devon, Cornwall and Isles of Scilly (DCIoS) Climate Impacts Group, with funding provided by the Environment Agency.

### The RSK Project Team

The pre-consultation report was prepared by RSK (including subsidiaries ADAS and WRc). The work was led by **Charles Ffoulkes** (Director for Climate Adaptation and Resilience at ADAS), with input from **Andrew McArthur** (Director for Adaptation and Asset Management at WRc), **Brian Anderson** (Senior Consultant at WRc), **Hannah Oliver** (Graduate Climate and Sustainability Consultant at ADAS), **Danielle King** (Head of Climate and Decarbonisation at RSK), and **Weiting Liu** (Graduate Climate Consultant at RSK).

### Climate Impacts Group

Thanks are provided to **Emily Reed** (Climate Emergency Project Manager at Devon County Council) and members of the Climate Impacts Group for their contributions throughout the development of this strategy, with representation provided by the Met Office, University of Exeter, National Health Service (NHS) Devon, Devon County Council, Environment Agency, South West Water, Devon and Cornwall Police, Public Health Devon, Devon Local Nature Partnership, DCIoS Local Resilience Forum, Cornwall Council, Council of the Isles of Scilly, Ministry of Housing, Department for Communities and Local Government, and Westcountry Rivers Trust.

### Disclaimer

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This work has been undertaken in accordance with the quality management system of RSK.



## EXECUTIVE SUMMARY

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The Devon, Cornwall and Isles of Scilly Climate Impacts Group commissioned the preparation of this strategic-level Adaptation Strategy, led by RSK Group (including subsidiaries ADAS and WRc) and co-developed with the Climate Impacts Group.

It comprises of three sections:

1. A climate change risk and opportunity assessment for Devon, Cornwall, and the Isles of Scilly.
2. A strategic adaptation plan for the next 5 years, which sets out the conditions for everyone to act on adapting to climate change together.
3. An action plan, which sets out the short-term actions for regional collaboration over the next 2 – 3 years.

It focuses on climate impacts which require, or which would benefit from, regional collaboration. Due to the place-based and context specific nature of climate risk and opportunities, it is not the purpose of this Adaptation Strategy to plan the detail of how individual areas and communities should adapt. Instead, such detailed plans will be captured under county-level risk assessments and adaptation plans.

### **Climate change risk and opportunity assessment**

A climate change risk and opportunity assessment was co-developed with the Climate Impacts Group. This built upon an initial climate risk assessment that had been prepared previously by the Climate Impacts Group in early 2022.

The climate change risk and opportunity assessment evaluated 62 climate change impacts for the region, considering both positive (i.e. opportunities) and negative (i.e. risks) effects. These were categorised into five sectors that broadly correspond with the sectors highlighted in the national climate risk assessment: natural environment (including agriculture and forestry), infrastructure, health and the built environment, business and industry, and cross-cutting impacts (including international dimensions).

Five main impact themes were scored as being the most severe for the region, all of which have impacts on human health. The themes are not listed in any order but discuss the broad hazards that the region faces from climate change.

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

change, resulting in more intense storm events and greater impacts from coastal flooding.

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

### **Strategic adaptation plan**

The purpose of the strategic-level adaptation plan is to set out how Devon, Cornwall and the Isles of Scilly can create the conditions and capacity for everyone to adapt to climate change together over the next 5 years. The adaptation plan considers four levels of adaptation planning and action, relating to different parts of society: policy/regulator-level, organisational-level, community-level, and individual-level actors and actions; with a primary focus on the top two levels to provide the enabling conditions.

Climate change will affect different places in different ways. This drives the need to develop place-based adaptation options with strategies focussed on 'location'. Locations across the region experience many of the same climate impacts. This means that the region can work collaboratively at a strategic level to ensure that interlinked human-environment systems (e.g. transport, utilities etc.) remain resilient, with the implementation of adaptation options that provide flexibility against uncertainties of future climate impacts.

The regional priorities and strategic directions outlined in this adaptation plan are based on the Climate Impact Group's assessment of climate risks and local vulnerabilities, alongside the input of stakeholders. Strategic directions and actions to support adaptation include, by sector:

#### **Natural environment (including agriculture and forestry and fisheries):**

- To support and actively improve the adaptive capacity of landscapes and habitats.

- To use agriculture / forestry networks and knowledge to implement best practice. Provide them with key information to protect ecosystem services.
- To maximise community participation and connection to nature.

#### Infrastructure:

- To develop cross-sector collaboration to equip the region with the knowledge and skills to take adaptation action.
- To enhance long-term Infrastructure resilience through local stewardship.

#### Health and the built environment:

- To increase community awareness of how climate change can impact physical and mental health.
- To support residences and businesses on private water supplies to adapt to climate change threats, including security of supply and changing water quality.
- To assist public services to understand climate change impacts on their assets, service delivery and the community's health.
- To minimise heat-related illness and death.
- To ensure the region is ready for, and resilient to, flooding and coastal change.

#### Business and industry:

- To equip the sector with the knowledge and skills to take adaptation action.
- To develop industry readiness for impacts (e.g. supply chain security, drought restrictions).
- To enhance long-term business resilience through local stewardship.

#### Cross-cutting risks and international dimensions:

- To improve the community's knowledge and awareness of the health impacts of climate change, both current and into the future.
- To improve food security within the region.
- To improve information and liaison about the effects of climate change on crime and civil disorder.

Whilst the Climate Impacts Group and local authorities will play an influential role in preparing the community and other stakeholders for the changes ahead, success will require a collaborative approach involving government departments and agencies, transport and utility providers, local businesses, communities and individuals to develop and build the adaptation actions needed in each sector.

## Action plan

This action plan summarises the impacts from climate change on each sector and identifies the short-term actions from the adaptation plan for delivery over the next 2 – 3 years. Short-term actions to adapt to climate change for each societal group are:

### Policymakers, regional / local government, and arm's length bodies

- Build on and develop resilience partnerships. Ensure their command, control and co-ordination arrangements for an emergency which involves the loss of both power and telecoms, and actively involve utilities companies in local planning where required to ensure linkage with regional and national developments.
- Develop a climate change awareness campaign to inform the public of the projected range of changes and their impacts alongside how we are adapting.
- Public authorities to continue to provide timely & localised information on climate change impacts to enable appropriate adaptation planning by businesses and householders.
- Policymakers to raise public awareness and understanding of the predicted impacts of climate change around the coast generally, and on their local communities specifically – to advance knowledge and engagement.

### Organisations, businesses, infrastructure operators, charities, trusts etc.

- Develop a collaborative regional water strategy to manage water availability, including aquifer recharge, control over-extraction, increase the use of rainwater harvesting etc.
- Promote soil management techniques (Min-till cultivation, cover crops, ley-arable rotations) to protect and improve soil structure / nutrient levels and increase resilience to adverse weather / aridity impacts.
- Provision of capacity building support and advice to community groups for taking action to support nature enhancement.
- Develop joint strategies, research, and longer-term schemes with South West Water and catchment partnerships (and other risk management partners where appropriate) to improve catchment management both for high flow areas at flood risk and protect low flow by reducing demand / drought impacts.
- Develop and expand the Climate Emergency / Readiness Action group - (steering group formed from business, public sector, and academia) to take the lead on more projects within the region.
- Put in place a flood plan to ensure business continuity and community awareness - sign up for alerts and check insurances for coverage on flooding / severe weather events.
- Define a regional approach (e.g. 'One Health') to prevent the emergence of zoonotic diseases (infectious diseases transmitted between animals and people ).
- Raise awareness on the impacts of anti-microbial resistance and prevention measures (e.g. reducing antibiotics use in livestock).

- Work with partners, including universities, to examine the effects of climate change on crime rates and the potential for civil disorder.

#### Community Groups, local hubs

- Work with partners, including local authorities, to develop the materials and training to support in the establishment and support of local Community Resilience Groups.

#### Individuals

For climate change impacts to be effectively addressed and adapted to, individuals should take an active role in assessing their own, and their communities', vulnerabilities to extreme weather events, including impacts from flooding, heatwaves, and water scarcity. Individual property-level adaptation actions may include:

- Install rainwater harvesting, such as a water butt.
- Increase your property's resilience to flooding.
- Check your insurance coverage levels and limitations.
- Upgrade your household water fittings to reduce your water use.
- Switch to water-efficient appliances.
- Choose porous surfaces for your driveways and paths.
- Add solar shading to the south façade of buildings and/or introduce passive cooling measures to reduce heat impacts.
- Fit insect screens where needed.
- Maintain building structure, including roofs.
- Increase the capacity of guttering down-pipes.



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## Acronyms and abbreviations

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Acronym	Description
ALBs	An arm's-length body; specific category of central government public bodies that is administratively classified by the Cabinet Office.
BEIS	Department for Business, Energy & Industrial Strategy; this department was replaced in February 2023 by three departments.
CCAAP	Climate Change Adaptation Action Plan
CCC	Climate Change Committee
CCRA	Climate Change Risk (and opportunity) Assessment
CIG	Climate Impacts Group
DCIoS	Devon, Cornwall, and the Isles of Scilly
Defra	Department for Environment, Food & Rural Affairs
DfT	Department for Transport
EA	Environment Agency
ELMs	Environmental Land Management scheme
IoS	Isles of Scilly
n.d.	Reference that has no date
LRF	Local Resilience Forum
NGO	Non-Governmental Organisations
NHS	National Health Service
SME	Small and Medium-sized Enterprises
UKCP18	UK Climate Projections 2018

# 1 Introduction

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## 1.1 Background

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

The climate emergency requires a dual approach:

- **Climate Change Mitigation:** Actions to reduce the region's contribution to climate change (i.e. reducing greenhouse gas emissions) and offset remaining emissions through carbon sequestration and storage.
- **Climate Change Adaptation:** Actions to become more resilient to the changing climate by anticipating the adverse effects of climate change and taking appropriate action to reducing the risk from its impacts (e.g. sea level rise, heatwaves, flooding, drought etc.).

Further detail on key terms and their definitions can be found in Appendix 1 – Glossary of terms. This report focuses on the adaptation element of the climate emergency only. Information on the DCIoS region's response to mitigation can be found in the relevant county-level plans: the [Devon Carbon Plan](#) (Devon Climate Emergency, 2022), the [Cornwall Climate Change Plan](#) (Cornwall Council, 2019), and the [Isles of Scilly Climate Change Action Plan](#) (Council of the Isles of Scilly, 2022).

## 1.2 Why is climate adaptation necessary?

Climate is the description of average weather over a long period. Future projections of climate throughout the 21st century are presented in Section 1.5. The projections show that average and extreme weather can be expected to continue changing as time progresses. Changes to the climate will continue to occur even if the world stopped emitting greenhouse gases immediately due to the time lag between emissions occurring and the atmosphere reacting to them.

Critical infrastructure (e.g. transport networks, telecoms, and sea defences), community assets (e.g. schools, hospitals, green spaces), homes, the environment, businesses and public services are all sensitive to weather and climate. Therefore climate change will directly affect the resilience of communities and the environment, demand for services, economic productivity, and infrastructure maintenance costs.

- Taking a proactive approach to adapt to climate change will result in many benefits, which could create a fairer, healthier, more resilient and prosperous society now and into the future.

The DCIoS CIG commissioned the preparation of this strategic-level Adaptation Strategy ("DCIoS Climate Adaptation Strategy"), led by [RSK Group](#) (including

subsidiaries [ADAS](#) and WRc) and co-developed with the CIG. It comprises of three sections:

1. A Climate Change Risk and Opportunity Assessment (CCRA) for Devon, Cornwall, and the Isles of Scilly (“DCIoS Climate Change Risk Register”).
2. A Strategic Adaptation Plan, which sets out the conditions for everyone to act on adapting to climate change together (“Adaptation Plan”).
3. An Action Plan, which sets out the priority actions for regional collaboration over the next five years (“Action Plan”).

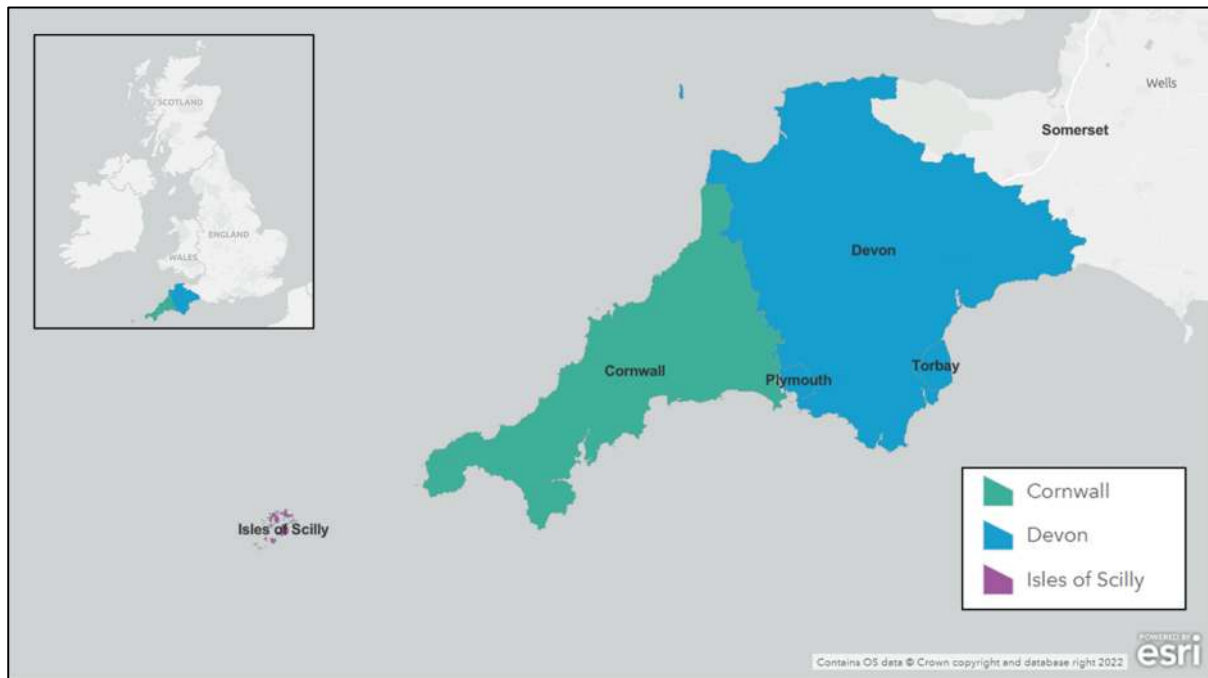
It focuses on climate impacts which require, or which would benefit from, regional collaboration. Due to the place-based and context specific nature of climate risk and opportunities, it is not the purpose of this Adaptation Strategy to plan the detail of how individual areas and communities should adapt. Instead, such detailed plans will be captured under county-level risk assessments and adaptation plans, for example the [Cornwall Climate Risk Assessment](#) (Cornwall Council, 2022) and the Isles of Scilly Climate Change Adaptation Action Plan (Council of the Isles of Scilly, pending publication). In addition, community or local/parish level adaptation plans are likely to be developed – some communities already have these for specific issues, such as the [Slapton Line](#) in South Devon.

The CIG recognises that it has an important role in supporting others to develop their own adaptation plans at a range of scales, from sectoral to household level. The Adaptation Strategy is intended to inform a programme of regional interventions to adapt to climate change, as well as catalysing place-based, grassroots, and organisational action on climate adaptation. It does not intend to replicate or replace county-level CCRA’s or adaptation plans.

Whilst the DCIoS CIG and local authorities will play an influential role in preparing the community and other stakeholders for the changes ahead, success will require a collaborative approach involving government departments and agencies, transport and utility providers, organisations, local businesses, communities, and individuals to develop and build the adaptation actions needed in each sector.

### 1.3 Snapshot of the DCIoS region

The DCIoS region is made up of three areas: Devon (comprising the areas administered by Torbay Council, Plymouth City Council and Devon County Council), Cornwall, and the Isles of Scilly, shown in Figure 1.



**Figure 1. Location of Devon, Cornwall, and the Isles of Scilly within the United Kingdom. Source: ADAS using ArcGIS® software by Esri.**

**Geography:** Devon is the largest county within the DCIoS region covering a land area of 6,707 square kilometres (km<sup>2</sup>) (Devon County Council, n.d.). The county has two coastlines, to the north and south, which have a total length of 819 km (British Geological Society (BGS), 2022). Cornwall has the second largest area (3,563 km<sup>2</sup>) (Historic Cornwall, n.d.) and a coastline which is 1086 km (BGS, 2022). The Isles of Scilly lie 45 km southwest of Cornwall. Over 200 islands sit within the Isles of Scilly archipelago, but only five of these are inhabited (Natural England, n.d.). The inhabited islands (St Mary’s, St Agnes, St Martin’s, Tresco, and Bryher), cover a total area of approximately 16 km<sup>2</sup> (Office for National Statistics (ONS), 2016) and are very low lying, sitting on average 17 metres (m) above sea level with a maximum elevation of 51m and a minimum of -0.2m (Natural England, 2010).

**Population:** The total population is approximately 1,788,000, of which Devon has the largest population at 1,215,600, followed by Cornwall with 570,300 (ONS, 2022a) and the Isles of Scilly with around 2,100 in 2021 (ONS, 2022b). In 2021 the median age of residents in the DCIoS region was 48 years, notably higher than the median age in England and Wales of 40 years (ONS, 2022a). Across the region over a quarter (25.8%) of the population were aged over 65 years, a higher proportion than the average of 18.6% across England and Wales, and this age group is projected to grow as a proportion of total population. The Isles of Scilly has a particularly high proportion of elderly people with a median age of 50 years and 28.2% of the population aged over 65 years. Similarly, there are more retirees in Devon (23.2%), Cornwall (28.8%) and the Isles of Scilly (26.7%) than the average in England and Wales of 21.6% (ONS, 2022a).

The census classifies households in England and Wales by dimensions of deprivation, based on employment, education, health and disability and housing quality and occupancy (ONS, 2022). Overall, 51.7% of households in England and Wales in 2021 were deprived in at least one of the four dimensions (ONS, 2022a). There are fewer deprived households in the DCIoS region than the national average; 35% of households in Devon were deprived in at least one dimension in 2021, 39% in Cornwall and 34% in the Isles of Scilly (ONS, 2022a).

**Land use:** Agriculture is the primary land use. In Devon 77% of the land area is farmed, 74% in Cornwall and 69% in the Isles of Scilly (Department for Environment, Food and Rural Affairs (Defra), 2016). Grassland for sheep and cattle is the predominant agricultural use on the mainland, which covered 77% and 72% of the agricultural land in Devon and Cornwall respectively (Defra, 2016). The remaining area is largely used to grow cereals, energy crops, arable crops and fruit and vegetables. Horticulture is the dominant sector on the Isles of Scilly, historically a leading producer of narcissus in the cut flower industry. Island production is varied including cut flowers, market gardening, herbs, salads, honey, poultry, and cattle (Council of the Isles of Scilly, 2004). Despite the variety of goods produced, 87% of agricultural land in the Isles of Scilly is grassland (Defra, 2016). As well as defining the region's landscape, agriculture is a key income source, with a total income from farming of £125 million in Devon in 2020 and £281 million in Cornwall and the Isles of Scilly (Defra, 2020).

The DCIoS region has a number of protected landscapes, including two National Parks in Devon (Dartmoor and Exmoor) and seven Areas of Outstanding Natural Beauty (AONBs). The Cornwall AONB is made up of 12 separate geographical areas and covers approximately 27% of the County (The National Association Areas of Outstanding Natural Beauty, 2023). Thirty-five percent of Devon's land area is within Dartmoor and Exmoor National Parks and five AONBs. There are also two World Heritage Sites (the Cornwall and West Devon Mining Landscape and Jurassic Coast) as well as the North Devon Biosphere Reserve and Exmoor's International Dark Skies Reserve. Whilst the Isles of Scilly are the smallest designated AONB in the UK, the islands boast diverse scenery. These valued landscapes are important for the communities living and working there, but also key attractions for the millions of visitors who come each year. They also play an important role in climate adaptation.

**Employment:** In Devon, 2% of people are unemployed, in Cornwall 2.2%, and in the Isles of Scilly 0.8%, so unemployment is lower in the DCIoS region than the average 3.4% of people unemployed across England and Wales (ONS, 2022a).

**Business:** In 2022 there were just under 50,000 enterprises in Devon and just over 25,000 in Cornwall (Department for Business, Energy & Industrial Strategy (BEIS), 2022). Business size reflected those found in the rest of the United Kingdom (UK) with almost all (99.75%) businesses in Devon and Cornwall registered as small and medium-sized enterprises (SMEs; typically defined as businesses which employ



fewer than 250 employees) in 2022. All 200 businesses on the Isles of Scilly are classified as SMEs.

**Industry:** ‘Professional, scientific, and technical’ activities is the leading industry group in the DCIoS region, encompassing 20% of enterprises (BEIS, 2022). This group includes scientific research and development, legal, accounting, architecture, and engineering. Key industry groups are also: retail; agriculture, forestry, and fishing; and accommodation and food services. Businesses operating in these groups represent 17%, 16% and 14%, respectively (BEIS, 2022). Industry distribution differs slightly on the Isles of Scilly; 22.5% of enterprises work within the accommodation and food services sector and 20% within agriculture, forestry, and fishing (BEIS, 2022).

**Transport:** The region hosts just 24 miles of motorway, all of which are in Devon. Devon has the largest road network in England with 8,953 miles of roads, whilst Cornwall has over 4,500 miles of roads (Department for Transport (DfT), 2022). The road infrastructure on the Isles of Scilly is minimal, comprising of 21 miles (DfT, 2022). The region is served by two rail lines from London which converge at Exeter to continue to Penzance. This includes a number of challenging sections of route such as the sea wall at Dawlish which affects all services to Torbay, Plymouth and Cornwall (Devon County Council, 2011). Other Cornish lines such as Looe and the branch from Par to Newquay are also vulnerable to flooding. There is no rail infrastructure on the islands. Ports and harbours are important to the economy of the region. Plymouth’s Millbay docks are the 7<sup>th</sup> largest passenger port in England, providing services to France and Spain and because half of the passenger traffic originates from outside Devon, the ferry is very dependent on the A38 (Devon County Council, 2011). Millbay is also a cargo port. In Cornwall, Falmouth Docks is the largest harbour. Penzance ferry port links the mainland to the Isles of Scilly. On the islands, transport is largely by car, bike, on foot or by boat. St Mary’s, the largest island, is home to St Mary’s Harbour in Hugh Town, the main ferry terminal for visitors to the islands in the summer. Air travel is also a primary transport route to and from the islands, with Skybus taking passengers between St Mary’s Airport (also known as Isles of Scilly Airport) and the mainland: Land’s End Airport, Newquay airport, and Exeter Airport (Isles of Scilly Travel, n.d.). As well as the larger transport infrastructure there are many footpaths and multiple cycleways across Devon and Cornwall that are promoted by the local authorities to support active travel around the region.

## 1.4 Consideration of vulnerable groups

The impacts of climate change and associated hazards (e.g. heatwaves, floods, and droughts) present direct threats to physical and mental health and indirect threats through impacts on the building blocks of health, i.e. food, housing, employment, transport, green space. There is broad consensus that climate change increases health inequalities. The extent to which people’s health is vulnerable to the effects of

climate change is dependent upon three factors: their exposure to climate health hazards (such as flooding or extreme heat or novel diseases), their sensitivity to those hazards, and their adaptive capacity to cope with the consequences. In addition, places (e.g. rural, urban or coastal) have distinct vulnerabilities and vulnerable populations. Some groups more likely to include vulnerable people are: the elderly, young people, those with health conditions and disabilities, low-income groups, communities facing deprivation, and minority communities. There are also many other groups including visitors and new students, homeless and migrant populations, single-pensioner households, those living in caravans or temporary structures etc. Though people within these communities may also provide resilience and support to others.

**Elderly:** The elderly are more vulnerable to flooding and heatwaves than other age groups. The reasons for this include (Climate Just, n.d.a):

1. Their sensitivity to extreme heat. People over 65, and more so people over 75, are not able to adjust as well as other adults to sudden changes in temperature and are also more likely to have a long-term health condition or take medication that changes their body's ability to respond effectively to heat.
2. More commonly living in certain types of housing, e.g. bungalows, that are more susceptible to flooding.
3. A reliance on friends, neighbours and relatives for aspects of their care.
4. Their limited adaptive capacity perhaps because of reduced mobility and consequently a restricted access to help.

However, not all older people are equally vulnerable. There are huge differences between people in the same age group as a result of varying biological, social and psychological factors.

**Children and young people:** This group can be affected disproportionately by heat related impacts because their bodies create more heat, they sweat less and dehydration affects them more quickly than in the case of healthy adults. Younger children are dependent on adults to adapt their behaviour and actions to climate impacts, e.g. in the case of higher temperatures - taking shade in the peak sun, wearing appropriate clothes and hats, and applying sunscreen etc.

Their development can also be affected due to having experienced traumatic events, which can cause aggressive behaviour, mental health issues and the disruption of their schooling (Climate Just, n.d.b).

**Physical health conditions:** Those with existing health conditions can be more at risk due to an ongoing dependence on local healthcare services and their increased sensitivity e.g. extreme heat can exacerbate asthma and cardiovascular diseases.

**Mental health conditions:** There is limited evidence on the links between climate change and mental health, but the literature reports that people who are experiencing poor mental health are more vulnerable to the effects of climate change on their physical as well as mental health. One reason given is that the climate crisis

threatens to disrupt the provision of care for people with a mental illness diagnosis (Lawrance *et al.*, 2021).

**Disabilities:** Some people living with disabilities can be more vulnerable due to on average lower incomes, an unawareness of emergency protocols (due to warning and preparedness systems not being accessible to people with low vision or blindness or hearing loss, for example) and separation from carers and any assistive devices relied upon (Clarke, 2022).

**Low-income households:** A person's income is often closely tied to other causes of vulnerability such as due to being a lone parent, being in ill-health or having a disability. People in these groups tend to have fewer employment opportunities than others and so tend to be on lower incomes. Households with low-incomes and those who are unemployed are less able to adapt to climate impacts as they have reduced financial capability to invest in adaptation and/or manage, cope, or respond to extreme weather events and associated hazards. Low-income households are also more likely to be employed in professions that have a higher exposure to heat due to working outdoors or confined spaces (Climate Just, n.d.c).

**Minority communities:** Minority communities can be disproportionately vulnerable to the impacts of climate change due to potential language barriers, a higher likelihood of living in dense urban environments (subject to a greater 'heat island' effect) with less access to green space (Climate Just, n.d.d), a greater occurrence of asthma exacerbated by living in areas of poor air quality, and systemic inequalities meaning that diverse voices are under-represented in professions generating solutions to the climate crisis (Chapman, 2022).

**Tourists and people who have lived in an area for a short time:** May be unaware of local risks like flooding and eroding cliffs. Tourists may also be staying in vulnerable accommodation like campsites, caravans and camper vans.

**Homeless:** Homeless people are more likely to be in suffering from health conditions than others and clearly more exposed to climate impacts by the very nature of having inadequate shelter (Climate Just, n.d.e).

## 1.5 Climate Projections

### 1.5.1 Emissions scenarios

The world has already experienced warming of around 1.1°C above pre-industrial levels (1850-1900) and further temperature changes are expected in the future (Met Office, 2022a).

The use of different future greenhouse gas emissions scenarios enables examination of the impacts and risks from projected climate change.

The UK's third Independent Assessment of UK Climate (known as CCRA3), published in 2022, sets out future climate pathways for global warming of 2°C and 4°C (+ or – 0.5°C) above 1850-1900 levels by 2100. The lower scenario could be

achieved if international climate policy goals (The Paris Agreement) are met. The higher 4°C scenario represents the expected outcomes if current climate policy commitments are undertaken.

For the risk assessment, a baseline and 2050-time horizon were considered, which is widely used across climate change risk assessments as a time horizon that is far enough in the future to indicate how the climate might change compared to present day, but near enough to ensure that the consequences are real for current generations and that action is undertaken within the next 25 years or so. It also aligns with the Government’s Net Zero target.

### 1.5.2 Projected climate change in DCIoS region

The CIG published climate projections for South West England using the UK Climate Projections: [Climate Change Impact Projections During the 21st Century](#) (Climate Impacts Group, 2021). The report used the same 2°C scenario (the technical name for which is RCP2.6) but a less optimistic scenario for its high emissions climate projects; a scenario called RCP8.5 which is representative of 4.5°C warming.

To align with the national method for scenario analysis, this Adaptation Strategy considered the climate impacts to the DCIoS region under 2°C and 4°C (known as RCP6.0). The extent of warming and the subsequent impacts are largely similar during the period from now to the 2050s under both scenarios, and it is only later in the century where the two scenarios diverge and the effects of 4°C warming become more prominent. Therefore the 4°C scenario is largely referred to as the point of reference in this report.

Table 1 indicates how temperature, rainfall and sea level rise is very likely to change in the DCIoS region and how these differ between a 2°C and 4°C scenario by 2100.

**Table 1. Projected climate changes by 2100 in the DCIoS region under 2°C and 4°C of global warming, in comparison to the 1981 – 2000 average. Source: UK Climate Programme, 2018.**

	2°C global warming	4°C global warming
<b>Annual average temperature change</b>	0°C to 3°C	2°C to 5°C
<b>Average maximum temperature change</b>	0°C to 5°C	2°C to 10°C
<b>Summer precipitation change</b>	-70% to +40%	-80% to +20%
<b>Winter precipitation change</b>	-30% to +50%	-20% to +70%
<b>Sea level rise (Plymouth)</b>	0.34m to 0.65m	0.60m to 1.06m*

\* Note: this range reflects a 4.5°C warming as data is not available for 4°C warming

The general trends in climate that the DCIoS is projected to experience in the 2050s is illustrated in Figure 2.



**Figure 2. Summary projected impacts of climate change for the DCIoS region.**

## 2 Climate Change Risk and Opportunity Assessment

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### 2.1 Overview

A climate change risk and opportunity assessment (CCRA) was co-developed with the CIG for the DCIoS region. This built upon an initial CCRA that had been prepared by the CIG. The CCRA considered the broad impacts expected within the region from a changing climate. The regional CCRA did not intend to replicate or replace CCRA's being developed at the county-level, which are more detailed and site-specific.

#### 2.1.1 Approach

Using a similar approach to the [Climate Adaptation Toolkit and Risk Generator](#) (Local Partnerships, 2023), the 61 risks and opportunities outlined in CCRA3 – the [UK's third Climate Change Risk Assessment](#) (Climate Change Committee (CCC), 2021; HM Government, 2022), were used as a basis for the CCRA.

The 61 impacts (both risks and opportunities) from CCRA3 were tailored so that the descriptions were relevant to the DCIoS region (rather than at a UK-level). Through consultation with the CIG, impacts that were considered less relevant to the region were removed (e.g. impacts with international dimensions beyond the remit of the DCIoS region) and additional impacts were added where these were considered important impacts for the region (e.g. impact of fog on maritime and air travel). This resulted in 62 impacts being included in the DCIoS Climate Change Risk Register, which were categorised into five sectors that broadly correspond with the sectors highlighted in CCRA3:

- Natural environment (including agriculture, forestry, and fisheries)
- Infrastructure
- Health and the built environment
- Business and industry
- Cross-cutting (including international dimensions)

Four sector-specific workshops (WS) were then held with stakeholders from the CIG to assess and assign a magnitude and likelihood score for each impact for the 2050s under a 4°C warming scenario. The workshops, facilitated by RSK, were:

- **WS1: Impacts to the natural environment and agriculture sector**, held on 4<sup>th</sup> October 2022, with representatives from Devon County Council, Cornwall Council, Council for the Isles of Scilly, and Westcountry Rivers Trust.
- **WS2: Impacts to the health and built environment**, held on 10<sup>th</sup> October 2022, with representatives from Devon County Council, Cornwall Council, the NHS, and Devon and Cornwall Police.



- **WS3: Impacts to infrastructure**, held on 12<sup>th</sup> October 2022, with representatives from the Environment Agency, Plymouth City Council, Devon Wildlife Trust, Cornwall Council, and Devon and Cornwall Police.
- **WS4: Impacts to business and industry, and cross-cutting impacts**, held on 14<sup>th</sup> October 2022, with representatives from Cornwall Council, Devon County Council, Plymouth City Council, the NHS, and Devon and Cornwall Police.

Using insight from the national-level scores as a basis (CCC, 2021), discussion was held in each workshop to score the magnitude of the consequence and likelihood of occurrence (i.e. level of probability) relative to the UK-level. In addition, an urgency score was assigned to each impact, outlining the urgency for adaptation action.

The CCRA scores were then shared with the CIG for review. In addition, meetings were held with South West Water, Wales and West Utilities, and Openreach to sense-check and attain consensus on the impacts and scores relevant to key infrastructure in the region.

### Risk scoring

Magnitude was scored on five-point scale: very low (1), low (2), medium (3) high (4) and very high (5). Likelihood was also scored on a five-point scale: very unlikely (1), unlikely (2), possible (3), likely (4), and very likely (5). By multiplying the magnitude by the likelihood, a risk score was obtained for each of the impacts.

$$\text{Risk Score} = \text{Magnitude Score} \times \text{Likelihood Score}$$

The risks were then assigned a risk rating based on a five-point scale (Table 2):

- **Negligible risk (score of 1):** Negligible impact expected, associated with a minimal consequence and highly unlikely probability of occurrence.
- **Minor risk (scores of 2 or 3):** Minor impact expected, associated with a minor consequence and unlikely probability of occurrence.
- **Moderate risk (scores from 4 to 9):** Moderate impact expected, associated with a moderate consequence and possible probability of occurrence.
- **Major risk (scores from 10 to 16):** Major impact expected, associated with a major consequence and highly likely probability of occurrence.
- **Severe risk (scores of from 20 to 25):** Severe impact expected, associated with a catastrophic consequence and almost certain probability of occurrence.

**Table 2. Risk rating matrix**

Risk Rating Matrix		Magnitude of potential consequences				
		Very Low	Low	Medium	High	Very High
Likelihood	Very Likely	Moderate	Major	Major	Severe	Severe
	Likely	Moderate	Moderate	Major	Major	Severe
	Possible	Minor	Moderate	Moderate	Major	Major
	Unlikely	Minor	Moderate	Moderate	Moderate	Major
	Very Unlikely	Negligible	Minor	Minor	Moderate	Moderate

Impacts were then prioritised by their risk rating, for each of the five sectors.

### Urgency score

Risk urgency scores, to indicate the need for adaptation action in the next 5 years, were assigned to each of the 62 climate change impacts. The urgency scores were based on a four-point scale from CCRA3:

- **More action needed:** Additional adaptation is needed urgently, either over and above what is already happening, or in some cases adaptation needs to start where there is currently nothing happening
- **Further investigation:** Not enough evidence is available to make a robust judgement on what further action is needed
- **Sustain current action:** The level of current action is in line with the magnitude of the risk or opportunity.
- **Watching brief:** Further action is not currently justified, but monitoring the situation is.

The urgency scores applied in the assessment used the England-level urgency scores in CCRA3 as a basis. Each score was then reviewed and discussed with representatives from the CIG to determine if the score should be different for the DCIoS region.

Whilst most regional scores were similar to the national level, a few were different due to local circumstances (CIG10, CIG11, CIG20, CIG24, CIG25, CIG26, CIG28, CIG30, CIG32, CIG35, CIG45, CIG52, CIG58, CIG59, CIG62).

The urgency scores applied to each risk are outlined in Appendix 3 in the final column of the relevant CCRA tables for each sector: Table 10 (natural environment), Table 11 (infrastructure), Table 12 (health and built environment), Table 13 (business and industry), and Table 14 (cross-cutting).

### 2.1.2 Summary of materials reviewed

To inform the DCIoS Climate Change Risk Register, a range of materials and literature sources were reviewed. These included research projects prepared by the CIG: Flooding and Coastal Erosion Impacts of Climate Change (Environment Agency, 2021), Health Impacts of Climate Change (Public Health Devon, 2020),



Climate Change and Devon’s Natural Environment (Devon Local Nature Partnership, 2021), and Climate Change Impact Projections During the 21<sup>st</sup> Century (Climate Impacts Group, 2021). Further detail on these documents, including the headline impacts identified in them, can be found in Appendix 2. Other materials reviewed for insight and cross-referencing included the Cornwall Climate Risk Assessment (Cornwall Council, 2022), and the Isles of Scilly Climate Change Adaptation Action Plan (Council of the Isles of Scilly, pending publication), also described in Appendix 2.

## 2.2 DCIoS Climate Change Risk Register

The CCRA evaluated 64 climate change impacts for the DCIoS region, considering both positive (i.e. opportunities) and negative (i.e. risks) effects, which were outlined in the DCIoS Climate Change Risk Register.

The following sections outline the identified impacts and risk scores within each of the five sectors. Further detail on the risk scores and urgency scores can be found in Appendix 3 – Climate change risk assessment scores. It is noted that communities, organisations and sectors can all be at different starting points when considering risk. For example, flood risk management is far more advanced in understanding and preventative measures compared with the effects of heat on health. The risk assessment considers the current perceived levels of risk, based on current understanding and expert/stakeholder insight.

### 2.2.1 Headline impacts

Impacts	Type of impacts	Severity of impacts
<b>64</b> Impacts evaluated across multiple sectors	<b>49</b> Risks	<b>18</b> Severe
		<b>28</b> Major
	<b>7</b> Opportunities	<b>16</b> Moderate
	<b>8</b> Risks and opportunities	<b>1</b> Minor
		<b>1</b> Negligible

The five impact themes described below were scored as being the most severe for the DCIoS region. The themes are not listed in any particular order but discuss the broad hazards that the region faces from climate change.

## River and surface water flooding

Devon and Cornwall are highly susceptible to the impacts of river and surface water flooding. Climate change is projected to increase winter rainfall and increase the intensity and frequency of storm events, furthering the region's vulnerability. In Devon and Cornwall there are many communities located at the bottom of steeply sided valleys and/or near river channels. As a result, these communities are at high risk of rapid onset flooding following heavy rainfall. Research by the Environment Agency estimated that for a flood event with a 0.1% chance of occurring annually, 65,000 residential properties in the region are at risk from river flooding and 50,000 are at risk from surface water flooding (Environment Agency, 2021). A significant proportion of these properties are at risk of flooding more frequently. There are no main rivers or estuaries on the Isles of Scilly, therefore, the islands are not at risk from fluvial (rivers and streams) flooding but are susceptible to pluvial (surface water flooding). However, the economic impact of damage to properties as a result of flooding (from any source), including insurance costs and health impact are important factors to consider.

Floods can affect vital infrastructure such as water and power supplies, telecoms, and transport networks. The impact of the flood damage can be amplified by the interdependency of the infrastructure systems on one another. Areas within the DCIoS region are relatively remote compared to other parts of the UK, serviced by fewer travel networks, therefore the impacts of loss of services may be greater than in other areas.

Alongside damage to above ground infrastructure such as bridges, surface water flooding impacts drainage systems, which in many areas have a combined flow with sewerage systems. High levels of surface water can overload the system, resulting in issues of sewage outflow. This has impacts for wildlife and ecosystems.

Flooding can have significant impacts on the region's economy, both in the short-term damage to assets and longer-term due to lost revenue from reduced tourism and/or business activity whilst the area recovers. Additionally, individuals' mental health can be negatively impacted by the trauma of experiencing a flood event, on top of risks to physical health from foul water and flood damage. This can have consequences for productivity and place increased pressure on local health services.

As precipitation patterns and intensity continue to be modified by climate change, the frequency and magnitude of flooding are likely to become more common across the region, affecting a greater proportion of the population and natural environment more frequently.

## Sea level rise (coastal flooding and erosion)

If global temperatures increase by 4°C by 2100, projections suggest sea level in the DCIoS region is very likely to rise by between 0.24m and 0.38m by 2050 relative to the 1981 – 2000 average (Climate Impacts Group, 2021). Wave height, storm surges

and offshore wind speed are also expected to increase as a result of climate change, resulting in more intense storm events and greater impacts from coastal flooding. Many communities around the coastline are situated on flat, low-lying areas, or at the rear of exposed beaches, both of which are susceptible to coastal flooding and erosion. Fifteen-thousand properties are currently at risk from coastal flooding in the region (Environment Agency, 2021).

The risks to properties from coastal erosion are projected to increase over time. Sixty-seven properties are at risk over the next 20 years. This rises to 122 properties at risk in 20 to 50 years' time and 250 properties in 50 to 100 years' time (Environment Agency, 2021). The general areas at risk are the south coast of Devon to the northeast of Tor Bay, areas around Barnstaple, the Penwith area of Cornwall, and the Isles of Scilly. Coastal erosion will cause the region's coastline to retreat inland, potentially causing conflict over land use and the need for some coastal communities to relocate.

Flooding and coastal erosion threatens multiple critical infrastructure sites and transport networks across the region. Railway lines are particularly at risk; several lines run along the Devon and Cornish coast and there have been incidences of extended mainline railway closure in Devon due to the failure of sea defences. The mainline connects the region to London and the rest of the UK, therefore coastal erosion and flooding can have major economic impacts on the region in terms of both repair costs and lost revenue, as well tourism. Over 30% of the Isles of Scilly is less than five metres above mean sea level, therefore infrastructure on the islands is highly vulnerable to the impacts of coastal erosion driven by more frequent storms and greater wave heights. Sea level rise also presents a risk to the islands' already vulnerable freshwater supplies from sea water inundation. Coastal agricultural areas across the region are also threatened by increases in salinity from tidal flooding and projected sea level rise, which may significantly impact the agricultural productivity of the land.

### Reduced water availability (drought conditions)

It is projected that decreased summer rainfall will increase the likelihood and length of drought periods and water scarcity in the southwest of the UK (Metcalf et al. 2003). Prolonged periods of reduced water availability will have significant negative impacts on agricultural productivity, commercial forestry and terrestrial and freshwater species and habitats. Droughts will increase the need for irrigation resulting in increased water demand from agriculture and subsequently threaten produce such as salads and soft and top fruits, which are produced across the DCIoS region.

The risk of increased pollutants in concentrated river flows is heightened during droughts, presenting water quality concerns with implications for human and environmental health. The combined effects of more frequent periods of water scarcity and high numbers of summer tourists poses a risk to the region's public

water supply and will also increase demand for energy (electricity and heating/cooling) and other resources. Reduced water availability is likely to have considerable economic implications for businesses and household water supply interruptions threaten public health, including mental-wellbeing.

Drought stress is a hazard of particular concern for the Isles of Scilly as the islands' groundwater sources have a naturally low capacity leaving the islanders vulnerable to water scarcity in periods of low rainfall, with serious implications for the area economically and for public health. Furthermore, sea level rise and saline intrusion will further exacerbate this issue and could permanently damage supply.

As climate change progresses there are also potential risks to the region from conflict over water resources. For example, this could include conflict regarding natural competition for water use, through changes in the dynamics of habitats, whereby natural systems and processes require a greater proportion of available water to maintain its natural state, further reducing excess water for human abstraction. Also, the demands of high-water use businesses (hotels, farms, industry etc.) could become conflicted with individual needs and restrictions (e.g. in conflict with domestic hosepipe bans).

### Temperature change and extreme heat/cold

Climate change is expected to increase average temperatures, the number of hot days, summers, heatwaves, and periods of extreme heat across the UK, particularly in the south of England, including the DCIoS region. These are likely to cause negative health impacts, including direct negative health impacts from increased illness and death from cardiovascular and respiratory diseases and other chronic health conditions, and indirect impacts on health through impact on health services, increased risk of accidents (especially drowning), increased transmission of food and water borne diseases and marine algal blooms, and through potential disruption to critical infrastructure (World Health Organization, 2018). Buildings will likely require adaptation (e.g. the fitting of brise soleil or other solar shade solutions to deflect sunlight) to combat overheating. Furthermore, the layout, orientation and design of new developments and associated landscaping / green infrastructure will require a high standard of design that helps regulate extremes in temperature and create microclimates for shade and shelter.

The hotter climate is expected to negatively affect productivity in both indoor and outdoor based professions. Infrastructure such as road and rail networks are already adversely affected by high temperatures in the DCIoS region, leading to travel disruption which may have implications for people's health alongside the economy. Periods of extreme heat can cause heat stress, affecting livestock health and productivity and stunting crop growth, resulting in reduced agricultural productivity.

However, warmer temperatures may increase tourism to the area, providing economic benefits. In addition, milder winter temperatures will decrease the number

of cold related deaths, with deaths from outcomes associated with cold temperature greatly outnumbering deaths associated with warm temperature (ONS, 2022h).

### Cascading impacts

Cascading impacts can be triggered by multiple hazards that occur coincidentally or sequentially, creating substantial disruption to human and or natural systems (Collins et al. 2019). There is a large amount of uncertainty in the quantification of cascading impacts due to the absence of data and the shifting influence of climate change on different hazards over time (Collins et al. 2019). This uncertainty makes the risks of cascading impacts greater. Climate related hazards place key infrastructure and services at risk from cascading failures (e.g. power outages caused by high winds would disrupt operations at the Isles of Scilly’s desalination plant, which would have considerable implications for the populations’ fresh water supply). Across the DCIoS region there is the risk that interaction between named hazards could result in the compounding of impacts across different systems.

## 2.2.2 Natural environment (including agriculture, forestry, and fisheries)

### Headline summary

Impacts	Type of impacts	Severity of impacts
<b>19</b> Impacts evaluated in the <b>natural environment and land use sector</b>	10 Risks	6 Severe
		10 Major
	4 Opportunities	2 Moderate
	5 Risks and opportunities	0 Minor
		1 Negligible

### Key impacts to the sector

Nineteen risks and opportunities were identified, of which six were scored as severe, ten as major, two as moderate and one as negligible.

The climate change risk assessment for the natural environment is summarised below and detailed in Table 10 in Appendix 3 – Climate change risk assessment scores.

### Severe risks and significant opportunities

- Risks to terrestrial species and habitats from changing climatic conditions and extreme events, including temperature change, water scarcity, wildfire,

flooding, wind, and altered hydrology (including water scarcity, flooding, and saline intrusion). [CIG01]

- Risk to soils from changing climatic conditions, including seasonal aridity and wetness. [CIG04]
- Risks and opportunities for natural carbon stores (peatlands, forestry, marine etc.), carbon sequestration and GHG emissions from changing climatic conditions, including temperature change and water scarcity. [CIG05]
- Risks to freshwater species and habitats from changing climatic conditions and extreme events, including higher water temperatures, flooding, water scarcity and phenological shifts. Including saline intrusion of wetlands, estuary habitats etc. [CIG12]
- Risks to marine species, habitats, and fisheries from changing climatic conditions, including ocean acidification and higher water temperatures. [CIG15]
- Risks and opportunities to coastal species and habitats due to sea level rise, coastal flooding, erosion, and climate factors. [CIG18]

### **Major risks and opportunities**

- Risks to terrestrial species and habitats from pests, pathogens, and invasive species. [CIG02]
- Opportunities from new species colonisations in terrestrial habitats. [CIG03]
- Risks and opportunities to agricultural productivity from extreme events and changing climatic conditions (including temperature change, water scarcity, wildfire, flooding, coastal erosion, wind and saline intrusion, carbon fertilisation). [CIG06]
- Risks to forestry from pests, pathogens, and invasive species. [CIG09]
- Opportunities for agricultural and forestry productivity from new/alternative species becoming suitable. [CIG10]
- Risks to aquifers from changing climatic conditions, sea level rise, water scarcity, water pollution, saltwater intrusion etc. [CIG11]
- Risks to freshwater species and habitats from pests, pathogens, and invasive species. [CIG13]
- Opportunities to marine species, habitats, and fisheries from changing climatic conditions. [CIG16]
- Risks to marine and coastal species and habitats from pests, pathogens, and invasive species. [CIG17]
- Risks and opportunities from climate change to the way people experience, value and enjoy different landscapes. [CIG19]



### Moderate risks and opportunities

- Risks and opportunities to forestry productivity from extreme events and changing climatic conditions (including temperature change, water scarcity, wildfire, flooding, coastal erosion, wind, and saline intrusion). [CIG07]
- Risks to agri-food (agriculture and horticulture) from pests, pathogens, and invasive species. [CIG08]

### Negligible risks and opportunities

- Opportunities to freshwater species and habitats from new species colonisations. [CIG14]

### Discussion of impacts to the sector

Of the six potentially severe climate change impacts, risks to terrestrial species and habitats (CIG01), risks to soils (CIG02), and risks to freshwater species and habitats (CIG12) all scored the maximum risk score of 25 (i.e., the magnitude and likelihood of the impacts for the 2050s under a 4°C warming scenario were considered *Very High* and *Very Likely* respectively). These impacts indicate a risk of decline in ecosystem services, localised extinction of rare species, habitat fragmentation and reduction, and pollution as the region warms.

Risks to marine species, habitats, and fisheries (CIG15), risks and opportunities for natural carbon stores, carbon sequestration and greenhouse gas (GHG) emissions (CIG05), and risks and opportunities to coastal species and habitats (CIG18) all scored a risk score of 20 (i.e., risk magnitudes were considered *Very High* while risk likelihoods were considered *Likely* for all three impacts). While possible loss of species and habitat were identified for marine species (CIG15), there are also potential opportunities for warm-water marine species to migrate northwards into the DCIoS region under warming climatic conditions. Agriculture is expected to be impacted by increased rainfall intensity and runoff causing increased soil erosion, reducing soil fertility, and subsequently reducing productivity.

Additional adaptation is needed for all six of the impacts that were scored as severe, either over and above what is already happening, or in some cases adaptation needs to start.

Of the ten climate change impacts scored as major, risks to terrestrial species, freshwater species, marine and coastal species and their habitats from pests, pathogens, and invasive species (CIG02, CIG13, CIG17), risks and opportunities to agricultural productivity (CIG06), and opportunities from new species colonisations in terrestrial habitats (CIG03) have a risk score of 16. This meant that the magnitude and likelihood of the impacts for the 2050s under a 4°C warming scenario were considered *High* and *Likely* respectively. Risks to forestry from pests, pathogens, and invasive species (CIG09), risks and opportunities to landscape character (CIG19), opportunities for agricultural and forestry productivity from new or

alternative species (CIG10), and opportunities for marine species, habitats, and fisheries (CIG16) each had a risk score of 12, demonstrating a *High* magnitude and *Possible* likelihood. The risk to aquifers (CIG11) exhibited a *Moderate* magnitude but a *High* likelihood of occurrence.

Additional adaptation is needed for seven of these impacts (CIG02, CIG03, CIG06, CIG09, CIG10, CIG13, CIG17) whilst further investigation is necessary for CIG16 and CIG19 as insufficient evidence is available to make a robust judgement on what further action is required. *Sustain Current Action* was specified for CIG11 for the DCIoS region, although *More Action Needed* was identified for the Isles of Scilly specifically, as saline intrusion due to sea level rise is a large risk to the islands and adaptation to date has been insufficient.

Risks to agri-food from pests, pathogens, and invasive species (CIG08) and risks and opportunities to forestry productivity (CIG07) were both classed as *Moderate* for the 2050s under a 4°C warming scenario. However, more adaptive actions are still needed in the next five years on a region-wide level.

Meanwhile, opportunities to freshwater species and habitats from new species colonisations (CIG14) was classed as *Negligible*. The urgency score was defined as *Sustain Current Action*, although the opportunity for beavers was noted as one area for potential further investigation.

### 2.2.3 Infrastructure

#### Headline summary

Impacts	Type of impacts	Severity of impacts
<p><b>15</b></p> <p>Impacts evaluated in the <b>infrastructure sector</b></p>	<p><b>15</b> Risks</p>	<b>4</b> Severe
		<b>4</b> Major
	<b>0</b> Opportunities	<b>7</b> Moderate
	<p><b>0</b> Risks and opportunities</p>	<b>0</b> Minor
		<b>0</b> Negligible

#### Key impacts to the sector

Fourteen impacts were identified. Four were classified as *Severe*, four as *Major* and six as *Moderate*. All were considered to present a risk, rather than opportunity.

The climate change risk assessment for the infrastructure sector is summarised below and detailed in Table 11 in Appendix 3 – Climate change risk assessment scores.



### Severe risks and significant opportunities

- Risks to infrastructure networks (water, energy, transport, digital) from cascading failures (e.g. access to broadband being disrupted due to power outages; and sewage overflow from heavy rainfall events). [CIG20]
- Risks to infrastructure assets and services from river, surface water and groundwater flooding (including chronic changes), as well as associated landslips and/or soil movement. [CIG21]
- Risks to infrastructure services from coastal flooding and erosion. [CIG22]
- Risks to nearshore infrastructure (e.g. harbours and breakwaters) from storms and high waves and/or offshore infrastructure (where applicable). [CIG30]

### Major risks and opportunities

- Risks to bridges and pipelines from flooding (i.e. river, surface water and groundwater flooding) and erosion. [CIG23]
- Risks to public water supplies from reduced water availability (and shifting supply and demand balances). [CIG27]
- Risks to energy from high and low temperatures, high winds, lightning, humidity. [CIG29]
- Risks to transport from high and low temperatures (incl. ice and snow), high winds, lightning, humidity. [CIG31]

### Moderate risks and opportunities

- Risks to infrastructure networks (incl. transport, energy etc.) from slope and embankment failure (e.g. landslips). [CIG24]
- Risks to hydroelectric generation from low or high river flows. [CIG25]
- Risks to below (subterranean) and above (surface) ground infrastructure from subsidence (sinking of the ground). [CIG26]
- Risks to energy generation from reduced water availability (i.e. freshwater use in energy generation process). [CIG28]
- Risk of disruption to transport services (e.g. planes, helicopters etc.) from fog (exacerbated by changes in sea surface temperature, humidity, winds etc.). [CIG32]
- Risks to digital from high and low temperatures, high winds, lightning. [CIG33]
- Risks to infrastructure networks from high winds and intense rainfall. [CIG64]

### Discussion of impacts to the sector

Of the four potentially severe climate change impacts, risks to infrastructure networks from cascading failures (CIG20), risks to infrastructure assets and services

from river, surface water and groundwater flooding, as well as associated landslips and/or soil movement (CIG21), risks to infrastructure services from coastal flooding and erosion (CIG22) and risks to nearshore infrastructure from storms and high waves and/or offshore infrastructure (CIG30) all had a risk score of 20 out of 25, for the 2050s under a 4°C warming scenario (risk magnitudes were considered *Very High* while risk likelihoods were considered *Likely* for all four impacts). CIG22 was considered to be increasingly vulnerable to the impacts of climate change, as coastal squeeze meant less scope to move assets inland.

Urgency scores for CIG21 and CIG30 were defined as *More Action Needed*, while urgency score for CIG20 and CIG22 were defined as *Further Investigation*.

Four impacts were scored as a major risk from climate change. These included risks to public water supplies from reduced water availability (CIG27) and risks to energy and transport from high and low temperatures, high winds, lightning, humidity (CIG29, CIG31), each of which scored a risk rating of 16 (i.e. *High* magnitude and *Likely* chance of occurrence), whilst risks to bridges and pipelines from flooding and erosion (CIG23) had a risk score of 12 (*High* magnitude and a *Possible* likelihood of occurrence). All four impacts were considered to be particularly vulnerable to the impacts of climate change due to the age and design of infrastructure and the exposure of assets to interacting and cascading impacts.

Urgency scores for CIG27 and CIG31 were defined as *More Action Needed*, while urgency score for CIG23 and CIG29 were defined as *Further Investigation*. All four were considered major regional-wide impacts, although the susceptibility of the Isles of Scilly was deemed slightly greater due to the exposure of assets to various climate impacts.

Risks to infrastructure networks from slope and embankment failure (CIG24), risks to hydroelectric generation from low or high river flows (CIG25), risks to below and above ground infrastructure from subsidence (CIG26), risks to energy generation from reduced water availability (CIG28), risk of disruption to transport services from fog (CIG32), risks to digital from high and low temperatures, high winds, lightning (CIG33) and risks to infrastructure networks from high winds and intense rainfall (CIG64) were all classed as *Moderate* for the 2050s under a 4°C warming scenario.

*Further Investigation* on what adaptive actions are needed is required for CIG24, CIG33 and CIG64. CIG26 and CIG32 were classed as *Sustain Current Action*, whilst CIG25 and CIG28 were assigned as a *Watching Brief*, whereby the impacts are a lower priority and monitoring of the situation was deemed sufficient at this time.

## 2.2.4 Health and the built environment

### Headline summary

Impacts	Type of impacts	Severity of impacts
<b>16</b> Impacts evaluated in the <b>health and built environment</b>	14 Risks 1 Opportunities 1 Risks and opportunities	4 Severe
		9 Major
		2 Moderate
		1 Minor
		0 Negligible

### Key impacts to the sector

Fifteen impacts were identified. Four were classified as *Severe*, nine as *Major*, one as *Moderate* and one as *Minor*. Of these, 13 impacts were considered as a risk, one an opportunity, and one as both a risk and opportunity.

The climate change risk assessment for the health and built environment sector is summarised below and detailed in Table 12 in Appendix 3 – Climate change risk assessment scores.

### Severe risks and significant opportunities

- Risks to health and wellbeing from high temperatures; including from direct exposure, overheating of buildings, and urban heat island effect. [CIG34]
- Risks to people, communities and buildings from river, surface water and groundwater flooding. [CIG37]
- Risks to people, communities and buildings from sea level rise and coastal erosion. [CIG38]
- Risks to food safety and food security in the DCIoS region. [CIG42]

### Major risks and opportunities

- Risks to mental health and wellbeing from extreme weather events and/or the climate emergency. [CIG35]
- Risks and opportunities from summer and winter household energy demand; opportunity - winter (b) risk – summer [CIG39]
- Risks to health from transmissible diseases (including water-borne, vector-borne, air-borne, bacterial, infectious diseases etc, as well as novel viral and genetic changes). [CIG41]

- Risks to health from water quality (e.g. private drinking water or bathing water), including contamination of drinking water through increased runoff and flooding events that overwhelm current water treatment approaches. [CIG43]
- Risks to health from private water supply (e.g. potential interruptions in household water supply from wells or boreholes). [Excludes public drinking water and wastewater services from South West Water]. [CIG44]
- Risks to cultural heritage and assets in the DCIoS region. [CIG45]
- Risks to health and social care delivery. [CIG46]
- Risks to education services. [CIG47]
- Risks to prison services. [CIG48]

### **Moderate risks and opportunities**

- Risks to health and wellbeing from changes in air quality, both indoor and out. [CIG40]
- Risks to people, communities and buildings from wildfires. [CIG63]

### **Minor risks and opportunities**

- Opportunities for health and wellbeing from higher temperatures. [CIG36]

### **Discussion of impacts to the sector**

Of the four impacts scored as severe, risks to people, communities and buildings from sea level rise and coastal erosion (CIG38) had the maximum risk score of 25 (i.e. the magnitude and likelihood for the 2050s under a 4°C warming scenario were considered *Very High* and *Very Likely* respectively). The DCIoS region is particularly at risk due to its exposure to Atlantic storms, often being the first bit of the country to be hit and taking the brunt of the storm in terms of wind and wave energy. Risks to health and wellbeing from high temperatures (CIG34), risks to people, communities and buildings from river, surface water and groundwater flooding (CIG37), and risks to food safety and food security in the DCIoS region (CIG42) all had a risk score of 20. For these three impacts, risk magnitudes were considered *Very High* while risk likelihoods were considered *Likely*. The frail and the elderly are particularly vulnerable to heatwaves, with respiratory and cardiovascular diseases being common causes of deaths during heatwave events. Health risks associated with building overheating, flooding damage, water and biological contamination, and infectious disease transmission, especially exacerbated by poor infrastructure, are also possible in a rapidly warming climate.

More adaptive action is needed in the next five years for CIG34, CIG37 and CIG38, whilst *Further Investigation* is needed to make a robust judgement call on what actions are needed for CIG42.

Of the nine impacts scored as major, risks to mental health and wellbeing (CIG35), risks to health from transmissible diseases (CIG41), risks to cultural heritage and assets in the DCIoS region (CIG45), risks to health and social care delivery (CIG46), risks to education services (CIG47) and risks to prison services (CIG48) all had a score of 16 (i.e. *High* magnitude and *Likely* chance of occurrence in the 2050s under a 4°C warming scenario). It was noted that climate change can potentially bring a range of impacts, including mental or existential distress, vector-borne diseases and infectious diseases, and cascading impacts that can compromise health and other social services. All the above impacts demand urgent additional adaptation (*More Action Needed*), except for CIG45 where further investigation is necessary.

Risks to health from water quality, including contamination of drinking water through increased runoff and flooding events that overwhelm current water treatment approaches (CIG43), risks to health from private water supply (CIG44) and risks and opportunities from summer and winter household energy demand (CIG39) are also potentially major impacts with a risk score of 12 (risk magnitudes and likelihoods for the 2050s under a 4°C warming scenario were *High* and *Possible* for all 3 impacts). Harmful algal blooms due to rising temperature and reduction in precipitation both threatened the quality and quantity of water.

Urgency scores for CIG43 and CIG44 were classed as *Further Investigation*, while the urgency score for CIG39 was classed as *More Action Needed* in the next five years.

Risks to health and wellbeing from changes in air quality, both indoor and out (CIG40) and risks to people, communities and buildings from wildfires (CIG63) were classed as *Moderate* for the 2050s under a 4°C warming scenario. Meanwhile, opportunities for health and wellbeing from higher temperatures was classed as *Minor*. Urgency scores for all three impacts were defined as *Further Investigation* in the next 5 years.

## 2.2.5 Business and industry

### Headline summary

Impacts	Type of impacts	Severity of impacts
<b>7</b> Impacts evaluated in the <b>business and industry sector</b>	5 Risks 1 Opportunities 1 Risks and opportunities	2 Severe
		3 Major
		2 Moderate
		0 Minor
		0 Negligible

### Key impacts to the sector

Seven impacts were identified. Two were classified as *Severe*, three as *Major* and two as *Moderate*. Five impacts were considered as risks, one was an opportunity, and one was considered as both risk and opportunity.

The climate change risk assessment for the business and industry sector is summarised below and detailed in Table 13 in Appendix 3 – Climate change risk assessment scores.

### Severe risks and significant opportunities

- Risks to business sites from flooding and flash flooding (fluvial, pluvial and groundwater). [CIG49]
- Risks to business locations and infrastructure from coastal change from erosion, sea level rise, flooding, and extreme weather events. [CIG50]

### Major risks and opportunities

- Risks to businesses from water scarcity. [CIG51]
- Risks and opportunities to finance, investment and insurance including access to capital for businesses. [CIG52]
- Risks to business from disruption to supply chains and distribution networks from extreme weather events. [CIG54]

### Moderate risks and opportunities

- Risks to business from reduced employee productivity due to infrastructure disruption and higher temperatures in working environments. [CIG53]

- Opportunities for business (i.e. tourism) from changes in demand for goods and services, change in focus of tourism from international to local. [CIG55]

### Discussion of impacts to the sector

Of the two potentially severe climate change impacts, risks to business locations and infrastructure from coastal change (CIG50) had the maximum risk score of 25 (*Very High* magnitude and *Very Likely* likelihood) due to the proximity of many businesses and associated infrastructure to the coast, making them vulnerable to sea level rise and coastal erosion. Risk to business sites from flooding and flash flooding (CIG49) was also scored as *Severe* with a risk score of 20 (*Very High magnitude* and a *Likely* chance of occurrence). Additional adaptation actions are urgently needed in the next 5 years for both of these impacts (*More Action Needed*) across the region.

Of the three impacts assessed as *Major*, risks to businesses from water scarcity (CIG51) and risks and opportunities to finance, investment, and insurance (CIG52) both has a risk score of 16. The magnitude and likelihood of the impacts for the 2050s under a 4°C warming scenario were thus considered *High* and *Likely* respectively. In particular, businesses may not be able to operate, or may see reduction in productivity due to water scarcity, especially on the Isles of Scilly. Although Devon and Cornwall get relatively higher amounts of rainfall compared to the Isles of Scilly, only a limited amount is captured and stored due to the small number of reservoirs. There are however opportunities for insurance and green finance to utilise natural capital. Further investigation may be necessary to determine what actions may be needed in the next five years.

Meanwhile, risks to business from disruption to supply chains and distribution networks (CIG54) had a risk score of 12 (*High* magnitude and *Possible* likelihood). This is a global problem, so it is hard to accurately define the risk magnitude and likelihood. However, more adaptation actions are certainly needed in the next five years due to the extensive reach of this particular risk.

Risks to business from reduced employee productivity due to infrastructure disruption and higher temperatures in working environments (CIG53) and opportunities for business from changes in demand for goods and services (CIG55) were both assessed as *Moderate* for the 2050s under a 4°C warming scenario. Urgency score was defined as *Further Investigation* in the next five years.



## 2.2.6 Cross-cutting (including international dimensions)

### Headline summary

Impacts	Type of impacts	Severity of impacts
<b>7</b> Impacts evaluated that were <b>cross-cutting</b>	5 Risks 1 Opportunities 1 Risks and opportunities	2 Severe
		2 Major
		3 Moderate
		0 Minor
		0 Negligible

### Key impacts to the sector

Seven impacts were identified. Two were classified as *Severe*, two as *Major* and three as *Moderate*. Five impacts were considered as risks, one an opportunity, and one considered as both risk and opportunity.

The climate change risk assessment for cross-cutting and international risks and opportunities is summarised below and detailed in Table 14 in Appendix 3 – Climate change risk assessment scores.

### Severe risks and significant opportunities

- Risk to public health from climate change overseas (e.g. zoonotic diseases and resultant challenge to health services). [CIG61]
- Risk multiplication from the interactions and cascades of named risks across systems and geographies (i.e. system risk or compound events). [CIG62]

### Major risks and opportunities

- Risks to regional food availability, safety, and quality from climate change overseas. [CIG56]
- Risks to law (e.g. environmental crime, domestic violence, acquisitive crime) and governance in the DCIoS region from climate change. [CIG60]

### Moderate risks and opportunities

- Opportunities for UK food availability and exports from climate impacts overseas. [CIG57]
- Risks and opportunities to the DCIoS region from climate-related international/regional human mobility. [CIG58]



- Risks to the DCIoS region from civil disorder and conflict resulting from climate change (e.g. battle for water resources). [CIG59]

### Discussion of impacts to the sector

The two impacts defined as severe, risks to public health from climate change overseas (CIG61) and risk multiplication from the interactions and cascades of named risks across systems and geographies (CIG62), each had a risk score of 20 out of 25. Risk magnitude was *Very High* for CIG61 but *High* for CIG62; risk likelihood was *Likely* for CIG61 but *Very Likely* for CIG62. More adaptation actions are needed (*More Action Needed*) for CIG61, whilst CIG62 requires *Further Investigation* to better understand where, what, and how bad the problem may be.

Of the two impacts assessed as major, risks to regional food availability, safety, and quality from climate change overseas (CIG56) and risks to law and governance in the DCIoS region from climate change (CIG60) both had a risk score of 12. Risk magnitude was *High* for CIG56 but *Medium* for CIG60; risk likelihood was *Possible* for CIG56 but *Likely* for CIG60. In particular, DCIoS is already experiencing high levels of food insecurity and rising food costs are likely to have an impact on those already struggling. The urgency scores for CIG56 and CIG60 were classed as *More Action Needed* in the next five years.

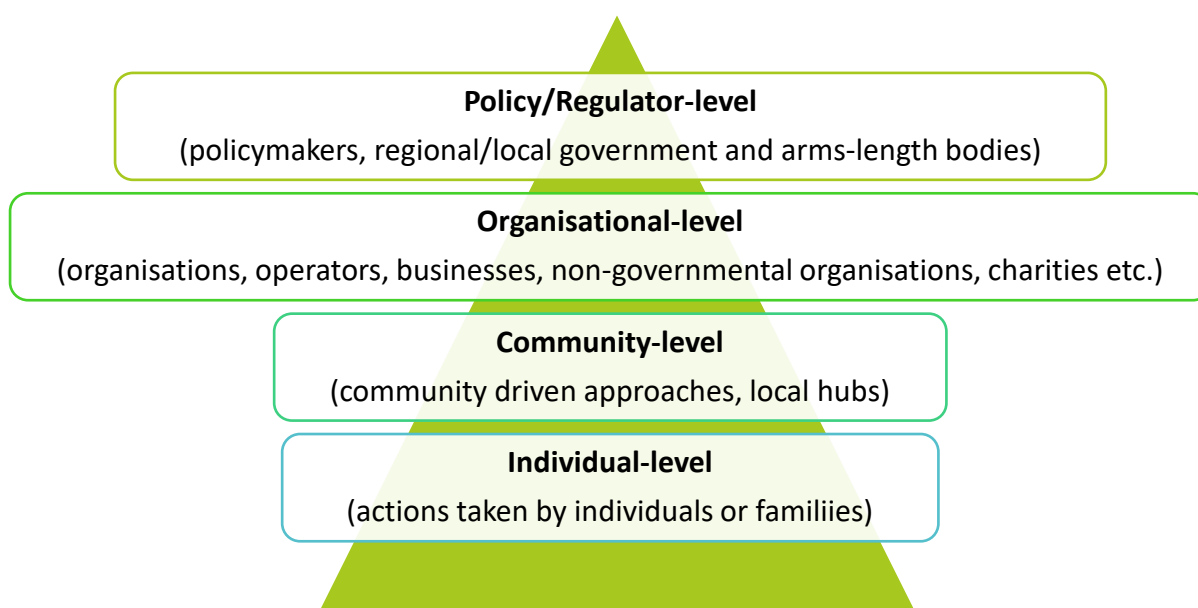
Risks to the DCIoS region from civil disorder and conflict resulting from climate change (CIG59), opportunities for UK food availability and exports from climate impacts overseas (CIG57), and risks and opportunities to the DCIoS region from climate-related international/regional human mobility (CIG58) were all considered *Moderate* impacts for the 2050s under a 4°C warming scenario. *Further investigation* was recommended in the next five years for site-specific impacts like CIG58 and CIG59, while situation monitoring (*Watching Brief*) is recommended for the regional-wide impact of CIG57.

## 3 Strategic Adaptation Plan

### 3.1 About the strategic adaptation plan

The purpose of the strategic-level adaptation plan is to set out how the DCIoS region can create the conditions and capacity for everyone to adapt to climate change together over the next five years.

The adaptation plan considers four levels of adaptation planning and action, relating to different parts of society, shown in Figure 3. These are policy/regulator-level, organisational-level, community-level, and individual-level actors and actions. This strategy document primarily focuses on the top two levels, it does recognise the role of communities in response, capacity building and resilience action planning.



**Figure 3. Four spheres of adaptation planning and action considered in the adaptation plan.**

### 3.2 Strategic-level adaptation options

#### Adaptation at the national level

To create the conditions and capacity for everyone (policy makers, businesses, communities, and individuals) to act, several objectives have been set nationally, outlined in the National Adaptation Programme (Defra, 2023):

- **Infrastructure:** Deliver a whole society approach to resilience, including commitments on resilience standards, as set out in the Resilience Framework. The Department for Environment, Food and Rural Affairs (Defra) will drive investment in resilient water supply through the Plan for Water. The Department for Transport (DfT) will consult on a new transport adaptation strategy.

- **Natural environment:** Defra will account for climate impacts in Local Nature Recovery Strategies and in the Environmental Land Management schemes design, to promote resilient land management and farming. Natural England will launch Six Nature Recovery Projects in 2023 and Defra will work with the Nature Recovery Network partners to identify and launch another 13 projects.
- **Health, communities and the built environment:** The government will invest £5.2 billion in flood and coastal erosion schemes in England; the UK Health Security Agency will continue deploying the Adverse Weather & Health Plan and the National Planning Policy Framework will be updated to support both adaptation and mitigation efforts, further to recent updates to Building Regulations to reduce excess heat and unwanted solar gains in all new residential buildings. Upper tier local authorities will be provided with local climate projections.
- **Business and industry:** The government will work with stakeholders to deliver the Green Finance Strategy 2023, including actions to protect the financial system from climate impacts and increase investment into adaptation. A new strategy on supply chains and imports, including improving resilience to threats from climate change will be published by the Department for Business and Trade (DBT). DBT will also survey businesses to assess readiness for climate impacts and provide information and support to businesses on climate adaptation.
- **Adaptation Reporting Power:** The government will consider expanding the scope of organisations which report, in particular on canals and reservoirs, health and social care, and food supply. New bodies will be invited to report, such as organisations in the food sector and local authority reporting will be piloted.
- **Supporting evidence:** Defra will support research into adaptation needs and approaches, such as through contributing to a £15 million UK Research and Innovation/ Defra programme.

## Adaptation at the local level

Climate change will affect different places in different ways. This drives the need to develop place-based adaptation options with strategies focussed on 'location'.

Locations across the DCIoS region experience many of the same climate impacts. This means that the region can work collaboratively at a strategic level to ensure that interlinked human-environment systems (e.g. transport, utilities etc.) remain resilient, with the implementation of adaptation options that provide flexibility against uncertainties of future climate impacts.

The regional priorities outlined in this adaptation plan are based on the CIG's assessment of climate risks and local vulnerabilities, alongside the input of stakeholders.

Adaptation options were identified for the impacts that were assessed as severe and major in the Climate Change Risk and Opportunity Assessment. Options to adapt to

and/or reduce the risk of these impacts were co-developed through a series of workshops.

Across the workshops the findings from the risk assessment were presented and existing adaptation activities and actions were outlined. These workshops identified a list of around 80 further strategic adaptation actions and/or enabling conditions to address the risks identified within the assessment. See Appendix 4 – Full list of actions arising from the workshops. for all actions identified.

Feedback from stakeholders indicated that these actions would require prioritisation to focus efforts across each sector on the actions that would most benefit from regional collaboration. To assist with this prioritisation, Strategic Directions were developed, which summarise common themes that emerged from the full list of 80 actions. The workshops were used to prioritise actions from the long list of 80 that will help deliver these Strategic Directions over the next five years. This process selected 40 actions to focus on, and it is these that are included in this Adaptation Plan. These are outlined in the following subsections, by sector. See Appendix 6 – Adaptation Plan for additional detail about timescales and responsible organisations.

Organisations are encouraged to review the full list of 80 actions in Appendix 4 to consider whether they could help deliver these, particularly where these actions would help increase their own resilience. This Adaptation Plan will incorporate more actions from the long list of 80 when it is reviewed.

### 3.2.1 Natural environment (including agriculture, forestry, and fisheries)

#### Headline sector risks and opportunities

Severe-rated risks related to impacts on terrestrial and marine habitats due to climate change, damage to soils, aquifers and natural carbon stores all scored in the top category. Major-rated risks impacted the agriculture and forestry sector with increased invasive species, pests, and disease. Changing landscape character also rated as major.

#### Headline adaptation actions

The actions and strategy within the natural environment (Table 3) relate to measures being implemented to improve and protect habitats, favouring nature based solutions where practicable, thus reducing stress on species allowing them time to adapt to changing conditions. Increased community awareness and involvement will be needed to successfully adapt within this sector. Within agriculture and forestry, supporting primary producers in adapting to change so that they can continue to provide for and support the region will be important.

**Table 3. Strategic direction and actions to support adaptation in the natural environment.**

Strategic Direction		Actions		Level
A	Support and actively improve the adaptive capacity of landscapes and habitats	NEA1	Work with South West Water in developing a collaborative regional water strategy to manage water availability and safe treatment and disposal of waste water, including aquifer recharge, control over-extraction, increase the use of rainwater harvesting, reduce effluent discharge etc.	Policy Makers
		NEA4	Set out a regional strategy to protect, restore and enhance terrestrial carbon stores from land use change and increase the resilience where possible (e.g. peatland restoration, woodland management, soils).	Policy Makers
		NEA5	Develop long-term green space and Local Nature Recovery strategies to demonstrate what type of habitat will be supported in the future (e.g. intertidal zones, the benefits of different saltwater/freshwater marsh etc.) and opportunities for supporting human health.	Policy Makers
B	Use agriculture / forestry networks and knowledge to implement best practice. Provide them with key information to protect ecosystem services	NEB1	Promote and improve soil management techniques (Minimum-till cultivation, cover crops, nutrient credits, ley-arable rotations) to protect soil structure / nutrient levels and increase resilience to adverse weather / aridity impacts. Consider adoption of a systems thinking approach such as the Land Use Framework.	Policy Makers
		NEB5	Adapt agricultural land use through Environmental Land Management Scheme (ELMs) and Biodiversity Net Gain funding (e.g. buffer strips, conservation areas etc.).	Farming Businesses
		NEB6	Develop alternative water supplies (e.g. boreholes) and use of rainwater harvesting and storage (ponds/reservoirs) on farm. Put in ponds, swales, and wetlands.	Farming Businesses
C	Maximise community participation and connection to nature	NEC1	Provision of capacity building support and advice to community groups from non-governmental organisations (NGOs) for taking action to support nature enhancement.	Policy Makers
		NEC2	Facilitate landowners connecting with local nature groups to understand the benefits around	Landowners

Strategic Direction		Actions		Level
			alternative land use to support biodiversity and the natural environment and human health.	

### 3.2.2 Infrastructure

#### Headline sector risks and opportunities

There are major or severe risks related to flooding, erosion, and extreme weather events, which may exacerbate the risk of cascading failures that affect other sectors.

#### Headline adaptation actions

Many of the key actions relating to infrastructure (Table 4) such as asset flooding and coastal erosion are mirrored within the health and built environment sector, so should be viewed alongside those in section 3.2.3.

**Table 4. Strategic direction and actions to support adaptation for infrastructure.**

Strategic Direction		Actions		Level
A	Develop cross sector collaboration to equip the region with the knowledge and skills to take adaptation action	INFA1	Build on and develop resilience partnerships that consider short, medium and long-term planning horizons and how resilience changes over time. Ensure command, control and co-ordination arrangements for an emergency which involves the loss of both power and telecoms, and actively involve utility companies in local planning where required to ensure linkage with regional and national developments.	Policy Makers
		INFA2	Emergency Planning – Map voluntary and community sector assets and capabilities in their areas. Develop processes for their swift activation, deployment, and coordination. Ensure distributed energy resources (DER), such as customer-premise microgrids (e.g. solar + storage systems), community microgrids, or mobile battery and generation systems can provide life-preserving power to community shelters and public health facilities during emergencies.	Policy Makers
		INFA3	Develop a working group with infrastructure industry associations and providers at regional level to improve interdependencies awareness within the infrastructure sector (co-location of	Policy Makers

Strategic Direction		Actions		Level
			infrastructure, such as bridge crossings / roadways and impact of cascade failure on infrastructure output). Engage with National Grid, hydrologists, and power system modellers, to simulate and understand the impacts of compounded flooding, heat waves and droughts on the power generation in the region.	
B	Enhancing long term Infrastructure resilience through local stewardship	INFB1	Develop joint strategies, research, and longer-term schemes with the Environment Agency, South West Water, Lead Local Flood Authority, and catchment partnerships to improve catchment management both for high flow areas at flood risk and protect low flow by reducing demand / drought impacts.	Policy Makers
		INFB2	Enable and promote climate resilience through procurement processes. Consider climate resilience of new assets and infrastructure when comparing competing bids, by accounting for costs over the asset lifetime under alternative climate scenarios.	Policy Makers
		INFB3	Using behavioural science / social marketing, coproduce with communities and businesses behavioural change measures to communicate to reduce consumption of water and energy.	Policy Makers

### 3.2.3 Health and the built environment

#### Headline sector risks and opportunities

There are major or severe risks related to flooding of properties, heatwaves, and further investigation is required about risks relating to food safety and food security.

#### Headline adaptation actions

We have outlined key actions suitable for regional collaboration in Table 5. Providing communities and individuals with knowledge and adaptation skills is an effective way of preparing for these challenges. Note that key actions relating to public health, to an extent, mirror health risks in cross-cutting risks, so these should be viewed alongside those in 3.2.5.



**Table 5. Strategic direction and actions to support adaptation for health and the built environment.**

Strategic Direction		Actions		Level
A	Increase community awareness of how climate change can impact physical and mental health	HBEA1	Working with relevant agencies and our communities, develop a climate change awareness campaign to inform stakeholders, including the public of the projected range of changes and their impacts alongside how we are adapting and what we can all do to respond.	Policy Makers
		HBEA2	Public authorities to continue to provide timely & localised information on climate change impacts to enable appropriate adaptation planning by all.	Policy Makers
		HBEA3	Raise awareness with social care managers, commissioners, staff, and carers on preparing for response to adverse weather, including heatwaves.	Policy Makers
		HBEA4	Public Health teams to engage with NHS partners, Health Protection Teams and LA environmental health departments to raise awareness of climate sensitive non-communicable disease (NCD) e.g. the links between climate change and increased cardiovascular disease and appropriate adaptation for vulnerable groups. This should include developing adaptations for activities such as exercise and active travel which may be impacted by climate change with consequences for non-communicable disease.	Policy Makers
B	Support residences and businesses on private water supplies to adapt to climate change threats, including security of supply and changing water quality	HBEB1	Local Authorities to provide advice and expanded monitoring for properties with private water supplies (quality and quantity).	Policy Makers
		HBEB2	Provide access to and guidance on benefits of rainwater harvesting systems (i.e. to capture excess rainfall for use in the garden) and grey water harvesting systems (i.e. collect and treat wastewater from showers, baths, and wash basins).	Policy Makers
C	Assist public services to understand climate change impacts on their assets, service delivery and the community's health	HBE C1	Promote and provide staff with time to undertake volunteer work with local NGOs and develop Corporate Social Responsibility (CSR).	Policy Makers
		HBE C2	Develop a strategy and guidance for the adaptation of heritage assets to climate impacts, including a	Policy Makers



Strategic Direction		Actions		Level
			“Managed Decline to Adaptive Release <sup>1</sup> ” strategy to record historic buildings, sites, and landscapes as a part of managed coastal retreat due to sea level rise, erosion, and storms.	
		HBEC3	Work with partners to develop the materials and training to support in the establishment and operation of local Community Resilience Groups (or similar existing groups) and the development of community adaptation plans.	Policy Makers
D	Minimise heat-related illness and death	HBED1	Provision of funding and guidance for properties to be retrofitted in line with New Building Regulations Part O to prevent buildings overheating and / or reduce heat loss in winter.	Policy Makers
E	Ensure the region is ready for, and resilient to, flooding and coastal change	HBEE1	Policy makers to start gathering evidence of where aspects of community/development/industry/utility etc might need to be relocated due to climate impacts and develop an evidence base that can inform planning activities (e.g. relocation of properties due to insurmountable flood risk).	Policy Makers
		HBEE2	Local Planning Authorities to ensure that their Local Plans utilise and build upon the findings and direction provided by strategic documents dealing with coastal change (e.g. Shoreline Management Plans, Coastal Change Management Areas, Flood Risk Management Plans etc).	Policy Makers
		HBEE3	Policymakers to engage with the public to ensure awareness and understanding of the predicted impacts of climate change around the coast generally, and on their local communities specifically – to co-produce knowledge and agree viable actions.	Policy Makers

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<sup>1</sup> Adaptive Release (AR) is an approach that supports the transformation of a heritage asset (including its values and significance), within wider landscape settings. AR is proactive and positive, intended to be applied in situations where anticipated environmental change is likely to lead to eventual loss and/or alteration.” (University of Exeter et al., 2022).

### 3.2.4 Business and industry

#### Headline sector risks and opportunities

There are major or severe risks related to flooding of premises, water scarcity, and the effects of extreme weather events.

#### Headline adaptation actions

Small and medium-sized enterprises are instrumental in restoring economic activity within the community following flooding / severe weather events; the faster businesses recover from the impacts, the faster the wider community will recover. Developing mechanisms to enhance preparation, response and recovery capacities within the sector will help build resilience. To enable this activity businesses will require detailed information about how they can successfully adapt. Collaboration within the sector will be required to understand the risks and costs of inaction to encourage effective business continuity planning (BCP) to prepare for potential impacts on infrastructure, services and supply chains. BCP will assist businesses to continue operating if there are ongoing delays in re-establishing these services.

Table 6 outlines key actions suitable for regional collaboration for consideration by policy makers and businesses.

**Table 6. Strategic direction and actions to support adaptation for business and industry.**

Strategic Direction		Actions		Level
A	Equip the sector with the knowledge and skills to take adaptation action	BIA1	Establish strategies to develop the South West region as a global research and knowledge hub for climate adaptation action and governance.	Policy Makers
		BIA2	Develop business engagement strategies to enable local authorities and regional action groups to assess private sector needs, gain inputs, and consult companies on practical implementation of adaptation actions.	Policy Makers
		BIA3	Develop and expand the Climate Emergency / Readiness Action group (steering group formed from business, public sector, and academia) to take the lead on more projects within the region (e.g. Climate Ready Clyde)	Policy Makers
B	Develop industry readiness for impacts (e.g. supply	BIB2	Severe Weather Policy - set out clearly what workers should do when Met Office severe weather warnings are issued and what thresholds they should work under.	Businesses

	chain security, drought restrictions)	BIB3	Improve water management (reduce / reuse).	Businesses
		BIB4	Put in place a severe weather plan and resilience measures to ensure business continuity, sign up for alerts and check insurances for coverage on flooding / severe weather events.	Businesses
C	Enhancing long-term business resilience through local stewardship	BIC1	Promote the robust and resilient design of new / refurbished assets and infrastructure. E.g., Promote property flood resilience products to protect against severe weather and hazardous events (e.g. flooding).	Policy Makers

### 3.2.5 Cross-cutting (including international dimensions)

#### Headline sector risks and opportunities

There are major or severe risks related to increasing disease occurrence and interactions and cascades overseas due to climate change (e.g. regional food availability, safety, and quality from climate change overseas).

#### Headline Adaptation Actions

Actions to adapt to cross-cutting risks and risk with international dimensions (Table 7) mirror some of those relating to mental health and public order within the health and built environment so should be viewed alongside section 3.2.3. Strategic directions relate to the need for better research and information about the risks and likely outcomes about health and violent crime rate rates, alongside work to improve local food security.

**Table 7. Strategic direction and actions to support adaptation for cross-cutting risks and international dimensions.**

Strategic Direction		Actions		Level
A	Improve the community's knowledge and awareness of the health impacts of climate change, both current and into the future.	CCA1	Local Authority and UKHSA Health Protection Teams to raise awareness of new disease and transmission vectors and work with key stakeholders, e.g. Integrated Care Board, and Environment Agency.	Policy Makers
		CCA2	Define a regional approach (e.g. 'One Health') to prevent the emergence of zoonotic diseases (infectious diseases transmitted between animals and people ).	Policy Makers

		CCA3	As temperatures increase, bacterial infection occurrence may rise in higher latitudes. Alongside the faster bacteria reproduction rates, with higher temperatures there is an increased risk of bacteria becoming drug resistant. Raise awareness on the impacts of anti-microbial resistance and prevention measures (e.g. reducing antibiotics use in livestock).	Policy Makers
B	Improve food security within the region	CCB1	Encourage and stimulate the purchase of local, environmentally sustainable produce to support a healthier and more resilient food system and reduce food miles.	Policy Makers
C	Information and liaison about the effects of climate change on crime and civil disorder	CCC1	Work with partners, including universities, to examine the effects of climate change on crime rates and the potential for civil disorder.	Police service
		CCC2	Police Service to liaise with the Met Office to consider expansion of the weather forecast alert system for high temperatures and potential increase in crime.	Policy Makers

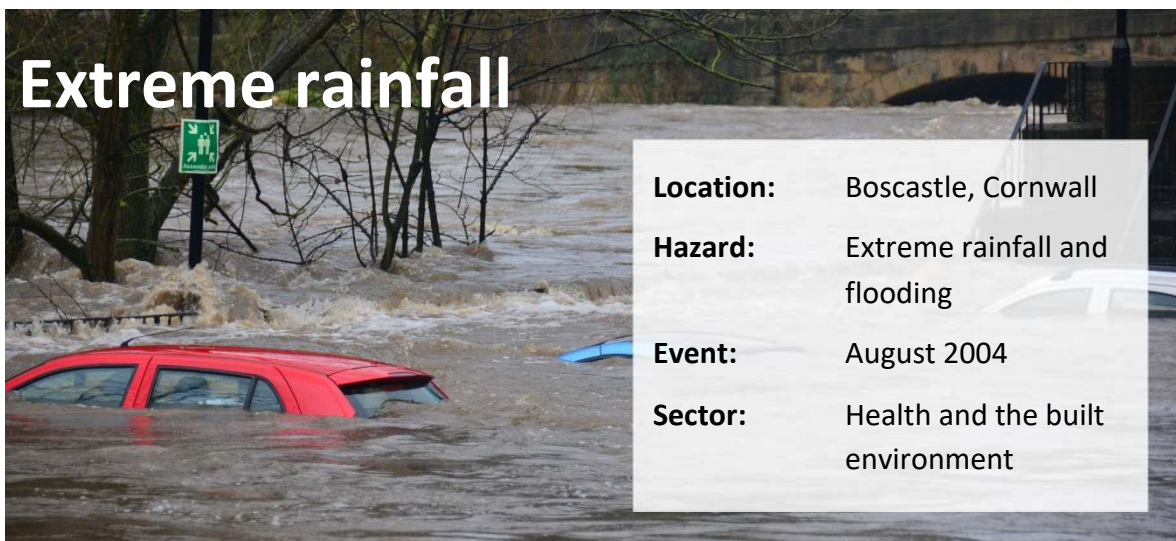
### 3.3 Case studies of adaptation action

There are numerous examples in the DCIoS region where resilience and adaptation measures have been implemented to reduce the risk from climate and weather hazards. We provide four case studies:

- **Case Study 1:** Extreme rainfall and flooding in Boscastle, Cornwall in August 2004 (section 3.3.1).
- **Case Study 2:** Drought and water scarcity on the Isles of Scilly in August 2022 (section 3.3.2).
- **Case Study 3:** Extreme heat/heatwave in the DCIoS region in July 2022 (section 3.3.3).
- **Case Study 4:** Sea level rise and erosion at Slapton, Devon in March 2018 (section 3.3.4).

The case studies describe resilience mechanisms that were used during the immediate response to the events, and adaptation options that were implemented before or in the aftermath to enhance future resilience. The level at which these resilience mechanisms and adaptation options were delivered are described in the context of the four spheres of adaptation planning (shown in Figure 3).

### 3.3.1 Case Study 1: Extreme rainfall and flooding



## Extreme rainfall

**Location:** Boscastle, Cornwall  
**Hazard:** Extreme rainfall and flooding  
**Event:** August 2004  
**Sector:** Health and the built environment

### Impacts experienced from the extreme weather event

**Event:** On the 16<sup>th</sup> of August 2004, 200 mm of rain fell in twenty-four hours within the catchment of the coastal village of Boscastle in Cornwall causing the rivers Jordan and Valency to rapidly overflow. An estimated 2 billion litres of water rushed down the steep-sided valley into Boscastle. The floods were exacerbated by tidal locking where the rising tide prevented the flood waters from exiting into the sea. This event was the first [record of rainfall totals exceeding 200mm in 24 hours](#) in England since 1957. In a [warmer climate](#) it is expected that convective rainfall events such as that which caused the Boscastle floods will become more frequent and intense. Sea level rise is also likely to increase the effect of tidal locking.

**Impacts:** Residents had little time to react. Fifty cars were lost to the flood water, 58 buildings and several bridges were badly damaged or demolished and people had to act quickly to survive. Over 100 people were airlifted out of the floods and residents were displaced from their homes for 18 months. Local wildlife habitats were damaged by the floodwaters and flood debris increased coastal pollution. The long-term financial cost through loss of tourism was estimated to be [£50 million](#). The stress and anxiety caused by the trauma and financial loss of the floods had long-term effects on individual's mental health and wellbeing.

### Resilience measures adopted and options for adaptation

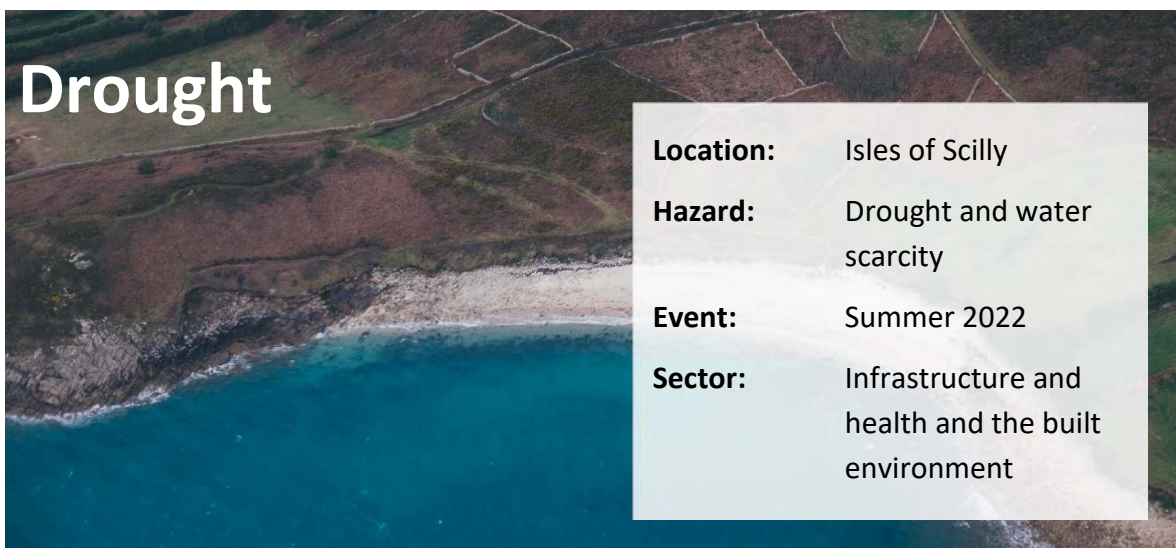
	Resilience mechanisms observed	Adaptation options
Strategic 	Multi-agency rescue operation coordinated by Gold Command of the Local Resilience Forum involving Royal Navy and Maritime &	A £4.5 million flood defence scheme was built following the floods including new drainage and sewerage systems and the

	Coastguard Agency helicopters, lifeboats, and the fire service.	<p>deepening and widening of the river channel.</p> <p>Boscastle <a href="#">car park</a> has been raised in height to stop the river from bursting its banks so easily.</p>
<p>Organisation</p>	<p>Environment Agency was responsible for warning people about floods. A <a href="#">Floodwatch warning was issued at 12:39pm</a> less than one hour after the rain began.</p>	<p>Organisations have installed flood defences in buildings and assets.</p> <p>Following the floods the Met Office invested in new methods of predicting heavy rainfall events on a small scale to produce better warnings.</p> <p>There is future work for emergency services to enable first responders to be made aware of more vulnerable people who are less able to adapt or respond to flood events.</p>
<p>Community</p>	<p>The community came together to help vulnerable people to escape the floods, preventing any deaths.</p>	<p>Community-level leaf litter clearance projects within flood prone catchments (e.g. <a href="#">Lostwithiel flood prevention project</a>).</p>
<p>Individual</p>	<p>Residents had little time to react.</p>	<p>Individuals have installed property-level flood protection.</p> <p>Individuals have and are encouraged to sign up to Environment Agency flood warnings.</p>

**Sources:** Met Office, n.d. (a); Cornwall Flood Resilience Pathfinder, 2015; North Cornwall District Council, n.d.; Climate Vision, n.d.; BBC Bitesize, n.d.; Burt, 2005; Independent, 2004; NASA, 2022.



### 3.3.2 Case Study 2: Drought and water scarcity



# Drought

**Location:** Isles of Scilly  
**Hazard:** Drought and water scarcity  
**Event:** Summer 2022  
**Sector:** Infrastructure and health and the built environment

## Impacts experienced from the extreme weather event

**Event:** The Isles of Scilly have a naturally low capacity for water storage due to their size and underlying geology. Demand for water is high during the summer tourist season. The islands experienced a notable [drought in the summer of 2022](#) following some of the driest conditions in nearly 90 years. This was not just a local event, with the Environment Agency stating that all of the South West of England was in drought by August 2023.

**Impacts:** Water became scarce. The IoS Wildlife Trusts were deeply concerned about the impact that the drought was having on local farmers and farmland, as well as wilder landscapes like heathland and wetlands.

## Resilience measures adopted and options for adaptation

	Resilience mechanisms observed	Adaptation options
Strategic 	Environment Agency officially declared a drought. Fifty percent of the total water supply to St Mary's is provided by a desalination plant which was in response to a lack of potable water in periods of high demand.	The <a href="#">Water Resources Management Plan</a> sets out how South West Water will manage the region's water supply and demand for the next 25 years. There needs to be development of plans to ensure continuation of food supply chains and secure local employment.
Organisation 	Environment Agency introduced additional monitoring of the effects of the dry weather on rivers and responded to environmental emergencies, such as rescuing	South West Water (2022) <a href="#">Drought Plan</a> , and continued provision of water butts.



	<p>stranded fish. It also put additional resources into ensuring that people and companies who have water abstraction licences only operated within the terms of their licence.</p> <p>South West Water provided advice on saving water and implemented temporary use bans – ‘hosepipe bans’.</p>	<p>There is an existing and future need for local authorities to share public messaging on reducing water use, whilst maintaining human health communications.</p>
<p>Community</p>	<p>Community businesses (e.g. B&amp;Bs) removed bath plugs to reduce excess water use by tourists.</p>	<p>Existing communication around behaviour changes to reduce resident and visitors’ water use.</p>
<p>Individual</p>	<p>Reduced and/or more efficient water use. Take up of water harvesting systems.</p>	<p>Installation of water storage tanks and/or further take up of water harvesting.</p>

**Sources:** Environment Agency, 2022; South West Water, n.d.; South West Water, 2022, 2023.

### 3.3.3 Case Study 3: Extreme heat and heatwaves

## Extreme heat



**Location:** DCIoS region  
**Hazard:** Extreme hot days and heatwaves  
**Event:** July 2022  
**Sector:** Health and the built environment

### Impacts experienced from the extreme weather event

**Event:** The DCIoS region experienced several major heatwaves in the summer of 2022, most notably in July with temperatures reaching a high of 36°C (Bude in Cornwall). It was [provisionally the fourth warmest summer](#) for the UK overall. Four of the five warmest summers on record for England have occurred since 2003. Heatwaves in the region are expected to become more frequent and intense as the climate warms.

**Impacts:** High temperatures posed a risk to the health of people, particularly for vulnerable groups such as the elderly (where excess mortality was observed), very young and those with pre-existing medical conditions. During the five heat-periods between June and August 2022, 56,303 deaths occurred in England and Wales; this is 3,271 deaths (6.2%) above the five-year average. Wildlife, livestock, and pets were also affected. Wildfires caused the closure of the South West Coast Path in south Devon. Roads became tacky but did not result in road closures. Heatwaves also cause an increase in other risks such as water safety as people spend time in water bodies to cool off.

### Resilience measures adopted and options for adaptation

	Resilience mechanisms observed	Adaptation options
Strategic 	Met Office Heat Health Alert was issued. UK Government implemented the Heat Wave Plan for England. Councils and NHS shared messages with the public giving	Adapt building regulations to ensure building design and materials used are suitable for a warmer climate. Particular need for care homes and early year/school settings to ensure sustainable building design to protect from extreme heat.

	advice on heat health risks and how to stay cool.	Police Service and partners to prepare for an increase in violent crime, particularly domestic violence.
<b>Organisation</b> 	<p>Both the Met Office extreme heat severe weather warning, and UKSHA and Met Office Heat Health Alert, were in place.</p> <p>Businesses encouraged temporary flexible working.</p> <p>Fire services asked people not to participate in campfires or BBQs, not to litter, and to properly dispose of cigarettes.</p> <p>Devon County Council prepared gritters to dust roads as road surfaces hit 57°C.</p> <p>There were changes to working patterns and relaxation of dress codes to reduce exposure.</p>	<p>Installation of air conditioning units in offices (as a short-term solution, noting this practice is not conducive with meeting Net Zero targets).</p> <p>Use of blinds in offices and at home to provide shade and cool conditions indoors.</p> <p>Sympathetic tree planting to provide shade and cooling.</p>
<b>Community</b> 	The community checked in on vulnerable groups/individuals and set up cool spaces.	Increase green space and shade.
<b>Individual</b> 	Individuals bought cooling devices (e.g. portable fans) and shut blinds, curtains and windows to keep properties cool during the day.	<p>Retrofitting of buildings with cooling measures (e.g. air conditioning units, ventilation units, brise soleil and outside shutters, cool areas).</p> <p>Put into action messaging informed by behavioural science about the adaptations needed to reduce health risks from heat (e.g. hydration, staying in the shade, reducing physical activity at hottest part of the day, checking on vulnerable neighbours).</p>

**Sources:** BBC News, 2022; Devon County Council, 2022; Met Office, n.d. (b); Met Office 2022b; ONS, 2022f; ONS, 2022g.

### 3.3.4 Case Study 4: Sea level rise and erosion

## Sea level rise



**Location:** Slapton, Devon  
**Hazard:** Sea level rise and erosion  
**Event:** March 2018  
**Sector:** Infrastructure

### Impacts experienced from the extreme weather event

**Event:** The A379 road runs along the Slapton Line and is the quickest route between the villages of Torcross and Strete Gate. The road was first closed temporarily due to coastal erosion caused by storms in 2001. From 2002 to 2015 thousands of tonnes of shingle was used to create barriers to protect the line from further erosion. Between 2014 and 2017 south westerly storms accelerated erosion of the beach. Storm Emma in March 2018 washed away a 700m stretch of the road, causing it to be closed for 8-months. [Accelerating sea level rise](#) is also contributing to the retreat of the Slapton Line through [shoreline erosion](#).

**Impacts:** Frequent, temporary road closures over the past 20 years. This has impacts on local people commuting to places of work, operating businesses and accessing education, as well as on local tourist visits and on public transport routes linking Kingsbridge with Dartmouth. It also increases the time required for local deliveries and for the emergency services to respond to local situations. The cost of disrupting local traffic each month that the road is closed is £38k. Continued, temporary closures of the road over 25 years would damage the local visitor economy by up to £2.4m. Local people’s health and wellbeing are also impacted by the risks and uncertainties the road closures and slow retreat of the Slapton Line present. .

### Resilience measures adopted and options for adaptation

	Resilience mechanisms observed	Adaptation options undertaken
Strategic 	<a href="#">Various coastal defences</a> have been constructed over the past 100 years mostly adjacent to the properties on Torcross promenade and often	The <a href="#">Slapton Line Partnership</a> was formed in 2001 to promote a coordinated policy for managing coastal change in the area and

	<p>in response to specific incidents. These defences have included a concrete seawall above sheet piling, sheet piling, rock revetment, block armour work and periodic beach recycling.</p>	<p>support the community as it adapts to live and work with the changing coast.</p>
<p>Organisation</p>	<p>Devon County Council closes the road as a precaution when high winds and waves are forecast.</p>	<p>Devon County Council has realigned the road (20m further inland). Improvements to passing places and the surfacing of inland lanes has been undertaken to increase the usability of diversion routes.</p>
<p>Community</p>	<p>Alternative, locally agreed and signposted 'one-way' routes through narrow lanes are used by local residents and businesses when the road is closed to avoid local congestion. .</p>	<p>The <a href="#">Management Strategy</a> has worked with the community to conclude that there is now minimal space available to retreat the road further, which has been the strategy to date. A new <a href="#">Strategy for Adaptation</a> is being developed by the Slapton Line Partnership.</p>
<p>Individual</p>	<p>Road users and check the flood warnings on the <a href="#">Slapton flood risk warning page</a>.</p>	

**Sources:** Slapton Line Partnership, n.d.; Met Office, n.d. I; CMAR, 2017; Lucas & Taylor, 2016; GOV.UK, n.d..

## 3.4 Guidance for adaptation planning

This section sets out who is responsible for various elements of adaptation planning, so that those developing their own plans know who to contact.

The objective of this strategy is to drive that conversation and to ensure that consideration is given by each stakeholder as to how the region's plans are aligned. Only in this way will a climate resilient future be achieved.

### 3.4.1 Roles and responsibilities

**Government Departments / Agencies:** Defra has overall responsibility for leading government policy on climate change adaptation in England, as well as covering flooding, coastal erosion and, in partnership with Ofwat, managing water demand. Within the infrastructure sector, the Department for Energy Security and Net Zero take the lead on the resilience of energy infrastructure to flooding. The DfT cover flood resilience to all transport infrastructure, whilst telecommunications resilience is led by Ofcom and the Department for Digital, Culture, Media & Sport. Arm's length bodies to government also share some of this responsibility, such as the Environment Agency, Natural England, and the NHS.

**Local Authorities:** In partnership with Defra, local authorities are guided to plan for and implement climate adaptation at a local level. In addition, there are some functions of local government where adaptation is a statutory requirement. These include planning, flood risk management, public health, and environmental impact assessment.

Furthermore, the government will be piloting adaptation reporting by local authorities (LAs) and the CIG will keep abreast of the requirements to ensure that we are ready for any changes in the responsibilities of the region's LAs (DEFRA, 2023).

**Organisations and Businesses:** Organisations and businesses are responsible for identifying, understanding, controlling, and adapting to the risks (and opportunities) that climate change poses to their assets, products, and services. This is especially true in the case of energy, water, telecommunications and transport infrastructure resilience. This includes the people, systems, processes, and data needed to deliver business activities across their supply chains.

A number of organisations already have a legal requirement to report on adaptation under the Adaptation Reporting Power, such as South West Water. The government are exploring increasing the number of organisations required to report and the scope of reporting e.g., identifying organisations in the agriculture sector. Furthermore, the Environmental Land Management schemes and Water



Management Grant under the Farming Investment Fund will help to incentivise adaptation measures in the agricultural sector (DEFRA, 2023).

**Emergency Services:** The emergency services in the UK consist of four main organisations, the Police, the Fire and Rescue Services, the Emergency Medical Services and the Maritime and Coastguard Agency. Other services available include mountain rescue, cave rescue and lifeboat. Emergency and rescue services ensure public safety and health by planning to respond to incidents, responding to incidents when they occur, and engaging communities about the risks so as to increase understanding and influence behaviours that reduce the likelihood of incidents occurring and to improve preparedness. In addition, the Local Resilience Forum (LRF) is made up of Category 1 responders<sup>2</sup> and Category 2 responders<sup>3</sup> whose aim is to work together to plan and prepare for localised incidents and catastrophic emergencies. These services will require enhanced agility, capability, and flexibility to support effective emergency planning, response, and recovery under a changing climate.

**Communities and individuals:** The public, including individuals, families and communities and their respective parish and town councils, have a key role. Community-based adaptation empowers people to use their local knowledge to reduce their vulnerability to extreme events. To achieve this, communities need to engage with other stakeholders to build awareness and understanding of climate change and consider the risks and opportunities that a changing climate will bring. Knowledge exchange, guidance, and signposting materials, through a variety of mechanisms (social media, radio, TV posters etc.), is critical to enhancing the engagement and enabling adaptation action to take place.

### 3.4.2 Signposting to useful information and resources

Links and signposting to a range of useful resources to support effective risk management, adaptation planning and knowledge exchange are outlined in Appendix 5 – Signposting to useful resources.

## 3.5 Governance of the adaptation plan

This concerns the structure and processes for ownership (accountability), management (roles and decision-making), control (rules and procedures), and

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<sup>2</sup> Category 1 responders - made up of local public services, including the emergency services, local authorities, the NHS, the Environment Agency and others.

<sup>3</sup> Category 2 responders – made up of the National Highways and public utility companies. Military and voluntary services are also included in the LRF.

resources. It will keep the DCIoS Adaptation Strategy on track and running in accordance with the plan.

It is expected that Governance will evolve over time, as actions and priorities change.

### 3.5.1 Ownership

The climate emergency response structures within the three geographical areas of Devon, Cornwall and the Isles of Scilly are accountable for ensuring the delivery of the Climate Adaptation Strategy. These are:

- The Devon Climate Emergency Response Group
- The Cornwall Climate Change Board
- Isles of Scilly Emergency Planning

Progress reports will be provided to these groups by the CIG on a quarterly basis. It will be the responsibility of the Devon County Council, Cornwall Council and the Isles of Scilly Council representatives on the CIG to ensure the quarterly reports are reported upwards to the relevant group.

Reports will also be submitted to the Risk Management Group of the DCIoS Local Resilience Forum (LRF) to ensure ongoing cooperation and continuity of approaches. The submission of these reports to the secretariat of the LFR will be the responsibility of the CIG secretariat.

### 3.5.2 Management

The DCIoS Climate Adaptation Strategy considers climate risk and adaptation at a regional level, that sits above county-level adaptation strategies. The management of the strategy will therefore require a collaborative approach, to ensure the right stakeholders are engaged in the process of addressing risk, identifying adaptation options, and delivering on the action plan.

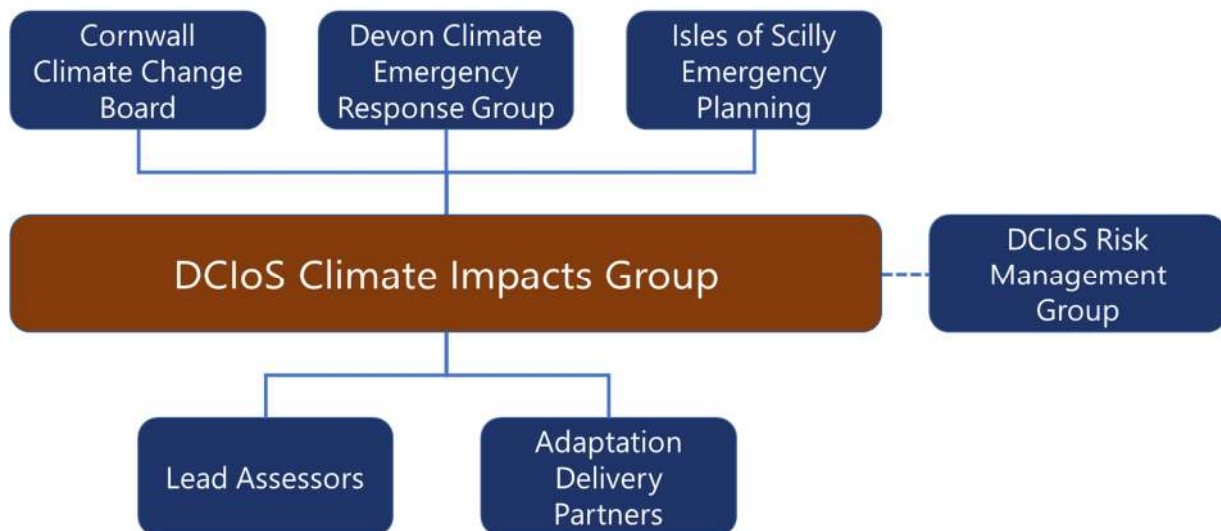
The CIG will perform this role, being collectively responsible for oversight of the delivery and maintenance of the DCIoS Climate Adaptation Strategy.

The CIG is currently chaired by the Environment Agency.

The secretariat function of the CIG is currently provided by Devon County Council.

These proposed governance arrangements are shown in Figure 4.





**Figure 4. Proposed governance for the Climate Adaptation Strategy**

### 3.5.3 Control

**Hosting of resources:** To manage version control and avoid duplication of the same resource being published in multiple places, it is recommended that a single platform is used to host information:

- **Internally (CIG members):** Resources will continue to be hosted on the Devon County Council SharePoint for members of the CIG to access.
- **Externally:** Public resources and outputs from the CIG are hosted on the [Devon Climate Emergency Adaptation Strategy](#) webpage. Other organisations can link to these materials.

**DCIoS Climate Adaptation Strategy:** The Adaptation Strategy provides the evidence-base to support an ongoing programme of climate adaptation. It provides a snapshot of risks, adaptation options and actions at a point in time. The Adaptation Strategy will be reviewed every 5 years to provide a coherent update and progress report on actions being taken in the DCIoS region to increase climate resilience.

- **Risk Register:** The risk register is intended to be a live document that evolves over time as new impacts emerge and risk-levels change. The register will be a standing item on monthly CIG meeting agendas to capture any proposed changes in hazards, impacts or risk-levels identified by any member of the CIG. In addition, every month, six risks will be reviewed formally. The Lead Assessor assigned to each risk will bring a recommendation to the CIG. This will mean that over a 12 month period the whole register will have been reviewed. Every five years a full review will be undertaken, in-line with the Strategy update. This will take account of any new information that is made available at the National level (i.e., the UK’s next Climate Change Risk Assessment, CCRA4, is due to be published in 2027).
- **Adaptation Plan:** The suite of adaptation options outlined in the adaptation plan provides a range of measures that could be undertaken to address

climate impacts. This ‘library’ of options will be built upon over time to provide a comprehensive database of indicative options. Adaptation options (suitable for regional level action) can be brought to CIG meetings by any member at any time but the Lead Assessors will have a central role in adding additional adaptation options to the database at the time of reviewing each risk.

- **Action Plan:** The Action Plan sets out the immediate-term activities to support adaptation action. Its delivery will be managed by the CIG (see Management section above). New actions that emerge within the 5-year review period will be added by the CIG.

### 3.5.4 Resources

The members of the CIG intend to continue providing resources to the group to enable it to perform its role. Additional resource (both personnel and monetary) may be required at various stages of maintaining the Strategy, which will be addressed when requests for these resources emerge.

Opportunities to use existing resilience funding more effectively, combined with applications for grant funding and working with government to identify additional funds will be necessary to deliver the enhanced and/or new adaptation projects as a result of the Action Plan. The private sector, including individuals, is likely to need to fund some project elements, such as adaptations to buildings to reduce their vulnerability to overheating.

In addition, The Third National Adaptation Programme (NAP3) and the Fourth Strategy for Climate Adaptation Reporting (2023) outlines a number of ways in which funding is being provided to regions and local authorities for climate adaptation, including through:

- devolution deals, which Devon is currently negotiating, and Cornwall has completed;
- funding for responsible authorities to lead the preparation of Local Nature Recovery Strategies;
- the UK Shared Prosperity Fund;
- Local Investment in Natural Capital Programme funding;
- and through a pilot to strengthen Local Resilience Forums, as set out in the 2022 UK Government Resilience Framework.

NAP3 also cites estimates that nationally, adaptation investment for the risks and opportunities identified in the Climate Change Risk Assessment 3 could be as much as £10 billion per year (Defra, 2023). The government will support collaboration over the next 5 years to address barriers to investment and the Climate Change Committee is anticipated to further identify adaptation investment needs for CCRA4 in 2027.

The CIG will continue to monitor available funding streams and pursue opportunities to secure investment as they become available, whilst engaging with national government around the finance needed for the region to adapt.

Furthermore, business cases and cost-benefit analysis will need to be developed on an individual scheme and project basis to ensure resources are put to best use. However, work by the Climate Change Committee indicates that the benefit-cost ratios of climate adaptation measures typically range from 2:1 to 10:1. Put simply, £1 spent on adaptation could deliver between £2 to £10 in net economic benefits, as well as other environmental and social co-benefits (Watkiss et al., 2021).

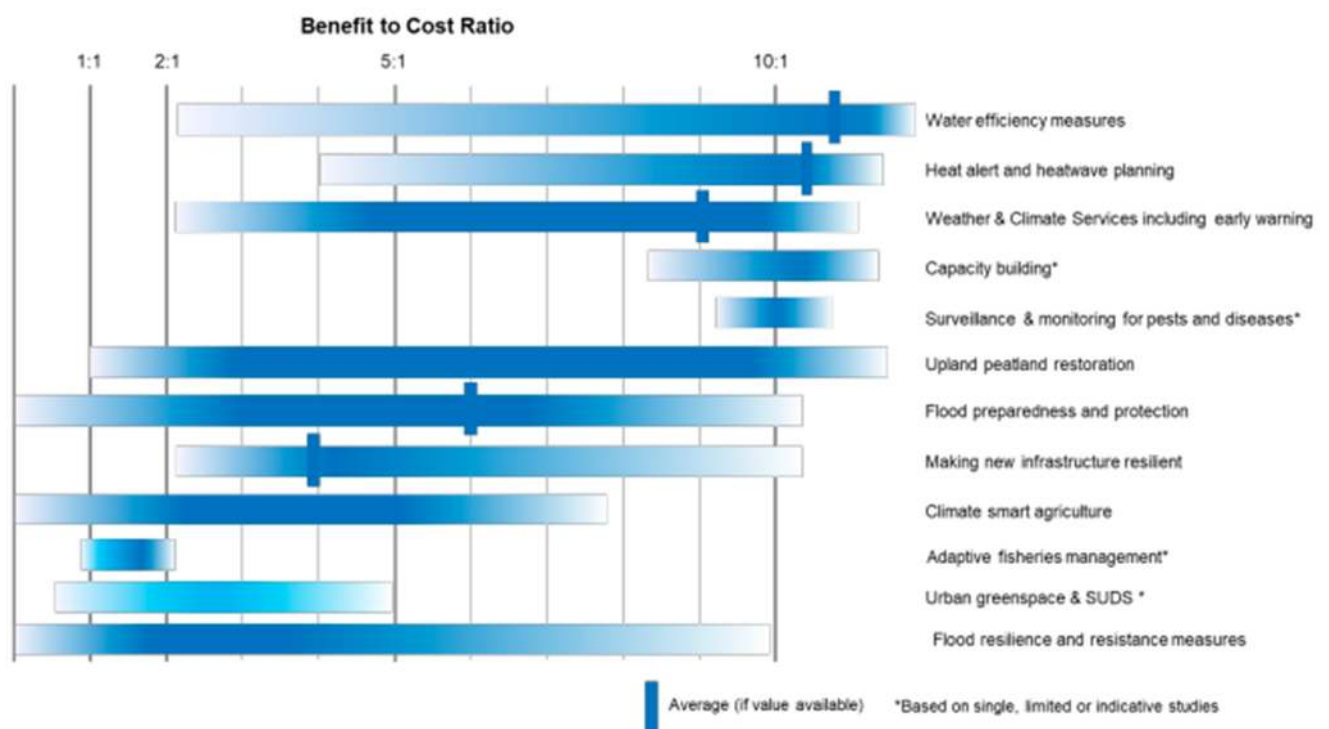


Figure 5 Benefit to Cost ratios for Adaptation for Selected CCRA3 risks

### 3.6 Monitoring and evaluation of adaptation action

#### 3.6.1 Types of monitoring

Metrics are useful to monitor adaptation activity so long as they are objective, transparent and can be understood by a range of users. They allow for comparison with other locations and time periods (Local Partnerships, 2023).

Process indicators measure how a service or intervention has been delivered. In adaptation, the point where the outcome can be evaluated is often in the future, so process indicators allow the consideration of whether the direction of travel is correct given the current information (Local Partnerships, 2023).

Further information on the creation of baseline values and progress indicators to measure how an action has been delivered can be found in section 5 (Monitoring

and Adaptation) of the Local Partnerships Adaptation toolkit (Local Partnerships, 2023).

### 3.6.2 Example metrics

Indicative example metrics that might be considered for monitoring and evaluating success in the DCIoS region, with regards to adapting to climate change, are outlined below. Each metric has the potential to be turned into an indicator, considering what the baseline (starting point) is, and then considering what the objective (outcome) is to be achieved.

#### Governance-level metrics

- Number of adaptation projects that have been undertaken.
- Total investment (£value) committed or assigned to adaptation projects.

#### Vulnerability-level metrics

- The number of people shifted from high to lower exposure to flood risk.
- The length of coastline protected by flood defences.
- Number of community buildings, businesses, and infrastructure with reduced risk of flooding i.e. surgeries, village shops, critical access/egress routes

#### Impact-level metrics

- The number of people displaced in the region from climate change.
- The total damage (£value) from extreme weather events.
- Number of workdays lost in the region due to extreme weather events.
- Number school days lost due to heatwave conditions causing closures.

#### Process-level metrics

- Number of individuals or community groups taking part in Climate Change training / workshop sessions.
- Number of visits to online engagement web platforms.
- Level of stakeholder engagement (e.g. workshop attendance / sectors represented).

Following the finalisation of the Adaptation Strategy the Climate Impacts Group will work to agree a monitoring, evaluation and reporting framework for the Action Plan and make this publicly available online.

## 4 Action Plan

### 4.1 Actions for regional collaboration

This action plan summarises the impacts from climate change on each sector and identifies the short-term actions from the Adaptation Plan (Section 3) for delivery over the next 2 – 3 years.

It also provides a list of actions that strategic organisations can encourage businesses and individuals to implement.

#### 4.1.1 Steps towards adaptation

Strategic directions for each sector are outlined in Table 8.

**Table 8. Climate Impacts and Strategic Directions for Each Sector**

Sector and Impacts	Strategic Direction
<b>Natural environment</b> Damage to habitats, soils, aquifers, and natural carbon stores Increased invasive species, pests, and disease	<ol style="list-style-type: none"> <li>1. Support and actively improve the adaptive capacity of landscapes and habitats.</li> <li>2. Use agriculture / forestry networks and knowledge to implement best practice. Provide them with key information to protect ecosystem services.</li> <li>3. Maximise community participation and connection to nature.</li> </ol>
<b>Infrastructure</b> Flooding, erosion, and extreme weather events	<ol style="list-style-type: none"> <li>4. Develop cross sector collaboration to equip the region with the knowledge and skills to take adaptation action.</li> <li>5. Enhance long term Infrastructure resilience through local stewardship.</li> </ol>
<b>Health and built environment</b> Flooding and extreme weather	<ol style="list-style-type: none"> <li>6. Increase community awareness of how climate change can impact physical and mental health.</li> <li>7. Support residences and business premises on private water supplies to adapt to climate change threats, including security of supply and changing water quality.</li> <li>8. Assist public services to understand climate change impacts on their assets, service delivery and the community's health.</li> </ol>

	<ul style="list-style-type: none"> <li>9. Minimise heat-related illness and death.</li> <li>10. Ensure the region is ready for, and resilient to, flooding and coastal change.</li> </ul>
<b>Business and industry</b> Flooding, drought, and extreme weather	<ul style="list-style-type: none"> <li>11. Equip the sector with the knowledge and skills to take adaptation action.</li> <li>12. Develop industry readiness for impacts (e.g. supply chain).</li> <li>13. Enhancing long-term business resilience through local stewardship</li> </ul>
<b>Cross Cutting</b> Increased disease occurrence Food insecurity Extreme heat	<ul style="list-style-type: none"> <li>14. Improve the community’s knowledge and awareness of the health impacts of climate change, both current and into the future.</li> <li>15. Improve food security within the region.</li> <li>16. Information and liaison about the effects of climate change on crime and civil disorder.</li> </ul>

#### 4.1.2 Getting Started

The Adaptation Plan considers four spheres of adaptation planning and action, relating to different parts of society (policy/regulator-level, organisational-level, community-level, and individual-level actors). Short-term actions for 2023 - 2025 to adapt to climate change for each societal group are outlined in Table 9.

**Table 9. Short term actions**

Policymakers, regional / local government and arm’s length bodies
INFA–1 - Build on and develop resilience partnerships. Ensure their Command, Control and Co-ordination arrangements for an emergency which involves the loss of both power and telecoms, and actively involve utilities companies in local planning where required to ensure linkage with regional and national developments.
HBEA–1 - Develop a Climate Change awareness campaign to inform stakeholders, including the public, of the projected range of changes and their impacts alongside how we are adapting and what we can all do to respond.
HBEA–2 - Public authorities to continue to provide timely & localised information on climate change impacts to enable appropriate adaptation planning byall .

HBEE–4 - Policymakers to engage with the public to ensure awareness and understanding of the predicted impacts of climate change around the coast generally, and on their local communities specifically – to co-produce knowledge and agree viable actions.

### Organisations, NGO's, Infrastructure operators, businesses, charities, trusts

NEA–1 - Develop a collaborative regional water strategy to manage water availability and safe treatment and disposal of waste water, including aquifer recharge, control over-extraction, increase the use of rainwater harvesting, reduce effluent discharge etc.

NEB1- Promote soil management techniques (Min-till cultivation, cover crops, ley-arable rotations) to protect and improve soil structure / nutrient levels and increase resilience to adverse weather / aridity impacts.

NEC–1 - Provision of capacity building support and advice to community groups for taking action to support nature enhancement (e.g. Wild About Devon).

INFB–1 - Develop joint strategies, research, and longer-term schemes with SWW and Catchment Partnerships (and other risk management partners where appropriate) to improve catchment management both for high flow areas at flood risk and protect low flow by reducing demand / drought impacts.

BIAA–3 - Develop and expand the Climate Emergency / Readiness Action group - (Steering group formed from business, public sector, and academia) to take the lead on more projects within the region (e.g. Climate Ready Clyde).

BIAB–4 - Put in place a flood plan to ensure business continuity and community awareness - sign up for alerts and check insurances for coverage on flooding / severe weather events.

CCA–2 - Define a regional approach (e.g. 'One Health') to prevent the emergence of zoonotic diseases (infectious diseases transmitted between animals and people).

CCA–3 - Raise awareness on the impacts of anti-microbial resistance and prevention measures (e.g. reducing antibiotics use in livestock).

CCC–1 - Work with partners, including universities, to examine the effects of climate change on crime rates and the potential for civil disorder.

### Community Groups, local hubs



HBEC–3 - Work with partners to develop the materials and training to support in the establishment and operation of local Community Resilience Groups (or similar existing groups) and the development of community adaptation plans.

Wider actions to adapt to climate change for individuals

## Individuals

Climate change is a global concern, experienced locally. It requires actions at both levels. For climate change impacts to be effectively addressed and adapted to, individuals should take an active role in assessing their own, and their communities', vulnerabilities to extreme weather events, including impacts from flooding, heatwaves, and water scarcity.

Individual property-level adaptation actions may include:

- Install rainwater harvesting, such as a water butt.
- Increase your property's resilience to flooding.
- Check your insurance coverage levels and limitations.
- Upgrade your household water fittings to reduce your water use.
- Switch to water-efficient appliances.
- Choose porous surfaces for your driveways and paths.
- Add solar shading to the south façade of buildings and/or introduce passive cooling measures to reduce heat impacts.
- Fit insect screens where needed.
- Maintain building structure, including roofs.
- Increase the capacity of guttering down-pipes.

## 4.2 Diagrams of dynamic adaptation pathways

### 4.2.1 Introduction to dynamic adaptation pathways

Adaptation pathways help to address the challenges and uncertainty involved in climate change decision making given the uncertainties of climate change predictions and international action to reduce greenhouse gas emissions. They allow the consideration of multiple possible futures and provide an opportunity to explore the strengths and flexibility of the various options within each possible future.

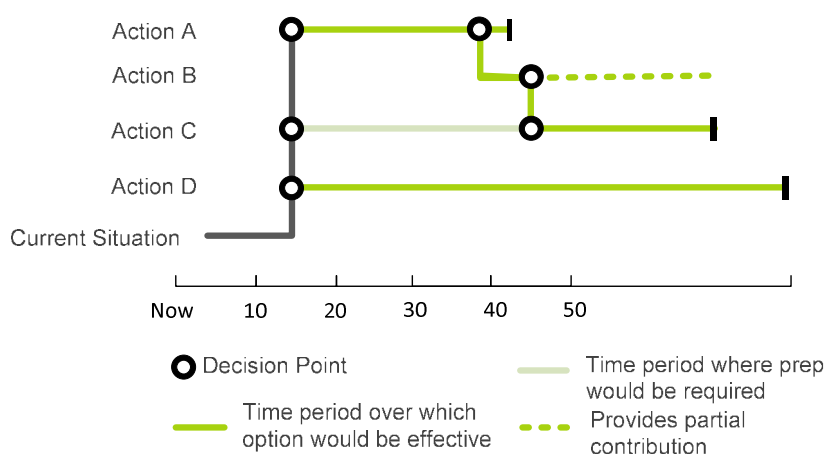
The Pathway diagrams (Figure 6) list adaptation options on the y-axis. Each line on the diagram shows how a single adaptation option is likely to remain effective over time. The pathway maps are not meant to imply that all options should be used, instead, they indicate the various options which are available, some of which may be used whilst others not. For each option, future decision points are identified to



indicate when it may be worthwhile switching to deliver an alternative adaptation option.

Ahead of each decision point within an option there would usually be consideration at what point that decision should be made. Decisions are triggered by some change (environmental or social) in the design of the strategy. It is key in the design of these strategies that these trigger points are defined, monitored, and reviewed (e.g. a specific amount of sea level rise or erosion intensity).

The x-axis on the diagrams represents a general trend in changing environmental or social conditions through time, indicating the level at which the threshold had been set in the strategy.



**Figure 6. Example Adaptation Pathway and Key. This figure is indicative only and is not representative of a particular location. Source: RSK**

The general approach taken for developing adaptation pathways is shown in Figure 7. Key in determining the range of available options is understanding the objective or aim of the adaptation and what impacts would trigger the organisation or community to invest.



**Figure 7. Approach taken for the development of dynamic adaptive strategic pathways. Source: RSK**

#### 4.2.2 Example adaptation pathways

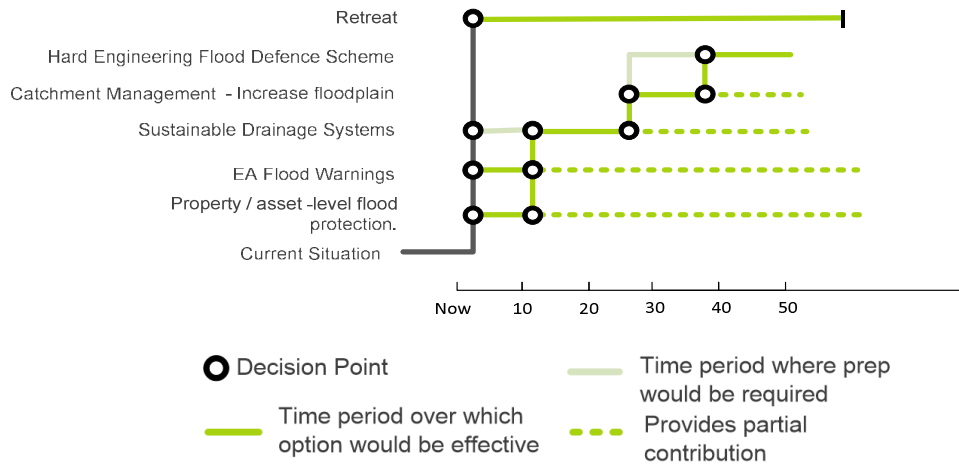
In some cases actions intended to adapt to climate change may do more harm than good. Hard engineering projects to prevent floods or increased use of air conditioning systems to cope with extreme heat require will divert us from a low-carbon pathway. Adaptation actions, implemented early, may play a key role in delaying harder measures with their associated negative impacts.

We provide four example adaptation pathways that summarise the general adaptive actions and decision points based on arbitrary thresholds that may need to be addressed when developing localised strategies to manage and adapt to the impacts from climate hazards:

- River and surface water flooding - Figure 8
- Reduced water availability (drought conditions) - Figure 9
- Extreme heat and heatwaves - Figure 10
- Sea level rise (coastal flooding and erosion) - Figure 11

#### River and surface water flooding

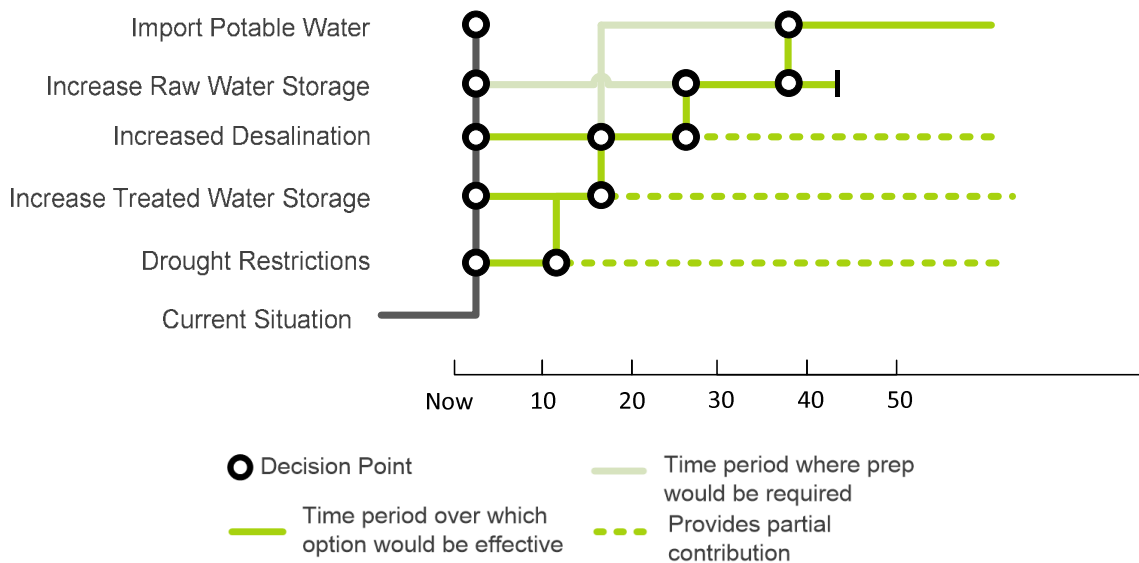
*Note: This figure is indicative only and is not representative of a particular location.*



**Figure 8. River and surface water flooding example pathways. This figure is indicative only and is not representative of a particular location. Source: RSK**

### Reduced water availability (drought conditions)

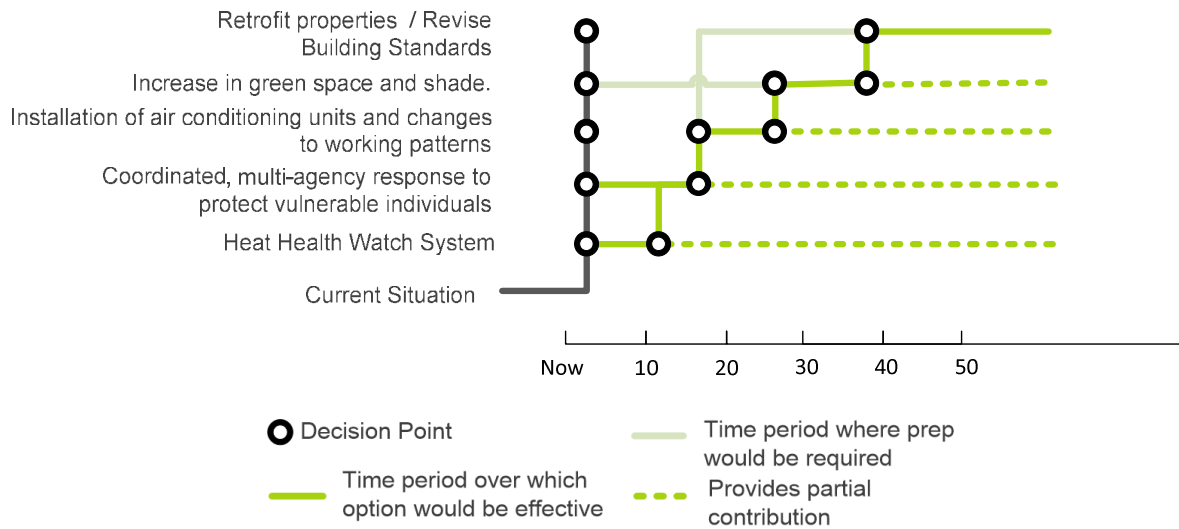
*Note: This figure is indicative only and is not representative of a particular location.*



**Figure 9. Potable water scarcity example pathways. This figure is indicative only and is not representative of a particular location. Source: RSK**

### Extreme heat and heatwaves

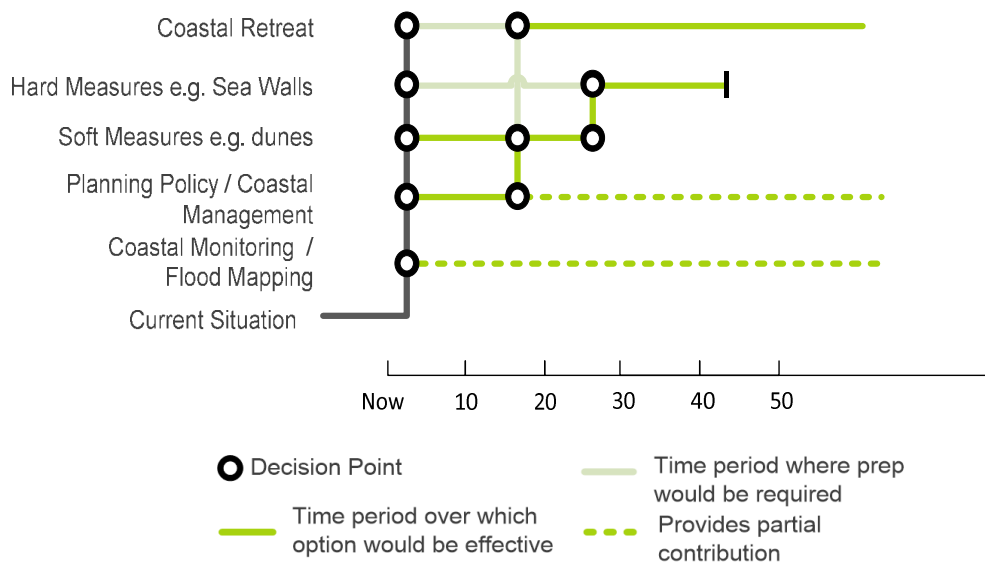
*Note: This figure is indicative only and is not representative of a particular location.*



**Figure 10. Extreme heat example pathways. This figure is indicative only and is not representative of a particular location. Source: RSK**

### Sea level rise (coastal flooding and erosion)

*Note: This figure is indicative only and is not representative of a particular location.*



**Figure 11. Sea level rise example pathways. This figure is indicative only and is not representative of a particular location. Source: RSK**

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## Appendices

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### Appendix 1 – Glossary of terms

Key terms used in the report, along with their definition, are outlined below:

<b>Adaptation</b>	Actions to become more resilient to the changing climate by anticipating the adverse effects of climate change and taking appropriate action to reducing the risk from its impacts (e.g. sea level rise, heatwaves, flooding, drought etc.).
<b>Adaptive Capacity</b>	The ability of systems, institutions, humans, and other organisms to adjust to potential damage, to take advantage of opportunities, or to respond to consequences (International Organisation for Standardisation, 2019a).
<b>Adaptation Pathway</b>	A series of adaptation choices involving trade-offs between short-term and long-term goals and values. These are processes of deliberation to identify solutions that are meaningful to people in the context of their daily lives and to avoid potential maladaptation (IPCC, 2022).
<b>Cascading impacts</b>	Where an incidence of extreme weather/climate hazard generates a sequence of secondary events in natural and human systems that result in physical, natural, social, or economic disruption, whereby the resulting impact is significantly larger than the initial impact (IPCC, 2019).
<b>Climate</b>	The statistical description of weather in terms of the mean and variability of relevant quantities over a period of time ranging from months to thousands or millions of years.
<b>Climate Change</b>	The change in climate that persists for an extended period, typically decades or longer. Climate change might be due to natural processes, internal to the climate system, or external forcings such as modulations of the solar cycles, volcanic eruptions, and persistent anthropogenic changes in the composition of the atmosphere or in land use.
<b>Climate projection</b>	The simulated response of the climate system to a scenario of future emission or concentration of greenhouse gases and aerosols, generally derived using climate models (International Organisation for Standardisation, 2019b).
<b>Exposure</b>	The presence of people, livelihoods, species or ecosystems, environmental functions, services, resources, infrastructure, or

economic, social, or cultural assets in places and settings that could be affected. Exposure can change over time, for example, because of land use change.

<b>Flood risk reduction</b>	Flood risk reduction, also known as flood risk mitigation, focuses on mitigating or reducing the risk of flood risk; a combination of the probability (likelihood or chance) of an event happening and the consequences (impact) if it occurred (Local Government Association, n.d.).
<b>Hazard</b>	The potential source of harm, in terms of loss of life, injury or other health impacts, as well as damage and loss to property, infrastructure, livelihoods, service provision, ecosystems and environmental resources. Hazard comprises slow-onset developments as well as rapidly developing climatic extremes or increased variability.
<b>Impact</b>	In the context of climate change, the effect on natural and human systems of extreme weather and climate events (International Organisation for Standardisation, 2019a).
<b>Likelihood</b>	The chance of a specific outcome occurring, where this might be estimated probabilistically.
<b>Magnitude</b>	The large size or importance of something. Magnitude considers factors such as severity, size, or extent of an impact. The magnitude of a potential climate change impact is not the same as its significance. If thresholds are defined, the magnitude of a change can indicate its significance (International Organisation for Standardisation, 2019b).
<b>Mitigation</b>	Actions to reduce the regions contribution to climate change (i.e. reducing greenhouse gas emissions) and offset remaining emissions through sequestration and carbon storage.
<b>Risk</b>	The effect of uncertainty. An effect is a deviation from the expected. It can be positive, negative or both, and can arise as a result a response, or failure to respond, to an opportunity or to a threat related to objectives. Uncertainty is the state, even partial, of deficiency of information related to, understanding or knowledge of, an event, its consequence, or likelihood.
<b>Trigger Point</b>	Trigger points mark the necessary lead time for action before reaching a turning point.

**Vulnerability** The propensity or predisposition to be adversely affected. Vulnerability encompasses a variety of concepts and elements including sensitivity or susceptibility to harm and lack of capacity to cope and adapt.



## Appendix 2 – Literature reviewed to inform the risk assessment

### Environment Agency (2021) Climate Impacts Group: Flooding and Coastal Erosion

The *Climate Impacts Group: Flooding and Coastal Erosion* is a report prepared by the Environment Agency. It draws attention to that fact that Devon, Cornwall and the Isles of Scilly (DCIoS) are particularly susceptible to the impacts of climate change due to their coastal locations and urban settings. In the most recent climate projections, DCIoS are projected to see wetter winters and drier summers. Intense rainfall will most likely heighten flood risks as the region has had a long history of flash flooding due to overloaded urban drainage and sewerage systems; sea level rise and storm intensity increases will also bring about an increase in coastal flooding and erosion detrimental to the many communities located in deep and steeply sided valleys, flat and low-lying areas of reclaimed land, and the rear of exposed beaches. In urban environments like that of DCIoS, flood risk can be made worse by joint probability events and a lack of collaborative engagements between the affected stakeholders.

Increase in coastal flooding and erosion due to climate change will have economic, health, infrastructural, agricultural and carbon impacts. The National Flood & Coastal Erosion Risk Management Strategy is working towards adopting a more rounded approach that enhances resilience to flooding and adaptations away from locations where the risks are too high or unresolvable. The aim of the strategy is to create “a nation ready for, and resilient to, flooding and coastal change – today, tomorrow and to the year 2100”. To do so, the Risk Management Authorities have identified the importance of place making, nature-based solutions, habitat enhancement and restoration, soil protection, learning from past experiences, collaborative efforts between different stakeholders, improved flood warning systems, timely reinstatement of infrastructural systems and networks, and the interdependency of infrastructural systems.

**Headline impacts:** tidal flooding, pluvial flooding, coastal erosion, critical transport and infrastructural damage, sea level rise.

### Devon Local Nature Partnership (2021) Climate Change and Devon’s Natural Environment: Evidence Review

The *Climate Change and Devon’s Natural Environment: Evidence Review*, brought together by the Devon Climate Emergency Response Group, is a report that calls attention to the climate and ecological emergency, and serves to (1) outline key climate change risks and opportunities for Devon’s natural environment; (2) identify headline actions required to address the risks through mitigation and adaptation, so as to contribute to achieving net zero emission by 2050; and (3) outline opportunities that some of these actions also present to contribute to climate mitigation. The report draws attention to six environmental habitats and themes (i.e. terrestrial, marine and



freshwater habitats and species, air quality, soil and landscapes), and addresses how climate change can impact these six natural environmental themes, the actions needed to mitigate, adapt and stay resilient, and the opportunities that may arise when the suggested actions to be taken were observed. Devon is home a variety of unique habitats and landscapes and is a stronghold for many rare flora and fauna. Climate change will exacerbate biodiversity and habitat loss in the region and threaten food security. By focusing on the impacts of climate change on Devon's natural environment and environmental aspects, the report highlights the potential for climate co-benefits, in the hopes the Devon Climate Emergency Response Group can engage with Devon's residents, businesses and visitors to develop and implement a plan to reduce Devon's carbon emissions to net-zero by 2050 at the latest.

**Headline impacts:** biodiversity and habitat loss, species extinction, species behavioural changes, diseases transmission, pollutant deposition.

### Climate Impacts Group (2021) Climate Change Impact Projections During the 21<sup>st</sup> Century

The *Climate Change Impact Projections During the 21<sup>st</sup> Century* prepared by the Devon, Cornwall and Isles of Scilly (DCIoS) Climate Impacts Group, serves to provide a general overview of how the climate is changing, how it is projected to change, and the effects climate change will have for Southwest England. It draws attention to the fact that human influence has been the primary cause of warming in the 20<sup>th</sup> and 21<sup>st</sup> century, and that anthropogenic rise in temperature has been much more rapid as compared to rises due to natural climate cycles. The 21<sup>st</sup> century so far has been warmer than the previous three centuries, with the UK projected to see warmer and wetter winters and hotter and drier summers. Intensive and torrential downpour are likely in the future, whereas the number and severity of snow events will decline. Sea levels around the UK are projected to keep rising beyond the 2100 even if conscientious efforts are taken to reduce greenhouse gas emissions now.

Climate impact projections in the DCIoS region include major tidal, coastal and fluvial flooding, prolonged low temperatures, heavy snow and/or ice, localised flooding, severe storms and gales, heat wave, drought, forest, wood or moorland fire, tremors and landslides, infrastructural failure, epidemic, pandemic or influenza, and environmental pollution. To avoid significant increases in the average surface temperature, efforts must be taken to cut greenhouse gas emissions, switch to renewable energy sources, use land sustainably, and make use of techniques to remove carbon dioxide from the air.

**Headline impacts:** sea level rise, tidal and pluvial flooding, infrastructural damages, heatwaves, torrential rain.

## Public Health Devon County Council (2020) Health Impacts of Climate Change

The *Health Impacts of Climate Change* is a report prepared by the Public Health Devon County Council. It expounds on the interdependent relationship between the environment and health and highlights how mitigating damaging human activities and conserving the natural systems will have benefits to human health. As climate change has become the “greatest threat to global health of the 21<sup>st</sup> century”, this report considers the health impacts of climate change within six identified priorities, namely, (1) extreme weather events and communities; (2) air; (3) water; (4) food; (5) disease; and (6) mental health. The report also seeks to address the six identified priorities with reference to the priority risks and opportunities identified in UK Climate Change Risk Assessment 2017.

**Headline impacts:** loss of lives, infrastructural damages, negative impacts upon mental health, pollution and contamination, disease transmission.

## Isles of Scilly (2023) Climate Change Adaptation Action Plan (unpublished)

Insert

The Council for the Isles of Scilly Climate Change Adaptation Action Plan (CCAAP), produced by RSK, provides the results of a climate change risk assessment of the islands using the probabilistic and local projection data supplied by the United Kingdom Climate Projections (UKCP18). Applying this data to the methodology outlined in ISO14091, and with reference to the sectoral domains used by the UK CCRA, a detailed assessment was carried out, from which a variety of physical, social and institutional measures were identified, and sequenced, with the help of local stakeholders including communities, businesses and local government. Adaptation pathways were developed which summarise key routes and threshold points for a range of adaptation options.

## Cornwall Council (2022) Cornwall Climate Risk Assessment

The *Cornwall Climate Risk Assessment*, commissioned by the Cornwall Council and prepared by Cornwall-based consultancy Climate Change Risk Management, is a report detailing how the South West England county will be affected by the imminent threats of climate change. Acknowledging that the Cornwall’s atmosphere has been warming since the 19<sup>th</sup> century and the sea level around the coast has been increasing for at least the past 100 years, the report sets out to assess trends and projections on Cornwall’s climate, outline likely impacts due to the climate change, identify gaps in current knowledge, inform future governance functions and decision making, and inform the Cornwall communities the need to adapt to the changing climate. Ultimately, the report underlines the need to act now to reduce emissions and tackle climate risks.

## Appendix 3 – Climate change risk assessment scores

### Natural environment (including agriculture, forestry, and fisheries)

**Table 10. Climate change risk assessment for the natural environment sector, indicating the risk (magnitude x likelihood) score for the 2050s under a 4°C warming scenario, and the urgency score for action in the next five years. Magnitude scores are as follows: very high (5), high (4), medium (3), low (2) and very low (1). Likelihood scores correspond to the risk being very likely (5), likely (4), possible (3), unlikely (2) and very unlikely (1).**

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
01	Risks to terrestrial species and habitats from changing climatic conditions and extreme events, including temperature change, water scarcity, wildfire, flooding, wind, and altered hydrology (including water scarcity, flooding, and saline intrusion).	5	5	Severe	More action needed
02	Risks to terrestrial species and habitats from pests, pathogens, and invasive species.	4	4	Major	More action needed
03	Opportunities from new species colonisations in terrestrial habitats.	4	4	Major	More action needed
04	Risk to soils from changing climatic conditions, including seasonal aridity and wetness.	5	5	Severe	More action needed
05	Risks and opportunities for natural carbon stores (peatlands, forestry, marine etc.), carbon sequestration and GHG emissions from changing climatic conditions, including temperature change and water scarcity.	5	4	Severe	More action needed
06	Risks and opportunities to agricultural productivity from extreme events and changing climatic conditions (including temperature change, water scarcity, wildfire, flooding, coastal erosion, wind and saline intrusion, carbon fertilisation).	4	4	Major	More action needed
07	Risks and opportunities to forestry productivity from extreme events and changing climatic conditions (including	3	3	Moderate	More action needed

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
	temperature change, water scarcity, wildfire, flooding, coastal erosion, wind, and saline intrusion).				
08	Risks to agri-food (agriculture and horticulture) from pests, pathogens, and invasive species.	4	2	Moderate	More action needed
09	Risks to forestry from pests, pathogens, and invasive species.	4	3	Major	More action needed
10	Opportunities for agricultural and forestry productivity from new/alternative species becoming suitable.	4	3	Major	More action needed
11	Risks to aquifers from changing climatic conditions, sea level rise, water scarcity, water pollution, saltwater intrusion etc.	3	4	Major	Sustain current action
12	Risks to freshwater species and habitats from changing climatic conditions and extreme events, including higher water temperatures, flooding, water scarcity and phenological shifts. Including saline intrusion of wetlands, estuary habitats etc.	5	5	Severe	More action needed
13	Risks to freshwater species and habitats from pests, pathogens, and invasive species.	4	4	Major	More action needed
14	Opportunities to freshwater species and habitats from new species colonisations.	1	1	Negligible	Sustain current action
15	Risks to marine species, habitats and fisheries from changing climatic conditions, including ocean acidification and higher water temperatures.	5	4	Severe	More action needed
16	Opportunities to marine species, habitats and fisheries from changing climatic conditions.	4	3	Major	Further investigation
17	Risks to marine and coastal species and habitats from pests, pathogens, and invasive species.	4	4	Major	More action needed

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
18	Risks and opportunities to coastal species and habitats due to sea level rise, coastal flooding, erosion, and climate factors.	5	4	Severe	More action needed
19	Risks and opportunities from climate change to the way people experience, value and enjoy different landscapes.	4	3	Major	Further investigation

## Infrastructure

**Table 11. Climate change risk assessment for the infrastructure sector, indicating the risk (magnitude x likelihood) score for the 2050s under a 4°C warming scenario, and the urgency score for action in the next five years. Magnitude scores are as follows: very high (5), high (4), medium (3), low (2) and very low (1). Likelihood scores correspond to the risk being very likely (5), likely (4), possible (3), unlikely (2) and very unlikely (1).**

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
20	Risks to infrastructure networks (water, energy, transport, digital) from cascading failures (e.g. access to broadband being disrupted due to power outages).	5	4	Severe	Further investigation
21	Risks to infrastructure assets and services from river, surface water and groundwater flooding (including chronic changes), as well as associated landslips and/or soil movement.	5	4	Severe	More action needed
22	Risks to infrastructure services from coastal flooding and erosion.	5	4	Severe	Further investigation
23	Risks to bridges and pipelines from flooding (i.e. river, surface water and groundwater flooding) and erosion.	4	3	Major	Further investigation
24	Risks to infrastructure networks (incl. transport, energy etc.) from slope and embankment failure (e.g. landslips).	3	3	Moderate	Further investigation
25	Risks to hydroelectric generation from low or high river flows.	2	2	Moderate	Watching brief

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
26	Risks to below (subterranean) and above (surface) ground infrastructure from subsidence (sinking of the ground).	3	3	Moderate	Sustain current action
27	Risks to public water supplies from reduced water availability (and shifting supply and demand balances).	4	4	Major	More action needed
28	Risks to energy generation from reduced water availability (i.e. freshwater use in energy generation process).	3	3	Moderate	Watching brief
29	Risks to energy from high and low temperatures, high winds, lightning, humidity.	4	4	Major	Further investigation
30	Risks to nearshore infrastructure (e.g. harbours and breakwaters) from storms and high waves and/or offshore infrastructure (where applicable).	5	4	Severe	More action needed
31	Risks to transport from high and low temperatures (incl. ice and snow), high winds, lightning, humidity.	4	4	Major	More action needed
32	Risk of disruption to transport services (e.g. planes, helicopters etc.) from fog (exacerbated by changes in sea surface temperature, humidity, winds etc.).	1	4	Moderate	Sustain current action
33	Risks to digital from high and low temperatures, high winds, lightning.	3	3	Moderate	Further investigation
64	Risks to infrastructure networks from high winds and intense rainfall.	3	3	Moderate	Further investigation

## Health and the built environment

**Table 12. Climate change risk assessment for the health and built environment sector, indicating the risk (magnitude x likelihood) score for the 2050s under a 4°C warming scenario, and the urgency score for action in the next five years. Magnitude scores are as follows: very high (5), high (4), medium (3), low (2)**

and very low (1). Likelihood scores correspond to the risk being very likely (5), likely (4), possible (3), unlikely (2) and very unlikely (1).

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
34	Risks to health and wellbeing from high temperatures.	5	4	Severe	More action needed
35	Risks to mental health and wellbeing from extreme weather events and/or the climate emergency.	4	4	Major	More action needed
36	Opportunities for health and wellbeing from higher temperatures.	1	2	Minor	Further investigation
37	Risks to people, communities and buildings from river, surface water and groundwater flooding.	5	4	Severe	More action needed
38	Risks to people, communities and buildings from sea level rise and coastal erosion.	5	5	Severe	More action needed
39	Risks and opportunities from summer and winter household energy demand (a) Opportunity - winter (b) Risk – summer.	4	3	Major	More action needed
40	Risks to health and wellbeing from changes in air quality, both indoor and out.	3	2	Moderate	Further investigation
63	Risks to people, communities and buildings from wildfires.	3	3	Moderate	Further investigation
41	Risks to health from transmissible diseases (including water-borne, vector-borne, air-borne, bacterial, infectious diseases etc, as well as novel viral and genetic changes).	4	4	Major	More action needed
42	Risks to food safety and food security in the DCloS region.	5	4	Severe	Further investigation
43	Risks to health from water quality (e.g. private drinking water or bathing water), including contamination of drinking water through increased runoff and flooding events that overwhelm current water treatment approaches.	4	3	Major	Further investigation

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
44	Risks to health from private water supply (e.g. potential interruptions in household water supply from wells or boreholes). [Excludes public drinking water and wastewater services from South West Water].	4	3	Major	Further investigation
45	Risks to cultural heritage and assets in the DCIoS region.	4	4	Major	Further investigation
46	Risks to health and social care delivery.	4	4	Major	More action needed
47	Risks to education services.	4	4	Major	More action needed
48	Risks to prison services.	4	4	Major	More action needed

## Business and industry

**Table 13. Climate change risk assessment for the business and industry sector, indicating the risk (magnitude x likelihood) score for the 2050s under a 4°C warming scenario, and the urgency score for action in the next five years. Magnitude scores are as follows: very high (5), high (4), medium (3), low (2) and very low (1). Likelihood scores correspond to the risk being very likely (5), likely (4), possible (3), unlikely (2) and very unlikely (1).**

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
49	Risks to business sites from flooding and flash flooding (fluvial, pluvial and groundwater).	5	4	Severe	More action needed
50	Risks to business locations and infrastructure from coastal change from erosion, sea level rise, flooding and extreme weather events.	5	5	Severe	More action needed
51	Risks to businesses from water scarcity.	4	4	Major	Further investigation



CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
52	Risks and opportunities to finance, investment and insurance including access to capital for businesses.	4	4	Major	Further investigation
53	Risks to business from reduced employee productivity due to infrastructure disruption and higher temperatures in working environments.	2	2	Moderate	Further investigation
54	Risks to business from disruption to supply chains and distribution networks from extreme weather events.	4	3	Major	More action needed
55	Opportunities for business (i.e. tourism) from changes in demand for goods and services, change in focus of tourism from international to local.	3	3	Moderate	Further investigation

### Cross-cutting (including international dimensions)

**Table 14. Climate change risk assessment for cross-cutting and international dimensions, indicating the risk (magnitude x likelihood) score for the 2050s under a 4°C warming scenario, and the urgency score for action in the next five years. Magnitude scores are as follows: very high (5), high (4), medium (3), low (2) and very low (1). Likelihood scores correspond to the risk being very likely (5), likely (4), possible (3), unlikely (2) and very unlikely (1).**

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
56	Risks to regional food availability, safety, and quality from climate change overseas.	4	3	Major	More action needed
57	Opportunities for UK food availability and exports from climate impacts overseas.	3	2	Moderate	Watching brief
58	Risks and opportunities to the DCIoS region from climate-related international/regional human mobility.	3	3	Moderate	Further investigation

CIG Risk ID	Risk/impact description / climate variables	Magnitude	Likelihood	Risk score	Urgency score
59	Risks to the DCIoS region from civil disorder and conflict resulting from climate change (e.g. battle for water resources).	2	3	Moderate	Further investigation
60	Risks to law (e.g. environmental crime, domestic violence) and governance in the DCIoS region from climate change.	3	4	Major	More action needed
61	Risk to public health from climate change overseas (e.g. zoonotic diseases; disease transmitted between animals and people ).	5	4	Severe	More action needed
62	Risk multiplication from the interactions and cascades of named risks across systems and geographies (i.e. system risk or compound events).	4	5	Severe	Further investigation

## Appendix 4 – Full list of actions arising from the workshops.

### Natural environment (including agriculture, forestry, and fisheries)

**Table 15. Strategic adaptation options and enablers to address climate hazards in the natural environment and agriculture sector.**

#	Actions	CIG risks addressed
NEA1	Develop a collaborative regional water strategy to manage water availability and safe treatment and disposal of waste water, including aquifer recharge, control over-extraction, increase the use of rainwater harvesting, reduce effluent discharge etc	1, 5, 6, 11, 12
NEA2	Increased protection and expansion of blue carbon habitats and Marine Special Protected Areas (Blue belt) > 30% - this will reduce stress to allow habitats to adapt.	5, 15, 18
NEA3	Develop a regional Invasive Species Management Plan to ensure pests, pathogens and diseases are monitored and action plans and prevention measures are developed.	2, 3, 9, 13, 17
NEA4	Set out a regional strategy to protect, restore and enhance terrestrial carbon stores from land use change and increase the resilience where possible (e.g. peatland restoration, woodland management, soils).	5
NEA5	Local Nature Recovery strategies to demonstrate what type of habitat will be supported in the future (e.g. intertidal zones, the benefits of different saltwater/freshwater marsh etc.) and opportunities for supporting human health.	1, 15, 16
NEA6	Tree planting (in appropriate places) to support biodiversity net gain, reduce river water temperatures, increase flood risk management, provision of shade for crops and livestock, increase sequestration, support human well-being etc.	1, 6, 12
NEB1	Promote and Improve soil management techniques (Min-till cultivation, cover crops, ley-arable rotations) to protect soil structure / nutrient levels and increase resilience to adverse weather / aridity impacts. Consider adoption of a systems thinking approach such as the Land Use Framework.	4
NEB2	Choose new crop varieties/ different breeds that are: more heat tolerant, drought resistant, less susceptible to pests and disease, reduce run-off and soil erosion.	4, 11
NEB3	Provision of shade to reduce heat stress (e.g. silvopasture to shade livestock, shade cloths for horticulture, trees to shade crops).	6

#	Actions	CIG risks addressed
NEB4	Farmers to engage with the Resilient Farming Futures (RFF) programme; undertake a farm resilience plan to identify climate impacts and opportunities; and assess suitable on-farm adaptation options to increase resilience.	4, 6, 10
NEB5	Adapt agricultural land use through Environmental Land Management Scheme (ELMS) and Biodiversity Net Gain funding (e.g. buffer strips, conservation areas etc.).	1, 4, 12, 18
NEB6	Develop alternative water supplies (e.g. boreholes) and use of rainwater harvesting and storage (ponds/reservoirs) on farm. Put in ponds, swales and wetlands.	4, 11
NEC1	Provision of capacity building support and advice to community groups from non-governmental organisations (NGOs) for taking action to support nature enhancement.	1, 2, 4, 11, 12, 13, 15, 18
NEC2	Facilitate landowners connecting with local nature groups to understand the benefits around alternative land use to support biodiversity and the natural environment and human health.	1, 2, 4, 11, 12, 13, 15, 18
NEX1	LA's to promote the benefits of improved garden habitat (to increase biodiversity) and reduce non-permeable surfaces (to increase infiltration and reduce surface water flood risk).	1, 12
NEX2	Promote soil health, reduce runoff, surface water flooding and adopt soil conservation techniques (e.g. cover crops, wider crop rotations, contour ploughing to reduce soil erosion); preventing landslips and land movement, and reduce compacted soils and improve aeration of soils to increase rate of infiltration and absorption. To address soil wetness and aridity.	4
NEX3	Enhance regional habitat condition and connectivity to increase species resilience and biodiversity (e.g. wildlife corridors, rewilding, river restoration etc.).	1, 4, 15, 16
NEX4	Communities to promote local wildlife and habitat enhancement (e.g. through local charity groups, School Nature Grants Programme, volunteering at Wildlife Trusts).	1, 4, 15, 16
NEX5	Land owners connecting with local nature groups to understand the benefits around alternative land use to support biodiversity and the natural environment (e.g. such as turning less productive areas into woodland, wildlife meadows, hedgerows, creation of wetlands etc.).	1, 4, 15, 16
NEX6	Prioritising nature-based solutions in catchment planning to reduce river flood risk and slow river flows specifically wetland enhancement / re naturalisation and and river restoration.	1, 6, 12

#	Actions	CIG risks addressed
NEX7	Fire services to collaborate with land owners to access water storage in areas at risk of wildfires (e.g. moorlands).	1, 6
NEX8	Livestock housing redesign (e.g. improved insulation, ventilation, heating/cooling requirements).	6
NEX9	Increase water use efficiency (e.g. drip irrigation).	4, 6
NEX10	Improve drainage systems (in the right place and done properly), insert buffer strips, hedgerows etc.	1, 2, 4, 6
NEX11	Increase pest and disease surveillance and change type and use of pesticide/herbicide/fungicide in response to changes in pest and disease prevalence.	2, 9, 13
NEX12	Altering grazing practices (e.g. for cows the key grazing periods are at dawn and dusk. Moving cows indoors mid morning till early evening would reduce the stresses and the lower milk yields caused by high temperatures).	6
NEX13	Fire services to increase the size or number of crews to tackle increased risk of wildfires.	1, 6

## Infrastructure

**Table 16. Strategic adaptation options and enablers to address climate hazards in the infrastructure sector.**

#	Actions	CIG risks addressed
INFA1	Build on and develop resilience partnerships. Ensure their Command, Control and Co-Ordination arrangements for an emergency which involves the loss of both power and telecoms, and actively involve utilities companies in local planning where required to ensure linkage with regional and national developments.	20, 31
INFA2	Emergency Planning - Map voluntary and community sector assets and capabilities in their areas. Develop processes for their swift activation, deployment and coordination. Ensure distributed energy resources (DER), such as customer-premise microgrids (e.g. solar + storage systems), community microgrids, or mobile battery and generation systems can provide life-preserving power to community shelters and public health facilities during emergencies.	20, 21, 30

#	Actions	CIG risks addressed
INFA3	Develop a working group with infrastructure industry associations and providers at regional level to improve interdependencies awareness within the infrastructure sector (co-location of infrastructure - e.g. bridge crossings / roadways and impact of cascade failure). Engage with National Grid, Hydrologists and power system modelers to simulate and understand the impacts of compounded flooding, heat waves and droughts on the power generation in the region.	21, 23
INFB1	Develop joint strategies, research, and longer-term schemes with South West Water, Lead Local Flood Authority, and catchment partnerships to improve catchment management both for high flow areas at flood risk and protect low flow by reducing demand / drought impacts.	20, 21, 27
INFB2	Enable and promote climate resilience through procurement processes. Consider climate resilience of new assets and infrastructure when comparing competing bids, by accounting for costs over the asset lifetime under alternative climate scenarios.	21, 22
INFB3	Communicate behavioural change measures to reduce consumption of water and energy.	27
INFX1	Promote cross sector partnerships to develop industry-accepted climate risk assessment framework for the region. Use common formalised standards of resilience, such as the new ISO 14091 across infrastructure sectors to build system wide resilience. Collaborate with stakeholders including utilities, services, other transport modes on risk management planning to protect business continuity.	20
INFX2	Reassess the inspection schedules on bridges and highway assets (including Public Rights of Way). Reduce risk of cascading failures by inspecting critical assets more frequently than design manual for roads and bridges specifies.	23
INFX3	Due to increased risks of adverse weather events causing surface water (pluvial) flooding all businesses should consider a proactive rolling review of their key site / assets flood vulnerability not just at point of site selection or event.	21, 22
INFX4	Install Battery Energy Storage Systems BESS at transmission level / business level.	20
INFX5	Consider investing in a Power Bank or UPS to help ensure home / business communications available during a power cut.	20

## Health and the built environment

**Table 17. Strategic adaptation options and enablers to address climate hazards in the health and built environment.**

#	Actions	CIG risks addressed
HBEA1	Working with relevant agencies and our communities, develop a climate change awareness campaign to inform stakeholders, including the public, of the projected range of changes and their impacts alongside how we are adapting and what we can all do to respond.	34, 35, 37, 38, 41, 45
HBEA2	Public authorities to continue to provide timely & localised information on climate change impacts to enable appropriate adaptation planning by all.	34, 37, 43
<b>HBEA3</b>	Raise awareness with social care managers, commissioners, staff, and carers on preparing for response to adverse weather, including heatwaves.	46
<b>HBEA4</b>	Public Health teams to engage with NHS partners, Health Protection Teams and LA environmental health departments to raise awareness of climate sensitive non-communicable disease (NCD) e.g. the links between climate change and increased cardiovascular disease and appropriate adaptation for vulnerable groups. This should include developing adaptations for activities such as exercise and active travel which may be impacted by climate change with consequences for non-communicable disease.	34, 36, 40
HBEB1	Local authorities to provide advice and expanded monitoring for properties with private water supplies (quality and quantity).	41, 43, 44
HBEB2	Provide access to and guidance on benefits of rainwater harvesting systems (i.e. to capture excess rainfall for use in the garden) and grey water harvesting systems (i.e. collect and treat wastewater from showers, baths and wash basins).	44
HBEC1	Promote and provide staff with time to undertake volunteer work with local Non-Governmental Organisations and develop Corporate Social Responsibility (CSR).	35, 37
HBEC2	Develop a strategy and guidance for the adaptation of heritage assets to climate impacts, including a “Managed Decline to Adaptive Release <sup>4</sup> ” strategy to record historic buildings, sites, and landscapes	45

<sup>4</sup> Adaptive Release (AR) is an approach that supports the transformation of a heritage asset (including its values and significance), within wider landscape settings. AR is proactive and positive,

#	Actions	CIG risks addressed
	as a part of managed coastal retreat due to sea level rise, erosion and storms.	
HBEC3	Work with partners to develop the materials and training to support in the establishment and operation of local Community Resilience Groups (or similar existing groups) and the development of community adaptation plans.	35, 37, 38
HBED1	Provision of funding and guidance for properties to be retrofitted in line with New Building Regulations Part O to prevent buildings overheating and/or reduce heat loss in winter.	34, 46, 47, 48
HBEE1	Policy makers to start gathering evidence of where aspects of community / development / industry / utility etc will need to be relocated due to climate impacts and develop an evidence base that can inform planning activities (e.g. relocation of properties due to insurmountable flood risk).	38, 46, 47, 48
HBEE2	Local Planning Authorities to identify Coastal Change Management Areas (CCMAs) wherever rates of shoreline change are expected to be significant and implement appropriate regulations to manage development in these areas.	38, 45
HBEE3	Local Planning Authorities to ensure that their Local Plans utilise and build upon the findings and direction provided by strategic documents dealing with coastal change (e.g. Shoreline Management Plans, Coastal Change Management Areas, Flood Risk Management Plans etc).	38, 45
HBEE4	Policymakers to engage with the public to ensure awareness and understanding of the predicted impacts of climate change around the coast generally, and on their local communities specifically – to co-produce knowledge and agree viable actions.	35, 38, 45
HBEE5	Policymakers to investigate (including learning from others) the legal, financial and practical etc means by which coastal communities facing significant adaptation challenges might be helped – so that realistic Adaptation Plans can be developed and delivered where needed. where needed.	35, 38, 45
HBEX1	Encourage installation of green roofs/walls on community buildings.	

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intended to be applied in situations where anticipated environmental change is likely to lead to eventual loss and/or alteration.” (University of Exeter et al., 2022)



#	Actions	CIG risks addressed
HBEX2	Provide guidance on Flood Re-insurance cover. Flood Re Scheme offers cover to UK mainland households at the highest risk of flooding.	35, 37, 38
HBEX3	Communication of flood warning service by the Environment Agency for individuals to sign up to.	35, 37, 38
HBEX4	Develop and communicate guidance and funds for community contingency plans (e.g. to help remote communities manage risks from flooding, loss of critical power and water supplies).	35, 37, 38
HBEX5	LA's or organisations or sponsors to increase resources (finances, kit etc.) available to cope with climate-related impacts.	35, 37, 38, 46, 47, 48
HBEX6	Beach alerts to expand programme of daily water quality forecasts and electronic beach signage (new app linked to discharges from sewage companies).	43
HBEX7	LA's and EA to communicate the benefits and options for property flood resilience (e.g. flood gates and barriers).	35, 37, 38, 46, 47, 48
HBEX8	Communication of National (UK) Severe Weather Warning Service (NSWWS) by the Met Office for individuals/organisations to sign up to. This service warns for severe/extreme weather relating to: rain, snow, ice, wind, thunderstorm, lightning, extreme heat and fog.	39, 34
HBEX9	Policymakers to ensure that where publicly funded schemes are promoted to provide resilience to coastal erosion/flooding, that they are developed with regard to the predicted long term, climate-change driven coastal changes, and that they incorporate/are contextualised within an understanding of/plans for future adaptation needs.	35, 37, 38, 46, 47, 48

## Business and industry

**Table 18. Strategic adaptation options and enablers to address climate hazards in the business and industry sector.**

#	Actions	CIG risks addressed
BIA1	Establish strategies to develop the South West region as a global research and knowledge hub for climate adaptation action and governance.	49, 50, 51, 52, 54
BIA2	Develop business engagement strategies to enable local authorities and regional action groups to assess private sector needs, gain inputs,	49, 50, 51, 52, 54

	and consult companies on practical implementation of adaptation actions.	
BIA3	Develop and expand the Climate Emergency / Readiness Action group (steering group formed from business, public sector and academia) to take the lead on more projects within the region (e.g. Climate Ready Clyde).	49, 50, 54
BIB1	EA to raise awareness of EA Flood maps and tools for businesses to see if operations will be affected.	49, 50, 54
BIB2	Severe Weather Policy - set out clearly what workers should do when Met Office severe weather warnings are issued and what thresholds they should work under.	49, 50, 54
BIB3	Improve water management (reduce / reuse).	51
BIB4	Put in place a severe weather plan and resilience measures to ensure business continuity, sign up for alerts and check insurances for coverage on flooding / severe weather events.	49, 50, 54
BIB 5	Install moderate / large-scale rainwater harvesting systems.	51
BIC1	Promote the robust and resilient design of new / refurbished assets and infrastructure. E.g., Promote property flood resilience products to protect against severe weather and hazardous events.	49, 50, 54
BIX1	Investment to help pivot local businesses through MP's etc.	52
BIX2	Sustainability Disclosure Requirements (SDR) rollout will have knock-on implications for Small and Medium Sized Enterprises (SMEs) who will increasingly be required to disclose climate related financial risks to financiers and major business to business customers. Green Business Grants, and advice and support for SMEs as they transition to net-zero carbon and climate resilience.	49, 50, 51, 52, 54
BIX3	Training and development of key Local Authority, public and private sector personnel.	49, 50, 51, 52, 54
BIX4	Businesses to undertake their own climate change risk assessment, monitor costs from previous severe weather events, build a business case for proactive adaptation measures and resilience planning and the adaptative capacity to integrate these into a programme of change to create a more robust organisation.	49, 50, 51, 52, 54
BIX5	Provide training to staff on the impacts of extreme temperatures in the workplace and encourage appropriate safety procedures for those individuals with medical conditions likely to be aggravated by high levels of heat.	53

## Cross-cutting (including international dimensions)

**Table 19. Cross-cutting strategic adaptation options and enablers to address climate hazards across multiple sectors (including international dimensions).**

#	Actions	CIG risks addressed
CCA1	Local Authority and UKHSA Health Protection Teams to raise awareness of new disease and transmission vectors and work with key stakeholders, e.g. Integrated Care Board, and Environment Agency.	61
CCA2	Define a regional approach (e.g. One Health) to prevent the emergence of zoonotic diseases (infectious diseases transmitted between animals and people).	61
CCA3	As temperatures increase bacterial infection occurrence may rise in higher latitudes. Alongside the faster bacteria reproduction rates, with higher temperatures there is an increased risk of bacteria becoming drug resistant. Raise awareness on the impacts of anti-microbial resistance and prevention measures (e.g. reducing antibiotics use in livestock).	61
CCB1	Encourage and stimulate the purchase of local, environmentally sustainable produce to support a healthier and more resilient food system and reduce food miles.	56
CCC1	Work with partners, including universities, to examine the effects of climate change on crime rates and the potential for civil disorder.	59, 60
CCC2	Police Service to liaise with the Met Office to expand weather forecast alert system for high temperatures and potential increase in crime.	34, 60



## Appendix 5 – Signposting to useful resources

Links and signposting to a range of useful resources to support on risk management, adaptation planning and knowledge exchange.

**Table 20. List of useful resources to support on risk management, adaptation planning and knowledge exchange**

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Achieving Sustainable Agricultural Systems</a>	Materials	National	Achieving Sustainable Agricultural Systems (ASSIST) - Research by Rothamsted exploring opportunities to reduce the environmental footprint of agriculture while maintaining yields.
<a href="#">Adaptive Release paper</a>	Materials	National	Explores range of options available to natural and historic environment professionals in responding to climate change (paper by Historic England and the University of Exeter).
<a href="#">Antibiotic Guardian</a>	Organisation	National	Resources and signposting to useful organisations and awareness campaign.
<a href="#">Be Flood Ready</a>	Materials	National	Information and guidance on property flood resilience.
<a href="#">Beat the Heat</a>	Materials	National	Top tips for staying cool in a heat wave from UK Government.
<a href="#">Business Resilience Health Check</a>	Tool	National	Bespoke action plan for organisations.
<a href="#">Carbon Neutral Cornwall Hive</a>	Materials	Cornwall	Resources to help reach carbon neutrality.
<a href="#">CCC - 2021 Progress Report to Parliament</a>	Materials	National	Overview of an annual assessment of UK progress in reducing emissions, a biennial assessment of progress in adapting to climate change and recommendations to government.
<a href="#">CCRA3 - National Summary for England</a>	Materials	National	National summary of climate risk for England.
<a href="#">CCRA3 - Research and</a>	Materials	National	A number of commissioned research projects that provide research and

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Supporting Analysis</a>			supporting analysis for the technical chapters within CCRA3.
<a href="#">CCRA3 - Sector Briefings</a>	Materials	National	Key sector and themed briefings to accompany CCRA3.
<a href="#">CCRA3 - Technical Report</a>	Materials	National	Assessment of the level of risk or opportunity across key sectors, including, Natural Environment, Infrastructure, Health, Communities & Built Environment, Business & Industry and International Dimensions.
<a href="#">CCRA3 - CCC independent advice report of UK climate risk</a>	Materials	National	The Climate Change Committee's (CCC) independent advice report of UK climate risk report on the priority climate change risks and opportunities for the UK.
<a href="#">CCRA3 - The UK's third climate change risk assessment</a>	Materials	National	Five-year assessment which identifies the risks that climate change poses to multiple parts of our society and economy.
<a href="#">Chambers of Commerce</a>	Organisation	National	Support (e.g. resources) for businesses working towards net-zero.
<a href="#">Climate ADAPT - Adaptation Pathways Map</a>	Materials	National	Example adaptation pathways map.
<a href="#">Climate Adaptation Scilly Rainwater Harvesting Grants</a>	Grants	Isles of Scilly	Grants closed 14/10/22. Funding allocated to 20 local businesses across the islands.
<a href="#">Climate Change and Health Adaptation Tool</a>	Tool	Cornwall	Evidence-based tool to support public sector decision makers in climate adaptation.
<a href="#">Climate Change and UK Wildfire</a>	Materials	National	A summary of management of wildfires in the UK, potential impacts of wildfire to society and policy options for increasing the UKs resilience.
<a href="#">CoaST</a>	Network	Cornwall	Support sustainable tourism by connecting organisations and individuals.
<a href="#">Coastal Based Approach (CoBA)</a>	Tool	National	Build resilience in existing coastal community structures, bringing together marine and land-based ecologists.

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Cornwall &amp; Isles of Scilly Local Nature Partnership</a>	Network	Isles of Scilly + Cornwall	Collaboration of local partners providing joined-up leadership on nature.
<a href="#">Cornwall Climate Action Network</a>	Network	Cornwall	CIC supporting local climate groups. (In development).
<a href="#">Cornwall Climate Care</a>	Organisation	Cornwall	A series of documentaries highlighting the impacts of climate change already being felt in Cornwall.
<a href="#">Cornwall Council Community Emergency Planning</a>	Tool	Cornwall	Practical support for emergency planning for communities.
<a href="#">Cornwall Flood Forum</a>	Organisation	Cornwall	Information on flood risk, preparation and recovery.
<a href="#">Cosy Devon (rebranding as Energy Saving Devon)</a>	Network	Devon	Free retrofitting for lower-income households.
<a href="#">Daras - the Cornwall Land Hub</a>	Materials	Cornwall	One stop shop for funding opportunities and agricultural advice for farmers and landowners.
<a href="#">DATA (Devon Agri-Tech Accelerator)</a>	Tool	Devon	Support and research for farms and agri-businesses looking to move towards sustainable farming.
<a href="#">DEFRA - Property Level Flood Protection Case Studies</a>	Materials	National	DEFRA - Post-Installation Effectiveness of Property Level Flood Protection provides Case Studies.
<b>Devon and Cornwall Health Protection Committee</b>	Organisation	South West	Assurance that adequate arrangements are in place for prevention, surveillance, planning and response to communicable disease and environmental hazards, required to protect the public's health.
<a href="#">Devon and Severn IFCA</a>	Network	Devon	Devon and Severn Inshore Fisheries and Conservation Authority (IFCA) marine management framework.

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Devon Carbon Plan</a>	Materials	Devon	Sets out how Devon will reach net-zero by 2050, with actions for each level of society.
<a href="#">Devon Climate Emergency</a>	Network	Devon	Resources to support Devon achieving net-zero and increased resilience.
<a href="#">Devon Communities Together</a>	Organisation	Devon	Support, services, funding opportunities aimed at communities.
<a href="#">Devon County Council Flooding</a>	Materials	Devon	Signposting to flood resources.
<a href="#">Devon Food Partnership</a>	Network	Devon	Facilitating communication between food stakeholders to improve food distribution, governance and sustainability.
<a href="#">Devon Local Nature Partnership</a>	Network	Devon	Collaboration of local partners providing joined-up leadership on nature.
<a href="#">Devon Maritime Forum</a>	Organisation	Devon	Provide services to improve communication between coastal and marine stakeholders.
<b>DCIoS Nature Based Solutions and NFM Group</b>	Network	South West	Devon, Cornwall and Isles of Scilly Nature Based Solutions and Natural Flood Management (NFM) Group.
	Network	Devon	Partnership for each of Devon's main river estuaries.
<a href="#">EA Flood Risk Warnings</a>	Tool	National	Environment Agency (EA) flood warnings and alerts in England, check for flooding near you and get flood warnings by phone, text or email.
<a href="#">EA Pathfinder Projects</a>	Network	South West	Environment Agency (EA) promoting property flood resilience.
<a href="#">Environmental Improvement Plan 2023</a>	Materials	National	First revision of the government's 25 Year Environment Plan for England.
<a href="#">Environmental Land Management Scheme (ELMS)</a>	Materials	National	Briefing on Environmental Land Management Scheme (ELMS) introduction and benefits.



Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Farm Innovation Toolkit</a>	Tool	National	A toolkit that provides options for innovation and technology for individual farm businesses.
<a href="#">Flood Re</a>	Organisation	National	Flood Re information on flood re-insurance scheme.
<a href="#">Flood risk management plans (FRMP)</a>	Materials	National	National and regional plans for FRM.
<a href="#">FloodHub - Property</a>	Materials	National	Property Flood Resilience Toolkit.
<a href="#">Food Farming Countryside Commission land use framework</a>	Network	National	Guide for decision makers to support better decisions about land.
<a href="#">Green Futures Network</a>	Network	National	Access to academic research on climate mitigation and adaptation.
<a href="#">Heart of the South West Local Enterprise Partnership</a>	Network	Devon	Advice and support for businesses in Devon on economic growth, employments and prosperity.
<a href="#">IPCC AR6</a>	Climate data	National	Climate projection data.
<a href="#">Islands Futures Board</a>	Organisation	Isles of Scilly	Group of representatives of IoS stakeholders that guide the Islands' economic plan.
<a href="#">Isles of Scilly Inshore Fisheries and Conservation Authority (IFCA)</a>	Network	Isles of Scilly	Marine management framework.
<a href="#">ISO 14090:2019 Adaptation to climate change – Principles, requirements and guidelines</a>	Materials	National	Principles, requirements, and guidelines for climate change adaptation. This includes integrating adaptation within organizations, understanding impacts and uncertainties and how these can be used to inform decisions.
<a href="#">Lagas</a>	Tool	Cornwall	Tool for viewing nature recovery network and habitat opportunities.

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Local Climate Adaptation Tool (LCAT)</a>	Tool	South West	Tool for local government and public health professionals to explore climate change forecasts.
<a href="#">Local Government Association Coastal Special Interest Group</a>	Organisation	National	Influence government and support local authorities on coastal issues. Membership held by Cornwall Council, Devon County Council, Teignbridge, East Devon, Torridge and North Devon councils.
<a href="#">Local Resilience Forum</a>	Network	South West	Coordinates responses to major emergencies, provides emergency plans and training.
<a href="#">Magic Maps</a>	Tool	National	Tool for viewing environmental GIS data i.e. species, habitats etc.
<a href="#">Met Office</a>	Organisation	National	Weather forecasts, advice and warnings, plus projected climate change impacts.
	Materials	National	The key actions the government is taking to address the risks and opportunities posed by a changing climate for the 5-year period of 2018 to 2023.
<a href="#">National Adaptation Programme</a>	Materials	National	Latest report published summer 2023 for– 2023 - 2028.
<a href="#">National Coastal Erosion Risk Map (NCERM)</a>	Tool	National	Interactive map showing erosional extents, where certain habitats will start to disappear.
<a href="#">National Trust Climate Hazards</a>	Tool	National	Tool that shows the exposure of UK sites to climate hazards, comparing 2020 to 2060.
<a href="#">NHS Heatwave</a>	Materials	National	Information on how to cope in hot weather.
<a href="#">North Devon Biosphere</a>	Network	Devon	Strategy for sustainable development of nature and communities.
<a href="#">North Devon Marine Natural Capital Plan</a>	Materials	Devon	Locally specific marine plan based on a natural capital approach.
<b>Parish County Forums</b>	Network	-	Community groups for parish council areas.

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">Plan for Water</a>	Strategy	National	The Defra (2023) Plan for Water outlines how the government will deliver a clean and sustainable water supply, including delivering on its own goals in the Environmental Improvement Plan 2023.
<b>Plymouth - projecting sea state (warning system)</b>	Materials	Devon	Sea state warning system.
<a href="#">Plymouth Sound National Marine Park</a>	Organisation	Devon	Aim to create better access to Plymouth Sound. Providing resources to marine activities and connecting organisations.
<a href="#">Property Flood Resilience Grants</a>	Grants	Devon	Funding scheme for homeowners to cover a property survey and purchasing of necessary flood resilience measures.
<a href="#">South West Climate Change Portal (Australia)</a>	Materials	National	Information on adaptation pathway planning.
<a href="#">South West Net Zero Hub</a>	Organisation	South West	Resources to support organisations and communities to implement low carbon energy projects.
<a href="#">South West Rail Resilience Programme</a>	Materials	South West	Information on a programme run by Network Rail to increase the rail resilience between Dawlish and Teignmouth.
<a href="#">South West Water Website</a>	Organisation	South West	Signposting to grants, free water saving devices and tips.
	Organisation	Cornwall & Isles of Scilly	Business sustainability consultation, access to grant funding.
<a href="#">The Adaptation and Resilience in the Context of Change network (ARCC)</a>	Materials	National	Adapting UK homes to reduce overheating – policy & practice briefing.
<a href="#">Transition Network</a>	Organisation	National	e.g. Transition Town Totnes. Community-led charity working on projects to reduce emissions use.
<a href="#">UCKP18 data</a>	Climate data	National	Local level climate projections produced by the Met Office.

Resource Name	Resource Type	Geographic Scope	Resource description / added notes
<a href="#">UK Health Security Agency</a>	Organisation	National	Developing a 'Climate Change and Health Security' unit to provide adaptation options and monitoring.
<a href="#">UKCIP Adaptation Wizard</a>	Tool	National	A 5-step process to help your organisation adapt to climate change, with useful information and resources.
<a href="#">Volunteer Cornwall</a>	Organisation	Cornwall	Information and support.
<a href="#">Wild About Devon</a>	Network	Devon	Project within the Devon Local Nature Partnership, signposting to useful resources to help communities take action.
<a href="#">Your Shore Network</a>	Network	Cornwall	List of community led marine conservation groups.
<a href="#">Zoonoses Contingency Plan</a>	Materials	National	How Defra will manage incidents of endemic zoonotic diseases in England.

## Appendix 6 – Adaptation Plan

### Natural environment (including agriculture and forestry)

**Strategic Direction A** - Support and actively improve the adaptive capacity of landscapes and habitats

Ref	Action	Timescale	Responsible
<b>NEA1</b>	Develop a collaborative regional water strategy to manage water availability and safe treatment and disposal of waste water, including aquifer recharge, control over-extraction, increase the use of rainwater harvesting, reduce effluent discharge etc	Short	<b>Environment Agency</b> , Natural England, South West Water, Cornwall Catchment Partnership, West Country Water Resources, East Devon Catchment Partnership
<b>NEA4</b>	Set out a regional strategy to protect, restore and enhance terrestrial carbon stores from land use change and increase the resilience where possible (e.g. peatland restoration, woodland management, soils).	Medium	<b>Natural England</b> , Peatland Partnerships, Wildlife Trusts, Cornwall Catchment Partnership, Local Authorities
<b>NEA5</b>	Local Nature Recovery strategies to demonstrate what type of habitat will be supported in the future. (e.g. intertidal zones, the benefits of different saltwater / freshwater marsh etc.) and opportunities for supporting human health.	Long	<b>Wildlife Trusts</b> , Natural England, Peatland Partnerships

**Strategic Direction B** - Use agriculture / forestry networks and knowledge to implement best practice. Provide them with key information to protect ecosystem services

Ref	Action	Timescale	Responsible
<b>NEB1</b>	Promote and Improve soil management techniques (Min-till cultivation, cover crops, ley-arable rotations) to protect soil structure / nutrient levels and increase resilience to adverse weather / aridity impacts. Consider adoption of a systems thinking approach such as the Land Use Framework.	Short	<b>The Devon and Cornwall Soils Alliance</b> , Soil Association, Duchy of Cornwall. Mid-Devon Silvopasture Group
<b>NEB5</b>	Adapt agricultural land use through Environmental Land Management Scheme (ELMS) funding and Biodiversity Net Gain funding (e.g. buffer strips, conservation areas etc.).	Medium	<b>Future Farming Resilience Project</b> DEFRA, Local Authorities, AONB Bodies

<b>NEB6</b>	Develop alternative water supplies (e.g. boreholes) and use of rainwater harvesting and storage (ponds/reservoirs) on farm. Put in ponds, swales and wetlands.	Medium	<b>DEFRA</b> , Natural England, Farming Resilience Fund Wildlife Trusts, Natural England, AHDB
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### Strategic Direction C - Maximise community participation and connection to nature

Ref	Action	Timescale	Responsible
<b>NEC1</b>	Provision of capacity building support and advice to community groups from non-governmental organisations (NGOs) for taking action to support nature enhancement.	Short	<b>Wildlife Trusts</b> . Exeter University, Local Nature Partnerships
<b>NEC2</b>	Facilitate landowners connecting with local nature groups to understand the benefits around alternative land use to support biodiversity and the natural environment and human health.	Medium	<b>Future Farming Resilience Project</b> DEFRA, Local Authorities, AONB, Wildlife Trusts

### Infrastructure

#### Strategic Direction A - Develop cross sector collaboration to equip the region with the knowledge and skills to take adaptation action

Ref	Action	Timescale	Responsible
<b>INFA1</b>	Build on and develop resilience partnerships. Ensure their Command, Control and Co-Ordination arrangements for an emergency which involves the loss of both power and telecoms, and actively involve utilities companies in local planning where required to ensure linkage with regional and national developments.	Short	<b>Local Authorities</b> , Fire and Rescue Services, South West Water, National Grid, Openreach, Environment Agency, Highways Agency
<b>INFA2</b>	Emergency Planning - Map voluntary and community sector assets and capabilities in their areas. Develop processes for their swift activation, deployment and coordination. Ensure distributed energy resources (DER), such as customer-premise microgrids (e.g. solar + storage systems), community microgrids, or mobile battery and generation systems can provide life-preserving power to community shelters and public health facilities during emergencies.	Medium	<b>Local Authorities</b> , Community Councils, National Grid, Openreach, Devon Community Resilience Forum, Cornwall Rural Community Charity

<b>INFA3</b>	Develop a working group with infrastructure industry associations and providers at regional level to improve interdependencies awareness within the infrastructure sector (Co-location of infrastructure, e.g. bridge crossings / roadways and impact of cascade failure). Engage with National Grid, Hydrologists and power system modelers to simulate and understand the impacts of compounded flooding, heat waves and droughts on the power generation in the region.	Medium	<b>Local Authorities</b> , Highways Agency, National Grid, Network Rail, Openreach, EE, Vodafone
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### Strategic Direction B - Enhancing long term Infrastructure resilience through local stewardship

Ref	Action	Timescale	Responsible
<b>INFB1</b>	Develop joint strategies, research and longer-term schemes with South West Water, Lead Local Flood Authority, and Catchment Partnerships to improve catchment management both for high flow areas at flood risk and protect low flow by reducing demand / drought impacts.	Short	<b>Catchment Partnerships</b> , South West Water, Environment Agency, ANOB bodies, Openreach, Environment Agency, Highways Agency
<b>INFB2</b>	Enable and promote climate resilience through procurement processes. Consider climate resilience of new assets and infrastructure when comparing competing bids, by accounting for costs over the asset lifetime under alternative climate scenarios.	Medium	<b>Local Authorities</b> , Local Government Association, South West Water, National Grid, Openreach, Environment Agency, Highways Agency
<b>INFB3</b>	Communicate behavioural change measures to reduce consumption of water and energy.	Short	<b>South West Water</b> , <b>National Grid</b> , Local Authorities, Catchment Partnerships

### Health and the built environment

#### Strategic Direction A - Increase community awareness of how climate change can impact physical and mental health

Ref	Action	Timescale	Responsible
<b>HBEA1</b>	Working with relevant agencies and our communities, develop a climate change	Short	<b>Local Authorities</b>

	awareness campaign to inform stakeholders, including the public, of the projected range of changes and their impacts alongside how we are adapting and what we can all do to respond.		
<b>HBEA2</b>	Public authorities to continue to provide timely & localised information on climate change impacts to enable appropriate adaptation planning by all .	Short	<b>Environment Agency, Local Authorities, Local Government Association,</b>

**Strategic Direction B** - Support residences and businesses on private water supplies to adapt to climate change threats, including security of supply and changing water quality

Ref	Action	Timescale	Responsible
<b>HBEB1</b>	Local authorities to provide advice and expanded monitoring for properties with private water supplies (quality and quantity).	Short	<b>Local authorities, DWI, South West Water</b>
<b>HBEB2</b>	Provide access to and guidance on benefits of rainwater harvesting systems (i.e. to capture excess rainfall for use in the garden) and grey water harvesting systems (i.e. collect and treat wastewater from showers, baths and wash basins).	Medium	<b>South West Water, Local Authorities, Environment Agency, Catchment Partnerships. Local Government Association,</b>

**Strategic Direction C** - Assist public services to understand climate change impacts on their assets, service delivery and the community's health

Ref	Action	Timescale	Responsible
<b>HBEC1</b>	Promote and provide staff with time to undertake volunteer work with local Non-Governmental Organisations and develop Corporate social responsibility (CSR).	Medium	<b>Local authorities, DWI, South West Water</b>
<b>HBEC2</b>	Develop a strategy and guidance for the adaptation of heritage assets to climate impacts, including a "Managed Decline to Adaptive Release <sup>4</sup> " strategy to record historic buildings, sites, and landscapes as a part of managed coastal retreat due to sea level rise, erosion and storms.	Medium	<b>Historic England, Local Museums, Community Archaeology Society, Duchy of Cornwall, ANOB groups</b>
<b>HBEC3</b>	Work with partners to develop the materials and training to support in the establishment	Short	<b>Local Authorities, Devon / Cornwall / ISO</b>



and operation of local Community Resilience Groups (or similar existing groups) and the development of community adaptation plans.	Community Resilience Forums, Cornwall Rural Community Charity, Community Councils,
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### Strategic Direction D - Minimise heat-related illness and death

Ref	Action	Timescale	Responsible
<b>HBED1</b>	Provision of funding and guidance for properties to be retrofitted in line with New Building Regulations Part O to prevent buildings overheating and / or reduce heat loss in winter.	Medium	<b>Local authorities,</b> Historic England, CITB, National Housing Federation

### Strategic Direction E - Ensure the region is ready for, and resilient to, flooding and coastal change

Ref	Action	Timescale	Responsible
<b>HBEE1</b>	Policy makers to start gathering evidence of where aspects of community / development / industry / utility etc will need to be relocated due to climate impacts and develop an evidence base that can inform planning activities (e.g. relocation of properties due to insurmountable flood risk).	Medium	<b>Environment Agency,</b> Local authorities
<b>HBEE3</b>	Local Planning Authorities to ensure that their Local Plans utilise and build upon the findings and direction provided by strategic documents dealing with coastal change (e.g. Shoreline Management Plans, Coastal Change Management Areas, Flood Risk Management Plans etc.).	Medium	<b>Local authorities,</b> Environment Agency
<b>HBEE4</b>	Policymakers to engage with the public to ensure awareness and understanding of the predicted impacts of climate change around the coast generally, and on their local communities specifically – to co-produce knowledge and agree viable actions.	Short	<b>Environment Agency,</b> Local authorities

## Business and industry

**Strategic Direction A** - Ensure the region is ready for, and resilient to, flooding and coastal change

Ref	Action	Timescale	Responsible
<b>BIA1</b>	Establish strategies to develop the South West region as a global research and knowledge hub for climate adaptation action and governance.	Medium	<b>CIOS Local Enterprise Partnership, South West LLEP, Exeter University</b>
<b>BIA2</b>	Develop business engagement strategies to enable local authorities and regional action groups to assess private sector needs, gain inputs, and consult companies on practical implementation of adaptation actions.	Medium	<b>CIOS Local Enterprise Partnership, South West LLEP, Local Authorities</b>
<b>BIA3</b>	Develop and expand the Climate Emergency / Readiness Action group - (Steering group formed from business, public sector and academia) to take the lead on more projects within the region (e.g. Climate Ready Clyde).	Short	<b>Climate Emergency / Readiness Action Group Environment Agency, Local authorities, LLEP's</b>

**Strategic Direction B** - Develop industry readiness for impacts e.g. supply chain security, drought restrictions

Ref	Action	Timescale	Responsible
<b>BIB2</b>	Severe Weather Policy - set out clearly what workers should do when Met Office severe weather warnings are issued and what thresholds they should work under.	Medium	<b>Environment Agency, CIOS Local Enterprise Partnership, South West LLEP, Exeter University</b>
<b>BIB3</b>	Improve water management (reduce / reuse).	Medium	<b>South West Water, CIOS Local Enterprise Partnership, South West LLEP, Local Authorities</b>
<b>BIB4</b>	Put in place a severe weather plan and resilience measures to ensure business continuity, sign up for alerts and check insurances for coverage on flooding / severe weather events.	Short	<b>Environment Agency, Climate Emergency / Readiness Action Group, Local authorities, LLEP's</b>

**Strategic Direction C** - Enhancing long term business resilience through local stewardship.

Ref	Action	Timescale	Responsible
<b>BIC1</b>	Promote the robust and resilient design of new/refurbished assets and infrastructure. E.g., Promote property flood resilience products to protect against severe weather and hazardous events.	Medium	<b>Local authorities,</b> Environment Agency

**Cross-cutting (including international dimensions)**

**Strategic Direction A** - Improve the community’s knowledge and awareness of the health impacts of climate change, both current and into the future.

Ref	Action	Timescale	Responsible
<b>CCA1</b>	Local Authority and UKHSA Health Protection Teams to raise awareness of new disease and transmission vectors and work with key stakeholders, e.g. Integrated Care Board, and Environment Agency.	Medium	<b>Local authorities,</b> NHS Boards
<b>CCA2</b>	Define a regional approach (e.g. 'One Health') to prevent the emergence of zoonotic diseases (infectious diseases transmitted between animals and people ).	Short	<b>NHS Boards,</b> Animal Plant Health Agency, Public Health England, DEFRA, Local Authorities
<b>CCA3</b>	As temperatures increase bacterial infection occurrence may rise in higher latitudes. Alongside the faster bacteria reproduction rates with higher temperatures there is an increased risk of bacteria becoming drug resistant. Raise awareness on the impacts of anti-microbial resistance and prevention measures (e.g. reducing antibiotics use in livestock).	Short	<b>Responsible use of medicines in agriculture alliance,</b> NHS Boards, NFU, National Office of Animal Health (NOAH)

**Strategic Direction B** - Improve the community’s knowledge and awareness of the health impacts of climate change, both current and into the future.

Ref	Action	Timescale	Responsible
<b>CCB1</b>	Encourage and stimulate the purchase of local, environmentally sustainable produce to support a healthier and more resilient food system and reduce food miles.	Medium	<b>Local authorities,</b> NHS Boards

**Strategic Direction C** - Information and liaison on effects climate change have on crime rates and civil disorder.

Ref	Action	Timescale	Responsible
<b>CCC1</b>	Work with partners, including universities, to examine the effects of climate change on crime rates and the potential for civil disorder.	Medium	<b>Devon and Cornwall Police, Universities,</b>
<b>CCC2</b>	Police Service to liaise with the Met Office to expand weather forecast alert system for high temperatures and potential increase in crime.	Short	<b>Devon and Cornwall Police, Met Office, NHS Boards, Local Authorities (Social Care)</b>

## Appendix 7 – Full list of Climate Impacts Group Membership

<b>Environment Agency (Current Chair)</b>
<b>Met Office</b>
<b>University of Exeter</b>
<b>NHS England</b>
<b>Devon County Council</b>
<b>Devon Climate Emergency Partnership</b>
<b>South West Water</b>
<b>Devon &amp; Cornwall Police</b>
<b>Public Health Devon</b>
<b>Devon Local Nature Partnership</b>
<b>Devon, Cornwall and the Isles of Scilly Local Resilience Forum</b>
<b>Cornwall Council</b>
<b>Council of the Isles of Scilly</b>
<b>Ministry of Housing, Communities &amp; Local Government</b>
<b>Westcountry Rivers Trust</b>

## Equality Impact Assessment: Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly

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.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive 9 April 2024  Council 23 April 2024	Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly	That Executive recommends to Council: 1. The City Council endorses the Climate Adaptation Strategy for Devon, Cornwall and Isles of Scilly.  2. The City Council continues to attend and participate in Devon, Cornwall and Isles of Scilly Climate Impacts Group meetings. The group coordinating regional action on climate adaptation, preparing communities and organisations for a changing climate, and improving resilience across the region.	The Strategy shows that adapting to climate change will have far reaching and profound implications for how communities function and how behaviours will need to change. This will effect the residents of Exeter, regardless of protected characteristics.

**Factors to consider in the assessment:** For each of the groups below, an assessment has been made on whether the proposed decision

will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. 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	Positive or Negative Impact	High, Medium or Low Impact	Reason
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers; asylum seekers).			The City Council will aim to ensure that nobody’s needs are overlooked in planning for climate change, and that the wide-ranging opportunities to improve health, wellbeing and social justice are seized.  Changes to services arising from the need to adapt to climate change will undertake their own impact assessment to consider their effect on the equality characteristics of service users.
<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 impact on their ability to carry out normal day-to-day activities.			As above
<b>Sex/Gender</b>			As above
<b>Gender reassignment</b>			As above
<b>Religion and belief</b> (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).			As above
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual).			As above

<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).			As above
<b>Pregnancy and maternity</b> including new and breast feeding mothers			As above
<b>Marriage and civil partnership status</b>			As above
<p><b><u>Actions identified that will mitigate any negative impacts and/or promote inclusion</u></b></p> <ul style="list-style-type: none"> <li>• For each project Exeter City Council leads on, or is involved with, an EQIA will be undertaken to ensure no project discriminates against any characteristic.</li> <li>• The Officer leading on adaptation projects, they consult with the Policy team.</li> </ul>			

**Officer:** Victoria Hatfield

**Date:** 12 March 2024

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## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: Director Net Zero and City Management

Title: The Council's Health and Safety at Work Policy

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 The Council's Health and Safety at Work policy has been revised to reflect changes to the council structure, legislation, and best practice. This report highlights the main revisions that have been made. A copy of the proposed revised policy, is provided at Appendix A.

### 2. Recommendations:

2.1 Executive supports the recommendation to Council to approve the proposed Corporate Health and Safety Policy.

2.2 Council adopts the Corporate Health and Safety Policy.

### 3. Reasons for the recommendation:

3.1 The Council is responsible for ensuring there is an effective overall policy for the health, safety and welfare of its employees and others as defined under the Health and Safety at Work etc. Act 1974 (Chapter 37).

3.2 It is a requirement that the Council ensures that the Policy is reviewed every three years, or sooner if there is a need due to changes in law, changes in guidance or changes in the Council's activity.

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

4.1 The revised policy provides clear guidance for Service Leads and Managers on the role of Workplace Safety Representatives and the duties required and expected of these representatives, particularly to undertake safety inspections of their workplaces and working practices during normal working time.

4.2 The revised policy provides guidance for Premises Managers on their responsibilities under health and safety and is aimed to aid them in resource planning for this requirement.

## **5. Section 151 Officer comments:**

5.1 There are no financial implications for Council to consider arising from the report.

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

6.1 This report informs Members of the Council's organisational arrangements for health and safety at work in compliance with the Health & Safety at Work etc. Act 1974 and Regulation 5 of the Management of Health and Safety at Work Regulations 1999.

6.2 Section 2 of the 1974 Act states that it is '...the duty of every employer to ensure, as far as is reasonably practicable, the health, safety, and welfare at work of all his employees'.

6.3 In accordance with section 2(3) of the Health and Safety at Work etc Act 1974 the Council must have a written health and safety policy. This policy needs to contain a statement of general policy with respect to the health and safety at work of its employees and the organisation and arrangements in force for carrying out its policy. The statement must be brought to the notice of all of its employees.

6.4 In accordance with Regulation 3 of the management of Health and Safety at Work Regulations 1999, the Council is required to make a 'suitable and sufficient assessment of the risks to the health and safety of his employees to which they are exposed whilst they are at work and the risk to the health and safety of persons not in his employment arising out of or in connection with the conduct by him of his undertaking' in order to identify the measures that need to be taken to comply with the 1974 Act and related legislation.

6.5 Regulation 5 of the Regulations states that employers are obliged to make and give effect to '...such arrangement as are appropriate, having regard to the nature of [their] activities and the size of [their] undertaking, for the effective planning, organisation, control, monitoring and review of the preventative and protective measures. These arrangements must be recorded where the employer employs five or more employees.

## **7. Monitoring Officer's comments:**

7.1 Members attention is specifically drawn to the legal aspects set out in paragraph 5 above.

## **8. Report details:**

8.1 An effective health and safety policy will set a clear direction for the Council to follow, it will contribute to all aspects of business performance as part of a demonstrable commitment to continuous improvement. It will demonstrate a shared common understanding of the Council's vision, values and beliefs. A positive health and safety culture is fostered by the visible and active leadership of senior managers. This is reflected within the policy

8.2 The Council's Health and Safety at Work Policy has been reviewed and minor changes have been made to reflect service changes and changes in guidance and legislation. The main changes are as follows:

- Minor changes to post titles and telephone numbers, references to various documents on the Intranet – throughout the document as consequential changes.
- **Pages 9 and 10** Organisational Structure Chart.
- **Appendix A** Policy dates.
- **Appendix C** Update to arrangements for the Health and Safety Committee which is now part of the Strategic Management Board Meeting schedule. Minor changes to reflect arrangements. Health and Safety will be at the beginning of the agenda to facilitate Union attendance.
- **Appendix F** Updating of Fire arrangements and Designated Premises Managers, addition of Leisure Centres

8.3 The Policy provides details on the Council's organisation and arrangements for health and safety at work, as required by law.

8.4 It should be noted that the Health & Safety Policy is the framework for the Council's Health & Safety response and that there are many other supporting documents such as risk assessments, safe systems of work and operational procedure.

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

9.1 The Corporate Health and Safety Policy contributes to the delivery of active and healthy communities and excellent service delivery.

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

10.1 Failure to effectively manage health and safety risk increases the likelihood of injury and ill health to staff and others during council activities. Significant failure may lead to a catastrophic event that causes multiple injuries or fatalities to staff and the public.

10.2 Failure to comply with statutory obligations increases the risk of prosecution. Any work practices that result in ill health or injury could result in legal action against the council, financial loss and negative publicity leading to reputational damage.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because the council's Corporate Health and Safety Policy aims to ensure the protection of employees and anyone else who may come into contact with our activities and services. This includes people at particular risk, for example people with disabilities, pregnant women, and vulnerable service users. The policy helps to enhance Exeter City Council's reputation as a good place to work and live and aims to protect employees and service users taking regard of age, disability, ethnicity, faith/belief, gender, and sexual orientation.

11.5 The policy also supports the council in meeting its statutory public sector equality duties and compliance with the range of employment (equality) regulations.

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

12.1 Important to complete this section in light of the Council declaring a Climate Emergency. Consider whether the recommendations you are making in the report will help, hinder, or have no direct impact on delivering our carbon reduction target (carbon neutral by 2030).

12.2 You should think about things like:-

- Travel (and, if travel is unavoidable, whether lower carbon options will be pursued e.g., walking, public transport, electric car);
- Infrastructure (e.g., LED lighting, energy efficient heating/hot water, solar panels, electric car charging points);
- Waste (e.g., recycling, composting, reducing non-recyclable waste); and
- Any other specific carbon reduction initiatives.

12.3 No direct carbon/environmental impacts arising from the recommendations.

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

13.1 The Corporate Health and Safety Policy is required by law and must be reviewed every three years, or sooner if there is a need due to changes in law, changes in guidance or changes in the Council's activity.

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

Author: Simon Lane, Service Lead – Environmental Health and Community Safety; and Lisa Cocks, Environmental Health, and Community Safety Manager.

## **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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**Exeter**  
City Council

# Corporate **Health & Safety** Policy



Health and Safety at Work etc., Act 1974 Section 2(3)  
Management of Health and Safety at Work Regulations 1999 Regulation 5

Further information:

Lisa Cocks, Environmental Health and Community Safety Manager, Exeter City Council



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# 1. Introduction

## 1.1 Aims of the Policy

- 1.1.1 Our aim is to strive to act as an 'Exemplar' of health and safety practice. Exeter City Council will accomplish this by continually seeking to improve our health and safety management system so that it meets with our vision, values and the expectations of those affected by what we do.
- 1.1.2 Exeter City Council recognises that complying with The Health and Safety at Work etc. Act 1974 and pertaining regulation is a legal requirement, therefore Health and Safety is equally as important as all other corporate aims.
- 1.1.3 We will ensure that our responsibilities for health and safety are clearly allocated, understood, monitored, fulfilled and that legal requirements will be regarded as the minimum standard to be achieved.
- 1.1.4 It is the main priority for Exeter City Council to create a safe working environment for all employees, contractors and members of the public by following legal requirements and best practice in relation to occupational health and safety management.
- 1.1.5 The Council will risk assess its activities, provide suitable competency based training wherever it is necessary, and encourage all employees contractors and volunteers to develop and support a positive safety culture.

## 1.2 Scope of the Policy

- 1.2.1 Exeter City Council's Corporate Health and Safety Policy is applicable across the entirety of its undertaking as an employer and service provider.
- 1.2.2 The scope of this Policy statement, organisational responsibilities and arrangements in relation to health and safety within the Exeter City Council will cover the Council's role as:
  - A major employer within the City
  - A major purchaser of services and goods from other organisations
  - The Council's role as landlord and service provider
  - An exemplar of health and safety to other workplaces based in the city

## 1.3 Exeter City Council's Health and Safety Culture

- 1.3.1 Exeter City Council in its ambition to be an exemplar of health and safety is seeking to maintain and advance its positive health and safety culture by creating an environment with fairness and clear lines of responsibility at its core.
- 1.3.2 This policy reflects our commitment to ensuring that health and safety at work is paramount to Exeter City Council and that effective health and safety actively contributes to our ongoing success. The successful implementation of this policy requires total commitment from all members of staff and councillors.
- 1.3.3 Effective reporting of all accidents, incidents and near misses is critical to ensure health and safety of all persons affected by Exeter City Council's activities. Exeter City Council will promote an open working environment where employees are not afraid of blame but encouraged to report accidents, incidents and near misses to prevent serious incidents in future.

- 1.3.4 Through investment in training and effective communication systems, Exeter City Council is striving to ensure the effective exchange of ideas. We will actively consult with our workforce and nurture an open attitude and prevent health and safety issues, encouraging staff to identify and report hazards and suggest innovative solutions so that we can all contribute to creating and maintaining a safe working environment.
- 1.3.5 Exeter City Council will carry out and regularly review risk assessments to identify hazards and existing control measures; it will prioritise, plan and complete any corrective actions required to eliminate risk or reduce risk to the lowest level reasonably practicable.
- 1.3.6 We recognise that provision of safe equipment, systems and procedures is not sufficient if the culture doesn't encourage healthy and safe working. Therefore pro-active management of, and involvement in, health and safety by all staff at each level of the organisation is fundamental to ensuring Exeter City Council's successful health and safety culture. Collaboration and cooperation between employees, unions, councillors, contractors and the public is also a key factor in management of health and safety and will be promoted at every level to ensure successful operation of our organisation.
- 1.3.7 Exeter City Council's culture is based on planning, organisation, control, monitoring and review, which means we will measure our performance and failures and learn from them to allow progress and improvement. This in turn will allow staff and contractors to fully understand and appreciate safety standards and procedures leading to a safe working environment for all.
- 1.3.8 The health and safety policy is unlikely to be successful unless it actively involves everybody at work. We all have an individual responsibility to ensure our own safety and to avoid doing anything that will put others at risk.

## 2. Statement of General Policy



### Statement of General Policy In respect of Health and Safety at Work

Exeter City Council (the Council) recognises and accepts its responsibility as an employer to ensure, as far as it is reasonable practicable, that all its activities are conducted without risks to the health and safety of employees, customers and others. The Council will aim to continuously improve health and safety performance and eliminate accidents and ill health to the benefit of both the individual and the organisation. The Council will strive to act as an "Exemplar" of health and safety practice. The welfare of employees will be protected.

The Council will pay particular attention to meeting its general duty to provide and maintain:

- plant, vehicles and systems of work that are safe and without risks to health;
- arrangements for ensuring safety and absence of avoidable risks to health in connection with the use, handling, storage and transport of articles and substances;
- sufficient information, instruction, training and supervision to ensure the health and safety at work of employees; and to enable employees to make a positive contribution to the 'safety culture' of the organisation;
- a place of work without foreseeable risks to health and safety for employees, customers and others and with safe access and exit pathways;
- a working environment that is safe and without foreseeable risks to health;
- suitable and sufficient assessments of risks to health and safety, including those from fire;
- consultation with employees and their representatives over matters of health and safety;
- a system to properly select and manage contractors working for it;
- adequate arrangements and facilities for welfare;
- an annual report detailing the Council's health and safety performance during the period.

The Council regards Health and Safety as being equally as important as all other corporate aims. The Chief Executive is responsible for implementation of the overall Health and Safety Policy. He will ensure successful management of the policy.

The Council will appoint one or more competent persons to provide health and safety advice and assistance. Each employee has a duty to co-operate in the operation of this policy by:

- taking care of their own health and safety, and that of others, who may be affected by what they do or don't do;
- co-operating with the Council to allow it to comply with any legal duty or requirement places on it, or another person.

Disciplinary action will be considered whenever there is a breach of health and safety policy or safe working practices.

A copy of this statement will be brought to the attention of all employees. It will be reviewed at intervals of no more than 3 years; sooner if required.

SIGNED

SIGNED

Chief Executive for EXETER CITY COUNCIL

Leader for EXETER CITY COUNCIL

Date of signature in here please

## 3. Arrangements to deliver this Policy

### 3.1 General

3.1.1 The law requires that ultimate responsibility for health and safety rests with the highest level of management. Exeter City Council must comply with the Health and Safety at Work etc Act 1974. In practice the Chief Executive is responsible to the Council for ensuring successful management of the Council's health and safety policy and compliance with the Council's legal duties. Responsibilities are set out in this policy.

3.1.2 The Statement of General Policy in respect of Health and Safety at Work (shown in section 2) is displayed in all Council buildings where employees are stationed. It is signed by both the Chief Executive and the Leader of the Council. The Policy Statement advises that disciplinary action for employees may be considered whenever there is a breach of health and safety or safe working practices.

3.1.3 The Council's health and safety obligations and responsibilities fall within the terms of reference of its Executive Committee and Full Council.

### 3.2 Strategic Management Board.

3.2.1 The Strategic Management Board, which is made up of the Directors, and the Chief Executive is responsible for receiving information and advice from the Corporate Health and Safety Team and Tier 3 Managers to enable strategic decision making in respect of proactive and reactive monitoring of health and safety at work in the Council.

3.2.2 Strategic Management Board is responsible for:

- Advice on the Council's duties under the Act
- Advice on provision of resources to carry out those duties
- Ensuring that proactive and reactive monitoring is being implemented

3.2.3 Ensuring suitable and sufficient Safety Representatives, First Aiders and Fire Wardens, collectively termed Safety Responders, are provided within each service, from an assessment of needs submitted by Service Leads, or arising from Health and Safety auditing. Where possible, Safety Responder roles will be combined into one person.

3.2.4 Evaluating trends and patterns of adverse events, i.e. hazards, incidents, accidents and reported ill health, involving work activity, where they involve actual or potential injury, health risks, loss or damage to Exeter City Council property, and risks to the public. Ensuring that any findings are taken into account in revising any relevant risk assessment and working practice.

3.2.5 Ensuring that the preparation of the Council's Health and Safety Policy and specific health and safety related policies are designed, quality assessed and delivered through the Strategic Management Board. A list of health and safety related policies is given at Appendix A.

3.2.6 Responsible for compiling the Annual Report on the Council's activities and performance in health and safety.

3.2.7 Compiling and implementing the annual action plan for health and safety.

- 3.2.8 Ensuring that effective communication and instruction takes place on safety, health and welfare matters through channels such as internal staff briefings, Organisational Management Board, service meetings and notice boards.
- 3.2.9 Providing strategic decision making in respect of active and reactive monitoring of health and safety at work in the Council.
- 3.2.10 Receive reports from Unison Branch Secretary in their capacity as standing members of the Committee.
- 3.2.11 Reviewing Terms of Reference for the Strategic Management Board and Health and Safety Representatives Committee as and when required.

### 3.3 Health and Safety Representatives Committee

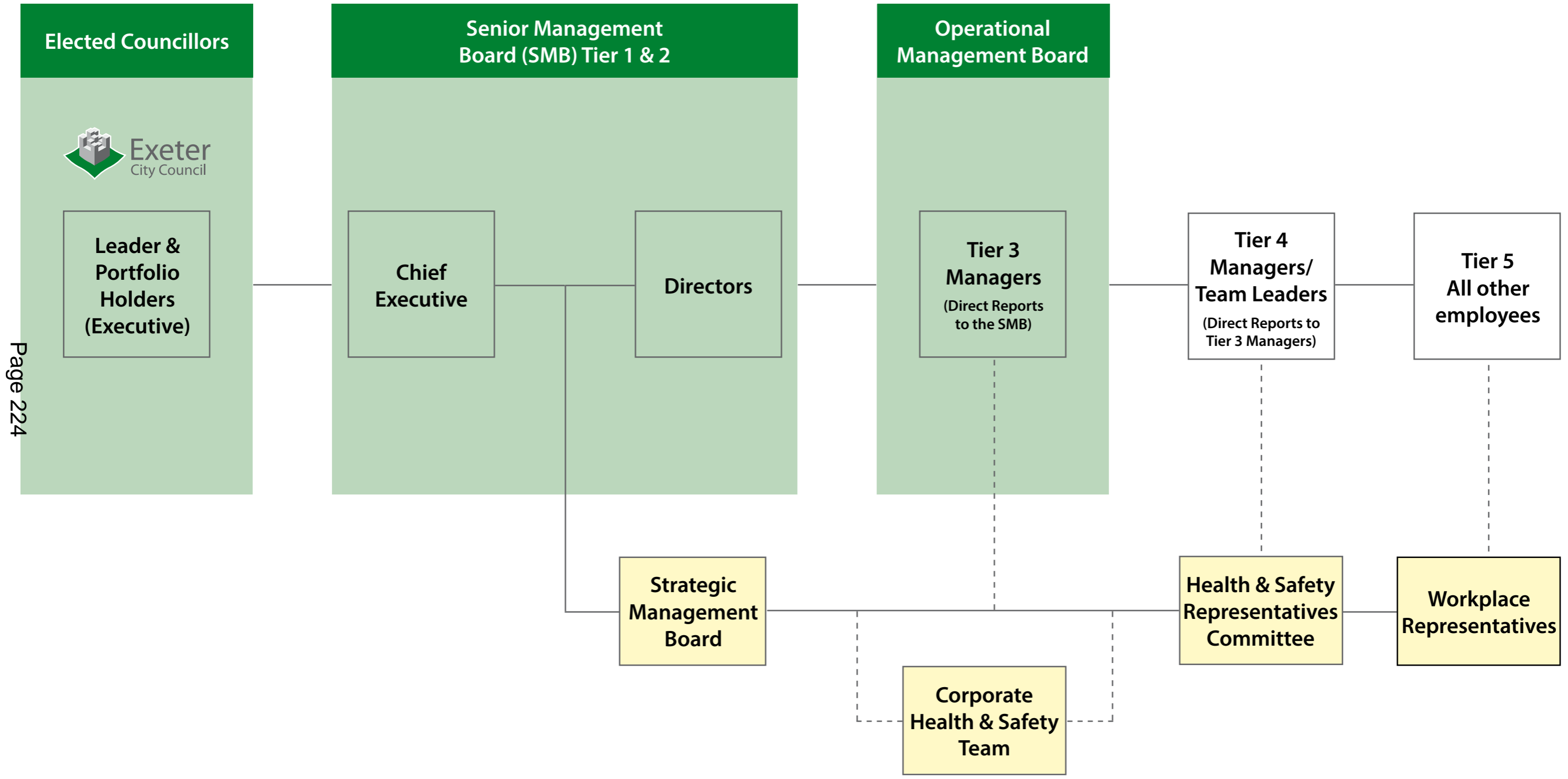
3.3.1 Membership of the Health and Safety Representatives Committee will be:

- Principal Health and Safety Officer
- Corporate Health and Safety Assistant
- Corporate Property Health and Safety Officer
- Housing Health and Safety Compliance Officer
- UNISON Branch Officer Health and Safety
- Other recognised Union Branch Health and Safety Officers as appropriate
- Workplace Representatives from each customer facing Council Service
- Sole Representative for the Council Support Services (office workers).

- 3.3.2 The Health and Safety Representatives Committee seeks to actively improve Health and Safety performance and standards, and strive to exceed all statutory standards, codes of practice, regulations and applicable legal requirements reviewing where and when appropriate.
- 3.3.3 Committing to reducing work-related injury and ill health trends relating to accidents, notifiable diseases and near misses, so that suggestions can be made on robustly tackling unsafe and unhealthy conditions and practices and to take all reasonable steps to promote health and welfare at work.
- 3.3.4 Having an operational overview of health and safety issues in service areas, together with actions that could be taken.
- 3.3.5 Making representation on potential hazards and dangerous occurrences which affect, or could affect service areas.
- 3.3.6 Making representations on general Health and Safety matters affecting service areas and on matters consulted about by the Strategic Management Board.
- 3.3.7 Undertaking inspections and reviews assigned to them and reporting back to the Health and Safety Representatives Meeting.

- 3.3.8 Consider information provided by the Health and Safety Executive and input to the Senior Management Board on the impact to service areas as required.
- 3.3.9 Revising and reviewing safe working practices as necessary.
- 3.3.10 Considering reports which other Health and Safety Representatives submit to the meeting.
- 3.3.11 Providing an operational input on Health and Safety training.
- 3.3.12 Progressing the annual Health and Safety Action Plan within their service area.
- 3.3.13 Assisting, where nominated, in the execution of compliance for Fire Warden Duties, Risk Assessment and/or Safe Working Practice Review, or advising the Health and Safety Representatives Meeting on compliance within their service areas.
- 3.3.14 Responsibility for promoting exemplar health and safety practice within service areas.

# Health and Safety Governance Structure



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## 4. Roles and Responsibilities

### 4.1 General

- 4.1.1 The Health and Safety at Work etc., Act 1974 and subordinate legislation states that all employees have health and safety responsibilities when at work.
- 4.1.2 This section outlines the responsibilities of each member of the organisation for implementing and complying with this policy. Every member of the organisation must accept and ensure that they understand their personal responsibilities for health and safety, and achieve and maintain these to the appropriate standard.
- 4.1.3 Although some duties and responsibilities may be delegated, accountability for health, safety and welfare at work is not transferable and cannot be evaded.
- 4.1.4 The City Council recognises that the key to further improvements in health and safety lie in securing a systematic approach to health and safety management throughout the organisation so that health and safety becomes fully integrated with all other aspects of business management. This requires strategic leadership, supported by specialist professional input.

### 4.2 All Employees

- 4.2.1 All employees, whether permanent, part time or temporary, have responsibility to:
- 4.2.2 Take reasonable care of their own health and safety and for any other person who may be affected by their actions;
- 4.2.3 Co-operate with their managers and other staff so that safety requirements and standards may be met;
- 4.2.4 Undertake any mandatory training that is provided; and
- 4.2.5 Not interfere with, or misuse, anything provided by the Council in the interests of health, safety and welfare.
- 4.2.6 In order to carry out the above, all employees must:
- 4.2.7 Make themselves aware of, and follow the responsibilities as detailed in, this policy and any arrangements set out locally
- 4.2.8 Make themselves familiar with and comply with, relevant safety instructions at all times;
- 4.2.9 Seek advice if they do not feel competent to carry out their responsibilities
- 4.2.10 Report to their manager accidents, incidents and near misses that have led to, or may lead to, injury or damage to property and/or equipment and assist in the investigation of such incidents as instructed;
- 4.2.11 Use any machinery, equipment, safety devices, transport and substances in accordance with safety instructions and the training given and report any problems;

- 4.2.12 Make full use of any system of work designed to eliminate or reduce the risk of injury to themselves;
- 4.2.13 Use approved personal protective equipment for the purpose for which it was supplied;
- 4.2.14 Not work under the influence of alcohol or drugs;
- 4.2.15 Discuss with their line manager any work-related health or stress issues that could affect their ability to perform safely or to the required standard;
- 4.2.16 Report any perceived shortcomings in health and safety arrangements.
- 4.2.17 Where an employees does not have regard to the points set out in 4.1 and 4.2, disciplinary action may be considered.
- 4.2.18 In cases of imminent danger and/or statutory breaches, employees are required to report to their Line Manager or the Corporate Health and Safety Team as quickly as possible, and to request work activities to be halted until safe working practices can be established.

### 4.3 Elected Members (Council)

- 4.3.1 The Council's elected members have a responsibility to conduct their business and make decisions in conformity with health and safety legislation and the Council's own policies.
- 4.3.2 Members must ensure that the decisions they make take account of health and safety issues and that sufficient resources are allocated for this purpose. As a result of the powers given to individual members there is a possibility that they could be held legally liable for the consequences of their decisions in health and safety terms.
- 4.3.3 Council is responsible for ensuring there is an effective overall policy for the health, safety and welfare of employees and the health and safety of others (i.e. this policy).
- 4.3.4 Ensuring that the policy is reviewed every three years, or sooner if there is a need due to changes of law, guidance or activity.
- 4.3.5 Ensuring that appropriate health and safety information is included in an annual published report on the Council's activities and performance. Performance is to be assessed by a programme of audit, monitoring and review.

### 4.4 Leader and Portfolio Holders (Executive)

- 4.4.1 The Leader and Portfolio Holders are responsible for carrying out specific functions both individually and collectively. The Leader is the lead councillor responsible for health and safety issues and overall governance arrangements for health and safety.
- 4.4.2 The Leader and Portfolio Holders have responsibility for and are expected to ensure that suitable resources and strategic direction are available to discharge the Council's health and safety responsibilities.

4.4.3 Executive is responsible for ensuring that where the Council exercises control over any non-domestic premises, made available to anyone else as a place of work, they are safe and without risks to safety and health. This includes access and exit pathways and any plant or substances supplied for use.

4.4.4 Executive is responsible for ensuring that where the Council exercises certain controls over any domestic premises, made available to anyone else as a place of work, they are safe and without risks to safety and health, but only so far as this applies to the Council in terms of rental or lease agreement.

4.4.5 The Leader or Portfolio Holder may also request that a scrutiny committee undertakes an investigation into a health and safety matter of particular concern. A scrutiny committee may, of its volition, identify and request enquiries are made into any other health and safety matter.

#### 4.5 Chief Executive

4.5.1 The Chief Executive has overall responsibility for ensuring, so far as is reasonably practicable, the provision of a safe and healthy work environment for all Council employees and those persons who may be affected by the Council's activities.

4.5.2 The Chief Executive has responsibility for and is expected to promote a positive culture of health and safety that is an exemplar of health and safety practice and worthy of a local government authority regulating health and safety at work in the commercial sector within the city.

4.5.3 Ensure that the Strategic Management Board fulfil their responsibilities for health, safety and welfare.

4.5.4 Ensure that the responsibilities for health, safety and welfare are properly allocated and accepted at all levels.

4.5.5 Ensure health and safety is a regular agenda topic at Strategic Management Board meetings and is kept regularly informed by members of the Strategic Management Board of significant health and safety developments and performance matters.

4.5.6 Propose adequate staffing, finance and resources to the Executive and Council to meet the key responsibilities of Strategic Management Board in order to manage health and safety.

4.5.7 Ensure that appropriate liability insurance is put in place.

#### 4.6 Strategic Management Board (SMB) (Directors)

4.6.1 Actively promote a positive 'health and safety culture', by setting an example to employees in all health and safety matters, at all times.

4.6.2 Responsible to the Chief Executive for the implementation of Health and Safety Policies in so far as it affects their areas of responsibility.

4.6.3 Responsible for devising and implementing the annual action plan for health and safety, via the Strategic Management Board Health & Safety meeting.

4.6.4 Ensure that their direct reports (Tier 3 Managers) receive adequate information, instruction and training in health and safety. Training will enable employees to understand the purpose of 'risk assessment' and the need for the application of safe systems of work e.g. 'safe working practices' and 'permit to work systems'.

4.6.5 Ensure that there is a systematic approach by their direct reports (Tier 3 Managers) to carrying out and reviewing suitable and sufficient assessments of risks to health and safety of employees and others, for the purpose of identifying measures to comply with the requirements imposed by law. Risk Assessment is to be applied to all activities in Council services.

4.6.6 Responsible for attending the Strategic Management Board Health & Safety meeting to prioritise actions, communicate and consult with workers, measure organisational performance, ensure specifiers and buyers are competent in assessing the risks in procurement and the health and safety control of contractors is effective across the Council.

4.6.7 Ensure reviews undertaken as a result of reactive monitoring are completed in a manner that would be, or is where notice has been served, deemed suitable and sufficient to the enforcing authority.

4.6.8 Put systems in place to ensure that all employees receive adequate training to enable them to co-operate in carrying out policies, and understand their own duties under the Act. Details can be found within the Corporate Health and Safety Training Policy.

#### 4.7 Tier 3 Managers (Direct Reports to members of the Strategic Management Board)

4.7.1 Initiate, as necessary, the preparation of written safe systems of work (e.g. 'safe working practices' or 'permit to work'), and ensure these systems are implemented in the areas of work where assessment indicates a significant risk of injury or ill health may still be present despite existing controls – for example, in the safe use of equipment and machinery or entry into a confined space.

4.7.2 Ensure Team Leaders are trained to carry out suitable and sufficient risk assessments for their operational and other workplace hazards, with the cooperation and consultation of their respective teams and Safety Representatives utilising, where necessary, advice from the Corporate Health and Safety Team.

4.7.3 Ensure Team Leaders are trained to carry out initial accident, incident and near miss investigations within their field of operations and service delivery, engaging Safety Representatives from the outset.

4.7.4 Evaluate reported incidents, hazard reports and reports of ill health, arising from the work activities of the Council, where they involve injury, health risks, loss or damage to property, and risks to the public; ensuring that the findings are effectively communicated to the Strategic Management Board and that proposals to improve risk control measures are made where necessary.

- 4.7.5 Ensure safety incidents (e.g. accidents and near misses) are entered onto the Health and Safety Management software tool.
- 4.7.6 Advise on the content and review of Health and Safety Policies, action plans, and appropriate guidance where appropriate and relevant to your services.
- 4.7.7 Ensure that contractors work safely and comply with health and safety legislation, policies and procedure. (A 'Health and Safety Code of Practice' for Contractors is available on the ECC intranet).
- 4.7.8 Ensure that Team Leaders, Supervisors and all other employees receive adequate information, instruction and training, enabling them to carry out their job without risks to their own and others health and safety, so far as is reasonably practicable.
- 4.7.9 Take positive action when it can be demonstrated that health and safety rules have been broken. Disciplinary procedures should be considered where appropriate.
- 4.7.10 As required, take part in the review of the Council's Health and Safety Policies, as they affect the operations carried out within, or under the control of, your areas of responsibility.
- 4.7.11 Consult and negotiate with representatives of the employees on those aspects of the policies affecting the employees and their conditions of employment in matters of health and safety.
- 4.7.12 Contribute to statistical data as requested by the Strategic Management Board. This will include, for instance, total employee days lost due to all causes of workplace injury, physical and mental illness or other health problems, to assist data for total calculation of overall cost to the Council.
- 4.7.13 In cases of imminent danger and/or perceived statutory breaches, Tier 3 Managers are authorised to request and/or cause work activities to be halted until safe working practices can be established.

#### 4.8 Tier 4 Managers and Team Leaders (Direct Reports to Tier 3 Managers)

- 4.8.1 Ensure employees complete suitable training in health and safety relevant to their job roles and as guided by the Health and Safety Training Policy.
- 4.8.2 Carry out suitable and sufficient risk assessments for their operational and other workplace hazards, as instructed by the responsible Tier 3 Manager and with the cooperation and consultation of their respective teams and Safety Representatives, utilising, where necessary, advice from the Corporate Health and Safety Team. This includes a 'Needs Assessment' for provision of first aid.
- 4.8.3 Carry out initial accident, incident and near miss investigation within their field of operations and service delivery, engaging with Safety Representatives from the outset.
- 4.8.4 Under Tier 3 Management instruction, evaluate all reported incidents and hazards and reports of ill health arising in their field of operations and service delivery, where they involve injury, health risks, loss or damage to property, and risks to the public; ensuring that the findings are effectively communicated to the Tier 3 Manager for ongoing analysis by the Strategic Management Board and that proposals to improve risk control measures are made where necessary.

- 4.8.5 Ensure that contractors work safely and comply with health and safety legislation, policies and procedure, so far as is reasonably practicable, through periodic compliance inspection during work in progress. (A 'Health and Safety Code of Practice' for Contractors is available on the ECC intranet).
- 4.8.6 Take positive action when it can be demonstrated that health and safety rules have been broken. Disciplinary procedures should be considered in all cases.
- 4.8.7 Tier 4 Managers and Team Leaders are responsible to Tier 3 Managers for ensuring compliance with the Council's Health and Safety Policies within their teams, both frontline and support, at all buildings, sites, open-spaces, upon the waterways and in all workplace activities for which they are responsible.
- 4.8.8 Assist in the provision of cascade training in health and safety for employees. Training assistance includes setting up short courses for cascade training by Team Leaders such as Tool Box Talks.
- 4.8.9 Ensure safety incidents (e.g. accidents and near misses) are entered onto the Health and Safety Management software tool, which is currently called 'AssessNET'.
- 4.8.10 Be responsible for compiling Personal Emergency Evacuation plans for certain employees – for example, disabled employees. Details of these specific arrangements must be shared in confidence with Fire Wardens covering employee's workplace area or zone.
- 4.8.11 In cases of imminent danger and/or statutory breaches, Tier 4 Managers are authorised to request and/or cause work activities to be halted until safe working practices can be established.

## 5. Non-Employee Responsibilities

### 5.1 Volunteers

- 5.1.1 Volunteers will be afforded the same conditions in terms of equipment (including personal protective equipment), information, instruction, training and supervision as employees whilst they carry out tasks on the Council's behalf.
- 5.1.2 They will have responsibility for following all safety arrangements and procedures to minimise risk of harm to themselves and others who may be affected by their acts or omissions.

### 5.2 Persons on Work Experience

- 5.2.1 Persons on work experience or placement have the same responsibilities as employees. Tier 4 and Tier 3 managers shall ensure that risk assessment arrangements and control measures take account of the relative lack of experience or immaturity of young persons or those unfamiliar with the workplace.

### 5.3 Contractors and Agency Workers

- 5.3.1 Contractors, agency workers or employees of other employers working within or on behalf of the Council have similar responsibilities as Council employees. They shall be required to co-operate with the Council to ensure that risks associated with their activities are effectively managed.
- 5.3.2 Contractors, agency workers or employees of other employers working for Exeter City Council have legal duties placed on them under the Health and Safety at Work etc. Act 1974 and subordinate legislation to safeguard the health and safety of their own employees and anyone who may be affected by their business activities.
- 5.3.3 Therefore, when working for Exeter City Council, contractors must conduct their activities in such a way that they do not endanger Exeter City Council employees or anyone for whom the Council has a duty of care.
- 5.3.4 Contractors will be selected according to the Council's specifications and approval procedures. All contractors will be required to meet relevant statutory duties and Council policies.
- 5.3.5 The Council's procurement arrangements when establishing a contract will include systems and protocols that will ensure adequate public and professional liability cover.
- 5.3.6 The Council shall co-operate fully with other employers to ensure that respective roles and responsibilities are clearly understood and all relevant information is effectively shared. Contractors or agency workers shall comply with the Council's health and safety management arrangements, including those relating to the reporting and investigation of accidents and incidents.

## 6. Corporate Health and Safety Team

- 6.1 The Council will appoint sufficient competent health and safety advisers to provide advice and support management and staff in fulfilling their health and safety responsibilities. The Corporate Health and Safety team comprises of the Environmental Health and Community Safety Manager, Corporate Health and Safety Officers.
- 6.2 To help establish a positive health and safety culture they will maintain close contact with other Council specialists and safety representatives.
- 6.3 The role includes the development, provision, monitoring and review of:
  - Health, safety and welfare strategy, policy and safe systems of work; and
  - Health and safety management structures and organisation; health and safety training and information services.
- 6.4 The Corporate Health and Safety Team will provide professional specialist support on health and safety issues to the whole of the City Council.
- 6.5 The Corporate Health and Safety Team will:
  - Develop and advise on corporate health and safety policy, procedures and topic-specific guidance;
  - Provide advice and guidance on compliance with relevant statutory requirements within a sensible risk management framework;
  - Develop the Council's Health and Safety Action Plan and support directorates in developing and implementing their directorate, section, service and health and safety action plans;
  - Where required, make recommendations to achieve health and safety improvements;
  - Monitor health and safety performance across all service areas and conduct audits;
  - Report to the Strategic Management Board and Health and Safety Representatives Committee;
  - Together with the Learning and Development Team, ensure the provision of health and safety training that supports skills and knowledge transfer;
  - Provide professional/specialist advice as necessary.
- 6.6 The Council's Corporate Health and Safety Team are authorised to enter all workplace premises and sites owned, leased, operated, rented or in the control of the Council to inspect activities and any documentation required for health and safety purposes and all parts of the premises or site to check conformity with health and safety regulations of all activities and processes carried out within.
- 6.7 In cases of imminent danger and/or statutory breaches, the Corporate Health and Safety Team are authorised to request and/or cause work activities to be halted until safe working practices can be established.



## 7. Other Designated Health and Safety Roles

- 7.1 Occupational Safety and Health Practitioners are also permanently assigned to Housing Services and Corporate Property. In the capacity of Health and Safety Compliance Leads, one Officer is assigned to each respective service.
- 7.2 In the absence or unavailability of the Corporate Health and Safety Team these officers will provide general advice across the authority and vice versa.

## 8. Premises Managers

- 8.1 All Council workplace premises will have an appointed member of staff with responsibility for ensuring premises are maintained in a safe and secure condition for staff and visitors. It is recognised that the management of premises will be influenced by size, tenancy arrangements and ownership.
- 8.2 It will be the premises manager (or equivalent) that has particular responsibility to ensure that required premises related risk assessments are undertaken and regularly reviewed, including fire risk assessment, asbestos, general building (including access and egress), water safety.
- 8.3 Where alterations are proposed to site activities or to the layout of the premises, the fire safety risk assessment for the premises is updated with the assistance of the Corporate Health & Safety Team.
- 8.4 Risk assessments of harmful substances used in the maintenance of the premises, are implemented and available to managers via the online Assessnet system.
- 8.5 Arrangements and necessary resources are available to make safe any spillage or breakage that could lead to exposure of persons to hazardous substances or materials.
- 8.6 Waste management arrangements are established covering premises and clinical waste.
- 8.7 Where installed, premises related safety systems and arrangements are effectively established and regularly reviewed, appliances and plant are serviced within the required timeframes and required records are maintained and available for inspection.
- 8.8 Emergency arrangements and site schematics are established, maintained and available for use to the Council standard.
- 8.9 An emergency team is appointed that includes a trained Fire Safety Manager, Fire Wardens and First Aiders, and that sufficient information on a buildings emergency arrangements are given to staff to ensure they know how to respond in an emergency.
- 8.10 Where installed, fire detection and warning system, and emergency lighting systems are regularly serviced and tested and safety signage is appropriate and displayed.
- 8.11 Regular emergency building evacuation exercises (fire drills) are carried out.

- 8.12 Escape routes and passageways are without obstruction and free from trip or slip hazards, especially cabling and other service supply lines.
- 8.13 All building and services contractors are employed in accordance with the Council's Procurement Code.
- 8.14 Premises Managers will need to liaise with Housing Assets or Corporate Property where a requirement arises for contractor work regarding:
  - 8.15 Alteration to a buildings structure or its grounds;  
Substantial change to a buildings use (whether partially or wholly);  
Significant prolonged change to a buildings water or energy supply or environmental control systems.
- 8.16 Premises Managers must ensure that contractors they hire direct to undertake repairs, maintenance, construction related works and other minor works are compliant with the relevant Health and Safety criteria for the scope of the contract. It is accepted that not all specialised contractors used occasionally will be on the Select List. If in doubt, Premises Managers should contact the Health and Safety Team.
- 8.17 An 'Asbestos Management Pack' is compiled, comprising details of location and condition of any asbestos that may be present, and is available for inspection either on site or at a central location (Corporate Property and Housing Assets) for locked premises that are mostly empty, or social housing premises. It must be signed by contractors prior to works.
- 8.18 Log books are maintained for each premises, which comprises updated records of maintenance and inspections for fire safety, water hygiene and asbestos, as already mentioned. A log book (electronic or paper) for general periodic safety inspections of the building (visual) should also be kept. Common areas are safety inspected regularly using the authorised forms or H&S compliance software templates.
- 8.19 High standards of housekeeping and tidiness are maintained and cleaning staff are properly informed about local fire arrangements and the required health and safety standards. Systems for environmental control are regularly serviced and are without risk to health, so far as is reasonably practicable.
- 8.20 In cases of imminent danger and/or statutory breaches, the Corporate Health and Safety Team are authorised to request and/or cause work activities to be halted until safe working practices can be established.

## 9. Safety Responders

### 9.1 First Aiders

- 9.1.1 There is no statutory requirement to provide first aid under the First Aid Regulations other than for people at work. However, in full, HSE strongly recommend the public are considered when conducting first aid assessments and providing first aid. The Council is a public serving organisation and members of the public must therefore be considered in the Assessment of First Aid Needs in all relevant areas of our business.
- 9.1.2 The Council will provide adequate and appropriate equipment, facilities and personnel to enable first aid to be given to employees if they are injured or become ill at work. What is adequate will depend on a specific risk assessment of the work and workplace in question. This will help decide how many trained first aiders or appointed persons are needed and what should be included in first aid boxes.
- 9.1.3 The Assessment of First Aid Needs will be undertaken by Team Leaders under instruction of Service Leads. First Aiders will be nominated and appointed by the Health and Safety Committee. The HSE approved code of practice on First Aid at work and the Corporate Health and Safety Team can provide advice when making an Assessment of First Aid Needs.
- 9.1.4 A four layer framework is used to help Service Leads and Team Leaders identify the right levels of provision for the service needs. The framework consists of Appointed Persons (AP), First Aid at Work qualified persons (FAW), Emergency First Aid at Work qualified persons (EFAW) and persons receiving Additional Training that covers aspects of first aid. The framework is designed for all employees in all Council workplaces, indoors or outdoors. The HSE approved code of practice for First Aid at Work and the Corporate Health and Safety Team can provide advice when making an Assessment of First Aid Needs
- 9.1.5 First aid training / refresher training is organised by Human Resources. HR admin will provide a reminder around three months before qualifications need to be renewed and if required book new or refresher training. The first contact for training information is hr.admin@exeter.gov.uk.
- 9.1.6 Familiarisation training is made available annually to all First Aiders via the First Aid Group. This takes place in-house, with one session held at the Civic Centre and another held at Exton Road Depot.
- 9.1.7 Where Emergency Evacuation Chairs are provided within Council buildings, First aid trained personnel are required to undergo training in use of Emergency Evacuation Chairs, unless there is a valid reason why they cannot.

### 9.2 Fire Wardens

- 9.2.1 Fire Wardens are appointed by the Health and Safety Committee and are identified by Building Managers or Facilities Managers either through Fire Risk Assessment review ('prepare an emergency plan'), or as a recommendation from Corporate Health and Safety Team audit or external enforcing authority recommendation.

- 9.2.2 Fire Wardens assist with the safe coordination of building evacuation in an emergency and ensure on a day to day basis that good fire risk management is maintained – for example, through observation of general housekeeping and storage practices. In many buildings Fire Wardens assist the Premises Manager with upkeep of the Fire Log Book.

- 9.2.3 Fire Wardens receive training to enable them to perform their duties. This includes practical use of fire extinguishers, where it is deemed safe for them to undertake this duty without risk to themselves or risk to others.

- 9.2.4 Where Emergency Evacuation Chairs are provided within Council buildings, Fire Wardens are required to undergo training in use of Emergency Evacuation Chairs, unless there is a valid reason why they cannot.

### 9.3 Safety Representatives

- 9.3.1 Workplace Health and Safety Representatives (Safety Representatives) are nominated by Health and Safety Committee from each service. Safety Representatives can be Official Trade Union Safety Reps (under 1977) or Representatives of Employee Safety (under 1996, as amended).

- 9.3.2 Safety Representatives undergo suitable and sufficient training for the role and attend the Safety Representatives Committee quarterly. For Unison Representatives training consists a minimum of TUC Stage 1 Health and Safety. For non-union representatives training consists of a RoSPA two day course. The Terms of Reference for the Safety Representatives Committee details duties that are expected of the role.

- 9.3.3 Safety Representatives must liaise with the Corporate Health and Safety Team and the Unison Branch Officer for Health and Safety as necessary. In the absence of Corporate Health and Safety Team, advice can be sort from Health and Safety Compliance Officers in Housing and Corporate Property.

- 9.3.4 Follow the format for use of the corporate health and safety management software, or trade union official safety inspection forms, to facilitate suitable and sufficient workplace inspection regimes. Training in use of the software system is provided by the Principal Health and Safety Officer and Compliance Officers. Official trade union safety inspection forms are available from the Unison Branch Office at the Civic Centre.

- 9.3.5 Where Emergency Evacuation Chairs are provided within Council buildings, Safety Representatives are required to undergo training in use of these chairs, unless there is a valid reason why they cannot.

- 9.3.6 Where possible, the roles of health and safety representation will be combined into one person as the 'Safety Responder'. These roles are: Nominated or Appointed First Aiders, Fire Wardens and Safety Representative. Service Leads are responsible for submitting a needs assessment to the Health and Safety Committee. Guidance on duties for the roles is given in Appendix D.

## 10. Contract Managers/Commissioning Officers

- 10.1 Contract Managers/Commissioning Officers have responsibility for and are expected to ensure that contracts awarded meet the requirements of this policy.
- 10.2 Before a major contract is awarded documented evidence must be obtained to satisfy the health and safety requirements of the person authorising the contract. The Corporate Health and Safety Team will advise on the type of documented evidence that is suited to the size and hazard profile of the contract.
- 10.3 These documents must be brought to the attention of the Corporate Health and Safety Team in a timely manner in order to establish a clear understanding of what risks are involved;
- 10.4 Where appropriate, advice received from the corporate health and safety team is incorporated into procurement documentation e.g. within the advert, contract specification and pre-qualification questionnaire;
- 10.5 During the contract evaluation process, inherent risks are identified and are to be satisfactorily controlled by the contractor/supplier; and
- 10.6 Health and safety performance is appropriately monitored based on the risk e.g. by evaluating application of the contractors / suppliers management system and accident / lost time injury statistics, etc.

## Appendix A

### Corporate Health & Safety Policies for Specific Arrangements

Policy Name	Date Issued	Responsible Service
Fire Risk Management Policy	Apr 2019	Corporate Health & Safety Team
Fire Risk Management Policy – Housing Properties	March 2022	Housing Services
Asbestos Policy –	August 2021	Corporate Health & Safety Team
Health and Safety Training Policy	May 2019	Corporate Health & Safety Team
Lone Worker Policy	Dec 2018	Corporate Health & Safety Team
Noise and Vibration Policy	Review in progress	Corporate Health & Safety Team
Stress Risk Management Policy	April 2011	Human Resources / Corporate Health & Safety Team
Unacceptable Behaviour Policy	Jan 2024	Corporate Health & Safety Team
Step Away from violence and aggression policy	June 2018	Human Resources / Corporate Health & Safety Team
Water Hygiene Risk Management Policy	December 2017 Review progress	Corporate Health & Safety Team
Corporate Assets (Safety) Inspection Policy	In draft	Corporate Health & Safety Team
Code of Practice for Contractors	Review progress	Corporate Health & Safety Team
Alcohol and Drug Policy	Jan 2024	Human Resources / Corporate Health & Safety Team
New and Expectant Mothers Policy	October 2011	Human Resources / Corporate Health & Safety Team
Discovery of Dead Bodies Policy and Procedure	December 2016	Corporate Health & Safety Team
Young People at Work	January 2014	Corporate Health & Safety Team
Work at Height	October 2011	Corporate Health & Safety Team
Confined Spaces	In draft	Corporate Health & Safety Team

# How to Report Accidents & Incidents

MINOR INJURY  
SAFETY INCIDENT  
NEAR MISS

1. Report the Accident / Incident to your Manager or Supervisor as soon as possible.

2. Line Manager Action:  
Carry out investigation and detail any suggestions or instructions that could prevent a similar occurrence on the Accident Form or on the AssessNET log.

**If you are AssessNET confident**

Raise an AssessNET log, ensuring you obtain employee signature and noting if sickness absence is generated as a result of the incident. Action to Principal H&S Officer to check within 5 days.

**If you are NOT AssessNET confident**

Contact your line manager or your workplace safety representative.



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## IF IN DOUBT

Corporate Health & Safety: 01392 265147

MAJOR INJURY  
REPORTABLE DANGEROUS  
OCCURRENCE  
FATALITY

1. Notify your Line Manager by the quickest means, as quickly as possible.

2. Line Manager Action:  
Notify Principal H&S Officer by the quickest means (i.e. telephone ext. 5112). If there has been a fatality out of office hours, call the Control Centre.

3. Further Manager Action:  
Carry out investigation and detail any suggestions or instructions that could prevent a similar occurrence. The H&S Officer may also be involved at this stage, working alongside you. The H&S Officer will notify HSE.

**If you are AssessNET confident**

Raise an AssessNET log, ensuring you obtain employee signature and noting if sickness absence is generated as a result of the incident. Action to Principal H&S Officer to check within 24 hours.

**If you are NOT AssessNET confident**

Contact your line manager or your workplace safety representative.



**4. H&S Officer Action:**

Complete detailed investigations as required; place any actions to service on corporate H&S matrix; liaise with HSE, Police, Insurance, Legal team, Communications and other departments as necessary.

**In the event of a fatality:**

The H&S Officer will have activated ECC Fatality Action plan on receipt of notification at stage 2.



## Strategic Management Board: Health and Safety at work meetings Terms of Reference

### 1. Purpose

- 1.1 Exeter City Council recognises and accepts its responsibility as an employer to ensure, as far as is reasonably practicable, that its activities are conducted without risks to the health and safety of employees, customers and others.
- 1.2 In its ambition to act as an 'exemplar' of health and safety practice, it seeks to give strong leadership through the formation of a Health and Safety Committee to devise, develop and promote controls and initiatives, to improve standards of health and safety through having a robust Health and Safety Policy and monitoring system.

### 2. Function

- 2.1 Responsibility for promoting exemplar health and safety practice throughout the Council.
- 2.2 Actively improve Health and Safety performance and standards, and strive to exceed all statutory standards, codes of practice, regulations and applicable legal requirements reviewing where and when appropriate.
- 2.3 Providing strategic leadership to reducing work-related injury and ill health trends relating to accidents, notifiable diseases and near misses, so that action can be taken on robustly tackling unsafe and unhealthy conditions and practices.
- 2.4 Providing strategic leadership in promoting health and well-being at work through reviewing absence statistics in relation to accidents at work or workplace ill health, so that strategic decisions can be made on robustly tackling unsafe and unhealthy conditions and practices, together with actions that need to be taken.
- 2.5 Consider reports from Health and Safety Compliance Officers, Health and Safety Representatives Meetings, Internal Audit and external auditors deemed necessary.
- 2.6 Consider information provided by the Health and Safety Executive and provide the necessary strategic direction and guidance as required.
- 2.7 Provide strategic direction regarding Health and Safety communication and publicity across the Council.
- 2.8 Provide strategic review and direction on Health and Safety training.
- 2.9 Give consideration to views and recommendations in relation to review of Safe Working Practices.
- 2.10 Responsibility for overseeing the annual Health and Safety Action Plan and progress report.
- 2.11 Ensure the necessary expertise is authorised for provision of technical information on production needs and equipment.
- 2.12 Responsibility for maintaining and reviewing Exeter City Council's health and safety risk profile and other core elements.
- 2.13 Have strategic overview of civil claims made against the Council under health and safety.
- 2.14 Appoint Health and Safety Representatives.

### 3. Procedures

- 3.1 The Chair shall be the chief executive or nominated deputy from the Strategic Management Board.
- 3.2 Meetings will take place every quarter. Reports submitted will be timetabled and there will be standing items on proactive and reactive monitoring.
- 3.3 Additional meetings may be arranged by the chair in exceptional circumstances in response to a local or national event or change in national guidance or legislation.
- 3.4 Committee Members will be trained to 'IOSH for Directors and Executives' or the equivalent.

## Health and Safety Representatives Committee Terms of Reference

### 1. Purpose

- 1.1 Exeter City Council recognises and accepts its responsibility as an employer to ensure, as far as is reasonably practicable, that its activities are conducted without risks to the health and safety of employees, customers and others.
- 1.2 In its ambition to act as an 'exemplar' of health and safety practice, it seeks to give strong health and safety voice through the formation of a Health and Safety Representatives Committee to review measures taken to ensure the health and safety at work of its employees, and others affected by its work activities, in accordance with the Council's Health and Safety Policy.

### 2. Function

- 2.1 Actively improve Health and Safety performance and standards, and strive to exceed all statutory standards, codes of practice, regulations and applicable legal requirements reviewing where and when appropriate.
- 2.2 Commit to reducing work-related injury and ill health trends relating to accidents, notifiable diseases and near misses, so that suggestions can be made on robustly tackling unsafe and unhealthy conditions and practices and to take all reasonable steps to promote health and well-being at work.
- 2.3 To have an operational overview of health and safety issues in service areas, together with actions that could be taken.
- 2.4 Make representation on potential hazards and dangerous occurrences which affect, or could affect service areas.
- 2.5 Make representations on general Health and Safety matters affecting service areas and on matters consulted about by the Strategic Management Board.
- 2.6 Undertake inspections and reviews assigned to them and report back to the Health and Safety Representatives Meeting.
- 2.7 Consider information provided by the Health and Safety Executive and input to the Health and Safety Committee on the impact to service areas as required.
- 2.8 Revise and review safe working practices as necessary.
- 2.9 Consider reports which other Health and Safety Representatives submit to the meeting.
- 2.10 To provide an operational input on Health and Safety training.
- 2.11 Progress the annual Health and Safety Action Plan within their service area.
- 2.12 Assist, where nominated, in the execution of compliance for Fire Warden Duties, Risk Assessment and/or Safe Working Practice Review, or to advise the Health and Safety Representatives Meeting on compliance within their service areas.
- 2.13 Responsibility for promoting exemplar health and safety practice within service areas.

### 3. Membership

- 3.1 The membership of the Health and Safety Representatives Committee will be:
- Environmental Health and Community Safety Manager
  - Corporate Health and Safety Officers
  - Corporate Property Health and Safety Officer
  - Housing Health and Safety Compliance Officer
  - UNISON Branch Officer Health and Safety
  - Other recognised Union Branch Health and Safety Officers as appropriate
  - Workplace Representatives from each customer facing Council Service
  - Sole Representative for the Council Support Services (office workers)
- 3.2 Membership of the Committee will be reviewed annually to ensure that it remains appropriate.
- 3.3 A minimum of 5 committee members will need to be present at any given committee meeting for it to be deemed quorate.

### 4. Procedures

- 4.1 The Chair shall be the Environmental Health and Community Safety Manager.
- 4.2 Health and Safety Representatives (H&S Reps) meetings are attended by Official Trade Union Health and Safety Representatives and non-union Representatives of Employee Safety.
- 4.3 Non-unions Representatives will meet with the Chair to discuss and agree the extent of their inspection remit, in line with the Corporate Safety Inspection Policy.
- 4.4 Meetings will take place every quarter. The agenda will focus on proactive inspection and performance monitoring of remedial actions. Matters arising from inspections and safety tours that cannot be resolved locally will be passed to the Strategic Management Board for consideration.
- 4.5 Additional meetings may be arranged by the chair in exceptional circumstances in response to a local or national event or change in national guidance or legislation.
- 4.6 Agreed minutes of each meeting will be taken by Committee Services, kept and circulated to the Representative Committee Members and the Strategic Management Board.
- 4.7 Health and Safety Representative Committee Members will be trained to RoSPA's 'Safety Representatives' for non-union Representatives and TUC Stage 1 H&S for Union Representatives.
- 4.8 Health and Safety Representative Committee Members will be permitted time away from normal duties to fulfil their role. The amount of time away from normal duties will be discussed and agreed with the line manager of the service from which the Representative Committee Member is nominated.
- 4.9 Changes to the Health and Safety Representatives Committee terms of reference must receive ratification from the Strategic Management Board.

## Safety Representatives and Safety Responders Guidance

### First Aiders

Remember to complete a first aid log on the spreadsheet every time you administer first aid. The injury is often also reportable to Corporate Health and Safety, particularly if the injury is due to workplace equipment, a work task or part of the workplace building. If you are not sure please ask your Health and Safety Rep. It is the employee's line manager's responsibility to report the accident to Health and Safety, but you might be asked to help by stating what first aid was given and when etc.

A central spreadsheet containing your date of qualification and renewal is held by HR, who will advise you when the time comes to attend training.

You must attend an annual refresher. There is a choice of attending either the Civic Centre or MRF Green Room. The First Aid Group email will keep you informed of annual refresher dates. You are permitted to attend the annual refresher in worktime, but ensure your line manager has plenty of notice to aid service continuity planning for your period of absence.

A needs assessment for First Aid is the responsibility of the departmental manager. Corporate Health and Safety can provide the manager with advice, but you may be asked to help with needs assessment reviews if there is a change of circumstances that affects first aid provision.

Become trained in use of the Evacuation Chair, if your building has one. Keep your Evacuation Chair familiarisation up to date.

Report all workplace hazards

### Fire Wardens (Floor Wardens)

Complete your weekly duties:

- Fire Risk inspection sheet
- Test call points and record in log book  
(Not all Fire Wardens carry this out. Refer to the Premises manager for details)
- Make yourself known to new employees
- Complete your monthly duties
- Test emergency lights with rocker key (do not climb ladders to test ELs unless you have been trained and assigned to this in your role) and record in log book (Civic Centre Building Manager only).
- Attend refresher training every five years, or sooner if instructed by Corporate Health and Safety.
- Become trained in use of the Evacuation Chair if your building has one.
- Keep your Evacuation Chair familiarisation up to date.
- Be aware of PEEPs for disabled employees or visitors in your zones.
- Report all workplace hazards.

## Appendix F Designated Premises Managers

Premise Name	Full Postal Address	Post title designated as Premise Manager	Post reference number
Civic Centre	Dixs Field, Exeter, Devon, EX1 1NN.	Civic Centre Supervisor	0157
The Guildhall	High Street	Lord Mayor's Support Officer	0157
RAMM	Royal Albert Memorial Museum, Queen Street, Exeter, Devon, EX4 3RX.	Museum Operations Manager	2511
RAMM Ark	Marsh Barton	Museum Operations Manager	2511
RAMM Storage	Haven Banks	Museum Operations Manager	2511
RAMM Top floor Bradninch Place	Bradninch Place	Museum Operations Manager	2511
Exton Road Depot, MRF & Weighbridge	Exton Road, Exeter, Devon, EX2 8NR.	Waste & Recycling Operations and Fleet Manager	0470
Exeter Corn Exchange		Facilities & Markets Manager	0234
The Matford Centre		Facilities & Markets Manager	0234
Exeter's Underground Passages		Facilities & Markets Manager	0234
Belle Isle Depot		Public & Green Space Operations Manager	3413
Multi Storey and Underground Car Parks	Various	Parking & Enforcement Operations Manager	0747
Housing Flats Common Areas	Various	Housing Assets Manager	3132
Exeter Business Centre	Marsh Barton	Senior Estates Surveyor	0537
Supported Temporary Accommodation	Glencoe & The Haven	Temporary Accommodation Coordinator (STAs)	2663
Public Toilets	Various	Public & Green Spaces Operations Manager	3413

## Appendix F Designated Premises Managers

Premise Name	Full Postal Address	Post title designated as Premise Manager	Post reference number
Verney House common parts	Sidwell Street	Senior Estates Surveyor	0537
Waterways Buildings	Various	Waterways Manager	3432
Custom House	The Quay	Facilities & Markets Manager	0234
Pavilions & Changing Rooms	Various	Commercial Operations Manager	0347
Cemetery Buildings (Chapels of Rest etc.)	Various	Commercial Operations Manager	0347
Exeter Arena	Summer Lane, Exeter, EX4 8NT	Centre Manager	
Isca Centre	Summer Lane, Exeter, EX4 8NT	Centre Manager	
Northbrook Pool	Beacon Lane, Exeter, EX4 8LZ	Centre Manager	
St Sidwell's Point	Paris Street, Exeter, EX1 2JX	Centre Manager	
Riverside Leisure Centre	Cowick Street, Exeter, EX4 1AF	Centre Manager	
Wonford Leisure Centre	Rifford Road, Exeter, EX2 6NF	Centre Manager	

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Fatalities, Major injuries and reportable Dangerous Occurrences must be reported straight to the Environmental Health and Community Safety Manager. See flowchart 'How to Report Accidents and Incidents' on your Health and Safety noticeboard and at Appendix B.

For building projects Health and Safety Compliance Leads in Housing or Corporate Property should be notified.



## Equality Impact Assessment: *The Council's Health and Safety at Work Policy*

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.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive – 9 April 2024  Council – 23 April 2024	The Council's Health and Safety at Work Policy	Adoption of Policy	All staff, customers, contractors and councillors.

**Factors to consider in the assessment:** For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. 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	Positive or Negative Impact	High, Medium or Low Impact	Reason
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers; asylum seekers).			It is not considered that the policy will have the potential for impact on this protected group(s)
<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 impact on their ability to carry out normal day-to-day activities.	<b>Positive</b>	<b>Low</b>	The policy will have a positive impact - in that it ensures staff have specialist equipment if needed because of a disability to carry out their roles.  Where colleagues have a specific reasonable adjustment we work directly with the individual, to ensure that we are able to identify and remove any negative impact changes to their workspace they may potentially have.
<b>Sex/Gender</b>			It is not considered that the policy will have the potential for impact on this protected group(s)
<b>Gender reassignment</b>			It is not considered that the policy will have the potential for impact on this protected group(s)
<b>Religion and belief</b> (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).			It is not considered that the policy will have the potential for impact on this protected group(s)
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual).			It is not considered that the policy will have the potential for impact on this protected group(s)

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
<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).	<b>Positive</b>	<b>Low</b>	This policy has a positive impact upon those conducting work experience as the policy it ensures that the appropriate risk assessments etc are carried out by managers.
<b>Pregnancy and maternity</b> including new and breast feeding mothers	<b>Positive</b>	<b>Low</b>	<p>This policy has a positive impact on pregnant women - through the policy it ensures that the appropriate risk assessments etc are carried out by managers.</p> <p>This policy promotes that individuals will be supported by Human Resources, Corporate Health &amp; Safety and their line managers during this period to determine any additional requirements. This will be on a case-by-case basis.</p>
<b>Marriage and civil partnership status</b>			It is not considered that the policy will have the potential for impact on this protected group(s)

**Actions identified that will mitigate any negative impacts and/or promote inclusion**

**Officer:** Simon Lane

**Date:** 9 January 2024

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## **REPORT TO EXECUTIVE**

Date of Meeting: 9 April 2024

Report of: Director Corporate Services

Title: Members' Training

### **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 on the progress of work on the Members' training programme and also includes the Members' attendance for the various training sessions, which have been held since November 2023 to present (Appendix A).

1.2 Appendix B of the report identifies the Councillor Feedback statistics to date on training or briefing sessions they have attended.

1.3 Appendix C highlights the current number of training opportunities available on the SSS online training platform and number of completion certificates received.

1.4 The report also provides a summary of the training development work undertaken by the Councillor Development Steering Group for 2023-24.

### **2. Recommendations:**

2.1 It is recommended that the Executive Committee note the report.

### **3. Reasons for the recommendation:**

3.1 To ensure that the current induction and training programme for Members remains fit for purpose and appropriate;

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

4.1 None specific to this report.

### **Section 151 Officer comments:**

5.1 There are no financial implications for Council to consider.

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

6.1 The Council is obliged to ensure that Members receive adequate training to allow them to undertake their duties. This is particularly pertinent for those members who sit on the administrative committees such as Planning and Licensing.

## **6. Monitoring Officer's comments:**

7.1 The Monitoring Officer is pleased that the training provided is valued - the responses show good levels of satisfaction. The officers working together with the Councillor training steering group, will endeavour to continue to strive to improve the quality and range of training offered as well as strive to improve the overall attendance levels.

## **7. Report details:**

8.1 The report provides an overview of Members' attendance at training events, additional training completed, and feedback received since the previous report.

8.2 Appendix A of this report provides a breakdown of attendance at the various training sessions held since 27 November 2023. During this period, there has been 8 training sessions held since the last report, with an average attendance rate of 56% 52%, which is a 4% increase in attendance since the previous report, despite there being 5 less sessions held.

Appendix A also highlights the attendance of Members to committee specific training provided, and Members are reminded of the importance in notifying Democratic Services to advise that they have viewed the training recordings, if they were unable to attend the live session, so that their attendance can be recorded accordingly.

8.3 Appendix B details a summary of the feedback forms for the various training sessions held during the period. The feedback form is issued to all Members after each session to capture Members' views on any training or briefing sessions they attended. It also enables Members to notify Democratic Services to state that they have viewed the training, should they be unable to attend.

During this period, the volume of feedback had increased from the previous report from 19 to 21 responses. The average feedback for very satisfied had increased from 45% to 51% and that 18% were satisfied. Members are encouraged to provide feedback on the courses, and Members who were not in attendance, to indicate that they viewed the training recordings.

8.4 there had been no tours and shadowing opportunities during this period.

8.5 Appendix C highlights the number of completed courses for the SSS training platform. The figures show that the number of Members who had completed the GDPR training had risen from 41% to 44% and that additional training courses have been undertaken on the platform.

8.6 Since May 2023, there have been 39 training and briefing events held with an average of 55% of Members attending the sessions.

8.7 The Councillor Development Steering Group had met on three occasions across the municipal year to continue the making improvements to the induction process and Councillor training opportunities. Some of the highlights of their work include:-

- Encouraging Councillor attendance various training and briefing sessions throughout the year, which had shown a marked improvement of attendance.

- Where Members had not notified Democratic Services, that they had completed mandatory training, the Councillor Development Steering Group had supported the process of copying group leaders into emails to Members who needed reminding to ensure the respective training was undertaken.
- The feedback form had been further refined to include improved navigational links for Members.
- More interaction and engagement had been suggested for training, following received feedback. The Licensing and Planning training would be the first to be more interactive and sessions would include bite sized training, knowledge testing, role play, and clear indication for being mandatory to new Members.
- Feedback from new Members was sought to help develop the 2024 induction plan.
- The SSS training platform, had been renewed for 12 months in September 2023 for Members to access various training options.
- Additional Scrutiny and Meeting Procedures training opportunities were setup provided by Bethan Evans, who would be returning in May 2024 to provide further training sessions, after the election.
- Calendar invites for regulatory committee training had been improved to include the wording 'mandatory' for members of the committee, and that the session was open to other Members if they also wished to attend.
- Carbon Literacy Training had been agreed to be considered as mandatory training and would be offered with a number of options (3 evening sessions, 2x half day sessions and a full day session).
- Information on Councillor safety would be included in the Councillor induction packs.
- Induction training for Portfolio Holder's and effective working with officers was being developed.

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

Ensuring that Members are appropriately trained and briefed means that they understand the issues affecting the Council, which in turn enables them to take informed decisions.

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

10.1 Ensuring that Members are appropriately trained and briefed means that they understand the issues affecting the Council, which in turn enables them to take informed decisions.

10.2 If inappropriate training was given, or if appropriate Members did not attend the sessions, challenges could be made to any decisions taken, which would not only jeopardise the Council's reputation, but could also lead to potential claims for compensation and review of the decisions taken.

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

11.1 In preparing this report, it is accepted that people learn things in different ways, and that some delivery methods are not best suited to all.

11.2 A detailed review of the training programme and briefing sessions, including the delivery methods, have helped identify gaps in this provision and also how best any training difficulties can be overcome.

11.3 There has been a focus on ensuring that training on disability awareness, as well as diversity and equality requirements, form an integral part of any revised training programme.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because the report is for information.

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

12.1 No direct carbon/environmental impacts arising from the recommendation.

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

None.

**Director Corporate Services, Baan Al-Khafaji**

Author: Mark Devin, Democratic Services Manager.

## **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



Description	Date	Total Cllr		Absent		Live Attend	Viewed Recording After Session	Committee	No of Committee Attend	% Committee Attend
		Attend	Total % Attend	Absent	Absent %					
Training: Carbon Literacy Training Part 3	27/11/23	6	100%	0	0%	6	N/A			
Training: Planning Committee visit to Exeter Developments	06/12/23	6	38%	10	63%	6	N/A	Planning	5	31%
Briefing: Exeter University COP28	08/01/24	19	49%	20	51%	19	N/A			
Briefing: Police Neighbourhood Meeting	10/01/24	18	46%	21	54%	18	0			
Briefing: Budget	11/01/24	20	51%	19	49%	20	N/A			
Briefing: Wellbeing Exeter	17/01/24	11	28%	28	72%	11	N/A			
Briefing - Exeter University - A Healthier Future	08/02/24	8	21%	31	79%	8	N/A			
Briefing: Devon and Torbay Devolution Deal	21/02/24	9	23%	30	77%	9	N/A			

No Cllrs	<b>39</b>
Licensing	<b>14</b>
Planning	<b>14</b>
Audit & Governance	<b>12</b>
Community Grants	<b>6</b>

<b>Highest Attendance</b>	20	51%
<b>Average Attendance</b>	12	44%
<b>Lowest Attendance</b>	6	15%

<b>Highest Absence</b>	31	79%
<b>Average Absence</b>	20	56%
<b>Lowest Absence</b>	0	0%

<b>Highest Attended Live</b>	20	51%
<b>Average Attended Live</b>	12	31%
<b>Lowest Attended Live</b>	6	15%

<b>Highest Attended Post Session</b>	0	0%
<b>Average Post Session</b>	0	0%
<b>Lowest Attend Post Session</b>	0	0%



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2023-24	Total Responses	Very Satisfied	Satisfied	Dissatisfied	No Response	Not applicable
Overall impression of the briefing / training	21	15	2	0	4	0
Facilitator's ability and competence	21	0	3	0	4	0
Facilitator's rapport with the delegates	21	15	2	0	4	0
Accurate course description versus content delivered on the briefing / training	21	15	2	0	4	0
Relevance to your personal learning needs	21	13	4	0	4	0
Effectiveness of the learning methods	21	9	8	0	4	0
Quality and appearance of course materials	21	8	9	0	4	0
Quality of facilities	21	12	4	1	4	0
Notice / contact prior to the course	21	13	4	0	4	0
Joining instructions and content information	21	14	3	0	4	0
Adequacy of support for special needs	21	3	0	0	4	14
<b>AVERAGE:</b>	21	<b>11</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>1</b>
<b>AVERAGE %:</b>		<b>51%</b>	<b>18%</b>	<b>0%</b>	<b>19%</b>	<b>6%</b>

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2024

Apr-24

Appendix C

Description		Completed	Total Members	%
Introduction to Safeguarding Thematics		14	39	36%
GDPR		17	39	44%
County Lines		8	39	21%
Equality Diversity & Inclusion in the Workplace		7	39	18%
County Lines Refresher		2	39	5%
Child Protection		2	39	5%
Prevent Duty Refresher		2	39	5%
Mysogyny and INCEL subculture		0	39	0%
Domestic Abuse Awareness		1	39	3%
Safeguarding Training - Serious Violence & Knife Crime		1	39	3%
Risk Assessment		1	39	3%
Mysogyny and INCEL subculture		3	39	8%

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## **REPORT TO EXECUTIVE**

Date of Meeting: 9 April 2024

## **REPORT TO COUNCIL**

Date of Meeting: 23 April 2024

Report of: Director of City Development

Title: Liveable Exeter Placemaking Charter and pre-application charges

### **Is this a Key Decision?**

No

### **Is this an Executive or Council Function?**

Council

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

1.1 This report sets out the details of a consultation on the proposals for charging for the provision of pre-application advice on major planning applications, and the introduction of the Liveable Exeter Placemaking Charter following a six-week consultation.

#### **2. Recommendations:**

2.1 That the Executive notes the Consultation Statement, which documents the responses to the consultation on the proposals for pre-application charges and the introduction of the Liveable Exeter Placemaking Charter, attached at Appendix A.

2.2 That the Executive recommends that Council approves the introduction of pre-application charges as set out in the report and endorses the Liveable Exeter Placemaking Charter attached at Appendix B.

2.3 That the Executive recommends that Council grants delegated authority to the Director of City Development, in consultation with the Portfolio Holder for City Development, to make minor editorial changes to the Liveable Exeter Placemaking Charter, attached at Appendix B, prior to its publication on the City Councils website.

2.4 That the Executive recommends that Council grants delegated authority to the Director of City Development, in consultation with the Portfolio Holder for City Development, to regularly monitor and review the Liveable Exeter Placemaking Charter, and make minor alterations to improve its clarity and detail.

#### **3. Reasons for the recommendation:**

3.1 The recommendation arises from the necessity to align Exeter's development with the principles of sustainability, inclusivity, and community engagement outlined in the Liveable Exeter Placemaking Charter. It reflects the feedback received during the consultation process, aiming to ensure the Charter effectively guides future developments. The recommendations are intended to enhance stakeholder collaboration,

improve urban planning practices, and foster environments that meet the needs of all residents, thereby supporting Exeter's vision for a liveable and resilient city

3.2 The recommendation to introduce pre-application charges is made to enhance the effectiveness and efficiency of the planning process within the Liveable Exeter Placemaking Charter framework. This strategic measure aims to allocate resources more effectively, ensuring that developers receive comprehensive guidance and feedback at an early stage, leading to higher quality development proposals. By implementing these charges, the City Council seeks to encourage more meaningful engagement from applicants, fostering developments that are more aligned with Exeter's sustainability and community goals, facilitating smoother project management and contributing to the city's strategic development objectives.

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

4.1 City Development's Major Projects team already provides pre-application advice to developers but does not charge. The introduction of charges will provide funding which will be used to ensure that the advice is timely and of a consistently high quality designed to deliver Liveable Exeter. The funds generated will be used to maintain the necessary capacity and expertise in City Development to provide the offer set out in the Charter.

#### **5. Section 151 Officer comments:**

5.1 Members should note the intention to use the additional funds to maintain capacity in the Service however no additional expenditure budget has been requested at this stage for Council to consider.

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

6.1 The Liveable Exeter Placemaking Charter is a non-statutory, informal document. It does not include planning policies or site allocations and will have no weight in making planning decisions.

6.2 Design Review Panel comments are material considerations and can be considered when making planning decisions. They are normally included in officer reports on planning applications. Proposals relating to a Developers Forum do not raise legal issues. In relation to the use of the proposed Planning Performance Agreements and charging for pre-application advice, members will note the following:

##### **6.3 Planning Performance Agreements:**

6.3.1 Planning performance agreements ("PPAs") were introduced as part of the then new National Planning Policy Framework (NPPF) in 2012 and are actively encouraged in some instances- see below. Local Planning Authorities can charge for discretionary planning services by virtue of s93 of the Local Government Act 2003. National Planning Practice Guidance states that: "Local Planning Authorities may make a charge for the administrative work involved in agreeing and implementing the planning performance agreement itself, to the extent that this goes beyond an authority's statutory responsibilities. Any charges need to reflect the wider principles for charging for pre-application advice, – where possible forming part of a clear menu of pre-application

services – and will be in addition to any subsequent planning application fee for the proposed development.”

6.3.2 Paragraph 46 of the National Planning Policy Framework (December 2023) states, “Applicants and local planning authorities should consider the potential for voluntary planning performance agreements, where this might achieve a faster and more effective application process. Planning performance agreements are likely to be needed for applications that are particularly large or complex to determine.”

6.3.3 The Planning Practice Guidance states that: “Planning performance agreements are intended to be agreed in the spirit of a ‘memorandum of understanding.’ They are not intended to be a legally binding contract unless the parties wish to approach it in this way. It is helpful to be clear about its status in the planning performance agreement itself. The parties are encouraged to make the existence and content of a planning performance agreement publicly available, so that the agreed process and timescale are transparent. A planning performance agreement does not differ from other forms of pre-application engagement. It does not commit the local planning authority to a particular outcome. It is instead a commitment to a process and timetable for determining an application. The existence of a planning performance agreement means that the statutory time limits for determining the application no longer apply (to the extent that the agreement specifies a longer period for the decision, in which case the agreement will count in the same way as an agreed extension of time).”

#### **6.4 Discretionary charges:**

6.4.1 Planning application fees are fixed and set nationally through the Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (2012/2920). However, councils can choose to recover the cost of pre-application work by charging under the s93 Local Government Act 2003 for providing a discretionary service. The legislation states that charges can be made provided that “taking one financial year with another, the income from charges .... does not exceed the costs of provision” (s93(3)). The person who receives the service must also agree to the charge. It is not permitted for a council to generate an overall profit from delivering the pre-application service.

### **7. Monitoring Officer’s comments:**

7.1 The Monitoring Officer draws members attention to the Legal comments but otherwise, this report raises no issues for the Monitoring Officer.

### **8. Report details:**

8.1 This section addresses the detailed feedback and outcomes from the consultation on the Liveable Exeter Placemaking Charter and the introduction of pre-application charges, held between 15 January 2024 and 25 February 2024. This consultation sought stakeholder perspectives on the proposed fees for pre-application planning advice and the principles embedded within the Exeter Placemaking Charter. The primary aim was to ensure these initiatives align with Exeter’s development principles of sustainability, inclusivity, and community engagement. More detail on the consultation and Officers’ response to it can be found in Appendix A.

8.2 The key elements of the proposed Liveable Exeter Placemaking Charter can be summarised as follows:

- **Collaborative Placemaking:** The Charter emphasises collaborative efforts among stakeholders (City Council, developers, community groups, etc.) to achieve high standards of design, sustainability, and placemaking.
- **Exeter Design Quality Partnership (EDQP):** A framework established to raise standards in development, fostering a culture of high-quality, sustainable design and placemaking.
- **Continuous Improvement:** A commitment to continuous improvement through leadership, tools, and processes aimed at driving enhancements in the quality of developments.
- **Shared Commitments:** Stakeholders are invited to join in a shared commitment to deliver exceptional quality outcomes by participating fully in pre-application discussions, engaging with communities early in the process, and collaborating openly.
- **High-Quality Planning Service:** The Charter commits to providing a skilled multidisciplinary team to manage development proposals collaboratively, with resources allocated for Planning Performance Agreements and a Pre-Application Advice Service.
- **Pre-Application Advice Service:** Introduction of charges to support the delivery of expert guidance tailored to each project, with three levels of service based on the complexity and scale of the development.
- **Developer's Forum:** Establishment of a Developer's Forum to foster productive relationships between the council, developers, and other stakeholders, encouraging open dialogue and sharing of best practices.
- **Design Review Panel:** Partnership with Design West to provide an independent Design Review Panel, offering impartial guidance on proposals to enhance design quality and sustainability.
- **Planning Performance Agreements (PPAs):** Recommendation for major or complex developments to enter into PPAs, providing a framework for collaborative working and efficient management of the planning process.
- **Measuring Outcomes:** A commitment to evaluating the outcomes of completed developments against key social, economic, and environmental performance indicators, with developers encouraged to share data to support evaluations.
- **Living Document:** The Charter is considered a living document, subject to regular monitoring, review, and refinement based on stakeholder feedback and the evolving needs of Exeter.

8.3 The pre-application charging schedule proposes three levels of service as described in the following table:

Level	Service Offer	Output	Timescales
<b>0 – Scoping</b> £300 + extras	<ul style="list-style-type: none"> <li>• 1 hr officer meeting</li> <li>• Principle</li> </ul>	<ul style="list-style-type: none"> <li>• Short bullet point list summary</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting date offered within 7 days</li> </ul>

	<ul style="list-style-type: none"> <li>• Key issues</li> <li>• Appropriate route forward</li> </ul>	<ul style="list-style-type: none"> <li>• Next steps</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting within 15 working days</li> <li>• Meeting note issued within 5 working days</li> </ul>
<p><b>1 – Standard</b> £3,550 + extras</p>	<ul style="list-style-type: none"> <li>• Site visit</li> <li>• Site history</li> <li>• Validation advice</li> <li>• PMWG presentation</li> <li>• Accompanied Design Review</li> <li>• Consultee views sought</li> <li>• Key policies identified</li> <li>• Up to 3 meetings with case officer/design team</li> <li>• Technical studies scoping</li> </ul>	<ul style="list-style-type: none"> <li>• Written report, incorporating design review feedback, consultee feedback and officer comment</li> </ul>	<ul style="list-style-type: none"> <li>• Contact within 7 working days of submitting request to arrange a convenient meeting slot</li> <li>• Typically, process will take on average 8-12 weeks</li> <li>• Every effort will be made to expedite the process and the customer will be kept informed throughout</li> </ul>
<p><b>2 – PPA</b> £Bespoke</p>	<ul style="list-style-type: none"> <li>• Using level 1 as a base, bespoke offer tailored working with applicant</li> <li>• Extent of engagement designed to match project and its merits / issues</li> <li>• Process as set out in PPA template available on</li> </ul>	<ul style="list-style-type: none"> <li>• Bespoke</li> </ul>	<ul style="list-style-type: none"> <li>• Bespoke</li> </ul>

	ECC website		
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8.4 Level 0 would offer a one-hour meeting either in Teams or in person between the case officer and the agent. It would be a discussion on the principle of development, identifying key issues that need to be resolved through the pre-application process. It would be followed by advice on an appropriate route for continued pre-application engagement (Level 1 or 2) or that the proposals are unlikely to be acceptable and do not merit further pre-application attention. A short bullet point list summarising the discussion would be shared with the applicant. The fee for this part of the service would be £300.

8.5 Level 1, the standard offer, would include the following:

- An unaccompanied site visits.
- Provision of relevant site history.
- Advice on validation requirements.
- Opportunity to present the scheme to Planning Member Working Group.
- Attendance at Design Review Panel meetings.
- Consultation with statutory consultees.
- Identification of key policies plans and documents and interpretation of them where relevant.
- Up to three sessions with the case officer.

8.6 A written report utilising a Council template, and incorporating Design Review Panel feedback, would be shared with the applicant. The fee for this service would be £2275, with extra meetings for a further £300, and £150 for an accompanied site visit. It has been calculated based on the hourly rates of the relevant officers and the number of hours they would dedicate to the proposal.

8.7 Level 2 uses Level 1 as a base to create a bespoke Planning Performance Agreement (PPA) offer tailored by working with the applicant. The number of meetings, workshops and scale of engagement will be designed to match the project and its merits/issues. The approach to PPA design will be detailed in the Exeter Design Quality Partnership Charter, utilising a PPA template available on the City Council's website. The output will be bespoke to the project but is likely to include, as a minimum, a written report using the City Council template. The fee will be customised, based on the hourly rates of the Officers involved. These rates have been calculated based on salaries, on-costs, and relevant overheads.

8.8 The consultation process revealed a series of insights and concerns from stakeholders regarding the fee scale, service quality, stakeholder engagement, democratic processes, Charter clarity, and the complexities inherent in urban development. Notably, the proposed fee scales were generally viewed as unfavourable, with a majority considering them somewhat or very unreasonable. There was a mixed response to the potential impact of charges on service quality, with some stakeholders fearing a decrease in service efficiency and quality.

8.9 Concerns were also raised about the process of stakeholder engagement and the clarity of the Charter. Feedback suggested a need for more transparent and inclusive consultation processes and clearer communication regarding the Charter's intentions and guidelines. Additionally, the responses underscored the importance of maintaining democratic principles in the planning process and addressing the urban development complexities specific to Exeter.

8.10 In response to the feedback, for clarification, the pre-application advice fee structure is intended exclusively for major planning applications. This aligns with the practices of many other local planning authorities. The charges will be invested back into the service to enhance quality and efficiency. Moreover, the necessity of robust stakeholder engagement is acknowledged, with a commitment to improving mechanisms for community and developer interaction, inherent within the Charter itself.

8.11 The introduction of the Charter will not alter the Council's commitment to democratic and consultative aspects of planning, ensuring that the enhancements to the pre-application advice service complement the comprehensive public consultation and democratic determination of planning applications. Efforts will continue to refine the Placemaking Charter, as a "living document" addressing clarity and detail to ensure it serves as a comprehensive guide for all stakeholders involved in Exeter's development.

8.12 The consultation on the Liveable Exeter Placemaking Charter and pre-application charges has emphasised the importance of aligning Exeter's development agenda with the principles of sustainability, inclusivity, and community engagement. The feedback received has been valuable in informing the City Council's approach to fostering sustainable urban development in Exeter. Officers are committed to making any necessary adjustments to the Charter as our processes evolve, navigating the intricacies of urban development in a manner that aligns with Exeter's long-term vision, fostering a vibrant, sustainable, and inclusive city for all its residents.

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

9.1 The introduction of the Charter will help deliver the City Council's priorities: a thriving local economy, a healthy and active city, housing and building great neighbourhoods and communities, a Net Zero Carbon city and letting culture thrive.

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

10.1 Risks associated with this proposal are as follows:

- Failure to deliver the enhanced pre-application advice service as described. This can be mitigated by ensuring sufficient resources and expertise provide the service, monitoring performance, and adjusting as needed.
- Developers unwilling to pay for pre-application advice due to the previous free service. This could be addressed through effective communication of the value and benefits of the new service. Ultimately, the City Council could withdraw the offer to provide this discretionary service.
- Inadequate funding is generated through pre-application fees to deliver the expected service improvements. Regular reviews of costs/income and adjustments of fees would help address this if required.

- Insufficient developer/stakeholder engagement in the Developer Forum. Targeted promotion and demonstrating tangible benefits of involvement can improve engagement.
- Lack of commitment from stakeholders to principles in the Charter. Clear communication on aims, extensive collaboration and demonstrating benefits can reduce this risk.
- Failure of Design Review Panel and pre-application advice to deliver expected improvements in design quality. Regularly reviewing and monitoring outcomes will be vital, refining processes as required.
- Reputational risks if Charter principles are not adequately implemented. Expectations must be managed clearly, and progress and performance must be transparently reviewed.

10.2 Overall, risks can be reduced through extensive collaboration, clear communication, transparency, regular monitoring and review, and refinement of processes as required. Embedding the principles fully into ways of working will also mitigate risks.

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

11.1 Under the Act's Public Sector Equality Duty, decision-makers are required to consider the need to:

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

11.2 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 considering the impacts on all community members.

11.3 In making decisions, the authority must consider the potential impact of that decision concerning 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.

11.4 In recommending this proposal, the potential impact on people with protected characteristics as determined by the Act has been considered. Approving the introduction of pre-application charging and adopting the Charter are not expected to negatively impact any groups with protected characteristics. The Charter aims to achieve high-quality and sustainable development which should benefit all groups. Pre-application charges will be applied equally and fund improvements to benefit all planning applicants. If any equality impacts emerge from implementing the Charter, they will be reviewed and mitigated as appropriate.



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

12.1 The recommendations made in this report have the potential to help deliver our carbon reduction target (carbon neutral by 2030) by:

- Encouraging more sustainable building design, materials, and technologies, like renewable energy, electric vehicle charging, sustainable drainage systems, etc.
- Promoting developments that reduce car dependency and enable walking, cycling and public transport use.
- Creating greener public spaces and retaining existing trees/habitats where possible.
- Considering whole life carbon impacts during design and construction.

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

13.1 There are options around the scale, scope, and timing of the introduction of pre-application charges and alternatives to charges that could be considered. However, the proposals in this report will provide the best means of delivering a high-quality service focussed on the City Council's corporate priorities.

**Director City Development, Ian Collinson**

Author: Roger Clotworthy

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

Background papers used in compiling this report: -

None

Contact for enquires:  
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## APPENDIX A

### Liveable Exeter Placemaking Charter and pre-application charges

#### Consultation Statement

Consultation dates: 15 January 2024 – 25 February 2024

#### 1. Introduction

In the recent consultation aimed at gathering stakeholder feedback on the proposed scales of fees for different levels of pre-application planning advice and the relevance of the Exeter Placemaking Charter principles, a series of questions were presented to seek engagement from an array of respondents. The consultation solicited stakeholders' perspectives on the reasonableness of the proposed fee scales, asking them to evaluate whether these were very reasonable, somewhat reasonable, not very reasonable, or not reasonable at all. Additionally, stakeholders were invited to assess the relevance of the principles outlined in the Exeter Placemaking Charter to their interests or concerns, providing valuable insights into community alignment with the Charter's objectives.

#### 2. The Consultation

The consultation took place between 15 January 2024 and 25 February 2024. This period complied with the six weeks required by the Council's Consultation Charter.

The consultation targeted a group of stakeholders which included:

- Developers
- Planning agents
- Landowners
- Architects
- Urban designers
- Community groups
- Business groups
- Other relevant professional bodies

This targeted approach was chosen for several reasons:

**1. Expertise and Impact:** The selected groups directly influence the quality, sustainability, and feasibility of developments within Exeter. Engaging these stakeholders ensures that the consultation benefits from specialised knowledge and practical insights into the planning, design, and execution of development projects.

**2. Collaborative Placemaking:** By focusing on those who play a significant role in shaping Exeter's built environment, the consultation aimed to foster a culture of collaboration and shared responsibility. This aligns with the Charter's objective of

achieving high-quality, sustainable design and placemaking through cooperative efforts.

**3. Practical Implementation:** The consultation sought to gather actionable feedback on the Charter's aims, proposed commitments, and the introduction of new tools and processes, such as design review planning, performance agreements, and the Developer's Forum. Targeting stakeholders directly involved in these areas ensures the feedback is grounded in practical experience and addresses real-world challenges.

**4. Policy Alignment and Transparency:** The targeted consultation helps to align the Charter's objectives with the needs and expectations of key stakeholders, ensuring that policies and practices are transparent, consistent, and conducive to achieving Exeter's Vision 2040.

**5. Efficiency:** A focused consultation allows for a more efficient and effective process, enabling detailed discussions and feedback from those most affected by the Charter and the introduction of charges for pre-application advice.

In summary, the targeted consultation was designed to ensure that the Liveable Exeter Placemaking Charter is practical, achievable, and reflects the priorities and concerns of those most integral to the city's development process. This approach aimed to build a strong foundation for the Charter's successful implementation, facilitating the creation of thriving, healthy, and socially active communities in line with Exeter's ambitious goals.

Responses to the consultation were invited online through Commonplace, the interactive online engagement platform that has been used by the Council for several other consultations. The option to email or post responses was also available.

The consultation was promoted through various means including:

- Emails to applicants and agents for all major planning applications received in the last three years.
- Promotion on ECC social media platforms.
- Fully accessible online consultation documents.

### **3. The Survey**

The consultation primarily concentrated on the charging element of the Liveable Exeter Placemaking Charter, reflecting its status as the singular component necessitating formal approval by the City Council. Contrasting with the other elements of the Charter, which offer informal guidance, this aspect introduces a structured fee schedule for pre-application advice, a procedural change that directly impacts the Council's operational framework.

The consultation described the proposed charging structure includes three levels of service:

1. **Level 0 – Scoping (£300 + extras):** A one-hour officer meeting to discuss the principle of development, identify key issues, and advise on the appropriate route forward.

2. **Level 1 – Standard (£3,550 + extras):** Includes an unaccompanied site visit, site history, validation advice, presentation to the Planning Member Working Group, Design Review Panel (DRP) attendance, consultation with statutory consultees, identification of key policies, and up to three sessions with the case officer. Developers are invited to present proposals to DRP, which is subject to an additional set of fees.

3. **Level 2 – PPA (Bespoke):** A tailored Planning Performance Agreement (PPA) offer designed to match the project's merits and issues. The approach to PPA design is detailed in the Exeter Design Quality Partnership Charter.

The remaining dimensions of the Charter are designed to enhance collaborative efforts with developers, architects, and other key industry stakeholders, aiming to elevate the quality and sustainability of developments in Exeter. These collaborative endeavours are supplementary to the Council's statutory responsibilities to process planning applications and engage in public consultations. These foundational responsibilities remain intact, ensuring that the Council continues to fulfil its regulatory roles while striving to facilitate better developmental outcomes through improved stakeholder interaction.

The consultation asked six questions:

1. How suitable do you feel the proposed scales of fees are for the different levels of pre-application planning advice offered? The fees proposed seem...
  - Very unreasonable
  - Somewhat unreasonable
  - Neither reasonable nor unreasonable
  - Somewhat reasonable
  - Very reasonable
  
2. What impact do you think introducing charges for pre-application advice will have on the service you receive? I think the service will become...
  - Much lower quality
  - Slightly lower quality
  - Around the same quality
  - Slightly higher quality
  - Much higher quality
  
3. How likely are you to pay for pre-application advice based on the proposed fees?
  - Very unlikely
  - Somewhat unlikely
  - Neither likely nor unlikely
  - Somewhat likely

- Very likely

4. What could potentially prevent you from wanting to pay for the Council's pre-application advice service?

5. If charges are introduced, when seeking pre-application advice, would you be more or less likely to go straight to making a planning application?

- Much more likely
- Slightly more likely
- No more or less likely
- Slightly less likely
- Much less likely

6. Do you have any other comments about the proposals for charging for pre-application planning advice or other aspects of the Charter?

These questions were designed to elicit feedback on the proposed fee structure for pre-application advice, the perceived value and impact of such charges, and the broader implications for the planning process and stakeholder engagement.

#### **4. Response overview**

Including three anonymous contributions, there were a total of twelve responses to the consultation. This figure encompasses all feedback received, reflecting the engagement of both identified and anonymous stakeholders.

#### **5. Summary of responses**

##### **5.1 Question 1: the suitability of proposed scales of fees**

The responses to Question 1, concerning the suitability of proposed scales of fees for different levels of pre-application planning advice, are summarised as follows:

- Very reasonable: Received no responses.
- Somewhat reasonable: Received 1 response.
- Neither reasonable nor unreasonable: Received no responses.
- Somewhat unreasonable: Received 5 responses.
- Very unreasonable: Received 4 responses.

This distribution indicates a trend towards viewing the proposed fee scales as less favourable, with a significant majority of respondents categorising the fees as either somewhat unreasonable (5 responses) or very unreasonable (4 responses). Only a single respondent considered the fees to be somewhat reasonable, while no respondents found the fees to be very reasonable or neither reasonable nor unreasonable. This feedback suggests a critical perception of the fee scales among the stakeholders who participated in the consultation.

## **5.2 Question 2: Perceptions on change in the quality of service**

Question 2 concerned stakeholders' perceptions on whether the introduction of charging would lead to a change in the quality of service. The responses are summarised as follows:

- Much higher quality: two respondents believed that the introduction of charging would lead to a much higher quality of service.
- Slightly higher quality: two respondents felt that the quality of service would be slightly higher with the introduction of charging.
- Around the same quality: four respondents anticipated that the quality of service would remain around the same following the introduction of charging.
- Slightly lower quality: No respondents thought that the quality of service would be slightly lower due to charging.
- Much lower quality: two respondents believed the introduction of charging would result in a much lower quality of service.

This distribution indicates a mixed perception among stakeholders about the impact of charging on service quality. While an equal number of respondents anticipate improvements (either much or slightly higher quality) and a decline (much lower quality) in service quality, a plurality believe that the introduction of charging will not change the service quality significantly.

The content of the image shows the question "Q3. How likely are you to pay for pre-application advice based on the proposed fees?" and an indication that part of the responses includes the option "Very likely to pay".

## **5.3 Question 3: The likelihood of paying for pre-application advice.**

The responses to Question 3, regarding the likelihood of respondents paying for pre-application advice based on the proposed fees, are summarised as follows:

- Very likely to pay: 2 respondents indicated they are very likely to pay for pre-application advice.
- Somewhat likely: one respondent felt somewhat likely to pay for the advice.
- Neither likely nor unlikely: two respondents were neutral, feeling neither likely nor unlikely to pay.
- Somewhat unlikely: one respondent was somewhat unlikely to pay for pre-application advice.
- Very unlikely: four respondents indicated they are very unlikely to pay for the advice.

These responses suggest that there is a greater inclination among respondents to be unlikely to pay for pre-application advice based on the proposed fees, with a total of five respondents expressing some degree of unlikelihood versus three who are likely to some degree, and two with a neutral stance.

#### **5.4 Question 4: What could potentially prevent respondents from wanting to pay.**

Question 4, regarding what could potentially prevent respondents from wanting to pay for the Council's pre-application advice service, elicited the following responses:

- As I would only be likely ever to make a householder's application, the charge is too high.
- It should be clear whether the fees apply to householders wanting to plan an extension, or only for large-scale developments. If the latter, then what is the definition for allocating the two categories. There needs to be a category between level 0 level 1 particularly for small-scale developments.
- Any uncertainty on officer resourcing and timescales for the response may affect take-up. If charging is introduced, it must be supported by a clear framework setting out timescales and what is covered by the different service levels.
- Disproportionate fees.
- Leading times, officer allocated to case, quality of advice received, availability of other independent panels with lower fees.
- Slow service or poor engagement with the issues and submitted pre-app drawings/details.
- Slow service. Poor engagement with the issues under consideration.
- Money.
- As someone who has worked in this field, I am concerned that developers will simply bypass this stage and try to find low/no-cost workarounds.
- If the Council does not live up to the in-depth review that is promised. And people find that it takes many months to get a response which does not provide the clarity it initially claimed to give.

These responses reflect concerns about the cost relative to the scale and type of development, the clarity of the charging structure, the quality and efficiency of the service, and the potential impact on the behaviour of developers regarding pre-application engagement.

#### **5.5 Question 5: Whether respondents would be more or less likely to go straight to making a planning application.**

The responses to Question 5, regarding whether respondents would be more or less likely to go straight to making a planning application if charges for pre-application advice are introduced, can be summarised as follows:

- Much more likely to go directly to the Council: two respondents indicated they would be much more likely to go directly to making a planning application.
- Slightly more likely to go directly: No respondents indicated they would be slightly more likely.
- No more or less likely: two respondents felt there would be no change in their likelihood of going directly to making a planning application.



- Slightly less likely: two respondents would be slightly less likely to go straight to making a planning application.
- Much less likely: four respondents indicated they would be much less likely to go directly to the Council for a planning application.

These responses indicate a tendency among participants to be less likely to seek pre-application advice if charges are introduced, with a total of six respondents indicating they would be either slightly or much less likely to engage with the Council directly for a planning application.

### **5.6 Question 6: Any other comments about the Charter or the introduction of pre-app charging**

Question 6 invited any other comments about the Charter or the introduction of pre-app charging. It elicited the following responses (summarised):

- Concerns were raised about the consultation's focus being limited to charging for pre-application advice, which may not cover broader aspects of the Exeter Placemaking Charter.
- A community group noted their lack of direct invitation to the consultation, which was discovered late, suggesting a need for more inclusive stakeholder engagement and notification processes.
- Questions were posed about whether there would be a more comprehensive consultation on the entire Charter and the sincerity of seeking feedback from community groups.
- An observation was shared from past Planning Committee meetings where developers criticised the pre-application advice when applications were refused, indicating an expectation for approval following such advice.
- If the proposed charges for comprehensive advice are implemented, it is anticipated that there would be increased pressure on planning officers to ensure advice leads to approval, potentially shifting decision-making power away from Planning Committees and public consultation.
- Concerns about the role of ward councillors, the Planning Committee, and public consultation in the decision-making process were expressed, suggesting that the Charter might reduce these to a mere formality.
- Instances where the Planning Committee's decisions were upheld over officers' recommendations were cited, underscoring the value of elected members' input.
- The response highlighted a perceived discrepancy between the Council's stated commitments to community engagement and actual practices, with several examples indicating a lack of trust and collaboration with community groups.
- Recommendations were made for a more granular fee structure to reflect the diverse range of advice sought for different types and scales of development.

- Calls for improvements to the pre-application process were made, including enhancing officer capacity, authority, and response times if charges are to be introduced.

These points collectively suggest that while there is support for the principle of providing quality pre-application advice, there are significant concerns about the process, inclusivity, and the impact on the democratic and consultative aspects of the planning system. Respondents are advocating for clearer communication, meaningful community involvement, and a more nuanced approach to pre-application advice and charges.

## 5.7 Exeter Civic Society response

The Civic Society chose not to engage with the questions asked but responded in a letter which raised the following issues:

- **Enhanced Public Consultation:** The Civic Society considers that there should be broader public engagement in the Charter's development.
- **Scope of Developments:** The Charter's focus should be extended to include both large and small-scale projects.
- **Clarity and Detail:** There are clarity issues within the Charter which need to be addressed and more detailed planning frameworks should be provided.
- **Stakeholder Involvement:** Mechanisms for effective stakeholder engagement should be improved.
- **Pre-application Advice:** The proposal to charge for pre-application advice is supported with the caveat of increased transparency.
- **Community Engagement and Developer Forums:** The Civic Society calls for clear guidelines to foster community input and developer interaction.
- **Graphs and Definitions:** Revisions are suggested for clearer communication through visuals and terminology.
- **Integration of Community Feedback:** The need for the Charter to incorporate public opinions more effectively is emphasised.
- **Urban Development Complexities:** The necessity to address urban planning's complexities within the Charter is emphasised.

## 6. Commentary on responses

### 6.1 Fee Scales for Pre-Application Advice

- **Perceived Unreasonableness:** Majority view the proposed fee scales as unfavourable, with responses leaning towards "somewhat unreasonable" and "very unreasonable."
- **High Costs for Householders:** Specific concern about charges being too high for household applications.

- **Lack of Clarity in Charging Structure:** Uncertainty regarding fees application to household extensions versus large-scale developments and the absence of a middle category for small-scale developments.

**Response:** The consultation did not sufficiently communicate that the proposed charges are intended exclusively for major planning applications. Major developments, as defined for the purposes of these charges, include residential developments proposing ten or more dwellings, developments on sites of 0.5 hectares or more when the number of dwellings is unknown, developments resulting in the creation of 1,000 square metres or more of floorspace, developments on sites exceeding 1 hectare, and changes of use encompassing over 1,000 square metres. No fee for pre-application advice will be charged to individual householders and smaller-scale developers.

In addressing the concerns raised regarding the fee scales, it is important to highlight that the levels of fees were determined following extensive research and analysis of the fee structures adopted by other local planning authorities in the region and across the country. Our comprehensive review ensured that our proposed fees are in line with what is commonly charged by other authorities, reflecting industry standards that developers and their agents, particularly for major applications, are accustomed to navigating. This may explain the limited volume of responses received on the fee structure, suggesting a general acceptance within the industry that such charges constitute a standard aspect of the pre-application process for significant developments. Exeter City Council has been an outlier in not previously imposing such charges, a stance that is increasingly uncommon in the context of local government planning processes. Our move towards introducing fees for pre-application advice on major schemes, therefore, represents a transition towards what can be considered 'business as usual' for large-scale development projects. This approach is designed to ensure that the Council can continue to offer high-quality, detailed pre-application advice, supporting developers and their agents in submitting well-considered and viable planning applications, thereby contributing positively to Exeter's sustainable development goals.

## 6.2 Service Quality and Efficiency

- **Mixed Perceptions of Service Quality Impact:** Equal anticipation of improvements and declines in service quality upon introducing charges.
- **Concerns Over Officer Resourcing and Response Times:** Uncertainty about officer availability and the timeliness of responses could deter service uptake.
- **Impact of Charges on Developer Behaviour:** Fears that developers might bypass pre-application advice, seeking low/no-cost alternatives.

**Response:** The feedback from the consultation has illuminated stakeholders' concerns regarding the potential impact of introducing charges for pre-application advice on service quality and efficiency. Considering this feedback, it is crucial to clarify that the primary objective behind implementing these charges is to directly reinvest the funds generated back into the service. This reinvestment strategy is designed to enhance our advisory services, ensuring that the quality and efficiency

not only remain high but also improve over time. By allocating additional financial resources garnered from these charges, we are committed to offering more comprehensive, timely, and high-quality advice to developers and stakeholders, ensuring that every project benefits from expert guidance tailored to promote sustainable and impactful development within Exeter. This initiative is an investment in Exeter's future development, where the quality of pre-application advice directly contributes to the success of development projects and the broader strategic objectives of the City's growth and sustainability.

### 6.3. Stakeholder Engagement and Process Transparency

- **Inclusivity in Stakeholder Engagement:** A community group reported being unaware of the consultation, suggesting improvements in notification processes.
- **Requests for Comprehensive Consultation:** Questions about broader consultation on the entire Charter, beyond pre-application advice charges.
- **Expectation Management:** Instances of developers criticising pre-application advice when applications are refused, indicating expectations for approval.

**Response:** It is essential to clarify that the modifications to our pre-application advice service are designed to provide more value and support to developers. It is important to note that while pre-application advice is confidential and does not predetermine any outcome for a formally submitted application, it is a crucial step towards more informed and refined development proposals. This service is intended to complement, not replace, our commitment to comprehensive public consultation and the democratic determination of formally submitted major applications. Through these efforts, we aim to foster a more collaborative, transparent, and effective planning environment, thereby enriching Exeter's development landscape and ensuring that all stakeholders have a voice in shaping the future of our city.

### 6.4 Democratic and Consultative Aspects

- **Potential Reduction in Decision-Making Transparency:** Concerns that charging could shift decision-making away from Planning Committees to officers, undermining public consultation.
- **Role of Ward Councillors and Public Consultation:** Anxiety about diminishing the significance of ward councillors, Planning Committee decisions, and public consultation in the planning process.

**Response:** There will be a steadfast commitment to upholding the democratic principles that govern our decision-making processes. The enhancements to our pre-application advice service are intended to augment, not undermine, the comprehensive consultation and democratic determination that are hallmarks of the planning system. These improvements aim to provide developers with more insightful, constructive advice early in the planning process, thereby facilitating more robust and community-aligned development proposals. It is crucial to understand that this service complements our commitment to full and transparent public consultation for all formally submitted applications, ensuring that the voices of all stakeholders are heard and considered. By refining our pre-application services, we

seek not only to elevate the quality of development in Exeter but also to strengthen the democratic foundation upon which our planning authority operates, ensuring that our decision-making process remains inclusive, transparent, and reflective of the community's aspirations and needs.

### **6.5 Charter Clarity and Detail**

- **Need for Clearer Communication and Detail:** Feedback suggests clarity issues within the Charter, advocating for more detailed planning frameworks.
- **Revision of Graphs and Definitions:** Calls for clearer communication through revised visuals and terminology.

**Response:** It is important to provide stakeholders with a clear and comprehensive understanding of the Charter's intentions, guidelines, and the specific roles it envisages for all involved parties. Recognising this, we are committed to undertaking ongoing engagement with stakeholders regarding the principles which underpin the Charter. The Charter is designed to be a "living document," and will be regularly reviewed and updated, as our processes evolve. This will ensure that the Charter serves as a useful and accessible resource for developers. The Liveable Exeter Placemaking Charter not only guides sustainable development within the city but does so in a manner that is transparent, understandable, and inclusive, fostering a shared vision for Exeter's future development.

### **6.6 Community Engagement and Developer Forums**

- **Guidelines for Community and Developer Interaction:** Calls for clear guidelines to improve community input and developer interaction.

**Response:** Active and meaningful engagement between developers and the community is critically important. It is our intention to not only facilitate but also actively encourage developers to engage with the community throughout the planning process. To support this, we will provide clear guidelines and support mechanisms that outline effective engagement strategies, emphasising that developers who engage positively and constructively with the community will enhance their understanding of local needs and concerns. This, in turn, is likely to lead to the submission of planning applications that are more aligned with community aspirations and, therefore, have a higher likelihood of success. By fostering this culture of proactive engagement, we aim to ensure that development in Exeter is not only sustainable and innovative but also reflective of a constructive dialogue between all stakeholders, thereby contributing to the creation of a community that is vibrant, inclusive, and forward-looking.

### **6.7 Urban Development Complexities**

- **Addressing Urban Planning Complexities:** Highlighted the need to incorporate urban planning complexities into the Charter's scope.

**Response:** It is acknowledged that addressing these complexities requires a nuanced approach, one that appreciates the balance between growth, sustainability, and community well-being. The Charter will enable a deeper engagement with

issues such as urban density, green spaces, infrastructure needs, and the integration of new developments into our historical context. It will not only guide development but also reflect a sophisticated understanding of urban planning's intricate dynamics. By doing so, we seek to ensure that our urban development strategies are robust, adaptable, and aligned with both our immediate and long-term vision for Exeter. Through collaborative efforts with stakeholders and leveraging expert insights, we aspire to create a framework that navigates the complexities of urban development while fostering a city that is vibrant, sustainable, and inclusive for all its residents.

## **7. Conclusion**

7.1 Officers acknowledge the concerns raised regarding fee scales, service quality, stakeholder engagement, democratic processes, Charter clarity, and the complexities of urban development. Our response to these concerns reflects a commitment to transparency, inclusivity, and enhancing the quality of our services.

7.2 This statement has clarified the scope and intent of the proposed fee scales, aligning them with practices of other local planning authorities and underscoring that these charges will be reinvested to improve the pre-application advice service. Furthermore, the importance of robust stakeholder engagement is recognised, and Officers are dedicated to enhancing mechanisms for community and developer interaction, ensuring that all voices are heard and considered in the planning process.

7.3 Commitment to the democratic and consultative aspects of planning remains unchanged. The enhancements to the pre-application advice service are designed to complement, not replace, rigorous public consultation and the democratic determination of planning applications. Officers will continue to refine the Placemaking Charter, addressing clarity and detail to ensure it serves as a guide for all stakeholders.

7.4 The journey towards sustainable urban development is complex and requires a collaborative effort. Officers are encouraged by the constructive feedback received and are committed to making the necessary adjustments to the Charter and our processes over time. The aim is not only to navigate the intricacies of urban development but to do so in a way that aligns with Exeter's long-term vision, fostering a vibrant, sustainable, and inclusive city for all its residents.



# Liveable Exeter Placemaking Charter



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## Foreword by Portfolio Holder for City Development and Planning, Exeter City Council

As Exeter's Portfolio Holder for City Development and Planning, I am delighted to introduce the Liveable Exeter Placemaking Charter.

This Charter sets out Exeter City Council's commitment to achieve the highest design, sustainability and placemaking standards for all new developments. It is vital to our efforts to deliver Exeter's ambitious vision to be an inclusive, healthy and sustainable city by 2040.

Exeter has seen significant growth over recent years and has an exciting future ahead as one of the UK's fastest-growing cities. We aim to harness this growth to create a world-class city that meets the needs of all current and future residents.

That is why we have established the Exeter Design Quality Partnership. This brings together the City Council, developers, community groups and other stakeholders to align our goals through collaboration, shared learning and constructive feedback.

The Charter asks that everyone involved in shaping Exeter's built environment join us in striving for design excellence. This means embracing sustainability, community wellbeing, local context, and a commitment to continuous improvement.

By signing up to the Charter and participating actively in the Partnership, you can demonstrate your dedication to realising Exeter's vision. Together, we can deliver developments that make people proud to call Exeter home. I invite you to work with us to build on the strengths of our historic city while creating inclusive, zero-carbon places fit for the future. Exeter's continued prosperity depends on sustainable, resilient and human-scale growth. Let's come together with integrity, creativity and determination to set new standards for planning and placemaking. I look forward to your involvement in this shared endeavour for Exeter.



**Councillor Emma Morse**

Portfolio Holder for City Development and Planning  
Exeter City Council



## Introduction to the Exeter Design Quality Partnership

Exeter City Council expects all new developments to be of the highest quality and sustainability. The Exeter Design Quality Partnership (EDQP) has been established by the City Council to raise the standards of design, sustainability, and placemaking for new developments in Exeter.

The key aims of the EDQP are:

- 1 To bring together everyone involved in shaping the future of the city, including the City Council, Devon County Council, landowners, developers, designers, local communities, and government agencies.**
- 2 To provide leadership, tools and processes to drive continuous improvements in the quality of new developments.**
- 3 To promote a culture that values high-quality, sustainable design and responds to local context.**
- 4 To equip people with the skills, mindset and latest thinking to influence planning and placemaking positively.**
- 5 To champion design excellence through early engagement, design review, and sharing best practices.**
- 6 To forge open and productive relationships between stakeholders based on trust and accountability.**
- 7 To provide clarity, consistency and transparency in planning policies, guidance and decision-making.**
- 8 To create beautiful places where communities can flourish, and businesses can prosper.**

Through its activities, the EDQP aims to ensure new developments in Exeter support its ambitious vision to be inclusive, healthy and sustainable. The Partnership provides mechanisms for joint problem-solving, collective learning, and sharing of expertise.

Exeter City Council has prepared this Charter with the help of Design West. The Charter sets out the City Council's commitment to work collaboratively with all those delivering developments in Exeter as part of the EDQP. By signing up for the Charter, all parties can demonstrate their commitment to delivering Exeter's ambitious Vision 2040.

## The Exeter Vision 2040

Exeter has an ambitious vision for the next 20 years, which can be summarised in a single sentence:

“By the time they are an adult, a child born in Exeter today will live in a city that is inclusive, healthy, and sustainable - a city where the opportunities and benefits of prosperity are shared, and all citizens are able to participate fully in the city’s, economic, social, cultural and civic life.”

The vision has seven key outcomes:

- 1 An innovative and analytical city**
- 2 A healthy and inclusive city**
- 3 The most active city in the UK**
- 4 Accessible world-class education**
- 5 A liveable and connected city**
- 6 A leading sustainable city**
- 7 A city of culture**

The City Council will use these outcomes to harness investment in our city. They map to the key policies and development sites in the emerging Exeter Plan, providing a framework for considering large-scale and complex developments and how they impact Exeter’s success.

## Liveable Exeter

In 2019, the City Council launched Liveable Exeter, to build at least 12,000 new homes on brownfield land, strengthen existing communities and create eight new neighbourhoods in sustainable locations.

Liveable Exeter is an ambitious initiative that will curate sustainable development, regenerating previously developed land in the city. It is the brilliant alternative to building on our precious green spaces and will protect the things which make Exeter special, including the green hills which surround the city and our rich cultural heritage.

Liveable Exeter is enabling the City Council to work collaboratively with the development industry, guided by seven principles. These principles are embedded in the emerging Exeter Plan and seek to ensure that the most significant developments are of the highest quality. The EDQP will deliver on these Liveable Exeter principles by providing design and placemaking advice.

The Liveable Exeter Principles are tools to contribute to delivering the outcomes of the Exeter Vision 2040. The 7 themes capture the outcomes Exeter is seeking to achieve.

## Memorable places

Exeter has strengthened its relationship with key features that define the image of the city including the River Exe, the City Centre and the surrounding hills.

## Outstanding quality

Exeter has high-quality and net zero carbon living, working, learning, leisure, cultural and historic environments which help to attract top businesses and the best talent.

## Welcoming neighbourhoods

Exeter is made up of a network of compact and well-connected neighbourhoods where people can access day to day services such as care, schools, work and social spaces by walking and cycling.



## Liveable buildings

Exeter's new and upgraded buildings contribute to an attractive city and are well-designed spaces where people enjoy spending time.

## Connected culture

Exeter has a diverse and accessible cultural offering, connecting our world leading climate science, arts and literature, heritage, learning and innovation.

## Spaces for people and wildlife

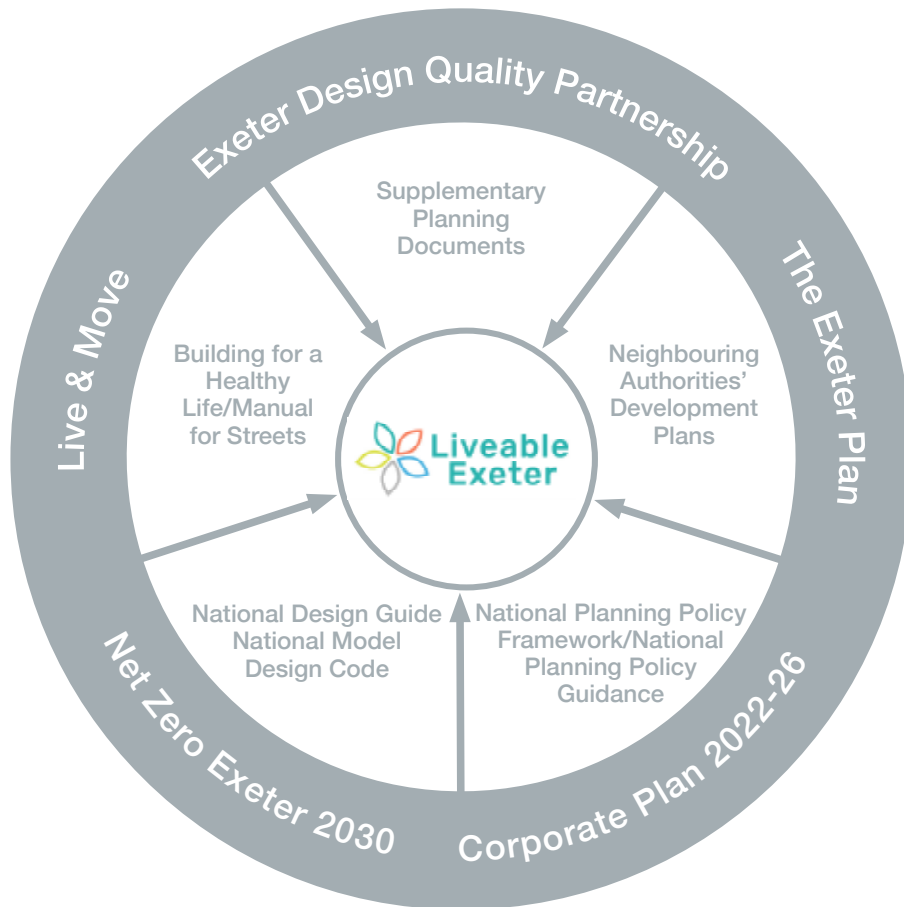
Exeter's urban and natural spaces are attractive and well-connected environments well used for recreation, active travel and for supporting wildlife.

## Active streets

Exeter has transformed into a city with high-quality streets where active travel, public transport and shared mobility are the natural and most convenient choice for most journeys.

## National and Local Placemaking

This Charter reflects the City Council's corporate priorities and recognises other influences on planning and placemaking.



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## Aim of the Charter

By using this Charter, Exeter City Council will champion collaborative, design-led planning and placemaking processes, bringing together all contributors to help achieve Exeter's Vision 2040.

We will provide the leadership, resources, and tools to drive continuous improvements. Our goal is to exceed national standards and match the best internationally.

By harnessing our collective creativity, knowledge and commitment, we can deliver positive change. We aim to:

- 1 **Value the social, economic and environmental outcomes of new development.**
- 2 **Ensure that new development is viable and deliverable.**
- 3 **Increase the skills, knowledge and experience of people involved in planning**
- 4 **Embed design review, measurement and sharing of lessons learned.**
- 5 **Build strong and effective working relationships with key stakeholders.**
- 6 **Provide clarity and certainty through transparent policies and processes.**
- 7 **Respond flexibly and proportionately to each unique context.**
- 8 **Promote high quality development and placemaking.**

**We invite you to collaborate with us on this journey. Together, we can ensure Exeter grows in line with its bold vision for an inclusive, healthy and sustainable future.**

## Shared Commitments

The City Council invites all those involved in shaping the future of Exeter to join us in a shared commitment to deliver exceptional quality outcomes.

Together, we can build consensus around the value of high-quality design, sustainability and community wellbeing. By signing this Charter, stakeholders demonstrate their dedication to realising Exeter's vision.

We ask that you embrace the following principles:

- 1 Participate fully and positively in pre-application discussions and design reviews. This will identify improvements early on.**
- 2 Undertake early and meaningful engagement with local communities most impacted by new developments.**
- 3 Contribute your insights through the Developer's Forum and other engagement opportunities. Help enhance processes.**
- 4 Collaborate openly with integrity, respect and accountability. Aim to resolve issues and align priorities.**
- 5 Commit to continuous learning and improvement. Attend training and share your knowledge.**
- 6 Employ context-driven design that responds to local needs and character. Seek innovative and sustainable solutions.**
- 7 Deliver developments that create not just buildings but inclusive, healthy communities.**
- 8 Measure outcomes robustly to understand impacts and identify where more can be achieved.**

By working together in this way, we can deliver Exeter's growth in line with its ambitious vision. Our shared commitments will raise the bar for design quality, sustainability and community wellbeing.

## A High-Quality Planning Service

Exeter City Council is committed to delivering a high-quality planning service and create thriving communities.

We will provide a skilled, multidisciplinary team with the resources to manage development proposals collaboratively.

Where appropriate for major developments, we will establish Planning Performance Agreements. These provide continuity through dedicated points of contact and alignment on priorities.

We offer a Pre-Application Advice Service at the earliest stages to resolve issues proactively. Charges will support the delivery of expert guidance tailored to each project.

In turn, we expect applicants to engage with us early with comprehensive information so we can validate proposals efficiently. Participating constructively in design review will lead to higher quality outcomes.

Enhanced communication and training will empower all parties to contribute effectively:

- 1 We will keep applicants updated regularly to build mutual understanding.**
- 2 Workshops will align knowledge and expectations.**
- 3 Sharing lessons learned from completed schemes will drive continuous improvements.**

Our aim is to build positive working relationships based on transparency and accountability. By working together, we can ensure the planning process delivers sustainable growth and enables thriving communities.

## Exeter Design Quality Partnership Tools

Exeter City Council is committed to embedding world-class design, sustainability, and placemaking standards. We are enhancing our toolkit to support this through the Exeter Design Quality Partnership.

Our core tools include:

### Design Review Panel

We have partnered with Design West to provide an independent Design Review Panel. Their experts will give impartial guidance on proposals to drive continuous improvements. Early design review will help applicants refine plans and secure approvals.

### Planning Performance Agreements

Bespoke PPAs provide dedicated resources and project management for major developments. This enables issues to be addressed proactively for timely, high-quality outcomes.

### Pre-Application Advice


Our multidisciplinary team offers tailored guidance at the crucial early stages. We advise on policy, validate proposals, and identify solutions to issues.

### Developer's Forum

This new community of practice will foster open dialogue between stakeholders to raise standards jointly. Share your insights and help shape it.

### Measuring Outcomes

We are developing a framework to evaluate completed schemes against social, economic and environmental metrics. This will inform policy reviews and training.



**By working together  
through these tools,  
we can deliver the thriving,  
sustainable communities Exeter  
needs. We invite you to engage  
with the Partnership to create  
exemplary places for current  
and future generations.**

## Design Review Panel

Exeter City Council has partnered with Design West to provide an independent Design Review Panel (DRP) for the city. This panel of experts will offer impartial guidance to enhance design quality and sustainability.

The National Planning Policy Framework advocates design review for significant proposals. We will refer schemes to the DRP during pre-application and before submission. This frontloads improvements for timely approvals.

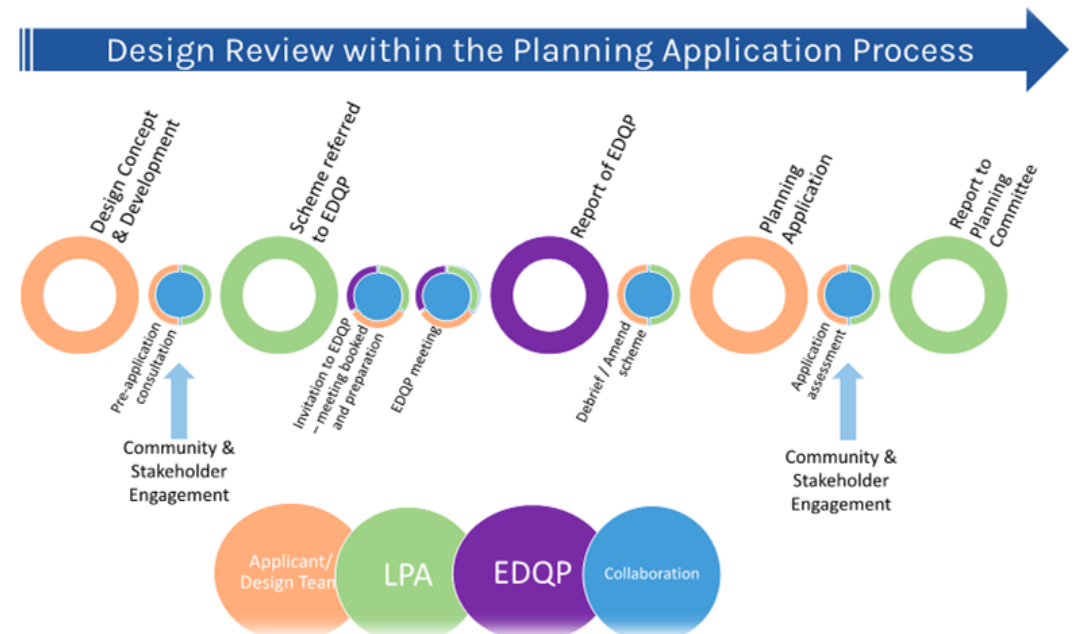
For major developments, undertaking an early-stage design review is highly recommended. The DRP will also advise on policy frameworks.

The DRP delivers many benefits:

- 1 **Access to seasoned professionals, including architects, urban designers, sustainability experts and community representatives.**
- 2 **Independent, objective advice drawing on extensive experience.**
- 3 **Embedding national best practices while responding to Exeter's unique context.**
- 4 **Enhanced skills, capacity and learning across sectors on design, coding and masterplanning.**
- 5 **A coordinated approach across Exeter's boundaries by collaborating with neighbours.**

Design review is a proven way to achieve excellence. Constructive feedback at the right time can elevate proposals and create exemplary places. We encourage all stakeholders to engage with the panel to enrich schemes.

**Together, we can ensure development in Exeter supports its vision for an inclusive, healthy and sustainable future through highly contextual and human-centred design.**





## Planning Performance Agreements

For major or complex developments in Exeter, we recommend entering into a Planning Performance Agreement (PPA). This provides a framework for collaborative working between developers and Exeter City Council. A PPA enables dedicated resources and bespoke timescales to manage the planning process from pre-application to post-decision stages efficiently. It is a proactive project management tool tailored to your development.

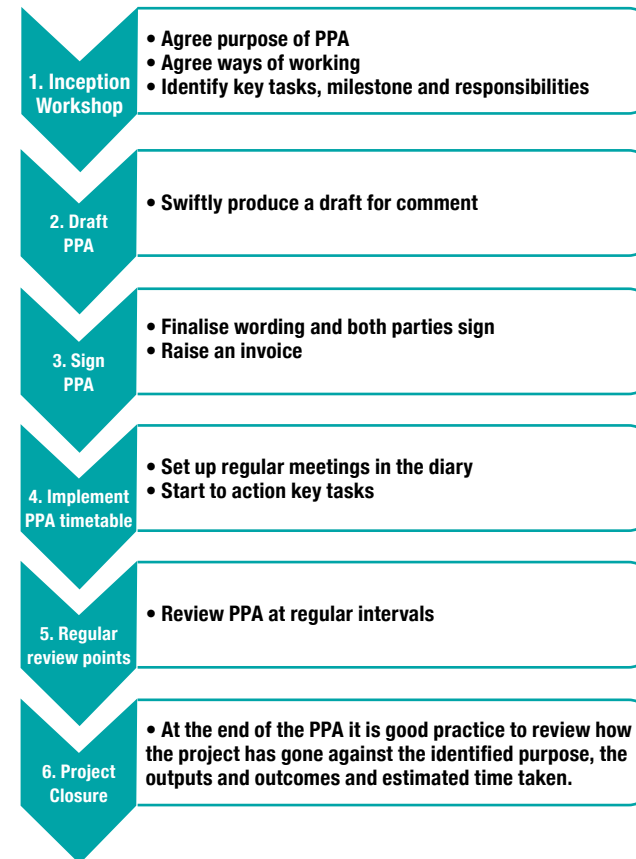
Benefits of PPAs include:

- 1 **Enhanced Partnership between you, the Council, and stakeholders**
- 2 **Continuity through named points of contact**
- 3 **Certainty through aligned expectations and milestones**
- 4 **Issues identified and addressed early to prevent delays**
- 5 **A shared vision to guide the proposal to approval**
- 6 **Transparency through regular monitoring and communication**
- 7 **The right specialist input secured when needed**
- 8 **Design review embedded at the optimal stages**
- 9 **Improved quality of final proposals**
- 10 **Quicker planning determination**

PPAs reflect our commitment to work positively, share information, consult effectively, and be accountable. We will collaborate to achieve the best outcome for Exeter.

If you are bringing forward a major development, we encourage discussing a PPA with us early on. This will align priorities from the outset to deliver thriving places for the community.

The process we will follow is as follows:



Dedicating resources to a project through a PPA diverts resources from other work. We will look to backfill to ensure our services can be delivered to a high standard. We expect the applicant to cover the cost of this backfill and any expenses incurred for the appointment of specialist support (e.g., viability consultants).



## Pre-application Advice Service

Early engagement between developers and Exeter City Council is vital for achieving high-quality, sustainable developments. Our Pre-Application Advice Service enables collaborative working right from the start.

We provide expert guidance tailored to your project to identify issues, find solutions, and align proposals with planning policies and community needs. This reduces risk, creates certainty, and speeds up decision-making.

Our multidisciplinary team helps you navigate requirements and unlock innovative ideas. We offer three flexible levels of service:

### Scoping

**Explore feasibility and determine the right pathway**

### Standard

**Comprehensive guidance through meetings and design review**

### Planning Performance Agreement

**Bespoke service for complex proposals**

The benefits for you include:

- 1 Resolving issues early to avoid later delays**
- 2 Better chance of a successful outcome**
- 3 Reduced costs from needing less redesign**
- 4 Shorter application timeframes**
- 5 Greater confidence and clarity**
- 6 An independent perspective to improve quality**

We build positive relationships based on transparency, accountability and mutual understanding. Our aim is to help you submit a robust application.

**Engage with us as early as possible. We want to collaborate with you to shape Exeter's future growth through developments that set the highest standards for design, sustainability and community wellbeing.**

## Developer's Forum

Exeter City Council is establishing an open and collaborative Developer's Forum to foster productive working relationships between the Council, developers, and other stakeholders.

The Forum provides a platform to align goals, jointly solve problems, share best practices, and drive improvements early in the development process. Together, we can deliver high-quality, sustainable developments for Exeter. We warmly invite all those involved in shaping Exeter's built environment to participate.

The Forum is an opportunity to:

- 1 Connect with fellow developers, the Council team, designers, and other professionals**
- 2 Contribute your insights to influence policies and processes**
- 3 Learn from case studies and training sessions**
- 4 Give feedback to enhance the planning system**
- 5 Collaborate on innovative solutions to shared challenges**

By coming together regularly, we can build a mutual understanding of needs and priorities. Harnessing our collective expertise will lead to better outcomes.

The Forum complements formal planning procedures and design reviews. It enables open, constructive discussions on emerging issues and what we can achieve by working together.

Exeter City Council is committed to co-designing the Forum with stakeholders to meet all our needs. We will create a schedule of meetings, events and networking opportunities that add value.

**Help us shape the Forum by signing up and sharing your ideas.**

**This is a call to action for everyone who wants to create places that future generations will be proud to call home.**

## Measuring Outcomes

To build thriving, sustainable communities in Exeter, we must understand the true impact of developments. Exeter City Council is committed to robust monitoring and evaluation of completed schemes.

We will develop a comprehensive framework of Key Performance Indicators aligned to the seven Exeter 2040 Vision outcomes. This will allow us to gauge success across social, economic and environmental factors and identify where improvements can be made.

Evaluations will draw on diverse data sources and methods. We will undertake site visits, surveys, interviews, and analysis of urban performance metrics. The findings will feed into a live case study archive to share lessons learned.

Monitoring outcomes is crucial for driving continuous improvement. It will help us refine policies, processes and training to positively influence placemaking. We aim to create a culture of openness about what works well and where more can be done.

Developers are encouraged to collect and share data to support evaluations of their schemes. This is an opportunity to demonstrate the positive impact of developments and identify innovations for wider replication.

By measuring outcomes collectively, we can ensure Exeter grows in line with its ambitious vision and creates places where current and future generations thrive. Evaluations will give us the insights needed to keep raising the bar for quality and sustainability.

## Next steps for the Charter

This Charter is intended as a 'living document' that will evolve over time to meet the needs of Exeter. Exeter City Council and Design West are committed to an ongoing dialogue with stakeholders to refine and improve the Charter.

We invite you to engage with us to help shape the future direction of the Charter. Your feedback will inform updates and ensure the Charter remains relevant, achieves its aims, and drives continuous improvement in design quality and placemaking.

Together, we want to build momentum and enthusiasm for the aspirations set out in the Charter. We aim to foster an open culture of collaboration between all parties involved in delivering high-quality, sustainable developments in Exeter.

The Charter will be monitored and reviewed regularly. We will evaluate its effectiveness, identify where more work is needed, and make changes accordingly. Reviews will draw on lessons learned from completed developments to understand what works well and where improvements can be made.

**This is an exciting opportunity for everyone who cares about Exeter's future. We look forward to working with you to ensure the planning process delivers thriving, healthy and socially active communities that meet the needs of current and future generations.**



# Liveable Exeter Placemaking Charter



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EXETER  
LIVE BETTER

## Equality Impact Assessment: Liveable Exeter Placemaking Charter

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.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive 9 April 2024	Liveable Exeter Placemaking Charter and Pre-application Charges	1. Introduction of pre-application charging. 2 Endorsement of the introduction of the Liveable Exeter Placemaking Charter.	None

**Factors to consider in the assessment:** For each of the groups below, an assessment has been made on whether the proposed

decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. 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	Positive or Negative Impact	High, Medium or Low Impact	Reason
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers; asylum seekers).	N/A		
<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 impact on their ability to carry out normal day-to-day activities.	N/A		
<b>Sex/Gender</b>	N/A		
<b>Gender reassignment</b>	N/A		
<b>Religion and belief</b> (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).	N/A		
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual).	N/A		
<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	N/A		

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
living with age related conditions. The age categories are for illustration only as overriding consideration should be given to needs).			
<b>Pregnancy and maternity</b> including new and breast feeding mothers	N/A		
<b>Marriage and civil partnership status</b>	N/A		

**Actions identified that will mitigate any negative impacts and/or promote inclusion**

None

**Officer:** Roger Clotworthy

**Date:** 13 March 2024

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## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

Report of: Director of City Development and Housing

Title: Exeter Plan: Full Draft Consultation 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 2023 and January 2024, the Council consulted on a Full 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 a summary of this work and includes a Consultation Statement at Appendix A to document the consultation and responses.

#### 2. Recommendations:

2.1 That the Executive notes the content of the 'Exeter Plan: Full Draft Consultation Statement' (Appendix A) as a document which will be used to inform the preparation of the final draft of the emerging Exeter Plan.

#### 3. Reasons for the recommendation:

3.1 As the Local Planning Authority for Exeter, the Council has a statutory duty to prepare planning policy for the city. On this basis work is progressing on the Exeter Plan, the new local plan for the city.

3.2 Following previous public consultations in 2021 and 2022, further consultation on a Full Draft of the Exeter Plan was held between September 2023 and January 2024. The Consultation Statement at Appendix A explains the engagement activities undertaken during the consultation and reviews the responses received.

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

4.1 The Full Draft consultation on the Exeter Plan is complete and the recommendation made in this report results in no direct additional resource implications.

#### 5. Section 151 Officer comments:

5.1 There no further financial implication arising from the report.

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

6.1 The preparation of planning policy is a legal requirement under Section 19 of the Planning and Compulsory Purchase Act 2004. The Full Draft Exeter Plan consultation

was held in accordance with the provisions of Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

## **7. Monitoring Officer's comments:**

7.1 The content of the report raise no issues for the Monitoring Officer.

## **8. Report details:**

8.1 The Consultation Statement at Appendix A provides a full documentation of the consultation activities and the response received. This content is summarised here.

### Consultation activities

8.2 The Full Draft Exeter Plan document, and the accompanying proposals map, was available for public comment between 23 October 2023 and 15 January 2024. This twelve-week period was twice the statutory required minimum and twice the six weeks set out in the Council's Consultation Charter.

8.3 The consultation material included a Full Draft Exeter Plan document and the emerging evidence base. This evidence base has developed since the previous consultation and will continue to be added to as the plan progresses.

8.4 Approximately the first half of the consultation ran alongside parallel consultations on the Liveable Water Lane Supplementary Planning Document and the Householder's Guide: Design of extensions and alterations Supplementary Planning Document.

8.5 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.

8.6 In addition to the significant digital presence, 15 public exhibitions were held across the city, running daytime into evening to promote access. The exhibitions were arranged to provide a geographic spread across the city whilst also to be located close to the main development sites proposed in the Draft Plan. A wider range of venue type was also chosen for the consultation this year with a greater number of cultural and community spaces used in order to widen the audience. Officers from the City Development team spoke to more than 500 people at these events.

8.7 To supplement the exhibitions, officers attended five established coffee mornings/events organised by the Exeter Community Builders to provide additional opportunities to engage with different groups in a less formal setting. Officers spoke to more than 100 people at these gatherings.

8.8 In total, 645 people attended the various events.

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

- Providing copies of the Draft Plan consultation document in all the city 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 locations throughout the city including prominent locations such as Central Station, the bus station and RAMM.
- Banners over Bridge Road and Topsham Road.
- Adverts on the Council's fleet of bin lorries providing repeat coverage for all households in Exeter.
- Posters: More than 200 posters were distributed across the city including to libraries, community centres, parks, car parks, shops, and schools.
- Articles included in the September 2023 and December 2023 editions of the Exeter Citizen which goes to each address in the city.
- An article in Iscatape – Exeter's talking newspaper for visually impaired people.
- Promotion through Exeter Connect and associated networks.
- A community organisation workshop (notes included in the Consultation Statement at Appendix A).
- Prominent advertising on the City Council's website homepage.

8.10 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 series of quick questions, prepare a summary version of the plan policies in digestible format, present an interactive map and to show what some of the 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 and was available online, whilst other alternative formats were available on request.

8.11 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. As per the previous Exeter Plan consultation, 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. No questions were mandatory to provide flexibility in how people answered. Lastly, as part of the online platform, four 'quick questions' were provided to enable people to provide input about four important Exeter Plan topics. The aim of these was to enable people to provide consultation input quickly to encourage responses from those who may not have time to go through the full survey.

#### The consultation in numbers

8.12 A summary of the responses received and some of the key patterns to these responses is provided in the next section of the report.

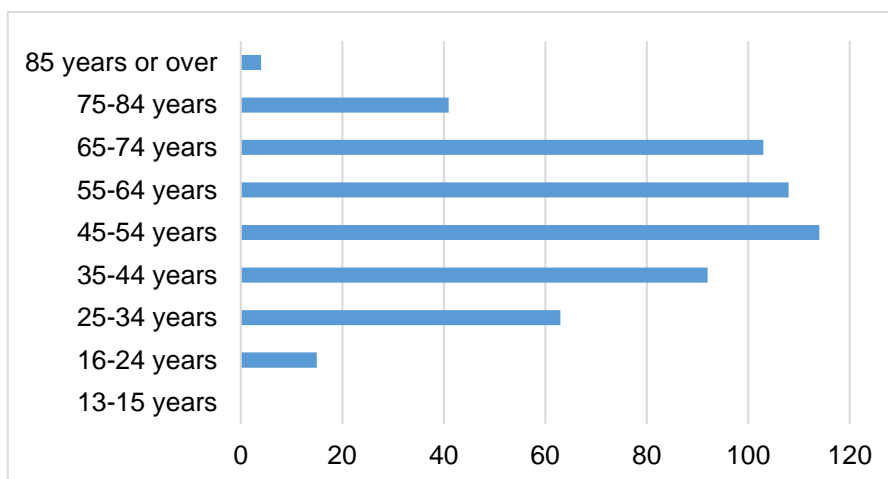
- Total number of respondents: 1118
- Total number of responses: 2856
- Total number of responses to the 'quick survey questions': 715
- Total number of people attending the exhibitions: 537
- Total number of people spoken to at coffee mornings: 108
- Total number of hits on the Commonplace consultation webpage: 11,248

8.13 The consultation survey included an option to identify whether the response was on behalf of an individual or an organisation. The vast majority of the 1118 respondents were individuals (1030) with 88 stating they were responding on behalf of an organisation. Table 1 outlines a breakdown of the respondent type, including type of organisation.

Respondent type	Number of respondents
Individuals	1030
Other organisations	42
Developers / agents / land promoters	28
Government agencies / public bodies	12
Councils	6
<b>TOTAL</b>	<b>1,118</b>

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

8.14 The consultation survey included an option for the respondent to select their age range. Around half (578 respondents) chose to either leave this question blank or select 'prefer not to say' leaving 540 responses with an age range provided. The highest numbers of respondents were between the four age brackets covering 35-74 years, with 45-54 years being top with 114 respondents in the age category. The distribution of ages is presented in Graph 1.



**Graph 1: Age range of respondents**

8.15 Respondents to the consultation were also asked whether they wanted to provide details regarding their gender. This was not a compulsory question and it yielded very few responses. Only 27 people provided this information, with 48% of respondents being men and 44% of respondents being women. This sample size is too small to draw any conclusions from.

## Summary of responses received: Quick questions

8.16 During the consultation a series of four 'quick questions' were released at regular intervals. These were intended to provide people with a quick and easy way of demonstrating their interest in some of the key issues which the plan is addressing. The four quick questions were related to:

- Building heights and density.
- Climate change.
- High-tech business.
- The role of the city centre.

8.17 The four quick questions received a total of 715 responses. The question covering building heights received the largest number of responses at 259. This was closely followed by the question on the role of the city centre with 218 responses. More detail on the quick question responses is included in Table 2.

Topic	Total	Answering yes	Answering no
To provide the homes Exeter needs and still protect green spaces and our natural environment, we need to build closer to the city centre at higher densities, with some taller buildings where appropriate but more generous streets and public spaces. Do you agree with this idea?	259	149 (57.5%)	110 (42.5%)
Would you like to see more buildings with higher energy efficiency standards and more renewable energy generation?	133	125 (94%)	8 (6%)
To increase earnings and encourage people to stay and live in the city, Exeter City Council wants to encourage more high-tech and innovative businesses into the city and improve training opportunities. Is this a good idea?	105	91 (86.7%)	14 (13.3%)
The way we shop and the role of the city centre is changing. In future, it will be important to have a wider variety of uses, facilities, jobs, and homes in the city centre. Is this a good idea?	218	179 (82.1%)	39 (17.9%)

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

8.18 The responses to these questions suggest broad support for important strands of the spatial strategy included in the Exeter Plan including:

- Protecting our natural environment.
- Developing at higher densities with some taller buildings where appropriate if this allows environmental protection.
- Efficient buildings and renewable energy generation.
- Encouraging innovative employment sectors.
- A wider mixture of uses in the city centre to maintain vitality.

## Summary of responses received: Policies

8.19 The Full Draft Exeter Plan included 62 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 included with the review of responses to other policies because the consultation asked questions on the sites separately.

8.20 Table 3 sets out the five draft policies which received the largest number of responses, combining the responses outlining an overall view of the policy (an 'initial feeling response' demonstrated by a smiley face or a frown) and the number of more detailed text comments.

Policy	Number of 'initial feeling' responses	Number of comments	Total
S1: Spatial strategy	113	99	212
STC1: Sustainable movement	95	93	188
S2: Liveable Exeter delivery principles	84	81	165
H1: Housing requirement	82	83	165
CC1: Net Zero Exeter	81	80	161

**Table 3: Draft policies receiving the largest number of responses**

8.21 Table 4 sets out the five draft policies which received the smallest number of responses.

Policy	Number of 'initial feeling' responses	Number of comments	Total
C2: Development and cultural provision	14	16	30
EJ2: Retention of employment land	17	11	28
EJ3: New forms of employment provision	11	11	22
EJ5: Provision of local services in employment areas	11	11	22
EJ4: Access to jobs and skills	10	12	22

**Table 4: Draft policies receiving the smallest number of responses**

8.22 The responses to the question asking people about their 'initial feeling' about each of the policies show that the majority of policies (67% or 41 out of the 61 policies) were generally well received with 50% or more respondents selecting feeling 'satisfied' or 'happy' with the policy. The remaining 20 policies received less than 50% of people selecting feeling 'satisfied' or 'happy'.

8.23 The policies which were positively received by 50% or more of respondents are:

- S1: Spatial strategy.
- S2: Liveable Exeter delivery principles.
- CC1: Net zero Exeter.
- CC2: Renewable and low carbon energy.

- CC3: Local energy networks.
- CC4: Ground-mounted photovoltaic arrays.
- CC5: Future development standards.
- CC6: Embodied carbon.
- CC7: Solar-ready development.
- CC8: Flood risk.
- CC9: Water quantity and quality.
- H7: Specialist accommodation.
- H11: Loss of residential accommodation.
- H12: Accessible homes.
- H14: Residential amenity and healthy homes.
- EJ1: Economic growth in the transformational sectors.
- EJ2: Retention of employment land.
- EJ3: New forms of employment provision.
- EJ4: Access to jobs and skills.
- EJ5: Provision of local services in employment areas.
- EJ6: New transformational employment allocations.
- STC3: Supporting active travel.
- STC4: Supporting public transport.
- STC6: Travel plans.
- STC7: Safeguarding transport infrastructure.
- STC9: Digital communications.
- NE2: Valley Parks.
- NE3: Biodiversity.
- NE4: Green infrastructure.
- NE5: Green circle.
- NE6: Urban greening factor.
- NE7: Urban tree canopy cover.
- HH1: Conserving and enhancing heritage assets.
- HH2: Heritage assets and climate change.
- HH3: Conserving and enhancing Exeter City Walls.
- D1: Design principles.
- HW2: Pollution and contaminated land.
- IC2: Viability.
- IC3: Community facilities.
- IC4: Sport, recreation, and allotment space in new development.
- IC5: Play areas in new development.
- IC6: New cemetery provision.

8.24 The policies which were positively received by less than 50% of respondents are:

- H1: Housing requirement.
- H3: Affordable housing.
- H4: Build to rent.
- H5: Co-living housing.
- H6: Custom and self-build housing.

- H8: Purpose built student accommodation.
- H9: Gypsy and traveller accommodation.
- H10: Residential conversions and houses in multiple occupation.
- H13: Housing density and size mix.
- HS1: The vitality of our high streets and centres.
- STC1: Sustainable movement.
- STC2: Active and sustainable travel in new developments.
- STC5: Supporting new forms of car-use.
- STC8: Motorway service area.
- NE1: Landscape setting areas.
- C1: Protecting and enhancing cultural and tourism facilities.
- C2: Development and cultural provision.
- D2: Advertisements.
- HW1: Health and wellbeing.
- IC1: Delivery of infrastructure.

8.25 Policy S1: Spatial strategy was reasonably well received, with 53% of respondents feeling happy or satisfied with the policy. This is important because it provides a summary of the key approach to be taken in relation to new development in Exeter from which much of the rest of the plan content flows. A number of the housing and transport policies were less well received. This is likely to be as a result of the contentious nature of housing developments of a particular nature, including student accommodation. It also coincides with high profile pilot transport projects in the city which have sparked much discussion.

#### Summary of responses received: Sites

8.26 The draft Exeter Plan proposed 6 strategic, mixed use brownfield sites, 18 residential-led sites and 4 employment site allocations. Some initial patterns from the responses are included here.

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

- Exe Bridges Retail Park.
- Marsh Barton.
- Water Lane.
- North Gate.
- South Gate.
- East Gate.

8.28 In terms of the views of respondents, there were four sites (all brownfield) which received at least 50% positive responses, although the number of respondents is relatively low. The sites are listed in Table 5.



Site	% 'happy' or 'satisfied'	% 'unhappy' or 'dissatisfied'	Number of respondents
99 Howell Road	75	13	8
Chestnut Avenue	50	30	10
Former overflow car park, Tesco	50	40	10
88 Honiton Road	50	38	24

**Table 5: The four sites with 50% or more positive responses**

8.29 There were five sites to which over 70% of respondents provided negative responses. Four of these sites are greenfield, with the other at Exe Bridges in use as an edge of city centre retail park. The sites are listed in Table 6.

Site	% 'happy' or 'satisfied'	% 'unhappy' or 'dissatisfied'	Number of respondents
Land to the west of Newcourt Road, Topsham	0	82	17
Exe Bridges Retail Park	16	81	290
Land at Newcourt Road, Topsham	7	80	15
Land adjoining Silverlands	0	77	13
Land at Old Rydon Lane	14	76	21

**Table 6: The five sites with 70% or more negative responses**

Brief comparison between Outline Draft and Full Draft Consultations

8.30 A brief comparison between the numbers of responses to the outline and draft plan consultations is included in Table 7.

Engagement measure	Outline draft plan	Full draft plan
Total number of respondents	1,489	1,118
Total number of responses	3,473	2,856

**Table 7: A comparison between the level of engagement in the Outline Draft and Full Draft Plan consultations**

8.31 The Full Draft Exeter Plan consultation received fewer responses than the Outline Draft. It is challenging to determine accurately the reasons for this. However, by considering some informal conversations with people at events, reviewing the comments received and by considering the context of what is happening in the city more widely, reasons for this could be:

- Time of year: The Full Draft Plan consultation was a month later in the year, running more deeply into the winter than the Outline Draft which may have impacted event attendance, particularly on the occasions when specific weather coincided with consultation events (e.g., Storm Ciaran took place on the same day as one of the exhibitions).

- Consultation fatigue: After previous rounds of Exeter Plan consultation, Devon County Council consultations and various significant planning applications, the appetite for engagement may have diminished.
- Similar consultation content: Although the plan had evolved significantly between the Outline and Full Drafts, to the wider public the overarching presentation, content and aims of the plan may have appeared similar.

8.32 As stated earlier in the report, significant efforts were made to engage with a wide variety of groups in a number of ways. Response monitoring also took place during the consultation period in order that efforts could be made to encourage further engagement as the consultation progressed. This resulted in additional activities being implemented and a significant increase in number of responses in the last two weeks of the consultation when compared with the Outline Draft. The additional activities included:

- Additional exhibitions in a wider variety of venues.
- Attendance at existing coffee mornings.
- Use of quick questions.
- More frequent press releases.
- More frequent social media activity and use of Instagram reels.

#### Next steps

8.33 The responses will be used to inform the next stage of the plan-making process. A further consultation will be held in autumn 2024.

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

9.1 The recommendation in the report is that the Executive notes the content of the 'Exeter Plan: Full Draft Consultation Statement' (Appendix A) as a document which will be used to inform the preparation of the final draft of the emerging Exeter Plan.

9.2 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.

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

10.1 The report and Appendix A summarises the Full Draft Exeter Plan consultation. The recommendation is that Executive notes the consultation which has already taken place and the responses which have been reviewed were provided by third parties. On this basis, there are no risks associated with the recommendation.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because the report is for noting only.

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

12.1 No direct carbon/environmental impacts arising from the recommendations.

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

13.1 It is appropriate to note and discuss the responses to the Full Draft Exeter Plan consultation in order that they can be used to inform the final draft stage of the Exeter Plan. There are no other options.

**Director of City Development and Housing, Ian Collinson**

Author: George Marshall: Assistant Service Lead – Local Plans

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

Background papers used in compiling this report:-

None

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# EXETER PLAN FULL DRAFT CONSULTATION STATEMENT

March 2024

Executive: Appendix A

**Exeter City Council**

Civic Centre  
Paris Street  
Exeter  
EX1 1JN



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# 1 Introduction

- 1.1 This report provides the review of the responses received to the Exeter Plan full draft consultation. The full draft met Regulation 18<sup>1</sup> of the plan making regulations.
- 1.2 The full draft consultation was the third round of consultation undertaken in the plan making process for the Exeter Plan which will cover the city's development needs going forward. The full draft<sup>2</sup> included the vision for the city, potential development sites for a mixture of uses including housing, a full set of proposed policies and a draft proposals map (policies map) of the city. Other sites may be included in the next round of consultation and policies may be amended or added based on the full draft consultation.
- 1.3 The Exeter Plan will detail key policies for development in the city. The content of the plan has to pass examination by the Planning Inspectorate and is statutory. This had implications for the way in which the consultation was undertaken but specific efforts were made to provide an interesting and accessible consultation using a variety of engagement activities.

---

<sup>1</sup> [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(legislation.gov.uk\)](#)

<sup>2</sup> [Exeter Plan Full Draft consultation- Commonplace](#)



## 2 The consultation

- 2.1 The full draft Exeter Plan was available for public comment between 23 October 2023 and 15 January 2024. This twelve-week period was twice the statutory required minimum and twice the six weeks set out in the Council's Consultation Charter.
- 2.2 Responses to policies and sites were invited online through Commonplace, the interactive online engagement platform that has been used by the Council for several other consultations. The option to email or post responses was also available, along with the availability of paper copies of consultation questions on request. Other means of support were offered as required.
- 2.3 This report summarises responses to the consultation. Consultation questions were structured to enable respondents to provide detailed comments or to reply quickly and easily if they had less time. A five-point scale of agreement and an open question asking respondents to explain why they felt that way was posed for every policy and potential site allocation contained within the full draft. Detailed consideration of the responses received will take place throughout 2024 and will feed into the development of the next draft of the Exeter Plan which will be the publication version.
- 2.4 Significant efforts to make the consultation material interesting and accessible in its presentation were made. This included making use of the various features in the Commonplace engagement platform to present the content in more manageable sections, a series of 'quick questions' on key issues, an interactive map showing the development sites and visuals to 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 and was available online, whilst other alternative formats were available on request.
- 2.5 Four 'quick questions' were also released at regular intervals. These sought to gauge opinion regarding some of the key issues which the Exeter Plan is addressing. These related to:
- Building heights and density.
  - Climate change.
  - High-tech businesses.
  - The city centre.
- 2.6 The consultation was promoted through extensive means including:
- Regular inclusion in Exeter City Council's weekly e-newsletter (available through 'Stay Connected') which goes to over 4,000 people across the city.
  - 15 public exhibitions held across the city, twelve running daytime into evening to promote access, and three at Exeter Library over lunchtime. Each exhibition included display boards, the draft proposals map, paper copies of the plan and evidence material and the opportunity for people to ask questions and discuss policies and potential sites.
  - 5 established Exeter based community cafés / coffee mornings were attended by the City Development team.

- Email notification or letter posted to all those included on Exeter City Council's planning policy database and any properties in the potential development sites.
  - A series of press releases during the consultation period.
  - Digital advertising screens at twenty locations in the city including prominent locations such as Central Station, the bus station, St Sidwell's Point Leisure Centre and the RAMM (museum).
  - Adverts on Exeter City Council's fleet of bin lorries facilitating repeat coverage of all households in Exeter.
  - Banners over Bridge Road and Topsham Road.
  - Article in Iscatape, Exeter's talking newspaper for visually impaired people.
  - Posters: More than 200 posters were distributed across the city including libraries, community centres, parks, car parks, shops and schools.
  - Articles included in the September 2023 and November 2023 editions of the Exeter Citizen newsletter which goes to each address in Exeter.
  - Promotion through Exeter Connect and associated networks.
  - Promotion through Exeter's Community Builders working at neighbourhood level in all Exeter wards.
  - A community organisation workshop.
  - Prominence on the City Council's website homepage.
  - Social media platforms: including Facebook and Instagram via Exeter City Council, other Exeter organisations, many of the Exeter Plan exhibition venues social media pages and calendars.
  - An online video outlining the Exeter Plan.
  - Prominence on the City Council's webpage.
  - Fully accessible online consultation documents, plus other formats available on request.
  - Copies of the full draft consultation document available in all of the city's libraries.
  - Permanent displays at Exeter venues including St Sidwell's Point Leisure Centre, Riverside Leisure Centre, Wonford Leisure Centre, RAMM (museum), Exeter Tickets (Corn Exchange) and the Civic Centre.
- 2.7 There were a total of 20 in person events that attracted 645 attendees. The Council held 15 exhibitions across the city, including one exhibition arranged by a Ward Councillor and attended 5 established community cafés (regular coffee morning style events).
- Total number of people attending the exhibitions: 537
  - Total number of people attending community cafés: 108
- 2.8 There were three planning policy public consultations running concurrently at the time of the Exeter Plan consultation. The in-person consultation events provided

information for all live consultations at the time the event. The two other consultations were:

- Liveable Water Lane Supplementary Planning Document (SPD) held between 23 October and 4 December 2023.
- Householder's Guide: Design of extensions and alterations Supplementary Planning Document (SPD) held between 23 October 2023 and 12 January 2024.

2.9 Table 1 outlines attendance by exhibition location. The exhibition at Alphington Village Hall received the most attendees (73), followed by the exhibition in the city centre at the Guildhall (71), and the event at the Quayside (65). The latter two also targeted the Liveable Water Lane SPD consultation and were also the second and third best attended for the outline draft Exeter Plan in 2022.

2.10 The lowest attendance was at the Pinhoe community café event (10), with a similar number of attendees to the officer-led Exeter Community Centre exhibition (11) and the Councillor-led exhibition at Toby Carvery (11).

Event type	Venue	Number of attendees	Ward
Exeter Plan exhibition	Alphington Village Hall	73	Alphington
Exeter Plan and Liveable Water Lane exhibition	The Guildhall, High Street	71	St David's
Exeter Plan and Liveable Water Lane exhibition	Custom House, Quay	65	St David's
Exeter Plan exhibition	Positive Lights, Sidwell Street	43	Newtown & St Leonard's
Exeter Plan and Liveable Water Lane exhibition	Haven Banks Outdoor Education Centre, Quay	41	St David's
Exeter Plan and Liveable Water Lane exhibition	Exeter Central Library (2)	40	St David's
Exeter Plan exhibition	Exeter Central Library (3)	40	St David's
Exeter Plan and Liveable Water Lane exhibition	Matthews Hall	40	Topsham
Exeter Plan exhibition	Newcourt Community Centre	38	Topsham
Community café	The Mount Radford Pub, Magdalen Road	35	St. Loyes
Community café	St Katherine's Priory	30	Mincinglake

Community café	The Beacon Community Centre, Beacon Lane	20	Beacon Heath
Exeter Plan exhibition	St Thomas Cricket & Social Club, Marsh Barton (2)	20	Alphington
Exeter Plan and Liveable Water Lane exhibition	Exeter Central Library (1)	15	St David's
Exeter Plan and Liveable Water Lane exhibition	St Thomas Cricket & Social Club, Marsh Barton (1)	15	Alphington
Exeter Plan and Liveable Water Lane exhibition	Emmanuel Hall - Theatre Alibi	14	St. Thomas
Community café	The Star Inn, Whipton Village Road	13	Whipton
Exeter Plan and Liveable Water Lane exhibition	Exeter Community Centre, St David's Hill	11	St David's
Ward Councillor led Exeter Plan event	Toby Carvery, Middlemoor	11	St Loyes
Community café	Pinhoe United Reform Church, Old Pinn Lane	10	Pinhoe
<b>TOTAL</b>		645	

Table 1: Number of attendees by event

2.11 A community organisation workshop was held during the consultation. Full details can be found in Appendix E.

2.12 Ten Exeter community groups attended:

- Deaf Academy
- Exeter Cycling Campaign
- Exeter Civic Society
- Exeter Doughnut
- Inclusive Exeter
- InExeter
- Parklife Heavitree
- Sidwell Street Methodist Church

- Slow Ways
  - The Connexional Team - Methodist Church
- 2.13 At this workshop, the community group representatives discussed two topics:
1. Development pattern: Brownfield development, density and height.
  2. Development quality: The key components of high quality development.
- 2.14 In response to the first topic, development pattern: brownfield development, density and height, the discussion included the following comments:
- Need to avoid edge of city development sprawl, including into green fields. This will help to meet low carbon aspirations and reduce the need to travel.
  - Protecting public open space in the city is important but it is vital that these are managed appropriately.
  - Brownfield development needs to reflect the identities of local communities, through supporting the existing community work and voluntary activities in new development and engender pride in the area.
  - Development should be mixed-use and focussed on place making.
  - High quality design is key, including ensuring the edges of brownfield sites are carefully designed to fit in with existing buildings.
  - Higher density development is considered generally acceptable close to the city centre because it will help to support the vitality of the centre which is important for local pride in Exeter.
  - The cost of brownfield development is seen as a key challenge and concern for the group in thinking about whether all development sites are realistic.
  - Flood risk should be addressed safely.
  - There was an understanding of the opportunities for more walkable development at higher densities.
  - Community land trusts and stewardship should be considered as part of brownfield development.
  - Appropriate densities and height (brownfield and greenfield) will need to be determined by a number of issues, local context, and will differ across the city.
  - Development needs to be safe and provide social spaces for all and meet the access needs of everyone.
  - Further thought needs to be given to the practicalities of how no car or low car development will work and meet the needs of all.
- 2.15 In response to the second topic, development quality: the key components of high quality development, the discussion included the following comments:
- High quality developing should be secured, particularly if at height and density, and should encompass place making and more than the quality of the building.

- Involving the community in understanding place is central to quality.
- Development should inspire delight, joy and playfulness, accommodating a mixed community, provide indoor and outdoor spaces, be accessible, inclusive and affordable, achieve net zero, reflect local identity and culture, and be resilient to ensure longevity.
- New development should be fitting but standalone in quality, identity and character.
- It should be beautiful and useable now and over time.
- It needs to connect with surrounding in terms of appearance and movement, ensure adequate bin and bike storage.
- Supporting infrastructure is vital to liveability.

2.16 Overall, the full draft Exeter Plan consultation received fewer responses than the outline draft. Table 2 provides a comparison of outline draft and full draft engagement measures. It is challenging to determine accurately the reasons for this. However, by reflecting on some informal conversations with people at consultation events, reviewing the comments received and by considering the context of what is happening in the city more widely, reasons for this could be:

- Time of year: The full draft plan consultation was a month later in the year, running more deeply into the winter than the outline draft which may have impacted event attendance, particularly on the occasions when specific weather coincided with consultation events (e.g. Storm Ciaran took place on the same day as one of the exhibitions).
- Consultation fatigue: After previous rounds of Exeter Plan consultation, Devon County Council consultations and various significant planning applications, the energy for engaging may have temporarily reduced.
- Similar consultation content: Although the Exeter Plan had evolved significantly between the outline and full drafts, to the wider public the overarching presentation, content and aims of the plan may have appeared similar.

Engagement measure	Outline draft plan (2022)	Full draft plan (2023/24)
Total number of respondents	1,489	1,118
Total number of responses	3,473	2,856
Total number of responses to the 'quick survey/quick questions'	773	715
Total number of people attending the exhibitions	1,053	537
Total number of people spoken to at coffee mornings	N/A	108
Total number of hits on the Commonplace consultation webpage	15,781	11,248

Table 2: Outline and full draft Exeter Plan engagement measures comparison

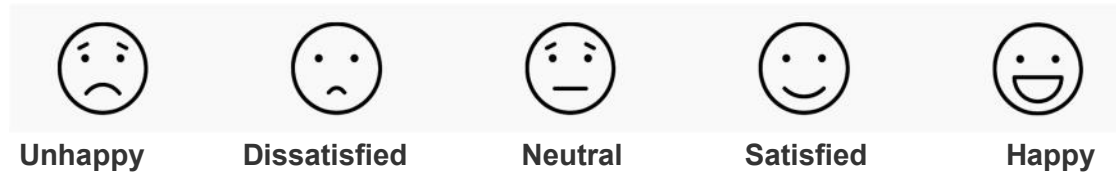
2.17 As previously stated, significant efforts were made to engage with a wide variety of groups in a number of ways. Response monitoring also took place during the consultation period in order that efforts could be made to encourage further engagement as the consultation progressed. This resulted in additional activities being implemented and a significant increase in number of responses in the last two weeks of the consultation when compared with the outline draft. The additional activities included:

- Additional exhibitions in a wide variety of venues.
- Attendance at existing community cafés.
- Use of 'quick questions' online.
- Frequent press releases.
- Frequent social media activity including Instagram reels.

### 3 The survey

- 3.1 The general form of questions used throughout the consultation survey was to initially ask how the respondent felt about the policy or site, with a follow-up open question asking for more detail as to why they felt that way and to provide any other comments. The 'initial feeling' question was a Likert scale question running through five options from unhappy to happy. This was accompanied by corresponding 'facial expression symbols' (e.g. from a frown through to a smile) to quickly demonstrate how the respondent felt about a policy or site, as set out below:

Question: *"How do you feel about policy/site xxx"*



- 3.2 Respondents had flexibility in responding and were able to choose which sections of the consultation they completed. It was not a requirement to provide an answer to all sections or all questions. It was possible to answer the 'initial feeling' question without providing further comment or vice versa. Similarly, those who submitted email or handwritten responses may not have provided responses that followed the survey format, but Commonplace included an option for general comments which accounted for such responses.



## 4 Response overview

- 4.1 The Exeter Plan Commonplace website received 11,248 hits, and 1,118 people, organisations and companies responded to the survey providing 2,856 responses. Table 3 outlines how respondents chose to submit their comments. Most respondents (1,043) submitted their comments online through Commonplace, but a significant number were also received via email (68 responses). The 75 responses not submitted via Commonplace were manually added to Commonplace by the Local Plans Team to be counted in the results. This represents a similar submission method distribution to the 2022 outline draft Exeter Plan consultation, although there were 371 fewer respondents to the full draft consultation.

Method of submission	Number of respondents
Commonplace	1,043
Email / PDF	68
Handwritten	7
<b>TOTAL</b>	<b>1,118</b>

Table 3: Number of respondents by method of submission

- 4.2 The consultation survey included the option to outline whether the response was on behalf of an individual or an organisation. The majority of the 1,489 unique respondents were individuals (1,030) with 88 stating they were responding on behalf of an organisation. A list of these organisations can be found in Appendix C. Table 4 below outlines a breakdown of the respondent type, including type of organisation. The type of respondent distribution is similar to the 2022 outline draft Exeter Plan consultation, with the only noteworthy difference being fewer individuals responded to the 2023/24 full draft consultation.

Respondent type	Number of respondents
Individuals	1,030
Other Organisations	42
Developers / Agents / Land Promoters	28
Government Agencies / Public Bodies	12
Councils	6
<b>TOTAL</b>	<b>1,118</b>

Table 4: Number of respondents by respondent type

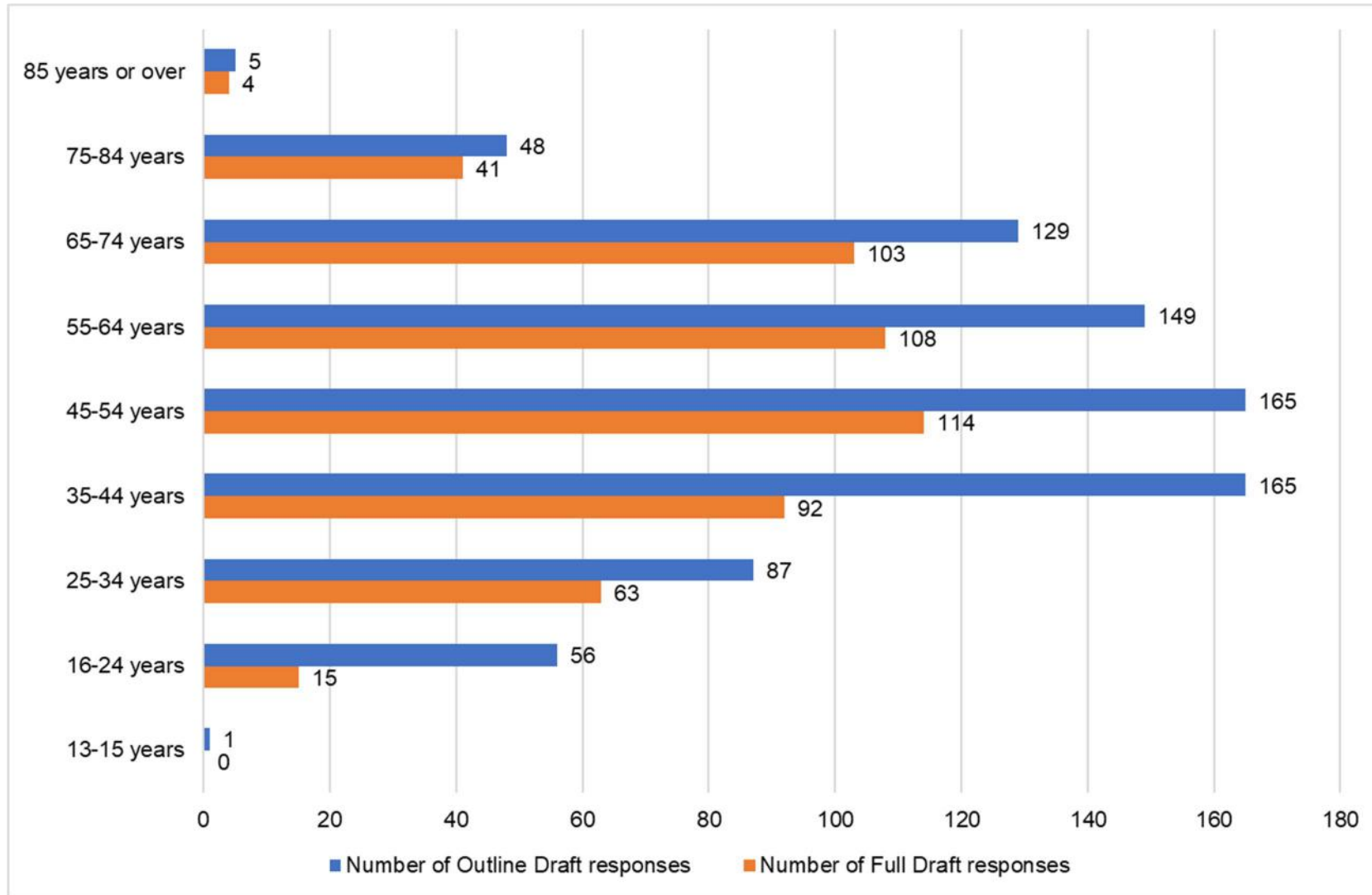
- 4.3 The consultation survey included an option for the respondent to select their age range. Around half (578 respondents) chose to either leave this question blank or select 'prefer not to say' leaving 540 responses with an age range provided. The highest numbers of respondents were between the four age brackets covering 35-74

years, with 45-54 years being top with 114 respondents in the age category. The distribution of ages is presented in Graph 1.

- 4.4. There were 265 fewer responses to this question than the outline draft. Of the responses available, the biggest age category drop is 35-44 years, although some may not have reported their age. The reduction in responses in the 16-24 years category could be due to the presence held at Exeter College and the University of Exeter in 2022 raising outline draft responses from this age category. However, it also worth noting that the responses generated through College and University interactions were predominantly responses to the 'quick survey'<sup>3</sup> that ran as part of the outline draft consultation.

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<sup>3</sup> The online 'quick survey' for the outline draft plan consultation in 2022 listed eleven topics and asked respondents to select a maximum of three that they considered the most important for the Exeter Plan. The eleven topics reflected the spatial strategy put forward in the Exeter Plan.



Graph 1: Age range distribution of respondents

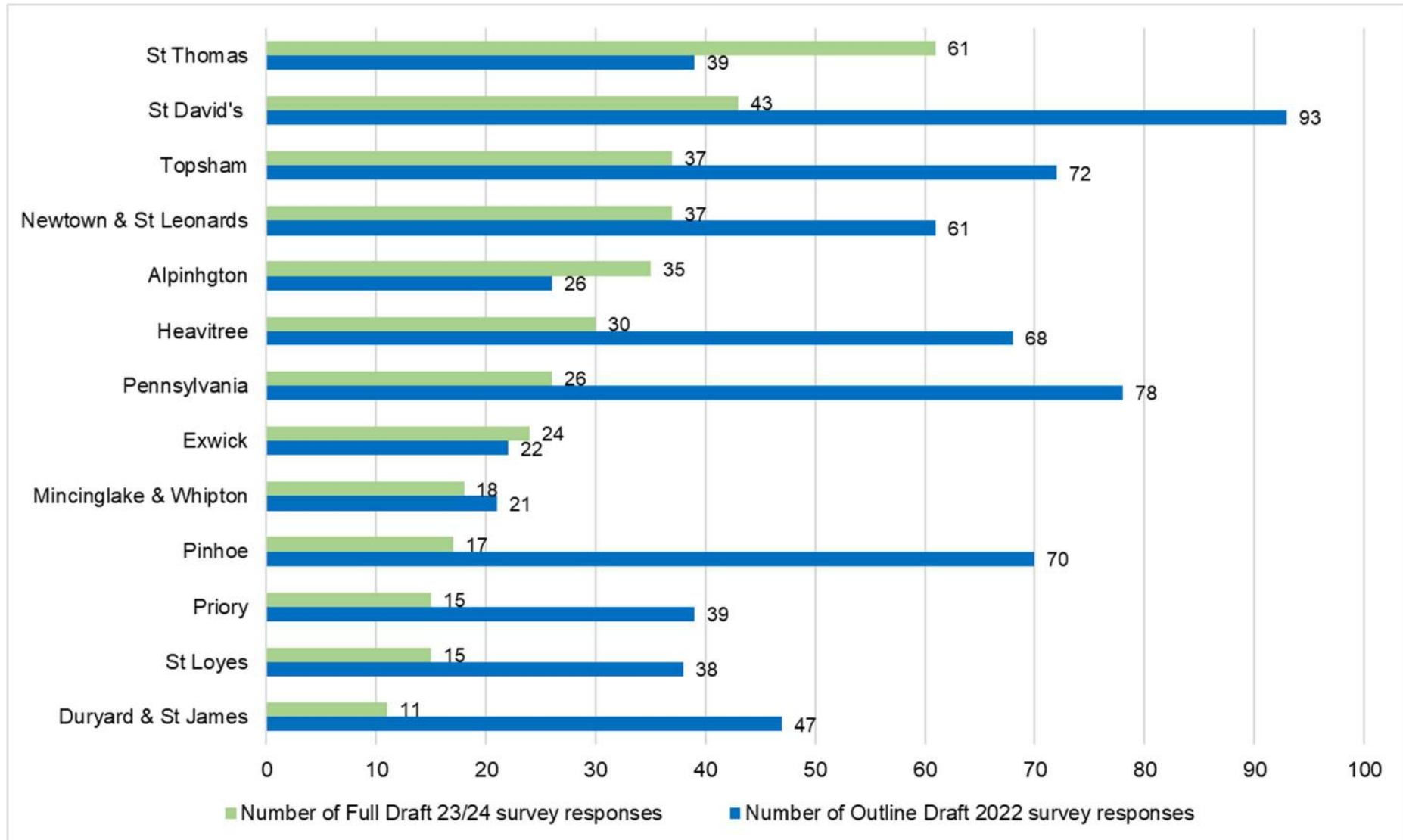
\*578 Full draft and 684 outline draft responses not included in graph 1 as option left blank or 'prefer not to say' selected.

4.5 The survey provided an option for respondents to identify their home location. Table 5 outlines where respondents were geographically located. Most respondents (704) left this option blank, this number is far higher than those who left this question blank in the outline draft (409 out of 1,489). Of those who provided an answer (418 respondents), most (369) were from Exeter, a breakdown of this by ward is provided in Graph 2. There were 35 respondents from the rest of Devon, with the majority of these from Teignbridge (15) and East Devon (11). The 14 responses classed as 'other' included, Bristol, Bournemouth, Chichester, London, Ireland.

Location	Number of respondents
Exeter	369
Teignbridge	15
East Devon	11
Mid Devon	5
North Devon	2
West Devon	2
Other	14
Blank	704
<b>TOTAL</b>	<b>1,118</b>

Table 5: Number of respondents by location

- 4.6 There were 369 respondents reporting to be located in Exeter. Graph 2 outlines the respondents who identified which Exeter ward they were from and lists the wards in order of number of survey respondents from highest to lowest. Graph 2 also shows the number of 2022 outline draft survey responses.
- 4.7 Graph 2 demonstrates that St Thomas ward received the highest number of survey responses (61 responses). Duryard and St James received the fewest survey responses (11).
- 4.8 Graph 2 also shows that in three wards there were a greater number of survey responses to the full draft than the outline draft (Alphington, Exwick and St Thomas), whereas the other ten wards received fewer survey responses. This reflects the lower overall response rate to the full draft.
- 4.9 Given that response numbers fell across the city, and response rates were also lower in wards where one or more in-person events were held, and the number of responses was marginally higher in Exwick despite no in person event, it suggests other local issues are driving consultation responses. A review of the response distribution to both Exeter Plan draft versions suggests it appears likely that factors influencing response rate are likely to include live planning applications, proposed site allocations, and local campaigns rather than a local event or exhibition.



Graph 2: Exeter ward areas in order of number of full draft 2023/24 survey responses, with comparison bar showing number of outline draft 2022 survey responses.

- 4.10 The consultation survey asked respondents to identify their connection to Exeter. More than half (602) left this option blank and of those who did provide a connection, the vast majority were Exeter residents (464 respondents). Table 6 outlines that 9 respondents work or own a business in Exeter, and 12 commute through.

Connection to Exeter	Number of respondents
I live here	464
I work here	31
I commute through	12
I own a business here	8
I study here	1
Blank	602
<b>TOTAL</b>	1,118

Table 6: Number of respondents by connection to Exeter

- 4.11 Only 27 respondents provided a response to the question regarding gender (1,091 left blank). This was evenly split between those selecting female (12 responses) and male (13 responses), with the remaining two selecting 'prefer not to say'.

## 5 Quick questions

- 5.1 As part of the online consultation platform, four 'quick questions' were released at regular intervals. These were intended to provide people with a quick and easy way to provide feedback and comment on some of the key issues which the plan is addressing and to encourage responses from those who may not have time to go through the full survey.
- 5.2 The four quick questions asked during the consultation related to:
- Building heights and density
  - Climate change
  - High-tech business
  - The role of the city centre
- 5.3 The total number of responses to all four 'quick questions' was 715, which is on par with the number of responses to the outline draft consultation 'quick survey' (773 responses).
- 5.4 Each quick question had the option to respond with a 'yes' or 'no' as well as the option to provide further commentary to their response.
- 5.5 The first quick question covering building heights received the largest number of responses at 259. This was closely followed by the question on the role of the city centre with 218 responses. More detail on the responses to the quick survey is included in Table 7.
- 5.6 The majority of responses to all questions supported the topic posed. However, support for the building heights and density was not as strong as the other three topics, gaining 57% support rather than 80% or more in support demonstrated in the other questions. The comments supplementing the 'yes/no' responses also raised various provisos to emphasise that their response was not a straightforward 'yes' or 'no' as the topics are more complex. Supplementary comments considered, the quick question responses suggest broad support for important strands of the spatial strategy included in the draft plan including:
- Protecting our natural environment
  - Developing at higher densities with some taller buildings where appropriate
  - Efficient buildings and renewable energy generation
  - Encouraging innovative employment sectors
  - A wider mixture of uses in the city centre to maintain vitality.

Topic	Total	Answering yes	Answering no
To provide the homes Exeter needs and still protect green spaces and our natural environment, we need to build closer to the city centre at higher densities, with some taller buildings where appropriate but more generous streets and public spaces. Do you agree with this idea?	259	149 (58%)	110 (42%)
Would you like to see more buildings with higher energy efficiency standards and more renewable energy generation?	133	125 (94%)	8 (6%)
To increase earnings and encourage people to stay and live in the city, Exeter City Council wants to encourage more high-tech and innovative businesses into the city and improve training opportunities. Is this a good idea?	105	91 (87%)	14 (13%)
The way we shop and the role of the city centre is changing. In future, it will be important to have a wider variety of uses, facilities, jobs and homes in the city centre. Is this a good idea?	218	179 (82%)	39 (17%)

Table 7: Numbers of responses to the consultation quick questions

5.7 In addition to question one on building heights and density receiving 58% of 259 responses in support, 170 comments were also provided which included:

- High density / taller building only acceptable if green spaces, landscape, quality of life and views of and from the city are protected.
- To protect the setting and landscape it is important to build up rather than out.
- Lower building heights help to define Exeter and potential to set a maximum height to retain this.
- Acceptable only in certain areas of the city.
- Growth important to support the city and keep it lively, as well as to provide housing options.
- Concern as to whether the city has reached capacity.
- Concern regarding developments impacts on infrastructure and services.
- Design of buildings, landscaping and public realm is crucial.
- The potential to impact the city's heritage and character.
- The importance of occupiers' living conditions and access to personal outdoor space and gardens.



- 5.8 In addition to question two on climate change and energy efficient buildings with renewable energy receiving 94% of 133 responses in support, 76 comments were also provided which included:
- A high degree of support for the aim.
  - Such an approach should be mandatory for all new buildings.
  - Great support to retrofit existing buildings.
  - To include reference to the breadth of topics needing addressing to tackle climate change, in addition to improving the sustainability of buildings.
  - A need to consider the carbon in construction and in renewable energy products.
  - Concern about the reliability of renewable energy, a perception from some of the precedence of this issue above the cost of living crisis and also various other comments suggesting scepticism about climate change.
- 5.9 In addition to question three on encouraging high-tech business receiving 87% of 105 responses in support, 50 comments were also provided which included:
- Hi-tech business has potential to deliver an efficient economy as such businesses tend to require a smaller footprint.
  - It should be seen as positive to continue developing high quality jobs in all sectors and the tools to attract employees (housing, vibrant city etc)
  - Hi-tech business should not be pursued at the expense of other jobs, industries and services.
  - Suggestion that this approach should benefit the city economy, contribute to wellbeing and the city as a whole.
  - Concern regarding the future of other businesses.
  - Concern regarding the supporting infrastructure to support business and employees (further residents) including housing, transport and digital communications.
  - Query regarding where in Exeter is the most appropriate location for such business development.
  - Concern regarding Exeter's ability to compete with other locations and a wider recruitment struggle being faced in a number of areas.
- 5.10 In addition to question four on a variety of uses being important for the future of the city centre receiving 82% of 218 responses in support, 133 comments were also provided which included:
- The future of the city centre is also reliant upon less congestion and good and affordable transport to include active travel, public transport and car parking.
  - The city centre needs to better address disability needs including, parking, accessibility and toilets.
  - Rents should be lower.

- The city centre has an existing wide variety of uses and facilities and these should be maintained.
- Greater support for independents, pop ups, cultural facilities, social space, event space and the circular economy. These were accompanied by some negative comments about chain stores and high streets feeling like clones of one another.
- Mixed response as to whether the city centre should be for shops, businesses and commercial uses and not housing and those who believed mixed-use including housing brings benefits.
- Any city centre housing developed should be affordable and provide a range of housing types, not only be purpose built student accommodation or co-living, or single person flats.
- City centre housing will bring additional traffic through deliveries and waste collection.
- Exeter should develop a big attraction or USP (unique selling point) to ensure the future vibrancy of the city centre.
- Enhanced public realm, trees, safer streets will all be necessary.

## 6 Draft policies

- 6.1 The full draft Exeter Plan contained 62 policies for comment covering a range of topics. 61 of these were included in the policy section of the consultation survey. Policy H2: 'Housing allocations' listed all the potential development sites for allocation in the Exeter Plan and was not included in the consultation survey with a policy question as these potential development sites contained were all consulted on as individual sites.
- 6.2 This section provides a general overview of the responses to the draft policies included within the full draft plan. Summaries of the responses received on each policy can be found in Appendix A. All comments received will be considered in drafting the next version of the Exeter Plan.
- 6.3 The draft policies generally received a slightly greater volume of responses than the potential sites. The average number of responses to the 'initial feeling' question for policies was 45, whereas sites received an average of 33 responses. Furthermore, the average number of policy comments was 36, whereas sites received an average of 28 comments.
- 6.4 Graph 4 presents the policies in order of the number of 'initial feeling' responses received, running highest to lowest. Graph 4 also includes the number of comments received on each policy. Policy S1: Spatial Strategy received the most 'initial feeling' responses (113) and comments (99) when compared to all other policies and policy EJ4: Access to jobs and skills received the fewest responses (10 'initial feeling' and 12 comments). Policy S1 also received the most responses in the 2022 outline draft Exeter Plan consultation.
- 6.5 Five of the 61 policies received 80 or more 'initial feeling' responses, all of which also received over 80 comments. Table 6 lists the five policies in order of number of 'initial feeling' responses, starting with the highest. The policies with the most responses are similar to those that received the most responses in the outline draft consultation.

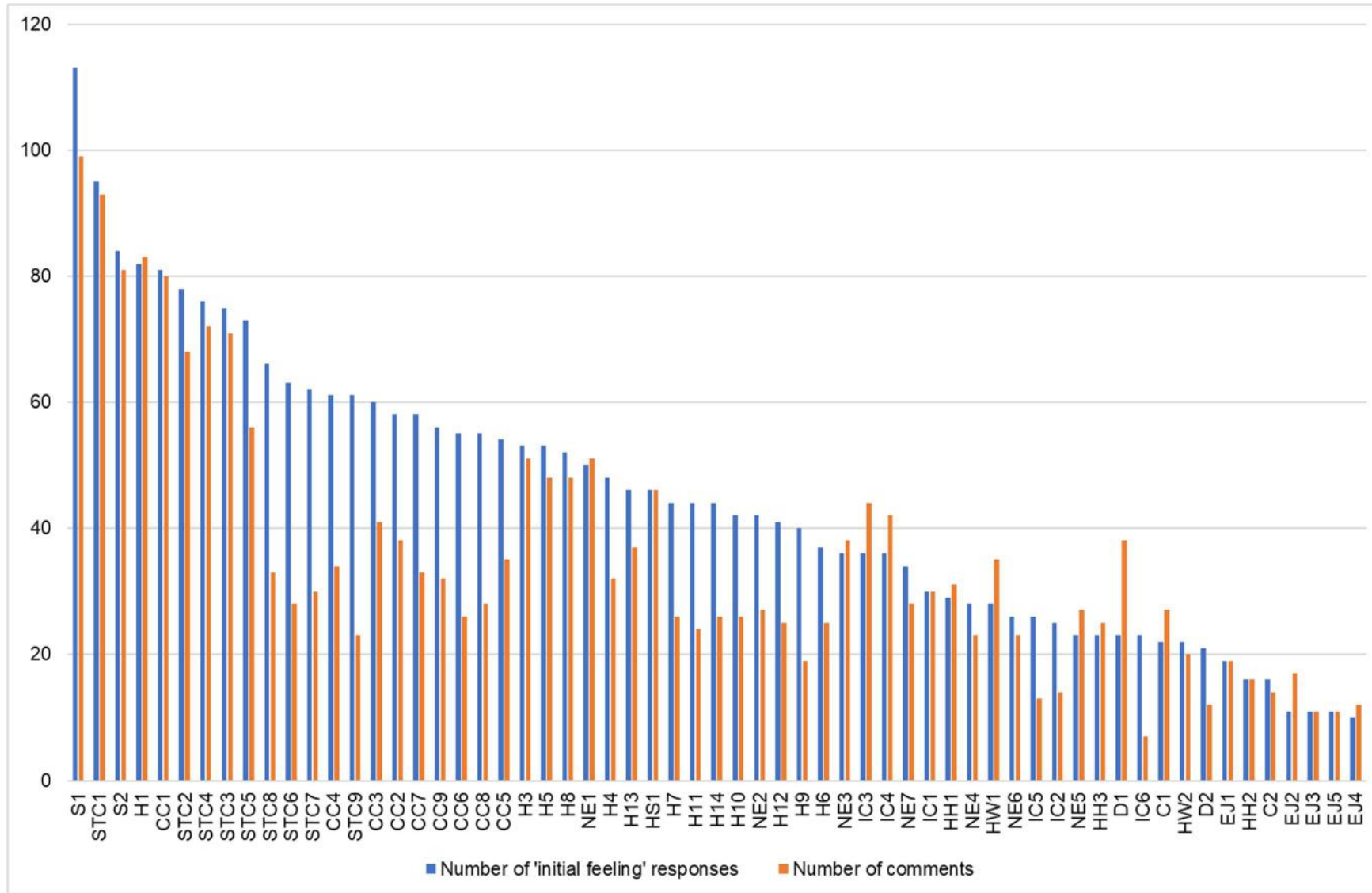
Policy	Number of 'initial feeling' responses	Number of comments
S1: Spatial strategy	113	99
STC1: Sustainable movement	95	93
S2: Liveable Exeter delivery principles	84	81
H1: Housing requirement	82	83
CC1: Net Zero Exeter	81	80

Table 6: The five policies with the highest numbers of responses

6.6 Seven of the 61 policies consulted on received fewer than 20 'initial feeling' responses and fewer than 20 comments. Table 7 lists the seven policies in order.

<b>Policy</b>	<b>Number of 'initial feeling' responses</b>	<b>Number of comments</b>
EJ1: Economic growth in the transformational sectors	19	19
HH2: Heritage assets and climate change	16	16
C2: Development and cultural provision	14	16
EJ2: Retention of employment land	17	11
EJ3: New forms of employment provision	11	11
EJ5: Provision of local services in employment areas	11	11
EJ4: Access to jobs and skills	10	12

Table 7: The seven policies with the lowest numbers of responses



Graph 4: Policies in order of number of 'initial feeling' responses per policy, second bar showing number of comments on each policy

6.7 The responses to the question asking people about their 'initial feeling' about each of the policies show that the majority of policies (67% or 41 out of the 61 policies) were generally well received with 50% or more respondents selecting feeling 'satisfied' or 'happy' with the policy. The remaining 20 policies received less than 50% of people selecting feeling 'satisfied' or 'happy'.

6.8 The policies which were positively received by 50% or more of respondents are:

- S1: Spatial strategy
- S2: Liveable Exeter delivery principles
- CC1: Net zero Exeter
- CC2: Renewable and low carbon energy
- CC3: Local energy networks
- CC4: Ground-mounted photovoltaic arrays
- CC5: Future development standards
- CC6: Embodied carbon
- CC7: Solar-ready development
- CC8: Flood risk
- CC9: Water quantity and quality
- H7: Specialist accommodation
- H11: Loss of residential accommodation
- H12: Accessible homes
- H14: Residential amenity and healthy homes
- EJ1: Economic growth in the transformational sectors
- EJ2: Retention of employment land
- EJ3: New forms of employment provision
- EJ4: Access to jobs and skills
- EJ5: Provision of local services in employment areas
- EJ6: New transformational employment allocations
- STC3: Supporting active travel
- STC4: Supporting public transport
- STC6: Travel plans
- STC7: Safeguarding transport infrastructure
- STC9: Digital communications
- NE2: Valley Parks

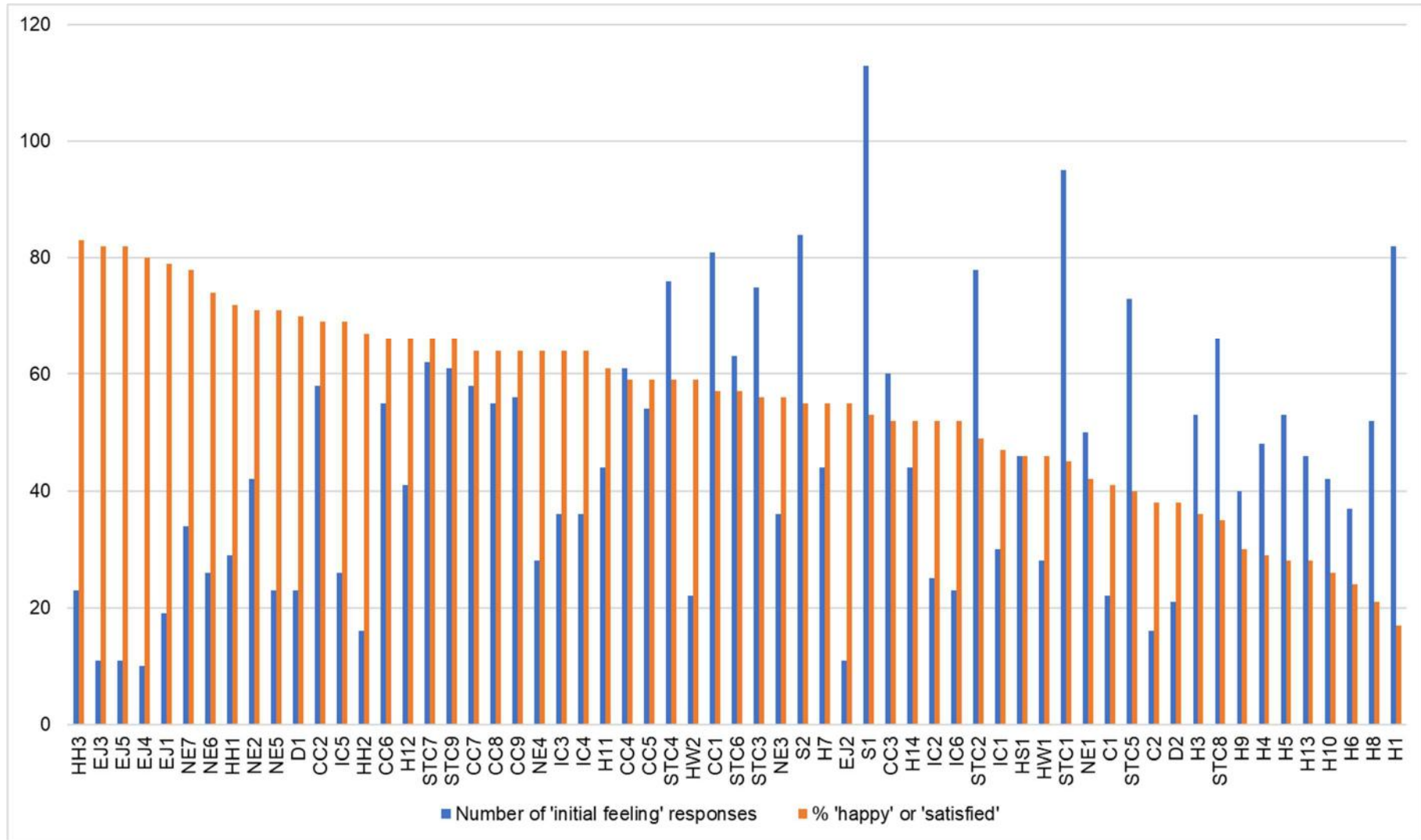
- NE3: Biodiversity
- NE4: Green infrastructure
- NE5: Green circle
- NE6: Urban greening factor
- NE7: Urban tree canopy cover
- HH1: Conserving and enhancing heritage assets
- HH2: Heritage assets and climate change
- HH3: Conserving and enhancing Exeter City Walls
- D1: Design principles
- HW2: Pollution and contaminated land
- IC2: Viability
- IC3: Community facilities
- IC4: Sport, recreation and allotment space in new development
- IC5: Play areas in new development
- IC6: New cemetery provision

6.9 The policies which were positively received by less than 50% of respondents are:

- H1: Housing requirement
- H3: Affordable housing
- H4: Build to rent
- H5: Co-living housing
- H6: Custom and self-build housing
- H8: Purpose built student accommodation
- H9: Gypsy and traveller accommodation
- H10: Residential conversions and houses in multiple occupation
- H13: Housing density and size mix
- HS1: The vitality of our high streets and centres
- STC1: Sustainable movement
- STC2: Active and sustainable travel in new developments
- STC5: Supporting new forms of car use
- STC8: Motorway service area
- NE1: Landscape setting areas
- C1: Protecting and enhancing cultural and tourism facilities

- C2: Development and cultural provision
  - D2: Advertisements
  - HW1: Health and wellbeing
  - IC1: Delivery of infrastructure
- 6.10 Policy S1: Spatial strategy received the most responses with 99 comments and 113 'initial feeling' responses (212 total). Notably, 53% of the 113 'initial feeling' responses expressed feeling 'happy' or 'satisfied' with the policy, which suggests it was generally well received. This is important because Policy S1 provides a summary of the key approach to be taken in relation to new development in Exeter from which much of the rest of the Exeter Plan content flows. A number of the housing and transport policies were less well received, this will be explored in Appendix A to this report.
- 6.11 Graph 5 presents the policies in order of the percentage of responses who felt 'happy' or 'satisfied' with the policy with a second bar outlining the number of 'initial feeling' responses the percentage is drawn from. Some of the more positively received policies had fewer responses, whereas some of the more negatively received policies had greater numbers of responses. This potentially indicates greater engagement when there is discontent.
- 6.12 Responses to policies are reviewed in Appendix A.

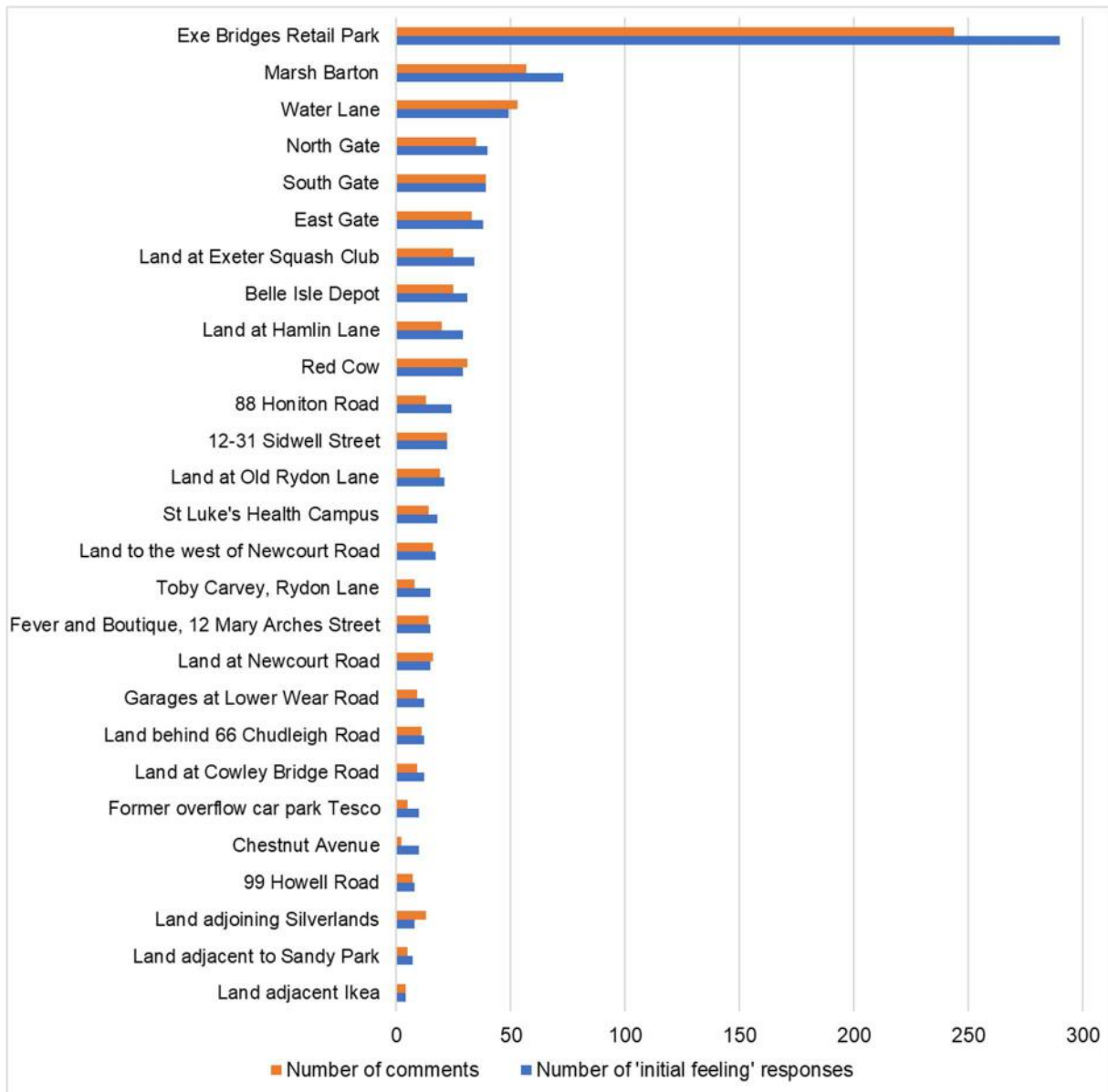




Graph 5: Policies in order of percentage of respondents who felt 'satisfied' or 'happy' with the policy

## **7 Potential sites**

- 7.1 The full draft Exeter Plan proposed 28 sites for either mixed-used, residential or employment development. The sites varied significantly in scale, ranging from 6 to 1600 homes. Policy H2: 'Housing allocations' listed the 24 potential development sites for housing or mixed-use allocation in the Exeter Plan and these were consulted on as individual sites within the survey. Policy EJ6: 'New transformational employment allocations' listed the four sites proposed for transformational employment development allocation.
- 7.2 This section provides a general overview of public reaction to the potential sites included within the full draft. Summaries of the responses received on each site can be found in Appendix B. Responses to comments received through the consultation are not provided in this report. All comments received will be considered in drafting the next version of the Exeter Plan.
- 7.5 The potential sites generally received fewer responses, both 'initial feeling' and comments, than the draft policies. The average number of responses to the 'initial feeling' question for sites was 33, whereas policies received an average of 45 responses. Furthermore, the average number of comments on sites was 28, whereas policies received an average of 36 comments.
- 7.6 Graph 6 presents the sites in order of the number of 'initial feeling' responses received, running highest to lowest. Graph 6 also includes the number of comments received on each site. Out of all of the sites, Exe Bridges Retail Park received the highest number of 'initial feeling' responses (290) while it also received the highest number of comments (244). This was significantly greater than the next highest which was Marsh Barton (73 'initial feeling' responses and 57 comments).



Graph 6: Sites in order of number of 'initial feeling' responses per site, second bar showing number of comments on each site.

7.7 Table 9 lists the six sites that received over 35 'initial feeling' responses in order of number of responses, starting with the highest. These five sites also received the highest number of comments out of all sites, all receiving 33 or more comments. Four of the five are large mixed-use brownfield sites, with the other at Exe Bridges in use as an edge of city centre retail park. The majority of comments relating to Exe Bridges were in reference to the loss of retail and other facilities provided by the site.

Site	Number of 'initial feeling' responses	Number of comments
Exe Bridges Retail Park	290	244
Marsh Barton	73	57
Water Lane	49	53
North Gate	40	35
South Gate	39	39
East Gate	38	33

Table 9: The six sites with the highest numbers of responses

- 7.8 Six of the 28 sites consulted on received less than 20 'initial feeling' responses, and less than 20 comments on each. The six sites are varied, consisting of smaller scale residential greenfield and brownfield sites, plus two proposed employment sites. Table 10 lists the six sites in order of number of 'initial feeling' responses.

Site	Number of 'initial feeling' responses	Number of comments
Chestnut Avenue	10	2
Former overflow car park Tesco	10	5
Land adjoining Silverlands	8	13
99 Howell Road	8	7
Land adjacent to Sandy Park (employment site)	7	5
Land adjacent IKEA (employment site)	4	4

Table 10: The six sites with the lowest numbers of responses

- 7.9 The responses to the question asking people about their 'initial feeling' about each of the sites show that the sites had a varied reception. 50% or more respondents selected feeling 'satisfied' or 'happy' for four of the 28 sites. All four of the sites most positively received are brownfield sites and, subject to site specific concerns, it was recognised that these sites provided opportunities for redevelopment and enhancement. Table 11 lists the four sites in order, starting with the highest percentages of respondents selecting 'happy' or 'satisfied'. These sites also received varying degrees of negative response from 13% (99 Howell Road) though to 40% (Former overflow car park, Tesco).

Site	% 'happy' or 'satisfied'	% 'unhappy' or 'dissatisfied'	Number of respondents
99 Howell Road	75	13	8
Chestnut Avenue	50	30	10
Former overflow car park, Tesco	50	40	10
88 Honiton Road	50	38	24

Table 11: The four sites with 50% or more respondents selecting 'happy' or 'satisfied'

- 7.10 Overall, the potential sites received fewer positive responses than the policies. 24 of the 28 sites received less than 50% feeling 'satisfied' or 'happy' initial feelings towards the sites, and five sites received over 70% of respondents selecting 'unhappy' or 'dissatisfied'. Four of the five most negatively received sites are greenfield sites.
- 7.11 Table 12 lists the five sites with over 70% of respondents selecting negative feelings about the potential site. The sites are listed in order starting with the highest percentage of negative responses. The table also includes corresponding low percentages of positive responses, and the relatively low number of respondents for all but Exe Bridges Retail Park. Four of the five sites are greenfield and are close or adjacent to areas where recent development has taken place. In responding to these four sites, the loss of greenfield land and the apparent omission of the potential to provide allotment, recreation or public open space was raised. Recent development was also mentioned in respondents' comments for these sites, particularly with reference to the existing and potential impacts of development on traffic, infrastructure and disturbance during construction. Concern expressed in relation to Exe Bridges Retail Park centred on the loss of the retail, a pharmacy, and shopping facilities.

Site	% 'happy' or 'satisfied'	% 'unhappy' or 'dissatisfied'	Number of respondents
Land to the west of Newcourt Road, Topsham	0	82	17
Exe Bridges Retail Park	16	81	290
Land at Newcourt Road, Topsham	7	80	15
Land adjoining Silverlands	0	77	13
Land at Old Rydon Lane	14	76	21

Table 12: The five sites with over 80% or more respondents selecting 'unhappy' or 'dissatisfied'

7.12 Unfortunately, due to an external IT issue that was not apparent until after the consultation closed, it appears that it was not possible to comment directly on the site 'East of Pinn Lane' via the sites section of Commonplace during part of the full draft consultation. However, comments could be submitted on the site in other sections of the website and through other means. No comments on this site were received through any submission method. In addition, this particular Commonplace IT issue was not raised by anyone during the course of the consultation, whilst other IT queries were received from a small number of individuals experiencing difficulties during the consultation. This suggests that it is unlikely that a large number of people were attempting to respond to this site. While the site is not included in this section of the reporting statement, Appendix B reviewing the sites in further detail uses the responses provided to the outline draft plan to ensure the site is represented in this review. 'East of Pinn Lane' is a greenfield site already allocated for development in the Core Strategy (2006-2026) as part of the Monkerton and Hill Barton Strategic Allocation.

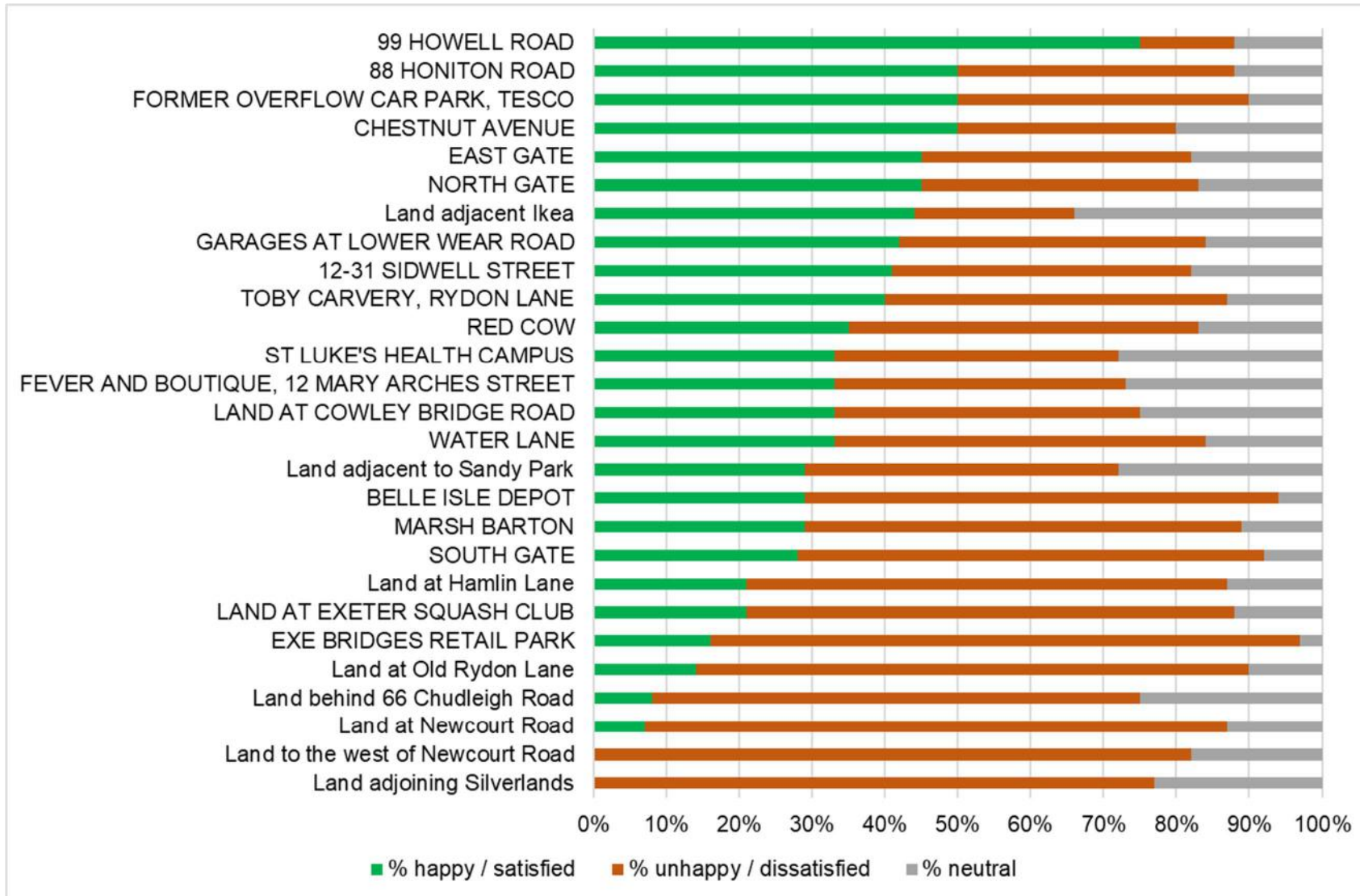
7.13 Policy EJ6: New transformational employment allocations proposes four potential sites for employment use in order to meet the specific requirements of the transformational sectors and provide additional floorspace to help meet identified employment demand. Two of these sites received the lowest numbers of responses of all the sites (Land adjacent to Sandy Park and Land adjacent IKEA). All received a mixed reception with all but Land adjacent IKEA receiving a greater proportion of negative responses. The details are presented in Table 13.

Employment site	Number of 'initial feeling' responses	Number of comments	% 'happy' or 'satisfied'	% 'unhappy' or 'dissatisfied'
St Luke's Health Campus	18	14	33%	39%
Toby Carvery, Rydon Lane	15	8	40%	47%
Land adjacent to Sandy Park (employment site)	7	5	29%	43%
Land adjacent IKEA (employment site)	4	4	44%	22%

Table 13: The four employment sites in order of numbers of responses.

7.14 Graph 7 presents all potential sites in order of percentage of respondents providing a positive 'initial feeling' to the site. The graph also shows the percentage of respondents offering negative or neutral responses. The site names on the left axis of the graph differentiate brownfield and greenfield sites, with the brownfield site names written in capital letters.

- 7.15 The six potential sites receiving most support are all brownfield, while the five sites receiving least support are all greenfield. Taking this high-level assessment further, six of the 19 brownfield sites (32%) 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 and all sites together. Only one of eight greenfield sites (13%) received more responses of being 'happy' or 'satisfied' than 'unhappy' or 'dissatisfied' and seven out of 27 (26%) proposed sites received a greater number of positive than negative responses. This suggests that the brownfield sites included in the plan received greater support than the greenfield sites.
- 7.16 The survey responses reflect the mixed reception and opinions on the sites. The overall site reception was less positive than conveyed in the outline draft consultation responses. However, it is again possible to conclude from the results of the full draft survey that the potential brownfield sites were generally more positively received than the potential greenfield sites. This suggests broad support for the brownfield first strategy which underpins the entire plan. Comments on sites were wide reaching and summaries of each site can be found in Appendix B.
- 7.17 The breadth of comment included acknowledgement of the need for further housing and therefore development sites and the potential opportunity posed by some sites. However, concern about the scale, height, density and extent of the proposed development, the delivery of adequate infrastructure and service provision, and sufficient heritage assessments were also raised. All comments and reflections received are to be considered and reviewed as policy drafting and site assessment continues and the Exeter Plan develops.



Graph 7: Sites in order of percentage of respondents who felt 'satisfied' or 'happy' with the site.

**KEY:** Sentence case: Greenfield site. CAPITALS: Brownfield site



### **Call for sites**

- 7.18 Alongside the consultation, a further call for sites was held. This supplemented a previous call for sites which was held at the start of the plan-making process in 2020 and 2021. This process is required in order to demonstrate a suite of deliverable and available development sites for consideration in the plan-making process.
- 7.19 A total of 28 sites were submitted through this call for sites and the consultation. Where the sites have not been considered and assessed previously (some sites had been submitted before) and where the sites are in Exeter (some sites submitted were outside of the city boundary), the Council will assess the potential for development on these sites. This will take place through the Housing and Economic Land Availability Assessment (HELAA) process. Submission does not mean that the suggested sites will be included in the next round of plan-making. Appendix D lists the sites which were submitted.

## 8 Conclusion

- 8.1 The Exeter Plan full draft consultation was extensively publicised through a wide range of methods and was available for comment for twelve weeks, twice the required minimum statutory consultation period. As a result, there was significant engagement from a range of individuals and organisations within Exeter and beyond. The total number of respondents was 1,118.
- 8.2 The consultation survey generated a significant volume of opinions and comments to review and consider in continuing to draft the Exeter Plan. It also provides important data on response rate, type of respondent and broad data such as age range and connection to Exeter. This can be used to compare to previous consultations and inform future consultations.
- 8.3 Overall, the full draft Exeter Plan consultation received fewer responses than the outline draft. It is challenging to determine accurately the reasons for this. However, by reflecting on some informal conversations with people at consultation events, reviewing the comments received and by considering the context of what is happening in the city more widely, reasons for this could be:
- Time of year: The full draft plan consultation was a month later in the year, running more deeply into the winter than the outline draft which may have impacted event attendance.
  - Consultation fatigue: After previous rounds of Exeter Plan consultation, Devon County Council consultations and various significant planning applications, the appetite for engagement may have faded.
  - Similar consultation content: Although the Exeter Plan had evolved significantly between the outline and full drafts, to the wider public the overarching presentation, content and aims of the plan may have appeared similar.
- 8.4 Given the response rates were lower across the city, including in wards where one or more in-person events were held, it suggests other local issues drive consultation responses. A review of the response distribution to both the outline and full draft Exeter Plan versions suggests it appears likely that factors influencing response rate are likely to include live planning applications, proposed site allocations, and local campaigns rather than a local event or exhibition.
- 8.5 Significant efforts were made to engage with a wide variety of groups in a number of ways. Response monitoring also took place during the consultation period in order that further efforts could be made to encourage additional engagement as the consultation progressed. This resulted in additional activities being implemented and a significant increase in number of responses in the last two weeks of the consultation when compared with the outline draft.
- 8.6 The consultation responses demonstrate the broad reaction and opinion felt towards all draft policies and potential sites. Policies received a greater volume of responses than sites. In terms of the policy responses, it is possible to conclude that the majority were generally positively received. Importantly, policy S1: Spatial strategy, which underpins the entire plan, received broad support, collecting 53% positive responses compared to 28% negative. All but six of the 61 policies received a greater proportion

of positive 'initial feeling' responses than negative. Many of the policies on the natural environment, climate change, history and heritage, economy and jobs, and infrastructure received the greatest percentages of positive responses. Comments in support of these often cited laudable aims and intentions. A number of the housing and transport policies were less well received, these often related to the volume of development presented in the plan, current congestion issues and lack of real alternative transport options. There was also limited optimism about the ability to achieve all the goals of the plan including climate change aims, diversity of housing especially for those who need it most and adequate support to provide travel solutions.

- 8.7 While the potential sites did not receive as many overall responses or positive reactions when compared with the policies, the six potential sites in receipt of the most support are all brownfield, while the five sites receiving least support are all greenfield. Taking this high level assessment further, six of the 19 brownfield sites (32%) received more positive responses than negative whereas only one of eight greenfield sites (13%) received more positive responses than negative. This suggests that the brownfield sites included in the plan enjoyed greater support than the greenfield sites and again suggests broad support for the spatial strategy.
- 8.8 The potential sites did not tend to be as well received or responded to during the full draft consultation when compared with the outline draft responses. The reasons for this are difficult to ascertain however it is possible that this is due to the feeling of there being greater potential for these sites to be allocated and developed at this stage of Exeter Plan drafting, and therefore a greater level of concern about the detail and implications of the potential development arises. Given that it also appears that site allocations could provide a motivation to respond, alongside other local issues, campaigns and live planning applications, it may be that feeling less positive about a potential site allocation drives the number of responses.
- 8.9 The responses received in the full draft consultation will continue to be reviewed and used to inform the next stage of the plan-making process. A further Exeter Plan consultation will be held later in 2024 which will be the publication version.

## APPENDIX A: Policy comments

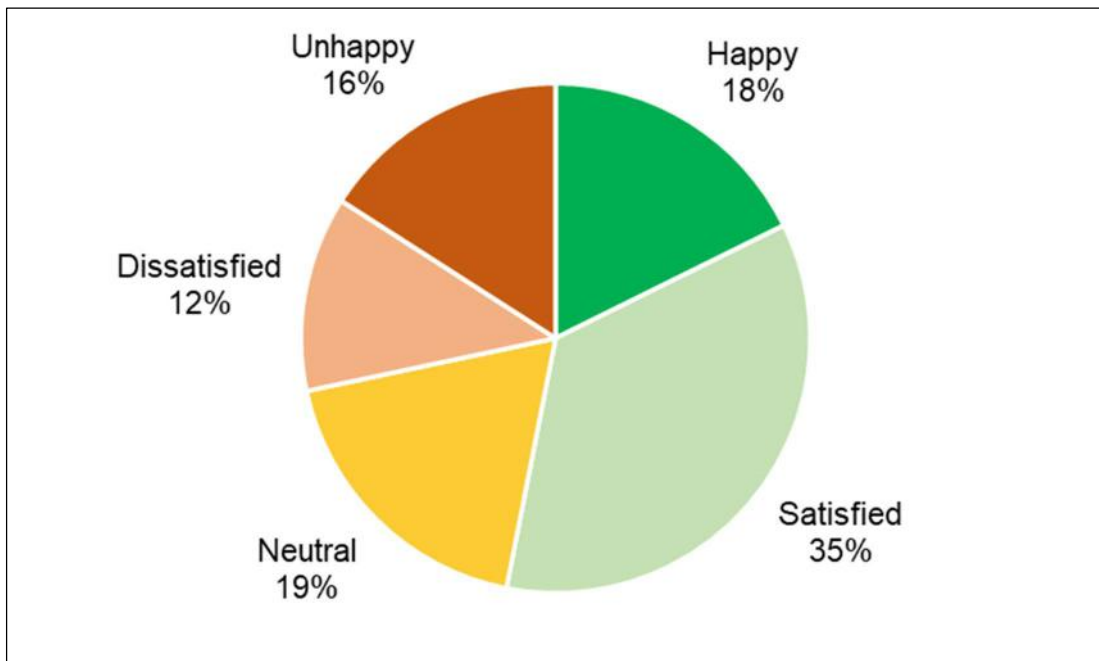
### 1 Overview

- 1.1 This section outlines respondents' 'initial feelings' about each of the policies included in the Exeter Plan full draft and provides summaries of comments received regarding each policy. The full draft contains 62 policies, and 60 were included in this part of the consultation survey. Policy H2: Housing allocations contains potential site allocations and these were consulted on as individual sites rather than as policy H2. Policy EJ6: New transformational employment allocations proposes new employment sites to meet the specific requirements of the transformational sectors. These allocations were also consulted on as individual policies rather than as a policy. A review of the sites included in the full draft Exeter Plan is contained in Appendix B of this report.
- 1.2 The summaries included in this section provide a general overview of the reaction to the draft policies. Responses to comments are not provided in this report. All comments received during the consultation will be considered in drafting the next version of the Exeter Plan.
- 1.3 Many policies received comments raising issues that are covered in other parts of the Exeter Plan showing that the issues and policies contained within the Exeter Plan are interlinked. The Exeter Plan is to be read and implemented as whole, together with other relevant policies and legislation, rather than each Exeter Plan policy existing in isolation.

### 2 Spatial strategy and Liveable Exeter principles

- 2.1 The spatial strategy sets out the main principles for guiding the pattern and characteristics of development in the city and underpins the whole plan. The proposed development sites included in the Exeter Plan have been guided by the spatial strategy.
- 2.2 A key strand of the new spatial strategy is to steer the majority of development to brownfield sites in order to protect the city's landscape and retain Exeter's environmental quality. While Policy S1 guides the location of development, Policy S2: Liveable Exeter principles sets out the high quality design requirements to be expected of large-scale brownfield developments. A summary of the responses to these two policies is included below.
- 2.3 **S1: Spatial strategy**  
The new spatial strategy in Policy S1 guides the pattern and characteristics of development in the city and the proposed development sites included in the Exeter Plan.
- 2.4 Of the 113 responses received regarding 'initial feelings' about policy S1: Spatial Strategy, over half (53%) suggest support for the policy having selected feeling 'satisfied' or 'happy' with the policy. 28% selected feeling 'unhappy' or 'dissatisfied'. Full results are presented in graph A1.

2.5 This policy sets the tone for the whole plan, providing the key approaches to the main issues facing Exeter. The greater proportion of positive responses suggests broad support for the central elements of the emerging plan.



Graph A1: 'initial feelings' to policy S1: Spatial Strategy

2.6 99 detailed comments were provided on policy S1. The responses expressed satisfaction towards certain aspects of the policy such as the focus on brownfield development and protection of undeveloped land, including the hills. Overall, the feedback underscores the importance of balancing development with environmental protection and enhancement and community needs, while ensuring transparency and clarity in the planning process.

2.7 Concerns raised included:

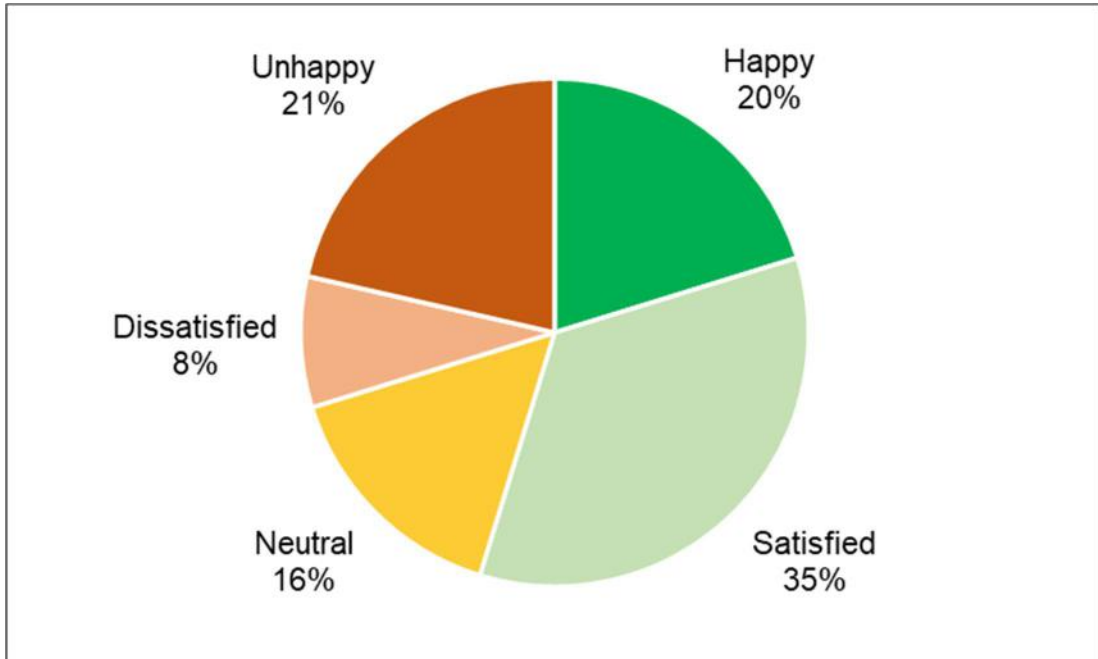
- Impact of development on existing infrastructure and services.
- Building height.
- Wildlife, biodiversity and provision of green space.
- Consideration of public objections to planning applications.
- Traffic.
- Discontent with quality of recent developments.
- Further clarity requested for certain terms such as 'optimal densities'.

## 2.8 **S2: Liveable Exeter principles**

Policy S2 includes the Liveable Exeter principles. These set out the requirements for the standard of development that the City Council will expect for all large-scale brownfield developments. Liveable Exeter is a growth and place-making initiative governed by seven principles which have been drawn from Exeter's Vision 2040. In adopting the Liveable Exeter principles, we aim to strengthen and reinvigorate

existing communities and repurpose and transform other parts of the city through high quality development.

- 2.9 Of the 84 responses received regarding 'initial feelings' about policy S2: Liveable Exeter delivery principles, over half (55%) suggest support for the policy having selected feeling 'satisfied' or 'happy' with the policy. 29% selected feeling 'unhappy' or 'dissatisfied'. Full results are presented in graph A2.



Graph A2: 'initial feelings' to policy S2: Liveable Exeter principles

- 2.10 81 detailed comments were provided on policy S2. These expressed mixed overall views with comments expressing both support for aspects of the Liveable Exeter principles and concerns about deliverability and potential consequences. There was broad support for the brownfield first approach and for enhancing liveability.
- 2.11 Comments displayed general agreement on the importance of providing high quality, affordable housing that provides for local needs. However, concerns emerge regarding development density. While some support this approach for efficient land use, others raise questions about potential negative impacts including on the historic environment, infrastructure and quality of life. The need for master planning and community engagement was highlighted as important by many alongside long term sustainability and resilience goals.

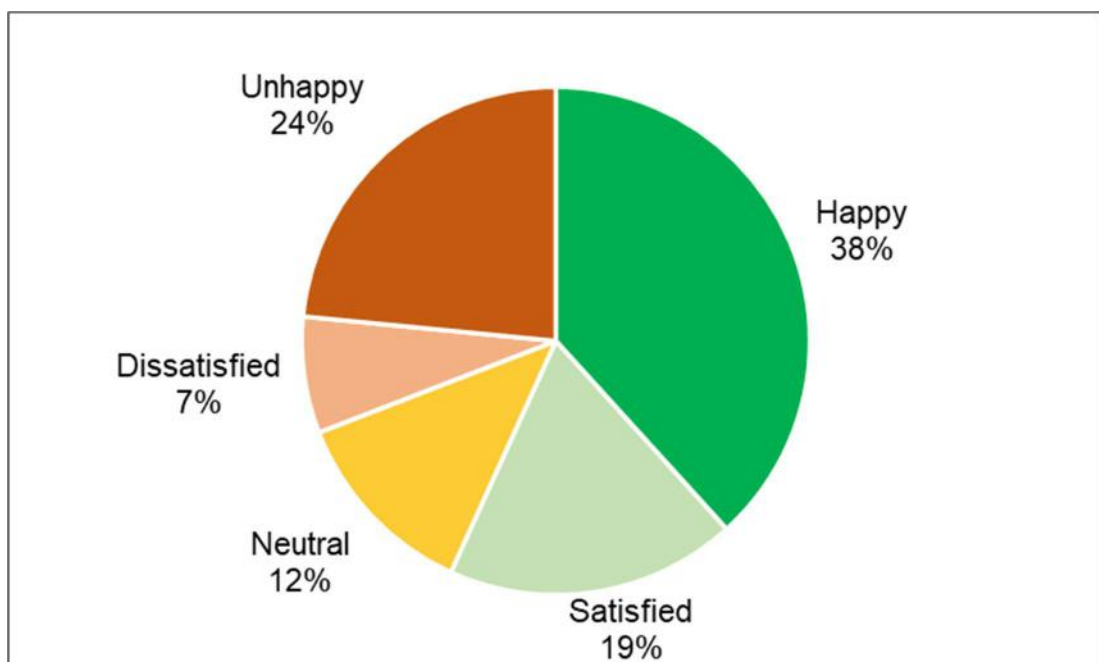
### 3 Climate change

3.1 Nine climate change policies were included in the full draft Exeter Plan. These seek to contribute to the mitigation of, and adaptation to, climate change and work towards creating a net zero carbon city.

#### 3.2 CC1: Net zero Exeter

Policy CC1 brings together many considerations for development to contribute to achieving net zero over its whole lifetime.

3.3 Of the 81 responses received regarding 'initial feelings' about policy CC1: Net zero Exeter, 57% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 31% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A3.



Graph A3: 'initial feelings' to policy CC1: Net zero Exeter

3.4 80 detailed comments were provided on policy CC1. Many expressed the importance of the intention of this policy and support for its aims. However, there were also some responses that reflected scepticism about climate change and suggestion that resources should be focussed on other areas that were felt by some individuals to be more pressing.

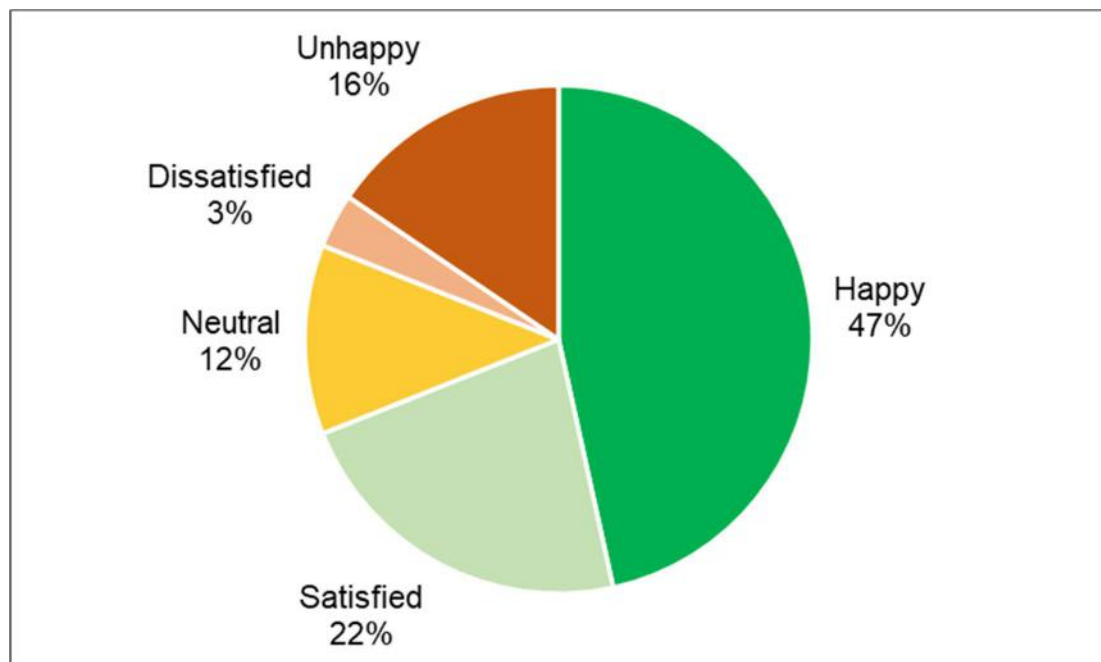
3.5 Concern was raised regarding the funding and national support or legislation in place to ensure the aims of the policy can be realised. The potential for unintended consequences of policies within the Exeter Plan was also raised along with the potential for policy aims and outcomes to conflict with one another.

3.6 Travel featured heavily in the comments, particularly regarding road closures, responses to proposals to reduce car use largely questioning whether Exeter's alternatives to car travel are fit for purpose and the instances when alternative travel may not be practicable.

3.7 **CC2: Renewable and low carbon energy**

Policy CC2 sets out that where planning permission is required for renewable and low carbon energy-generating development, the City Council will support proposals where its impacts are acceptable in terms of a variety of topics.

3.8 Of the 58 responses received regarding 'initial feelings' about policy CC2: Renewable and low carbon energy, 69% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 19% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A4.



Graph A4: 'initial feelings' to policy CC2: Renewable and low carbon energy

3.9 38 detailed comments were provided on policy CC2. These tend to reflect the general positive reception of this policy as expressed in graph A4, reiterating its critical role in addressing climate change and forging a sustainable future. The importance of community involvement in energy production is raised.

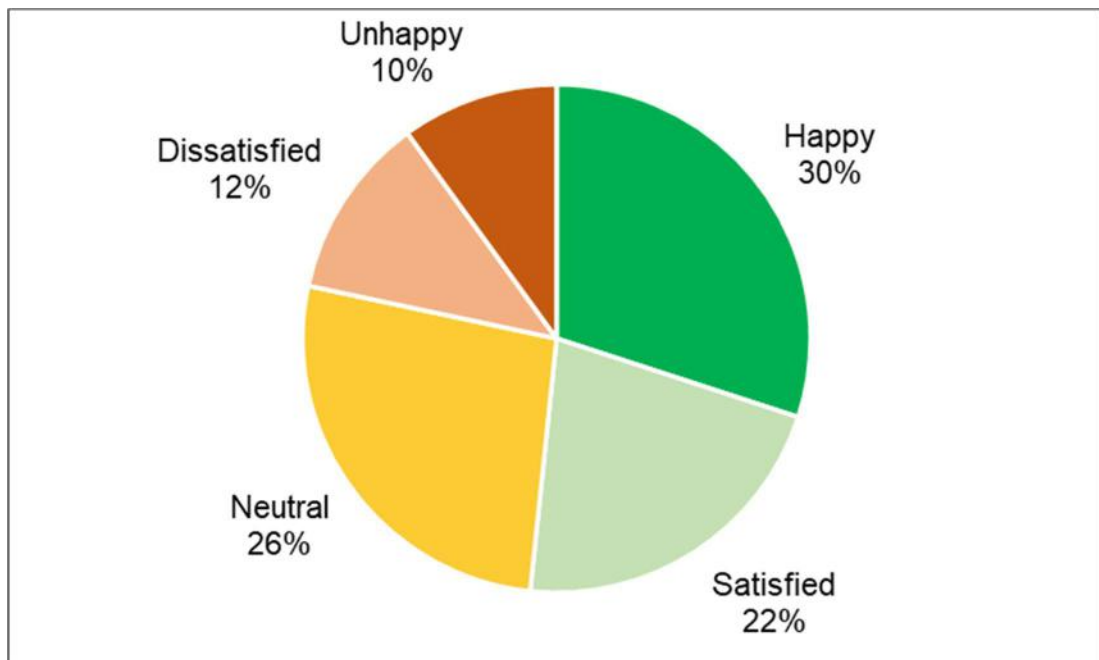
3.10 Those less satisfied with the policy or raising concerns often do not see climate change as a priority, question the practicality and reliability of certain renewable energy technologies and battery storage.

3.11 **CC3: Local energy networks**

Policy CC3 identifies the areas where evidence suggests local energy networks are feasible and viable, and areas where connection to a network could be achieved. Local energy networks are where energy (heat and/or power) is generated and distributed close to where it will be used rather than the conventional approach of large power plants providing energy (electricity and gas) through the national network.

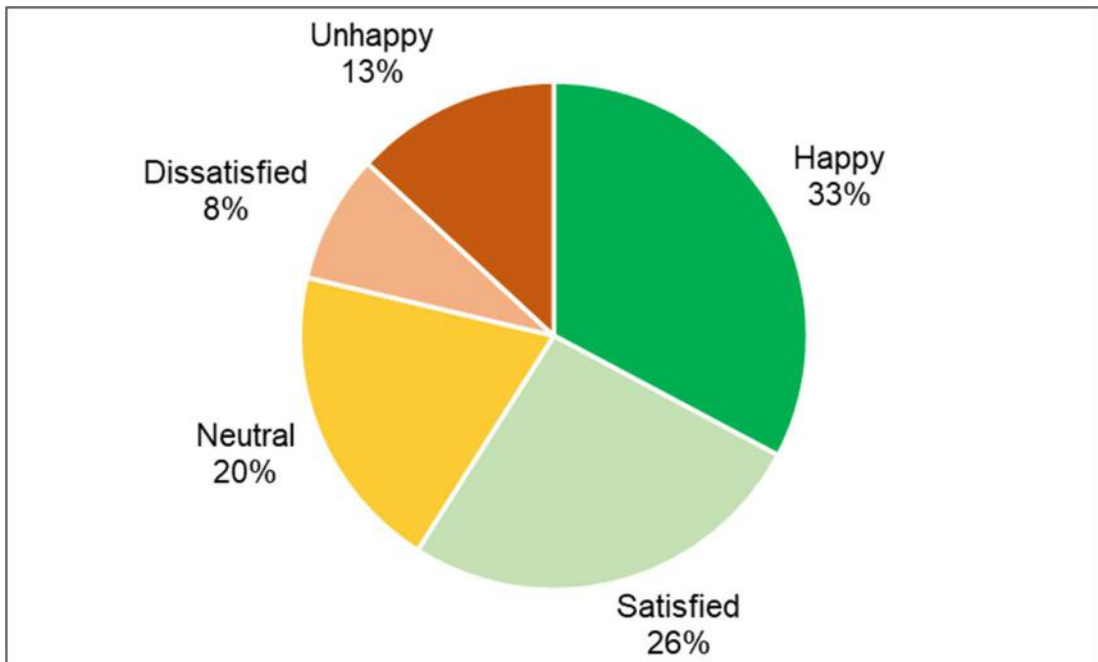


- 3.12 Of the 60 responses received regarding 'initial feelings' about policy CC3: Renewable and low carbon energy, 52% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 22% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A5.



Graph A5: 'initial feelings' to policy CC3: Local energy networks

- 3.13 41 detailed comments were provided on policy CC3. These provide a mix of views on local energy networks with more positive responses focussing on the potential for these networks to help achieve sustainability goals and a low carbon transition. Those taking a neutral stance cite the need for more detail on local energy networks and their effectiveness.
- 3.14 Concerns raised include the economic viability and effectiveness of local energy networks and suggestions that there are other priorities for spending and resources ahead of investing in such technology.
- 3.15 **CC4: Ground-mounted photovoltaic arrays**  
Policy CC4 outlines criteria to be met in order for ground-mounted photovoltaic arrays to be supported.
- 3.16 Of the 61 responses received regarding 'initial feelings' about policy CC4: Ground-mounted photovoltaic arrays, 59% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 21% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A6.



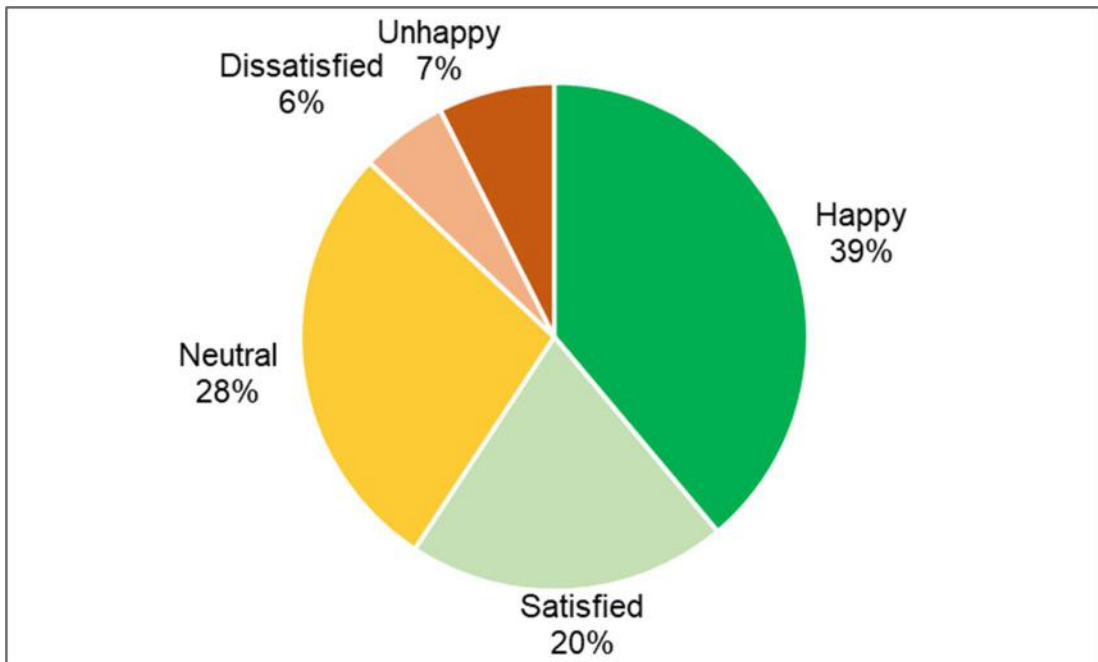
Graph A6: 'initial feelings' to policy CC4: Ground-mounted photovoltaic arrays

3.17 34 detailed comments were provided on policy CC4. The comments expressed an array of opinion regarding the acceptability of such installations, suggestions of appropriate locations or the addition of a clause for this to be only acceptable after all suitable buildings and car parks have photovoltaic arrays installed. This is in part due to personal preference for the appearance of these arrays as opposed to ground-mounted arrays. Concern was also expressed about potential locations of ground-mounted photovoltaic arrays, despite the policy intending to minimise harm caused by potential installations.

3.18 **CC5: Future development standards**

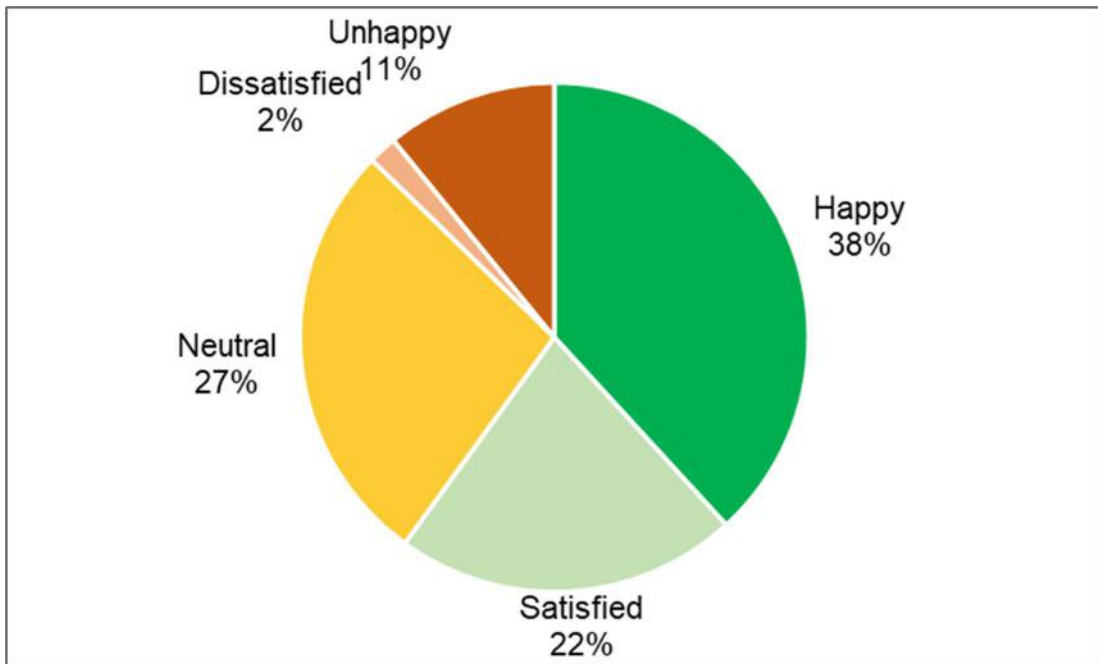
Policy CC5 seeks to provide a local back-up to the Future Homes Standard and the Future Building Standard. These are standards which the Government is proposing to introduce to deliver buildings which are zero carbon ready, better for the environment and fit for the future.

3.19 Of the 54 responses received regarding 'initial feelings' about policy CC5: Future development standards, 59% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 13% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A7.



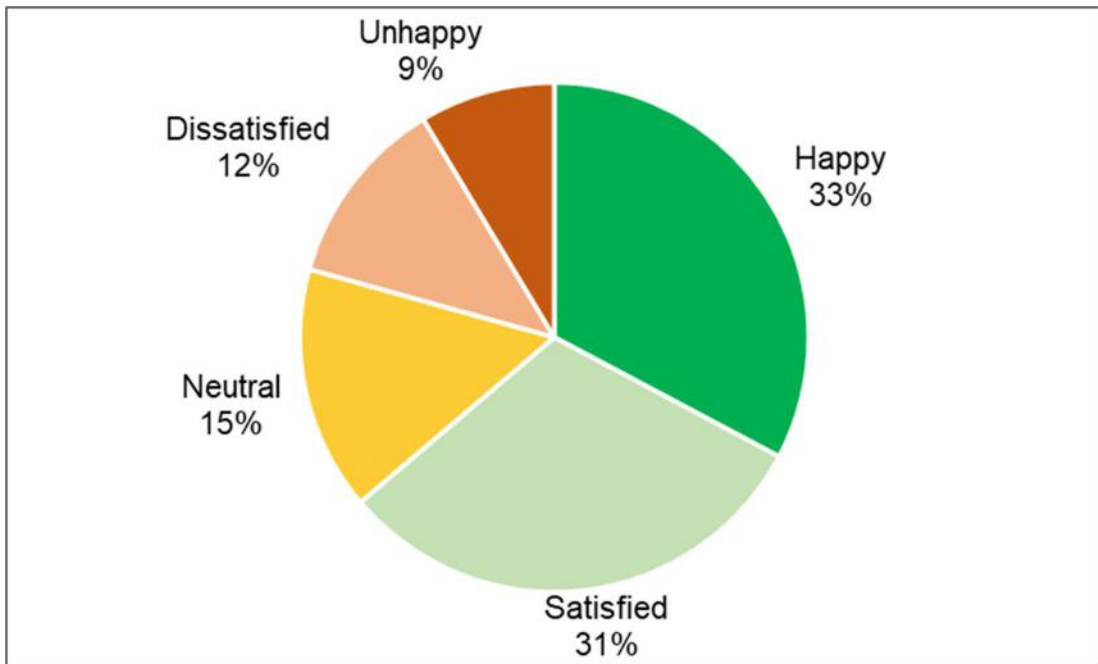
Graph A7: 'initial feelings' to policy CC5: Future development standards

- 3.20 35 detailed comments were provided on policy CC5. Positive responses acknowledge the intention of the policy to contribute to addressing climate change, with some calling for more ambitious standards and targets to be imposed through the policy.
- 3.21 Negative responses question the necessity of reducing carbon emissions, expressing doubts about whether the standards can be implemented and calling for more focus on providing other Council services, or prioritising and enforcing other approaches to reducing carbon emissions ahead of future development standards.
- 3.22 **CC6: Embodied carbon**  
 Policy CC6 introduces the requirement to measure and to reduce embodied carbon emissions associated with development. The policy also introduces a presumption against one-for-one demolition and replacement of existing housing.
- 3.23 Of the 55 responses received regarding 'initial feelings' about policy CC6: Embodied carbon, 60% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 13% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A8.



Graph A8: 'initial feelings' to policy CC6: Embodied carbon

- 3.24 26 detailed comments were provided on policy CC6. Those more satisfied with the policy commended the aim of the policy to measure and mitigate these emissions. However, the feasibility of measuring and enforcement was questioned. Concern was also raised regarding the implementation of the policy, particularly on brownfield sites and potential for increased expense, bureaucracy, and burden on developers.
- 3.25 **CC7: Solar-ready development**  
 Policy CC7 seeks to ensure that all major development that does not already incorporate solar photovoltaic panels is designed and constructed for easy installation of solar at a later time.
- 3.26 Of the 58 responses received regarding 'initial feelings' about policy CC7: Solar-ready development, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 21% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A9.



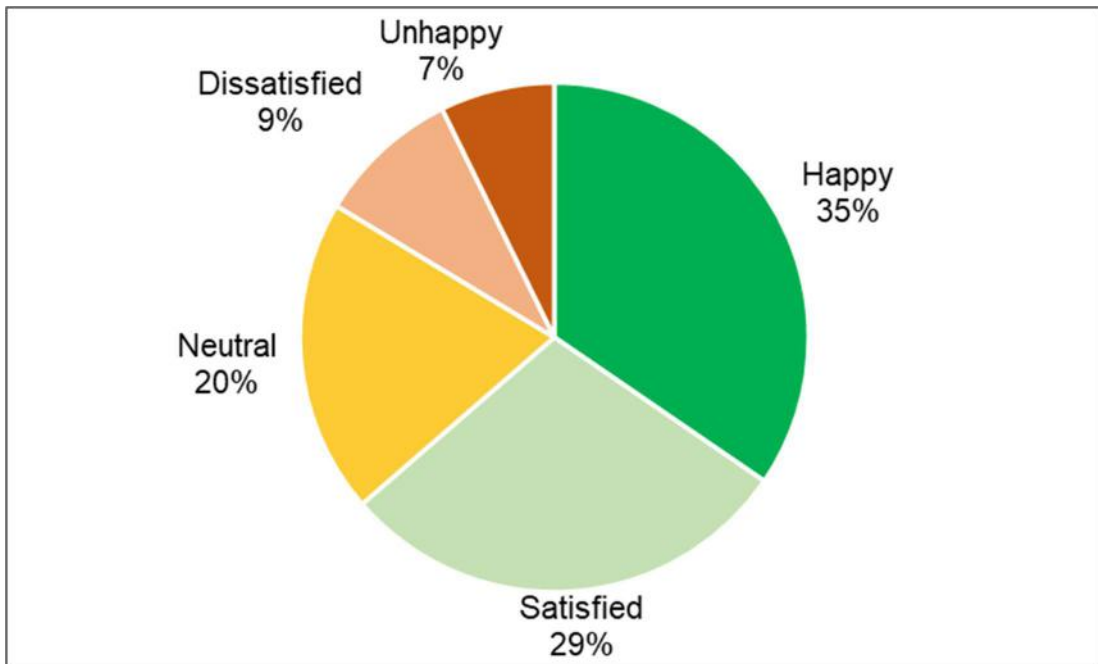
Graph A9: 'initial feelings' to policy CC7: Solar-ready development

3.27 33 detailed comments were provided on policy CC7. Positive comments support the intention of the policy and requirement to optimise solar potential in developments. Negative responses suggest it delays the installation of solar panels and it may be more cost effective to install solar panels at the point of development which would also help to meet future development standards.

3.28 **CC8: Flood risk**

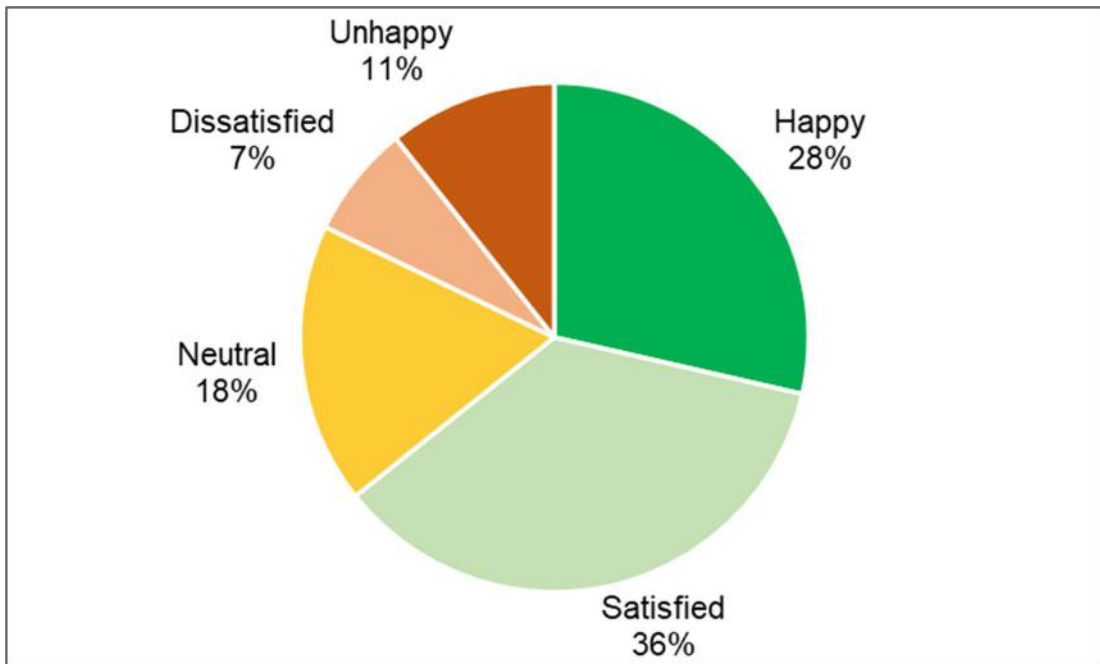
Policy CC8 sets out how the City Council will consider flood risk.

3.29 Of the 55 responses received regarding 'initial feelings' about policy CC8: Flood risk, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 16% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A10.



Graph A10: 'initial feelings' to policy CC8: Flood risk

- 3.30 28 detailed comments were provided on policy CC8. Some comments expressed satisfaction with certain aspects of the policy, such as the emphasis on flood risk mitigation and the need for SuDS (Sustainable Urban Drainage Systems). Concern was raised regarding the effectiveness of the policy in addressing flood risk, the location of some sites in areas of flood risk and contribution of development on increasing flood risk.
- 3.31 **CC9: Water quality and quantity**  
 Policy CC9 requires new development to contribute to improving water quality and reducing water demand, by installing features that naturally limit people's water usage such as aerated taps or rainwater harvesting.
- 3.32 Of the 56 responses received regarding 'initial feelings' about policy CC9: Water quality and quantity, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 18% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A11.



Graph A11: 'initial feelings' to policy CC9: Water quality and quantity

- 3.33 32 detailed comments were provided on policy CC9. Many comments refer to wider issues regarding water supply, sewerage, drainage and South West Water. However, the policy intention is commended by some although further discussion about rainwater harvesting was raised. Other perceive the policy to be a personal infringement and having a lack of consideration for those who may need to use a greater volume of water daily.

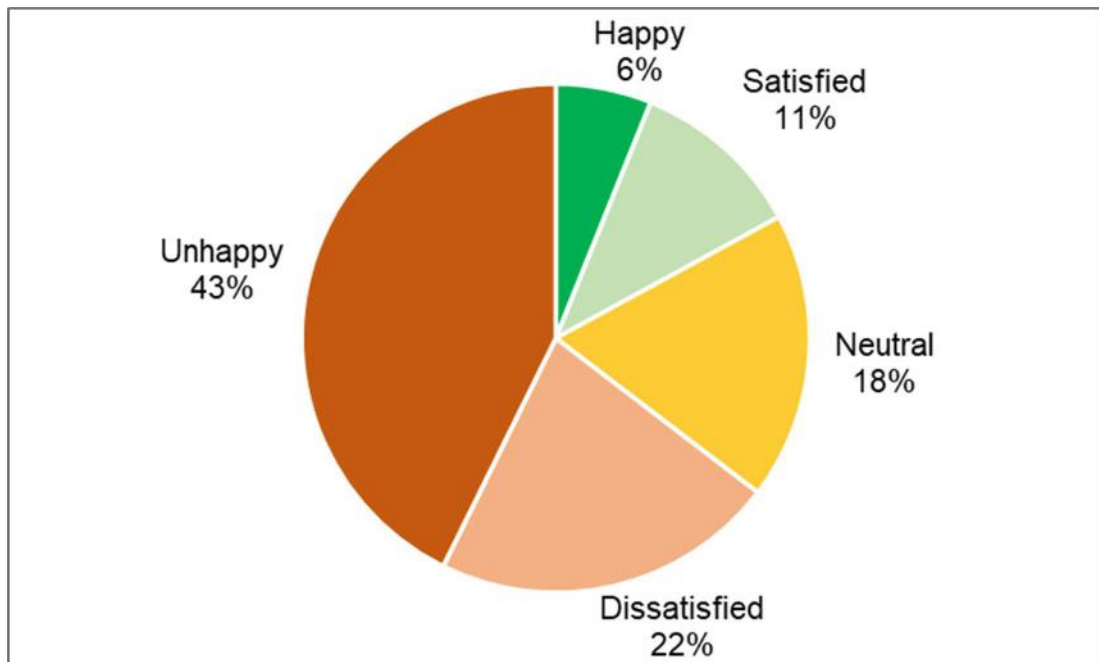
## 4 Homes

4.1 The Exeter Plan will help to address housing requirements, the shortage of affordable homes in the city and consider how best to provide the quantity, type and quality of homes that Exeter needs and to ensure they are in the right locations. The Government data which feed into the housing requirements are updated annually and as of 2023 the methodology requires the City Council to plan for 642 new homes to be built in Exeter each year. Fourteen housing policies were included in the full draft Exeter Plan.

### 4.2 H1: Housing requirement

Policy H1 sets out the City Council's proposed approach to meeting the Government's housing requirement for Exeter.

4.3 Of the 82 responses received regarding 'initial feelings' about policy H1: Housing requirement, 17% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 65% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A12.



Graph A12: 'initial feelings' to policy H1: Housing requirement

4.4 82 detailed comments were provided on policy H1. While some respondents acknowledge the necessity of increased housing, others express apprehension about the scale and pace of development, fearing overdevelopment and strain on existing infrastructure and services. Concerns include a loss of green spaces, the environmental impact of development, the volume of housing proposed, the methodology used to calculate housing need and the potential to challenge this, the quality and type of housing being built, the high need for social and affordable housing for local people and the perceived prevalence of student accommodation, the traffic impact of housing and finally the rising cost of accommodation.



4.5 Alongside these concerns, some convey optimism about the potential benefits of new housing developments, including economic growth and job opportunities in construction.

4.6 **H2: Housing allocations and windfalls**

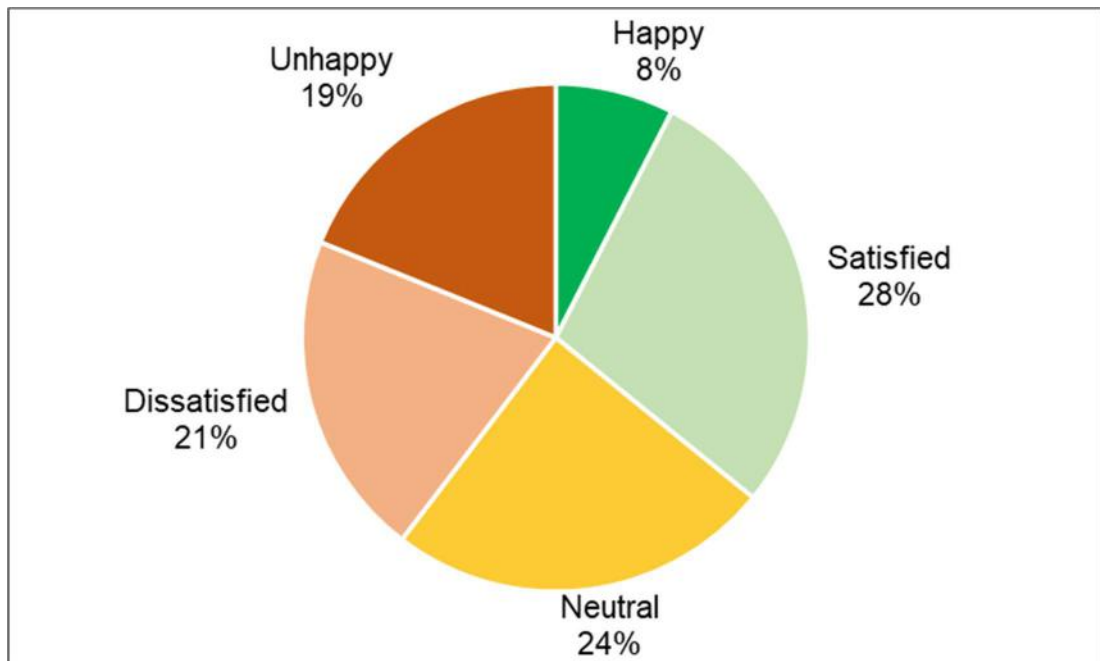
Policy H2 lists the development sites that the City Council, after assessment, suggests should be allocated to help meet the housing requirement. In line with the spatial strategy set out in policy S1, there is a focus on large, brownfield sites located close to the city centre and key transport hubs, with good access to green infrastructure including our Valley Parks.

4.7 The proposed sites included in policy H2 were consulted on individually and the responses received to each site is presented in Appendix B.

4.8 **H3: Affordable housing**

Policy H3 sets out the broad requirements for when developments are required to deliver affordable housing, including the types and proportions of affordable housing required.

4.9 Of the 53 responses received regarding 'initial feelings' about policy H3: Affordable housing, 36% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 40% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A13.



Graph A13: 'initial feelings' to policy H3: Affordable housing

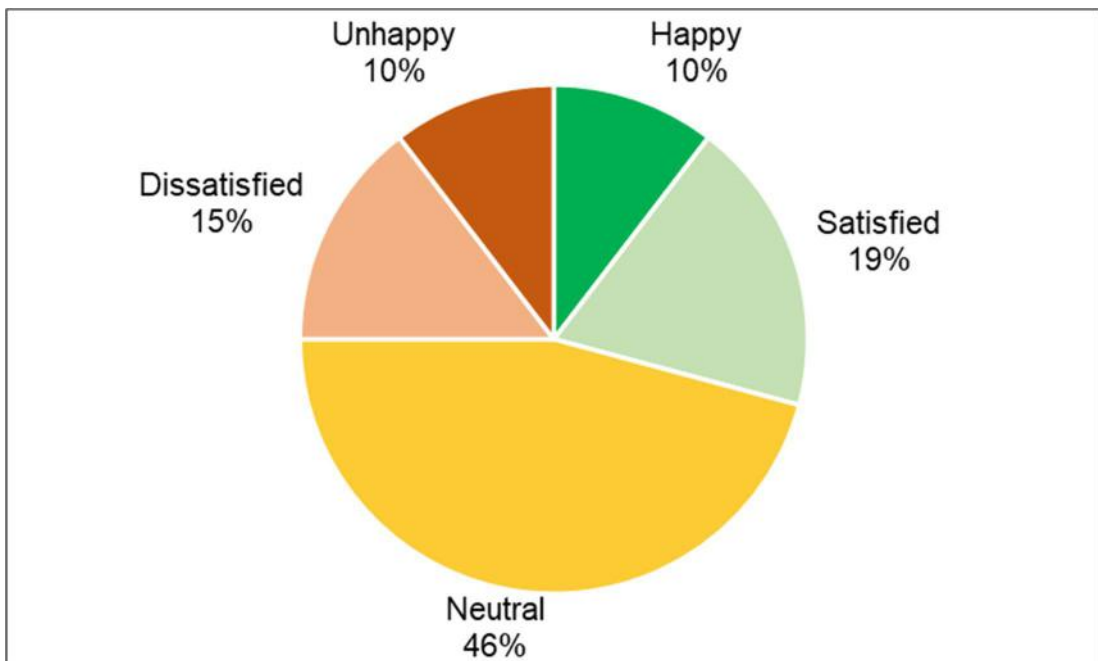
4.10 51 detailed comments were provided on policy H3. Many of the comments reflect some of the negative sentiment presented in graph A13. Positive remarks acknowledge the importance of affordable housing and social rent. Concerns include the quality and accessibility of affordable housing, the feasibility of achieving the proposed tenure splits with reference to viability the need for greater emphasis on providing affordable housing to support essential workers and a requirement for

greater emphasis on the need for stronger commitments to provide long-term, secure housing solutions for diverse community needs.

**4.11 H4: Build to rent**

Policy H4 requires 20% of homes on build to rent schemes to be for affordable private rent, made available to eligible and qualifying households who meet the City Council’s local connection criteria or to key workers. Build to rent is high quality housing that is purposely built for private sector rent.

4.12 Of the 48 responses received regarding ‘initial feelings’ about policy H4: Build to rent, 29% of the responses suggest support for the policy in identifying feeling ‘satisfied’ or ‘happy’ with the policy. 25% were ‘unhappy’ or ‘dissatisfied’. Full results are presented in graph A14.



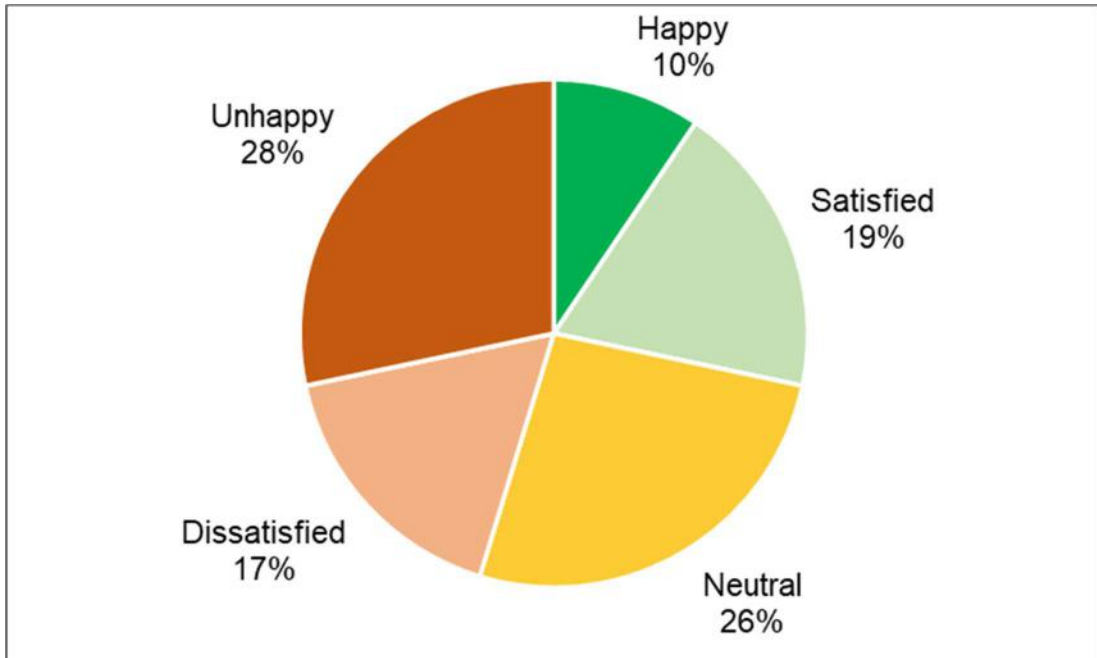
Graph A14: ‘initial feelings’ to policy H4: Build to rent

4.13 32 detailed comments were provided on policy H4. Support for build to rent schemes includes comments on their potential to address housing needs, offer affordable housing solutions and promote housing variety. However, a notable portion of the responses express negative sentiments regarding affordability, viability, the duration and effectiveness of affordability covenants, the suitability of build to rent for addressing broader housing challenges and a perception that this will provide an additional stream of student accommodation.

**4.14 H5: Co-living housing**

Policy H5 requires co-living developments to be located where day-to-day needs can be met without using a private car and suggests co-living accommodation should not be located where it would cause an excessive concentration of co-living housing in the locality. Co-living housing is high quality accommodation that is purposely built for private sector rent with an emphasis on communal living and social interaction, often for young professionals and essential local workers.

- 4.15 Of the 53 responses received regarding 'initial feelings' about policy H5: Co-living housing, 29% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 35% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A15.



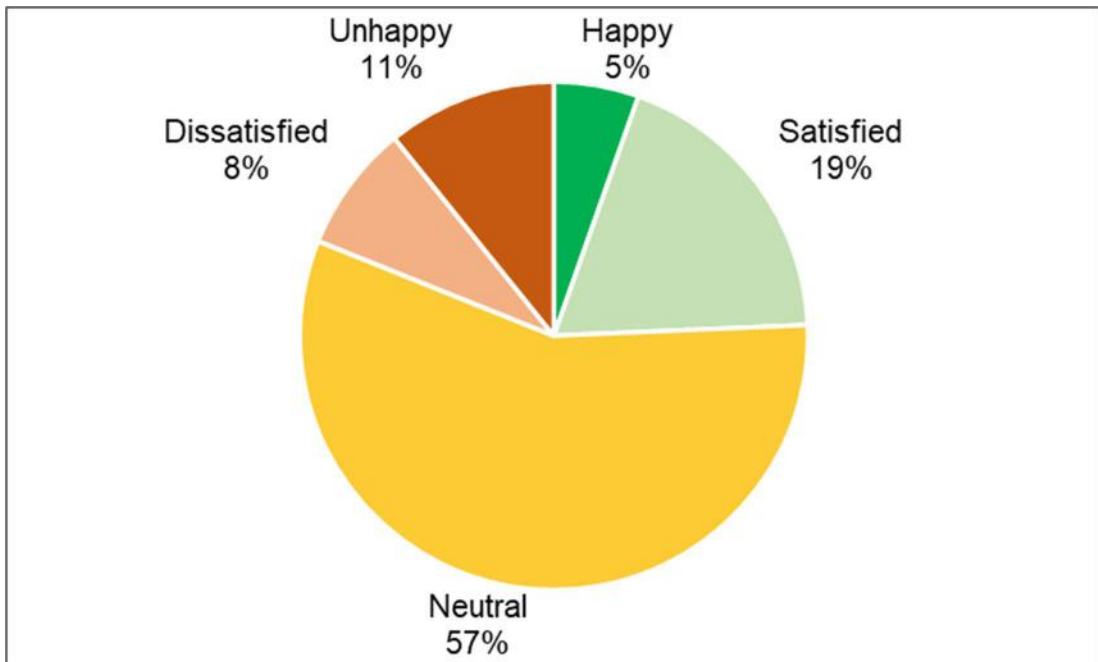
Graph A15: 'initial feelings' to policy H5: Co-living housing

- 4.16 48 detailed comments were provided on policy H5. While some express satisfaction with certain aspects of co-living, such as favouring active transport modes or recognising its potential to diversify housing options, others express dissatisfaction with the policy, as is also indicated in graph A15. Common concerns include quality of accommodation, affordability, suitability of this type of housing for communities, ambiguity surrounding the concept and criteria, parking issues, the size and density of developments and that this policy will deliver additional student accommodation rather than meeting the needs of other members of the community.

#### 4.17 **H6: Custom and self-build housing**

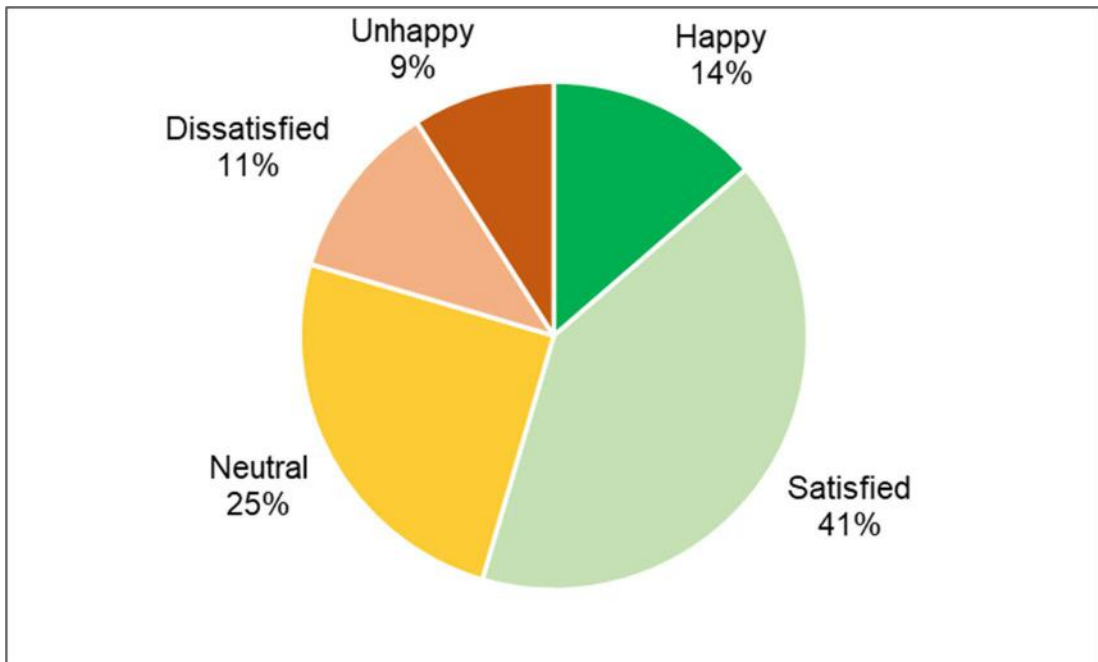
Policy H6 identifies sites considered to be appropriate for custom and self-build homes and sets out other requirements for custom and self-build development. A custom or self-build home is a home built or commissioned by an individual (or group of individuals) for their own occupation, where they have meaningful input into the final design and layout.

- 4.18 Of the 37 responses received regarding 'initial feelings' about policy H6: Custom and self-build housing, 24% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 19% were 'unhappy' or 'dissatisfied', and 57% of responses were neutral. Full results are presented in graph A16.



Graph A16: 'initial feelings' to policy H6: Custom and self-build housing

- 4.19 25 detailed comments were provided on policy H6. Some respondents express satisfaction with the policy, welcoming it as an innovative plan or an opportunity for eco-friendly housing, although it is often expressed that requirement for high energy efficiency and net zero should be fundamental. Others feel the concept and policy is vague and will face difficulties in delivery.
- 4.20 **H7: Specialist accommodation**  
Policy H7 supports the provision of good quality specialist accommodation for people with support needs and for which there is an identified housing need.
- 4.21 Of the 44 responses received regarding 'initial feelings' about policy H7: Specialist accommodation, 55% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 20% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A17.



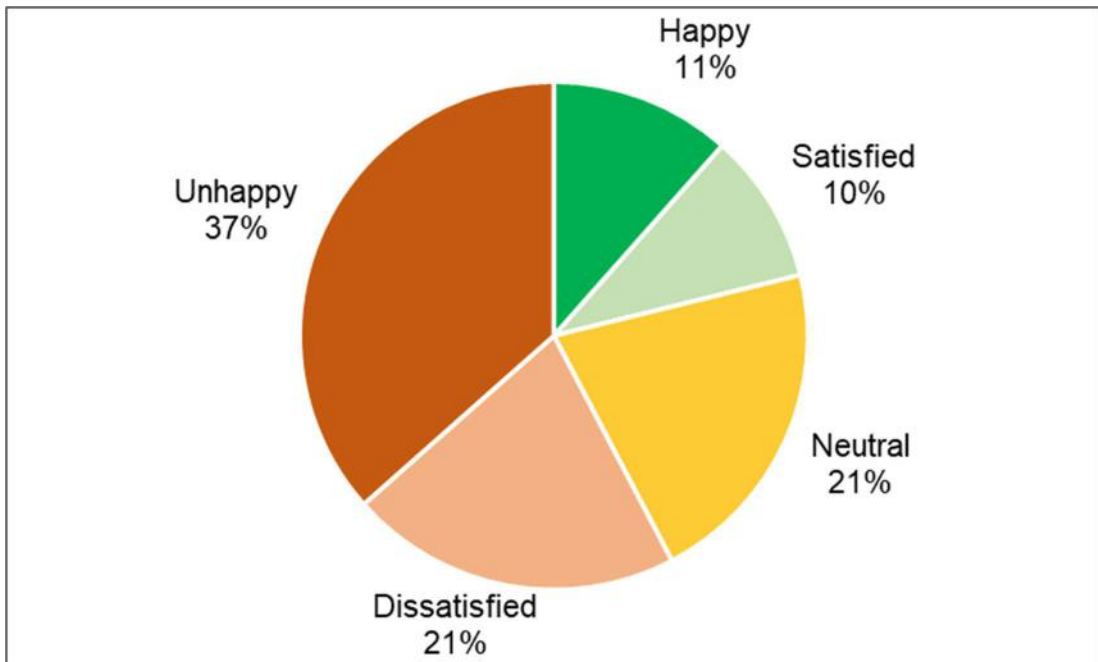
Graph A17: 'initial feelings' to policy H7: Specialist accommodation

4.22 26 detailed comments were provided on policy H7. Many respondents expressed satisfaction with the inclusion of a policy supporting and prioritising specialist accommodation. Concerns raised included financial obstacles in securing specialist housing, accessibility and location of such developments to ensure residents are not isolated and the need for beautiful landscaping and appropriate parking provision on site.

4.23 **H8: Purpose built student accommodation**

Policy H8 sets out the criteria that proposals for purpose built student accommodation must meet. Purpose built student accommodation provides students with good quality, well managed housing and it eases pressure on existing housing in the city. Since 2006/07, the University and City Council have also shared a target for at least 75% of additional student numbers to be housed in purpose built student accommodation in order to ease pressure on the existing housing stock.

4.24 Of the 52 responses received regarding 'initial feelings' about policy H8: Purpose built student accommodation, 21% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 58% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A18.



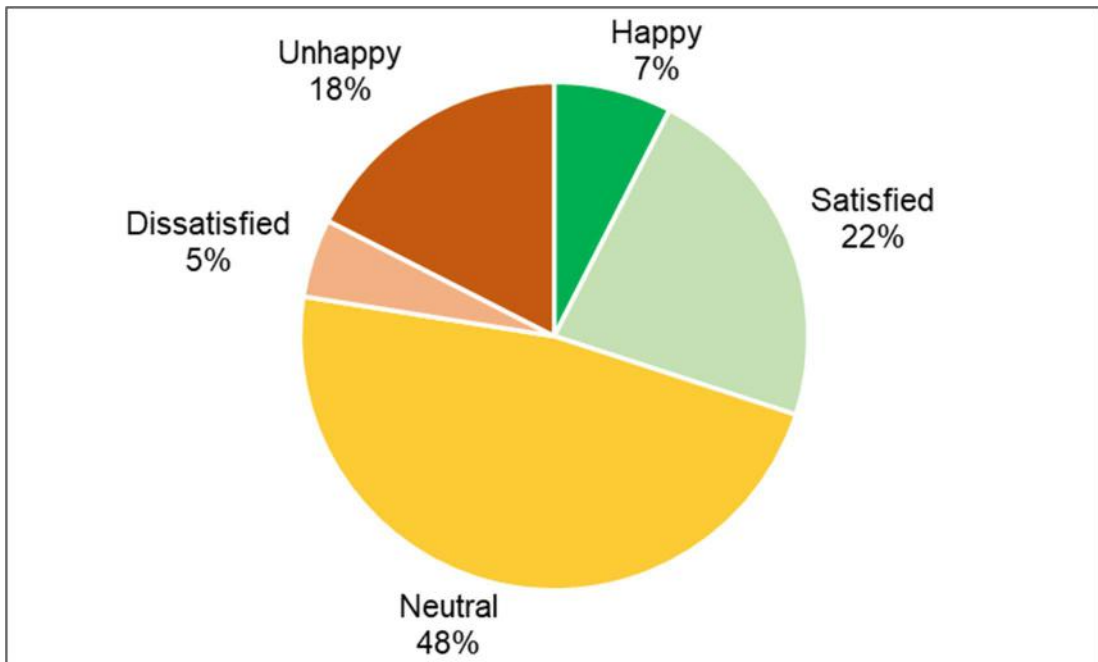
Graph A18: 'initial feelings' to policy H8: Purpose built student accommodation

4.25 49 detailed comments were provided on policy H8. While some express support for purpose built student accommodation, citing its importance in addressing student housing needs and bringing economic benefits, a prevalent negative sentiment emerges. Many respondents voice dissatisfaction with what is perceived as an abundance of student accommodation already in the city, further exacerbation of issues like noise, litter, parking congestion and concerns about the impact on community balance. There were calls for stricter regulation and a greater focus on affordable housing rather than increasing provision for students.

4.26 **H9: Gypsy and traveller accommodation**

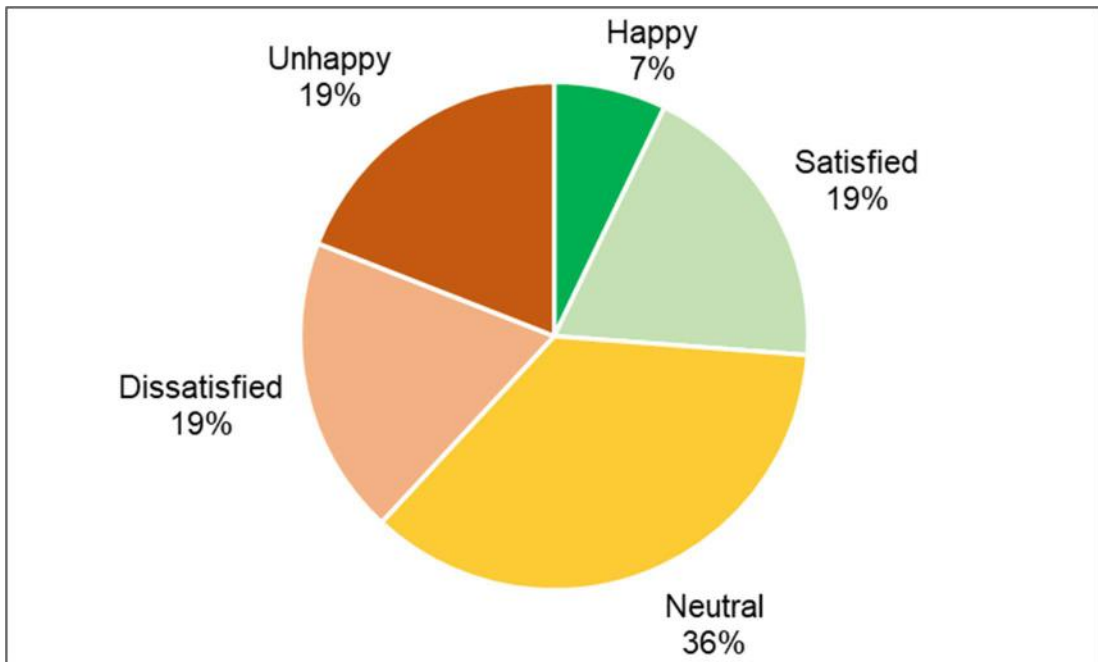
Policy H9 aims to facilitate the provision of accommodation for Gypsies, Travellers and Travelling Showpeople in a way that considers the travelling community's wellbeing and traditional way of life whilst respecting the interests of Exeter's settled community.

4.27 Of the 40 responses received regarding 'initial feelings' about policy H9: Gypsy and traveller accommodation, 29% of the responses identified feeling 'satisfied' or 'happy' with the policy. 23% were 'unhappy' or 'dissatisfied', and 48% were 'neutral'. Full results are presented in graph A19.



Graph A19: 'initial feelings' to policy H9: Gypsy and traveller accommodation

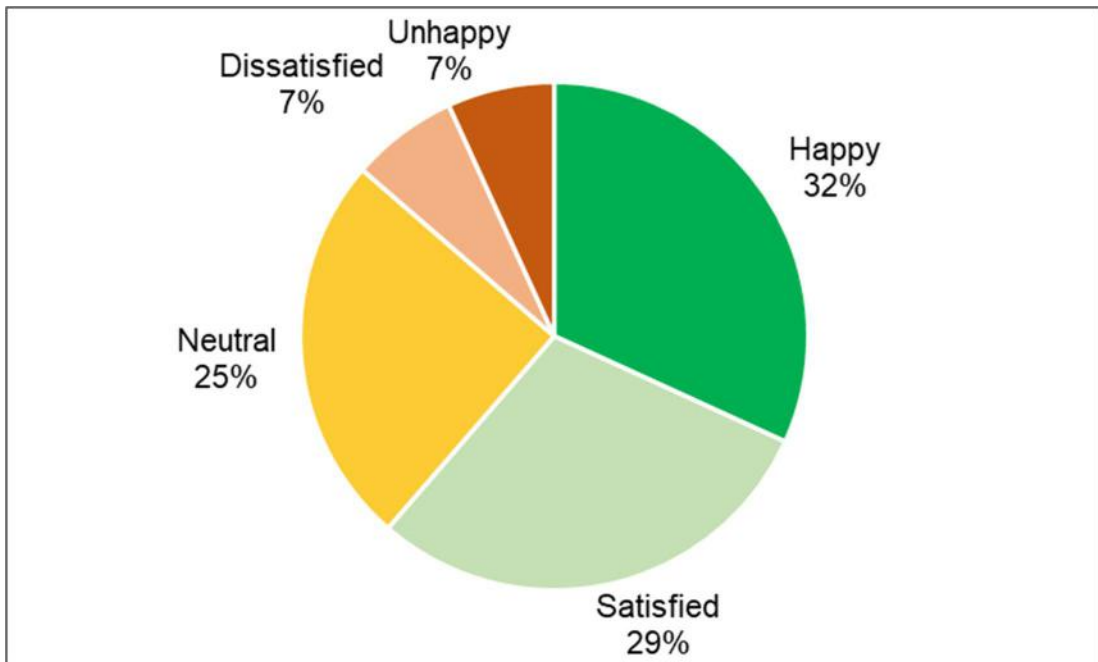
- 4.28 18 detailed comments were provided on policy H9. Some respondents express support for the allocation of gypsy and traveller accommodation sites within the city whereas others are critical of this provision, raising concerns regarding the delivery and management of sites and perceived social impact. There are requests for detailed discussions with relevant authorities to ensure comprehensive provision and that the accommodation respects the gypsy and traveller way of life.
- 4.29 **H10: Residential conversions and houses in multiple occupation**  
 Policy H10 sets out the requirements that must be met in order for a planning application for a house in multiple occupation to be supported. A house in multiple occupation (HMO) is a property rented out by at least three people who are not from one 'household' (i.e. not a family) but share facilities like the bathroom and kitchen.
- 4.30 Of the 42 responses received regarding 'initial feelings' about policy H10: Residential conversions and houses in multiple occupation, 26% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 38% were 'unhappy' or 'dissatisfied' and 36% were 'neutral'. Full results are presented in graph A20.



Graph A20: 'initial feelings' to policy H10: Residential conversions and houses in multiple occupation

- 4.31 26 detailed comments were provided on policy H10. Concerns are raised about the negative impact of HMOs on residential areas and community balance. Further debate and concern is mentioned in relation to the recent Article 4 Direction consultation and amendment in Exeter. This includes a perceived failure of the Article 4 Direction to prevent the conversion of properties into HMOs versus criticism that it restricts HMO provision in the most logical locations. Issues relating to the management of HMOs in terms of rubbish, cars and parking and bike storage were mentioned.
- 4.32 **H11: Loss of residential accommodation**  
 Policy H11 will ensure that, in most cases, existing homes are retained through the development process. This aims to protect against the loss of residential accommodation.
- 4.33 Of the 44 responses received regarding 'initial feelings' about policy H11: Loss of residential accommodation, 61% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 14% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A21.





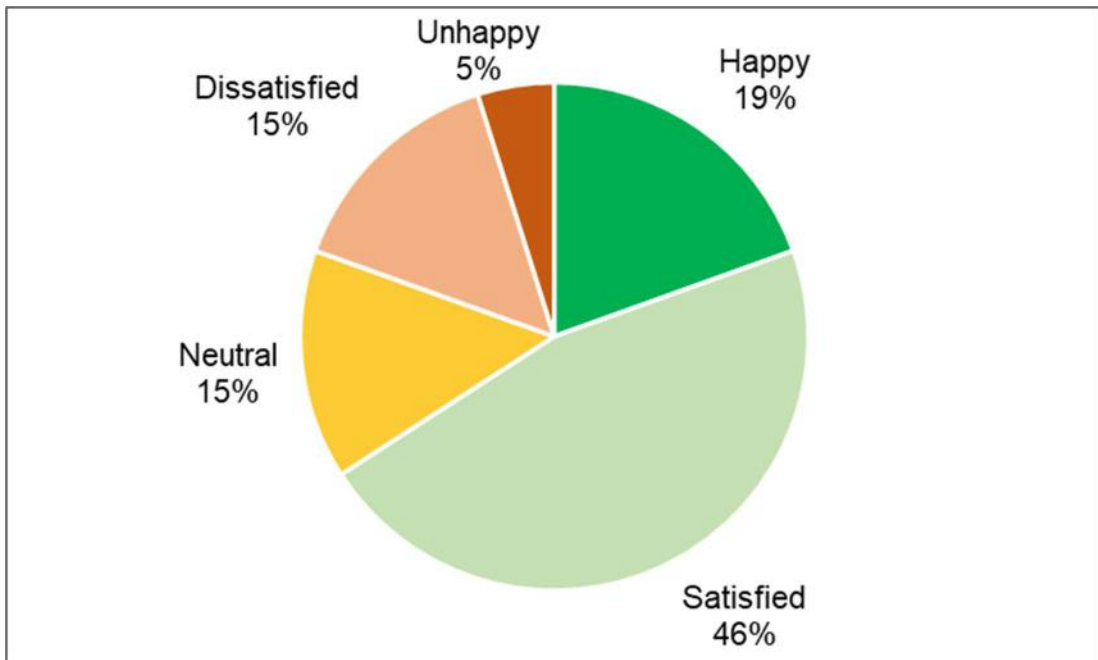
Graph A21: 'initial feelings' to policy H11: Loss of residential accommodation

4.34 24 detailed comments were provided on policy H11. Some express satisfaction with the policy and desire to keep the housing that the city already has. Others present dissatisfaction with the policy's apparent strict stance arguing it fails to account for when loss may be appropriate. Others call for a greater assessment of the type of housing involved in each case rather than a focus on whether the proposal results in a loss. Similarly, it is questioned whether this policy will result in flats, co-living and purpose built student accommodation being retained in perpetuity.

4.35 **H12: Accessible homes**

Policy H12 sets out the requirements for the proportions of accessible homes required as part of new housing developments. It includes requirements for wheelchair adaptable homes and accessible and adaptable homes, both standards defined by Building Regulations.

4.36 Of the 41 responses received regarding 'initial feelings' about policy H12: Accessible homes, 65% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 20% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A22.



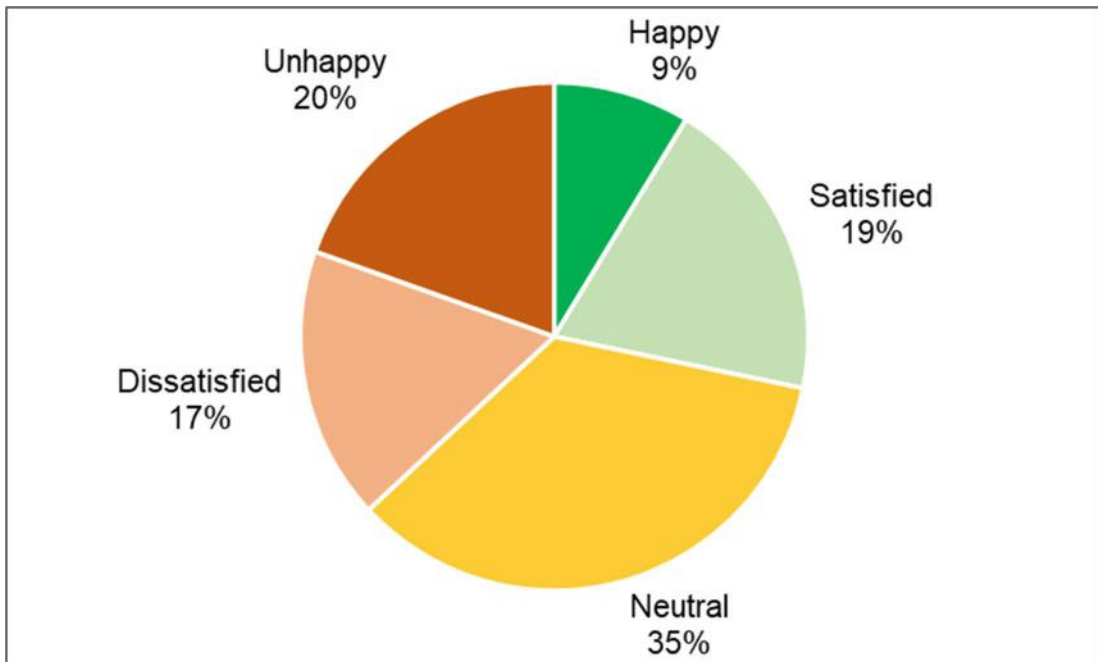
Graph A22: 'initial feelings' to policy H12: Accessible homes

4.37 25 detailed comments were provided on policy H12. Many comments endorse the policy's focus on promoting accessible housing standards and options. However, dissatisfaction was expressed with regard to the adequacy of the policy in achieving the number of homes and how far it goes in meeting the needs of diverse populations, alongside concern relating to specific site conditions or viability issues.

4.38 **H13: Housing density and size mix**

Policy H13 sets out criteria to ensure that developments propose the most optimal density of housing and mix of house size (i.e. number of bedrooms) to ensure we meet housing needs and consider what is appropriate for the site and surrounding area.

4.39 Of the 46 responses received regarding 'initial feelings' about policy H13: Housing density and size mix, 28% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 37% were 'unhappy' or 'dissatisfied' and 35% were 'neutral'. Full results are presented in graph A23.



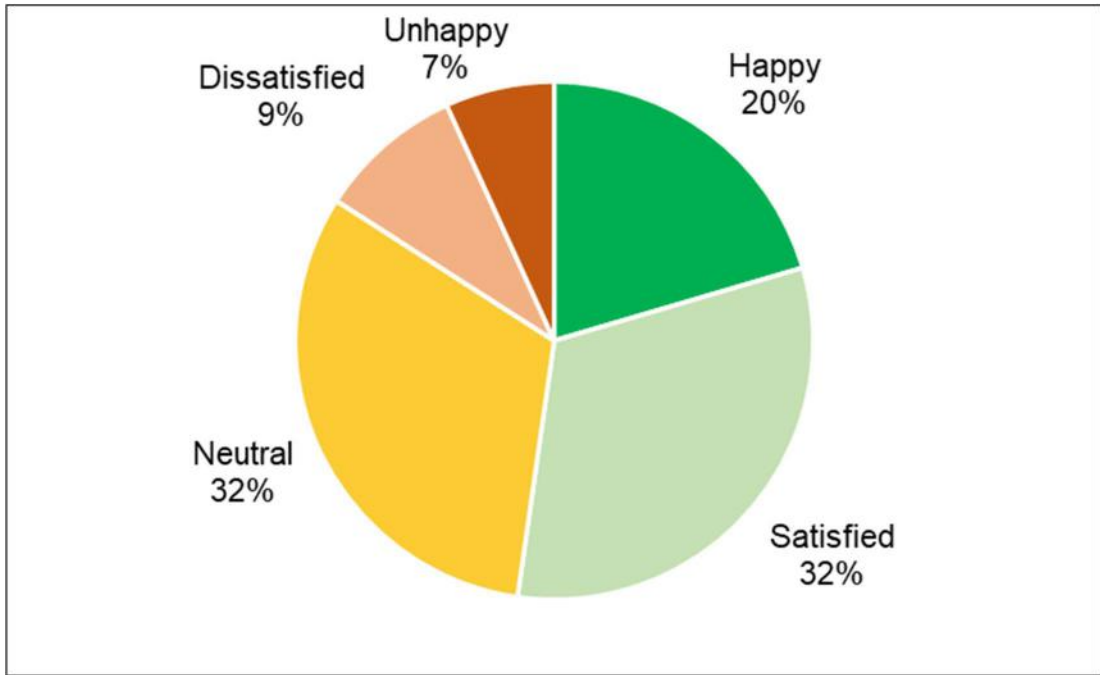
Graph A23: 'initial feelings' to policy H13: Housing density and size mix

4.40 37 detailed comments were provided on policy H13. Many respondents feel the policy lacks specific detail, particularly regarding optimal densities and height. Concerns about pressure on infrastructure, environmental impacts, and opposition to high rise developments are raised on a number of occasions. Responses also identify the need for a strong emphasis on requirements for family housing and preserving the city's character, trees and green spaces and community cohesion.

4.41 **H14: Residential amenity and healthy homes**

Policy H14 is one of a raft of policies in the Exeter Plan intended to ensure that new homes are healthy and safe whilst considering the impact of development on existing residents and communities.

4.42 Of the 44 responses received regarding 'initial feelings' about policy H14: Residential amenity and healthy homes, 52% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 16% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A24.



Graph A24: 'initial feelings' to policy H14: Residential amenity and healthy homes

4.43 26 detailed comments were provided on policy H14. While some respondents express dissatisfaction, citing concerns about privacy, noise, and overdevelopment particularly with regard to the intentions of policy H13 on housing density and size, others highlight the importance of considering factors like natural light, space standards and access to amenities. There are also suggestions for additions such as clearer guidelines on room sizes in co-living properties and the need to address issues like air pollution, green space preservation and provision, car parking and the size of gardens. However, there are also satisfied respondents who appreciate the inclusion of provisions like bike charging facilities and the aim to prevent harm to current residents' quality of life in future developments.

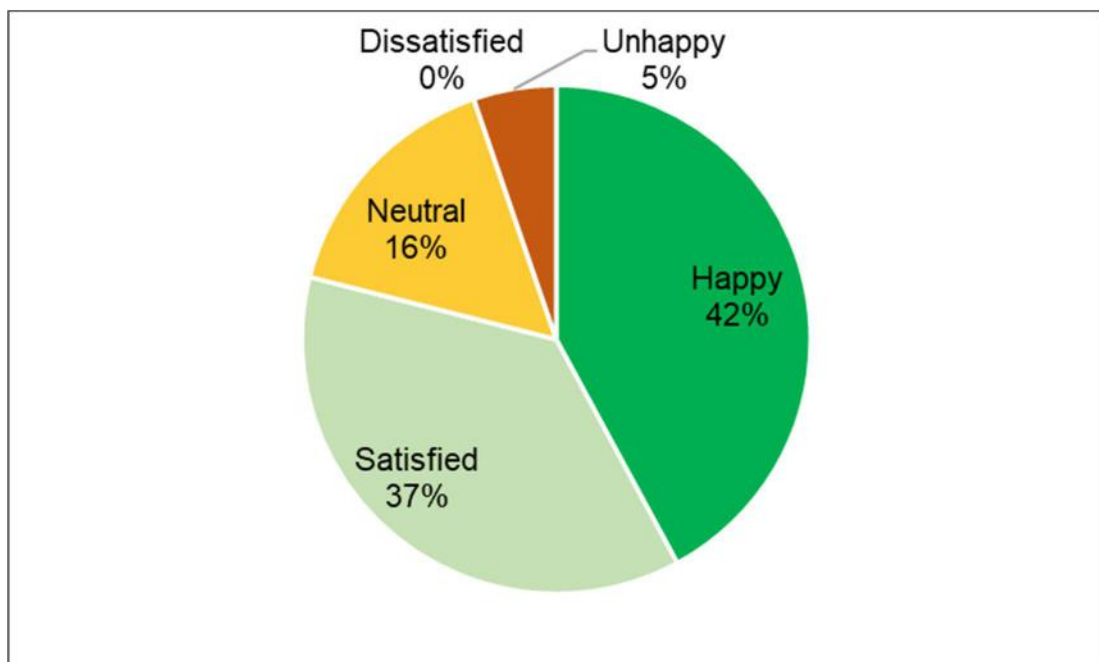
## 5 Economy and jobs

5.1 Six policies relating to the economy and employment were included in the full draft Exeter Plan. These policies seek to develop the potential of the city for economic growth with a particular focus on the knowledge economy and ensuring the benefits of jobs, skills and training are available to all.

### 5.2 EJ1: Economic growth in the transformational sectors

Policy EJ1 takes a flexible and supportive approach by encouraging appropriate development within transformational sectors, such as data analytics, environmental futures, digital innovation, health innovation and the creative industries. It also highlights the importance of working with partners to encourage growth and investment.

5.3 Of the 19 responses received regarding 'initial feelings' about policy EJ1: Economic growth in the transformational sectors, 79% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 5% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A25.



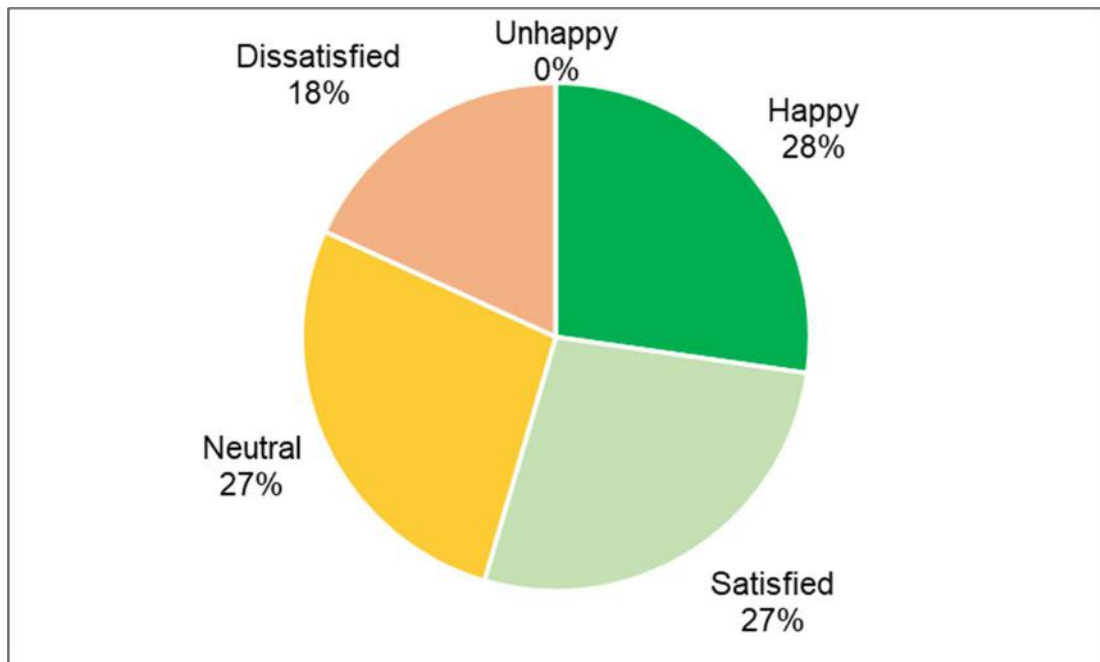
Graph A25: 'initial feelings' to policy EJ1: Economic growth in the transformational sectors

5.4 19 detailed comments were provided on policy EJ1. Positive sentiments include support for the policy but not at the expense of other sectors or existing employment areas and acknowledgments of the plan's vision for economic growth. Comments also highlight the importance of job growth and other support for employees, the need for a diverse economy and policy to support this, the potential for innovation in transformational sectors and the need for careful consideration of employment land demand.

5.5 **EJ2: Retention of employment land**

Policy EJ2 seeks to protect defined employment land located in established employment areas that are key to meeting our future employment needs, whilst also allowing change of use where it could be acceptable and justified.

5.6 Of the 17 responses received regarding 'initial feelings' about policy EJ2: Retention of employment land, 45% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 18% were 'dissatisfied' and no one selected 'unhappy'. Full results are presented in graph A26.



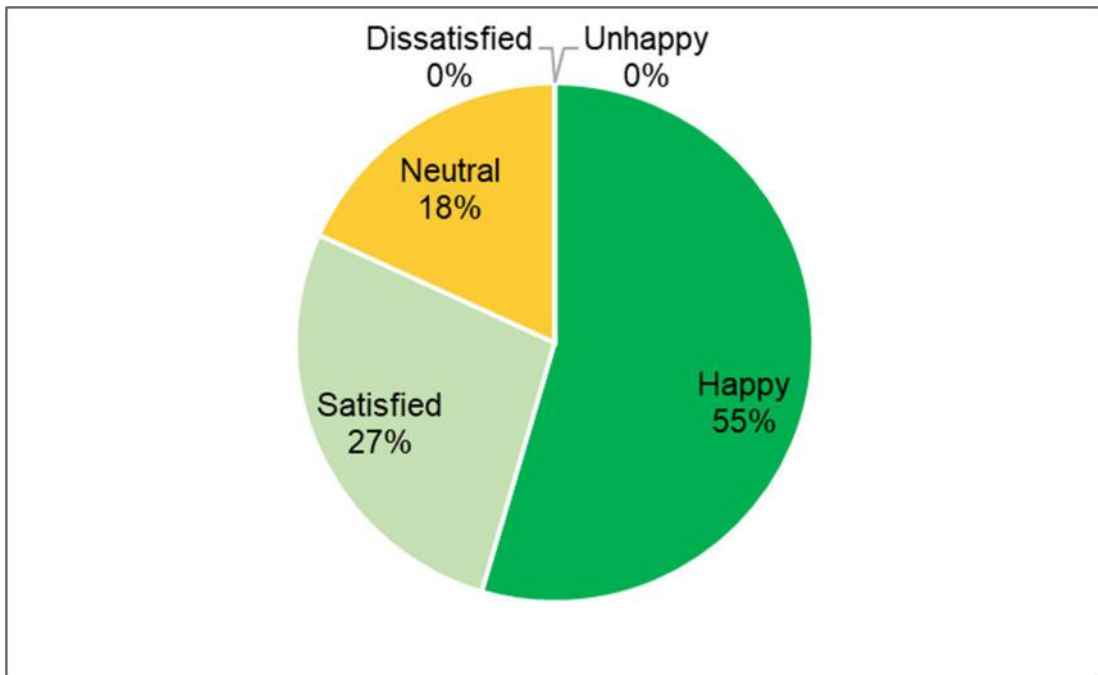
Graph A26: 'initial feelings' to policy EJ2: Retention of employment land

5.7 11 detailed comments were provided on policy EJ2. These include support for the intent to protect existing employment land but suggest flexibility within this to allow for change of use where appropriate, and to allow the policy to support a broad range of employment. Comments were raised regarding the nuance between change of use to mixed-use and residential led developments. Comments also raised the proposed site allocations within policy H2 that propose the redevelopment of employment land.

5.8 **EJ3: New forms of employment provision**

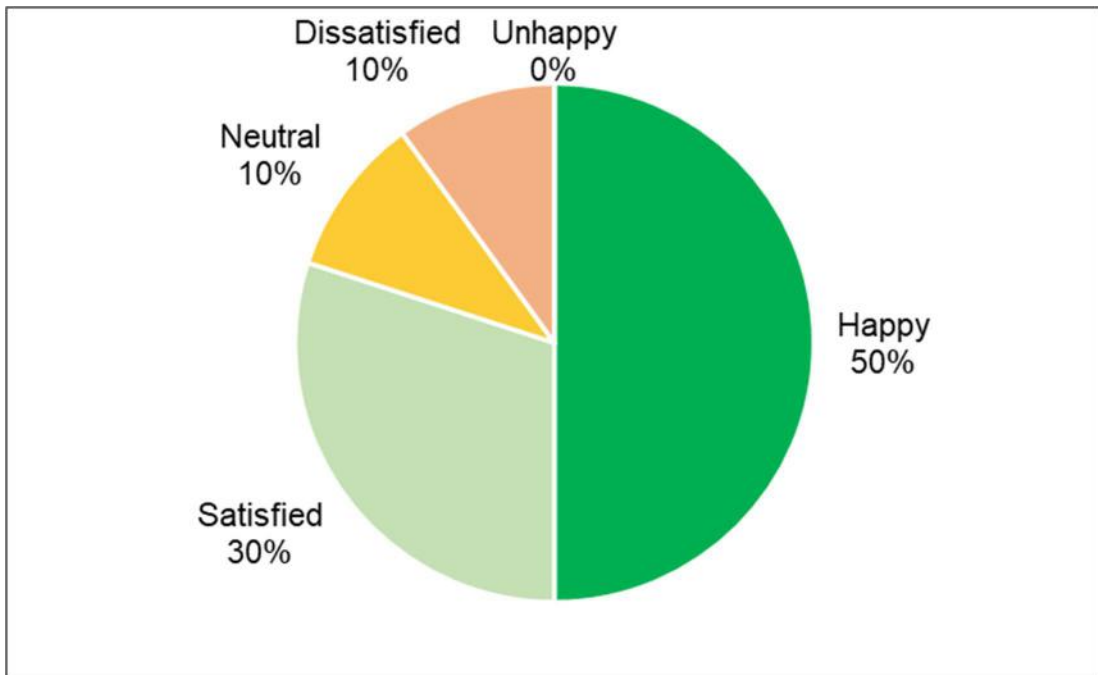
Policy EJ3 supports new forms of employment provision such as work hubs and collaborative work space and ensures the delivery of these within strategic development sites.

5.9 Of the 11 responses received regarding 'initial feelings' about policy EJ3: New forms of employment provision, 82% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 18% were 'neutral' and no one responded as 'unhappy' or 'dissatisfied'. Full results are presented in graph A27.



Graph A27: 'initial feelings' to policy EJ3: New forms of employment provision

- 5.10 11 detailed comments were provided on policy EJ3. Generally the comments were in support of the policy welcoming innovative forms of employment provision. The need to consider post-pandemic work provision, sustainability, reducing the need to travel, and biodiversity were also raised, along with the need for flexibility within the policy to accommodate a broad range of employment.
- 5.11 **EJ4: Access to jobs and skills**  
 Policy EJ4 supports ways in which major developments can support the improvement of skills, opening pathways to work for young people and disadvantaged groups. It requires major development proposals to submit and deliver an Employment and Skills Plan and expresses support for development proposals that contribute to providing local residents with access to employment, skills and social value opportunities.
- 5.12 Of the 10 responses received regarding 'initial feelings' about policy EJ4: Access to jobs and skills, 80% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy, 10% were 'neutral' and 10% were 'dissatisfied' with no one 'unhappy'. Full results are presented in graph A28.



Graph A28: 'initial feelings' to policy EJ4: Access to jobs and skills

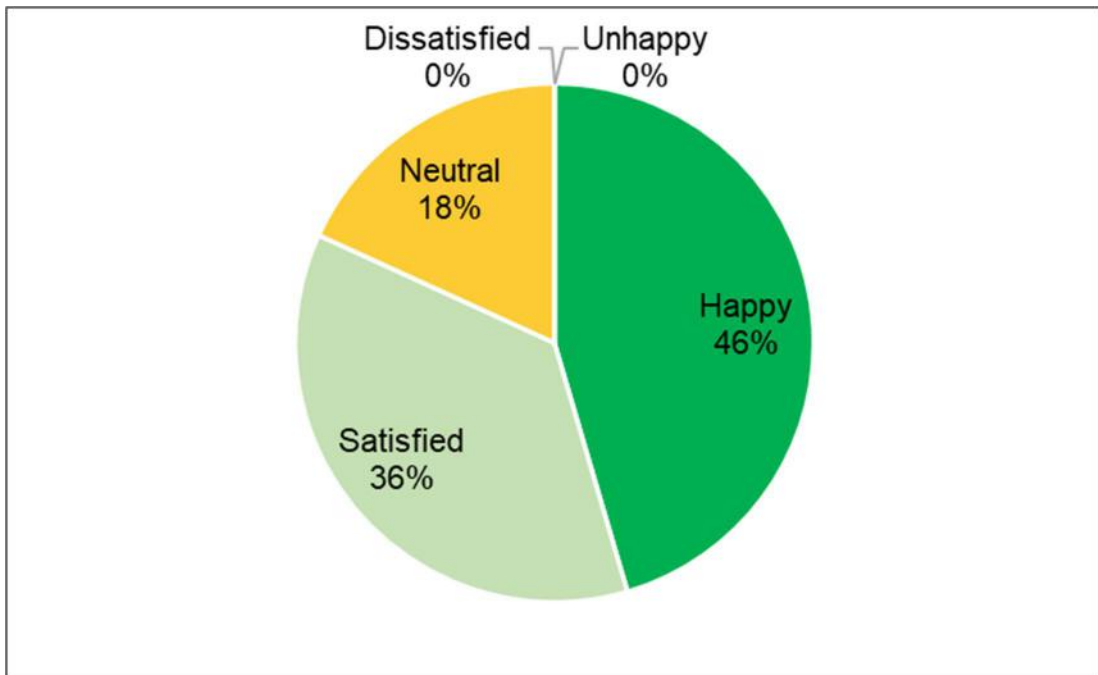
5.13 12 detailed comments were provided on policy EJ4. Support for the policy's intention was expressed regarding facilitating access to employment and learning opportunities, promoting social mobility and fostering city-wide inclusion. Concerns about policy implementation, particularly regarding the submission and delivery of Employment and Skills Plans were also raised, alongside the need to provide housing for workers.

5.14 **EJ5: Provision of local services in employment areas**

Policy EJ5 supports the provision of local services within employment areas for the benefit of the workforce. Local services could include a child care nursery, a medical practice or walk in centre, a dentist, a post office, a bank, a sandwich bar or a small convenience store. In addition to benefitting the workforce, these would be attractive to potential businesses and investors and should also reduce the need to travel.

5.15 Of the 11 responses received regarding 'initial feelings' about policy EJ5: Provision of local services in employment areas, 82% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. No one responded as 'unhappy' or 'dissatisfied'. Full results are presented in graph A29.





Graph A29: 'initial feelings' to policy EJ5: Provision of local services in employment areas

5.16 11 detailed comments were provided on policy EJ5. These acknowledged general support and the importance of providing services in employment areas, but also raised concern about the deliverability and potential exclusion of resident-use of services in favour of serving the local workforce. Provision of green spaces within employment areas was suggested as a policy omission.

5.17 **EJ6: New transformational employment allocations**

Policy EJ6 allocates new employment sites to meet the specific requirements of the transformational sectors, such as data analytics, environmental futures, digital innovation, health innovation and the creative industries. These transformational employment allocations will provide additional floorspace, alongside the employment provision set out in policy EJ3, to help meet identified employment demand.

5.18 The proposed sites included in policy EJ6 were consulted on individually and the responses received to each site is presented in Appendix B. The 4 sites proposed to be allocated for employment in this policy are:

- Land adjacent to Sandy Park, Newcourt
- Land adjacent Ikea, Newcourt
- Toby Carvery, Rydon Lane, Middlemoor
- St Luke's Health Campus, Heavitree Road

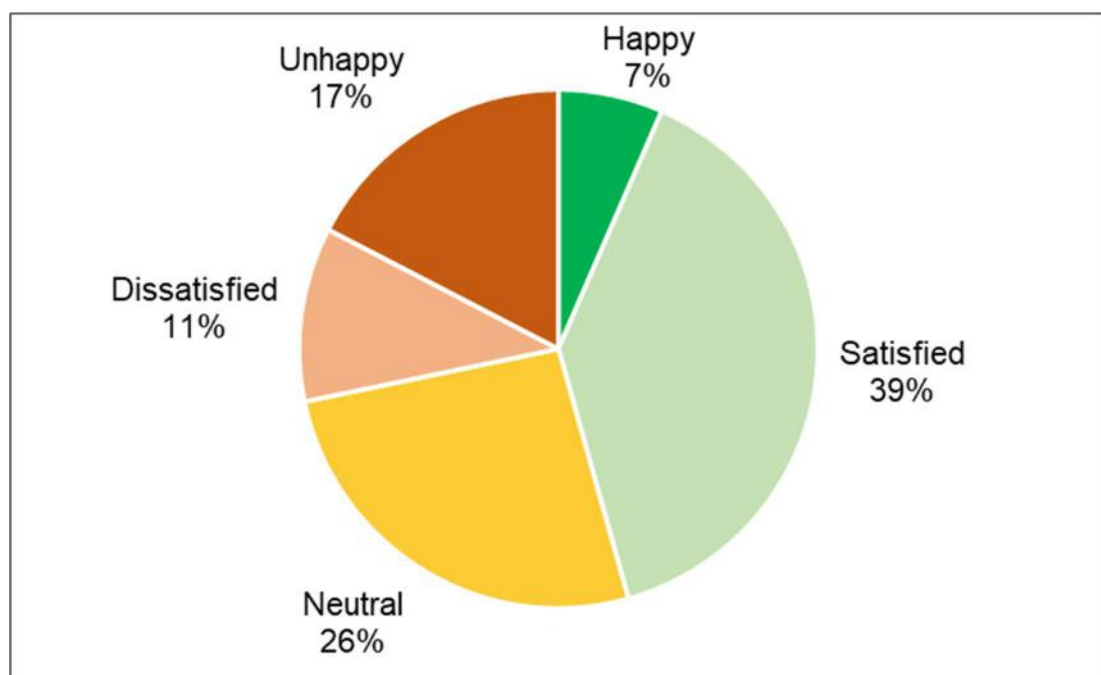
## 6 The future of our high streets

6.1 One policy was included in the full draft Exeter Plan that seeks to promote ways for the city centre and smaller centres within communities to continue to play an important role in our lives, increase the accessibility of services, reduce the need to travel and engender community cohesion.

### 6.2 HS1: The vitality of our high streets and centres

Policy HS1 seeks to protect and enhance the vitality of the city centre and other local centres so they continue to provide a key role in our day-to-day lives supporting communities, prosperity and cultural identity. This could include providing a greater variety of uses, extending hours of activity where appropriate, improving the cultural offer and delivering attractive public spaces. It also places strict control on the development of retail outside of the city, district and local centres.

6.3 Of the 46 responses received regarding 'initial feelings' about policy HS1: The vitality of our high streets and centres, 46% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 28% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A30.



Graph A30: 'initial feelings' to policy HS1: The vitality of our high streets and centres

6.4 46 detailed comments were provided on policy HS1. Those who appeared satisfied with the proposed policy, highlighted support for initiatives aimed at revitalising and diversifying the city centre and other high streets, calling for further promotion of local, independent, sustainable business and shops and enhancing the city's cultural and historic character. Others express dissatisfaction, particularly regarding issues such as parking cost and availability, the unreliability of public transport and the need for more community spaces and pleasant feel and enhanced public realm. In response to retail outside of the city, district and local centres, there were many who

felt this has its place in Exeter and the economy, whereas others supported the intention to restrict these developments.

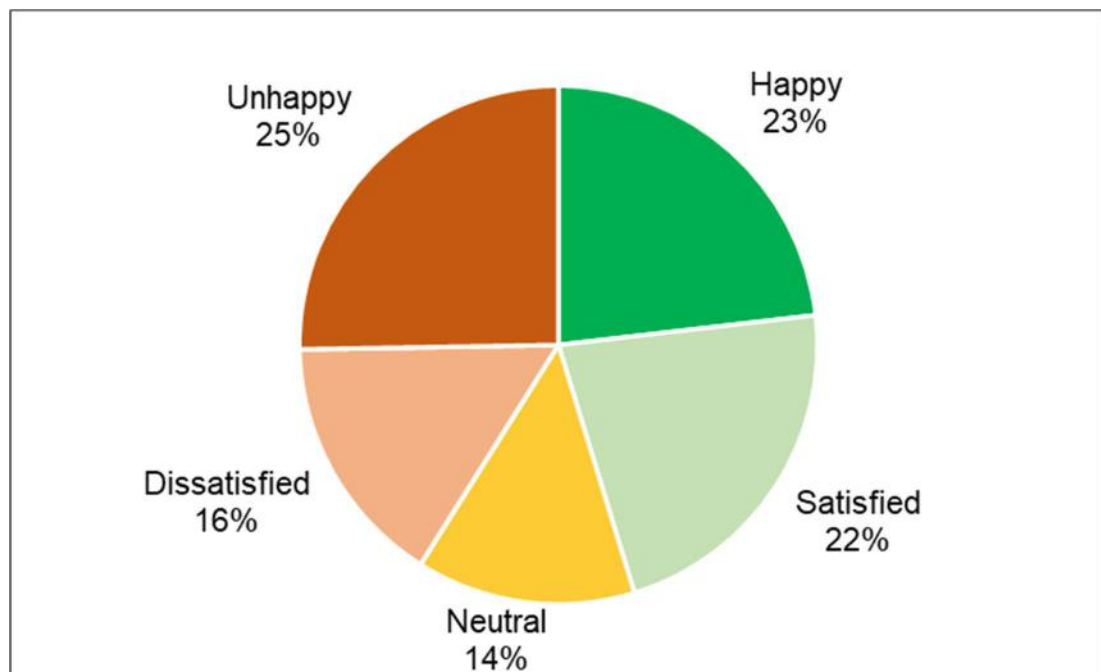
## 7 Sustainable transport and communications

7.1 Nine policies relating to sustainable transport and communications were included in the full draft Exeter Plan. These seek to deliver development in appropriate locations with high quality infrastructure to minimise the need to travel, maximise sustainable transport and support emerging forms of mobility. It also sets the intention to work in collaboration with partners in delivering sustainable transport options and invest in digital telecommunications.

### 7.2 STC1: Sustainable movement

Policy STC1 sets out an overarching approach to sustainable movement and ensuring development and transport work together.

7.3 Of the 95 responses received regarding 'initial feelings' about policy STC1: Sustainable movement, 45% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 41% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A31.



Graph A31: 'initial feelings' to policy STC1: Sustainable movement

7.4 93 detailed comments were provided on policy STC1. While some comments are in support of greater promotion and use of sustainable and active travel modes for health, environmental and place-making reasons, others express dissatisfaction with the lack of alternative, safe, reliable, and affordable alternatives to car travel and present these as barriers to the policy achieving the stated intentions. Many provide examples of when using alternative forms of travel is not practical, refer to those travelling into the city from elsewhere and cite potential negative impacts on Exeter's businesses and economy if people cannot access the city with ease.

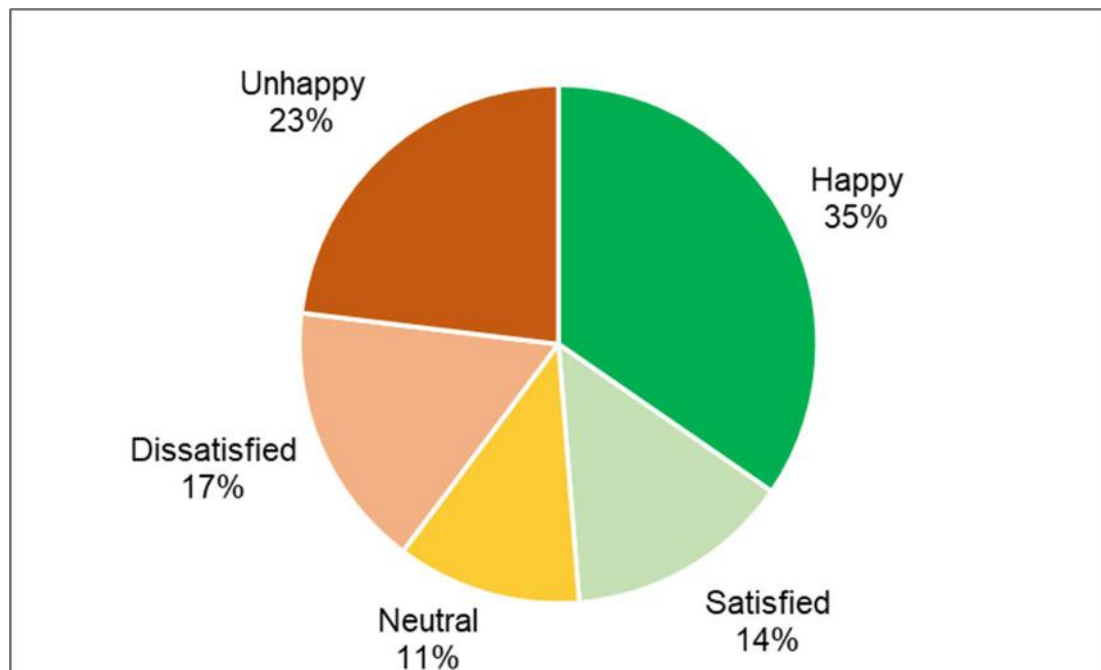
7.5 In addition to many negative comments made about public transport, Low Traffic Neighbourhoods, particularly the Devon County Council Active Streets schemes

around Heavitree and Whipton, are also heavily commented on which include both praise and criticism.

#### 7.6 **STC2: Active and sustainable travel in new developments**

Policy STC2 explains what new development will need to look like and provide to make it easier for people to use active and sustainable travel options. This includes delivering attractive and direct walking, cycling and public transport access/routes, providing high quality cycle parking options, reducing the dominance of cars, ensuring appropriate space for buses and requiring charging points for bikes and cars.

7.7 Of the 78 responses received regarding 'initial feelings' about policy STC2: Active and sustainable travel in new developments, 49% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 40% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A32.



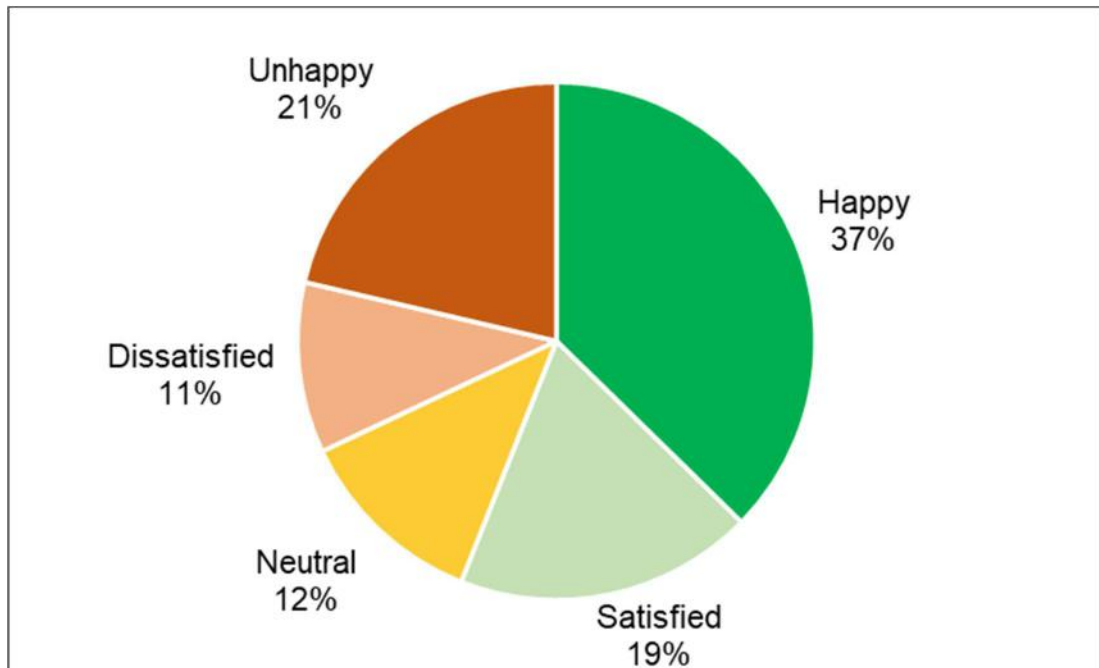
Graph A32: 'initial feelings' to policy STC2: Active and sustainable travel in new developments

7.8 68 detailed comments were provided on policy STC2. Many highlight the importance of prioritising and transitioning to active and sustainable travel for reduced congestion, improved air quality and health. However, concerns were raised about inclusivity and the consequences of this policy for vulnerable groups unable to rely on active and sustainable travel, particularly without significant improvements to public transport. Other concerns included pedestrian and cyclist safety, electric vehicle charging availability, queries about whether the source of electricity is renewable and the need for delivery drivers to operate without causing parking or travel flow issues i.e. blocking roads or paths.

7.9 **STC3: Supporting active travel**

Policy STC3 identifies a set of key active travel proposals that the City Council will work with other authorities and organisations to support.

7.10 Of the 75 responses received regarding 'initial feelings' about policy STC3: Supporting active travel, 56% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 32% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A33.



Graph A33: 'initial feelings' to policy STC3: Supporting active travel

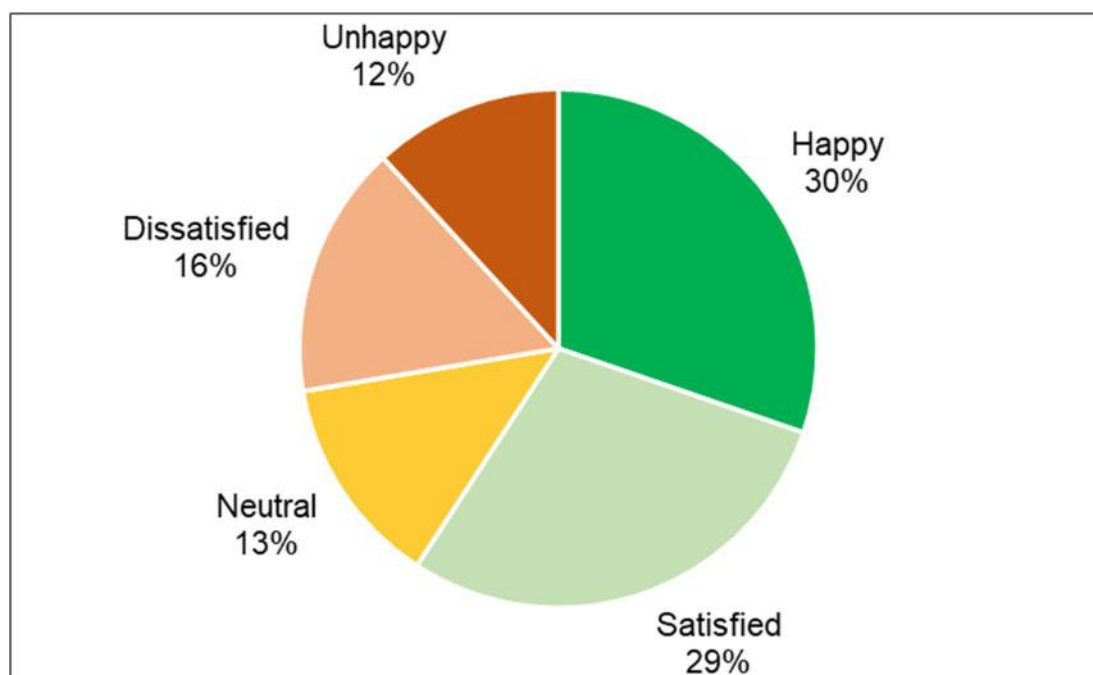
7.11 71 detailed comments were provided on policy STC3. Positive comments centred on the importance of promoting active travel, making it safer and the provision of more dedicated routes with associated infrastructure. Criticism arises from a feeling that the diverse needs of different communities and individuals are not met through active travel promotion, the potential for those reliant on car use to be overlooked and the need for significant improvements to safety, multi-modal integration as well as funding. Comments also referenced Low Traffic Neighbourhoods, providing a combination of support and concern.

7.12 **STC4: Supporting public transport**

Policy STC4 promotes a number of public transport proposals including support for greater integration of transport modes and ticketing systems. For buses, these include strategic bus improvements, the provision of electric vehicles and park and ride/park and change facilities. For rail, these include support for another new railway station at Monkerton, enhancement of St David's station and accessibility improvements to all city stations.

7.13 Of the 76 responses received regarding 'initial feelings' about policy STC4: Supporting public transport, 59% of the responses suggest support for the policy in

identifying feeling 'satisfied' or 'happy' with the policy. 28% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A34.



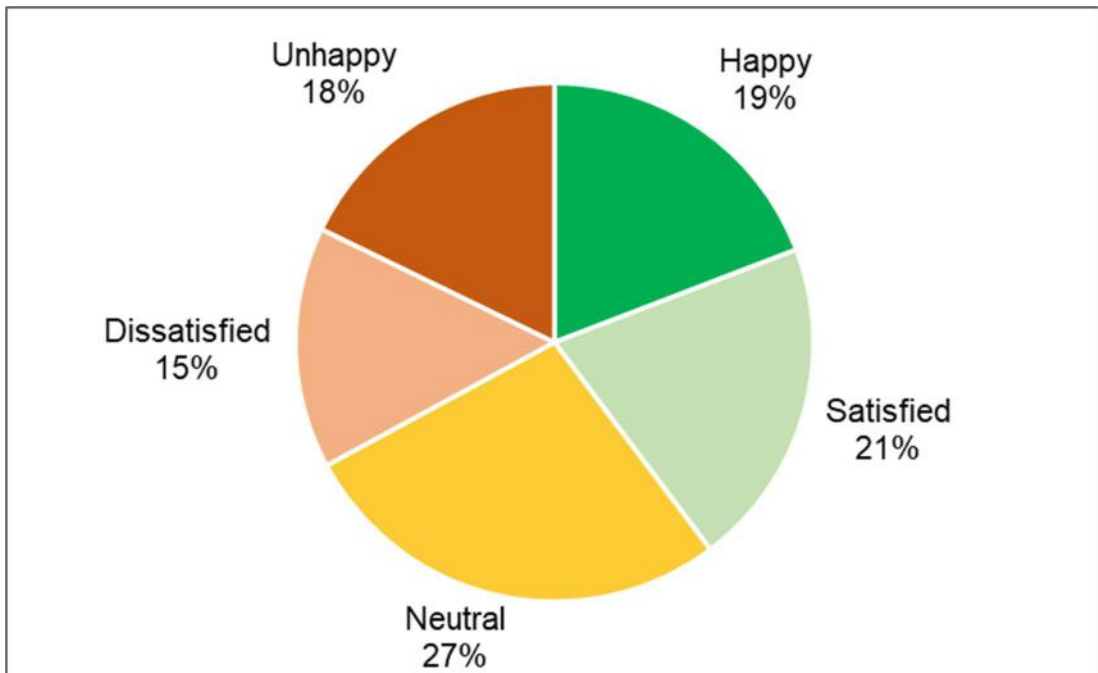
Graph A34: 'initial feelings' to policy STC4: Supporting public transport

7.14 72 detailed comments were provided on policy STC4. While many showed support for the aims of this policy, this was accompanied by many comments expressing dissatisfaction with public transport in Exeter citing issues such as unreliability, poor frequency, cost and lack of accessibility. Overall, it is clear that there is a desire for significant improvements to make public transport more attractive, convenient and accessible. Many strategies for achieving this were suggested. There were groups advocating for public ownership of public transport services, others calling for closer collaboration between councils and transport providers and some calling for greater accountability from providers.

7.15 **STC5: Supporting new forms of car-use**

Whilst active travel and public transport will be prioritised, new forms of car use will retain a role for some people and for some journeys. Policy STC5 explains how new forms of car-use will be supported, including through provision for electric vehicles and shared mobility (where transport options are shared amongst users who pay to access transport on a flexible basis).

7.16 Of the 73 responses received regarding 'initial feelings' about policy STC5: Supporting new forms of car-use, 40% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 33% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A35.



Graph A35: 'initial feelings' to policy STC5: Supporting new forms of car-use

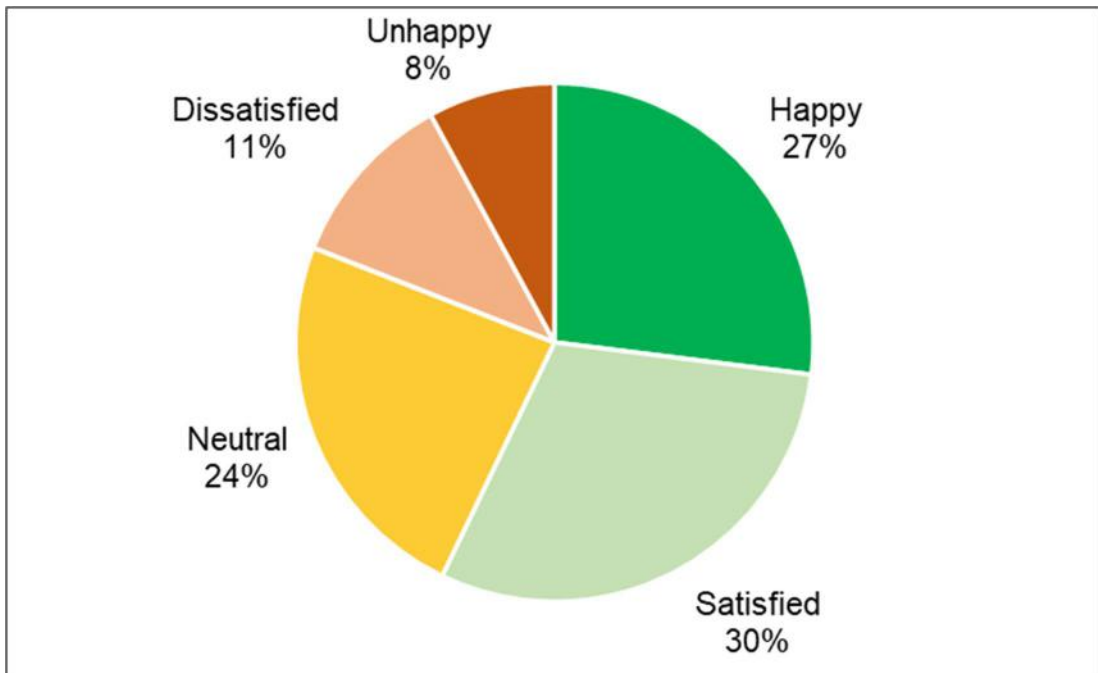
7.17 56 detailed comments were provided on policy STC5. Many comments included criticism of the locations, perceived limited use of, and costs associated with, electric charging points, dissatisfaction over the discontinuation of Co-Cars/Bikes shared transport services without adequate replacement, debate surrounding whether electric vehicles/bikes are the best solution and concerns about affordability. There were also comments of support for low and car free development, reducing car use and intent to support emerging transport technology.

7.18 **STC6: Travel plans**

Travel plans are long-term management strategies for integrating proposals for sustainable travel into the planning and development process. The provision of information, opportunities and incentives to use active travel, public transport and shared mobility, provided through a travel plan, can deliver significant increases in these modes of travel for comparatively low cost. Policy STC6 sets out the requirements in relation to travel plans.

7.19 Of the 63 responses received regarding 'initial feelings' about policy STC6: Travel plans, 57% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 19% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A36.





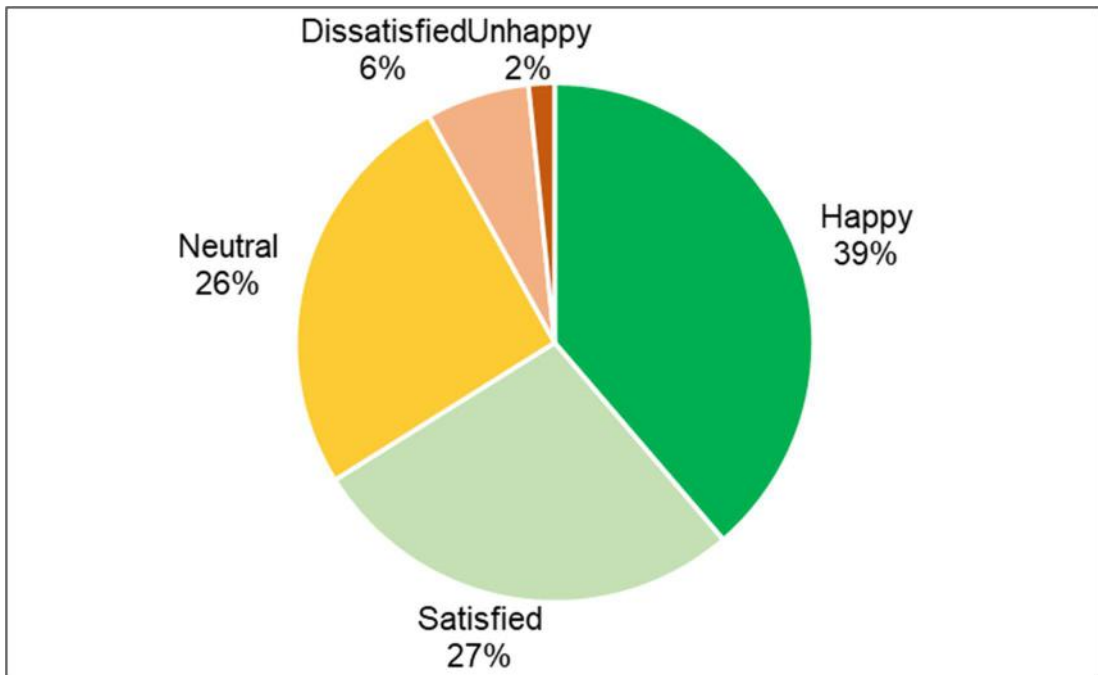
Graph A36: 'initial feelings' to policy STC6: Travel plans

7.20 28 detailed comments were provided on policy STC6. Concerns are raised about the timing of travel plan implementation and delivery of supporting infrastructure to ensure travel plan success. Equally the need for quality travel options was raised again as essential by responders to this policy. While some acknowledge the role and importance of travel plans, other question how they will be monitored and enforced.

7.21 **STC7: Safeguarding transport infrastructure**

National planning policy states that planning policies should identify and protect, where there is robust evidence, sites and routes which could be critical in the future. On this basis, STC7 identifies land and structures which are needed to either facilitate sustainable transport or support the large development allocations proposed in the plan. This includes land for the proposed new Monkerton railway station and access routes to proposed large development sites.

7.22 Of the 62 responses received regarding 'initial feelings' about policy STC7: Safeguarding transport infrastructure, 66% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 8% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A37.



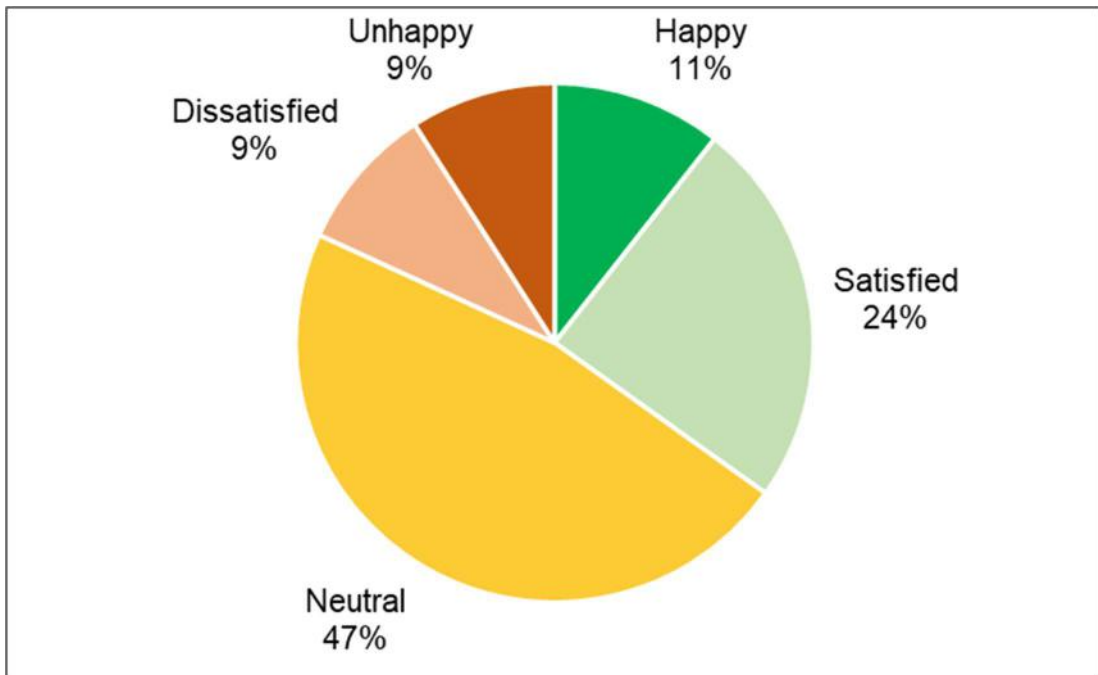
Graph A37: 'initial feelings' to policy STC7: Safeguarding transport infrastructure

7.23 30 detailed comments were provided on policy STC7. Many comments on this policy express strong support for the safeguarding measures outlined. Others raise further discussion about active travel and respond to schemes included in the policies or make suggestions for other enhancements, such as replacing Mallison Bridge at the quay, improving accessibility at Polsloe Bridge railway station and providing additional crossings of the canal, River Exe, Alphington Road, Sidmouth Road and railway lines.

7.24 **STC8: Motorway service area**

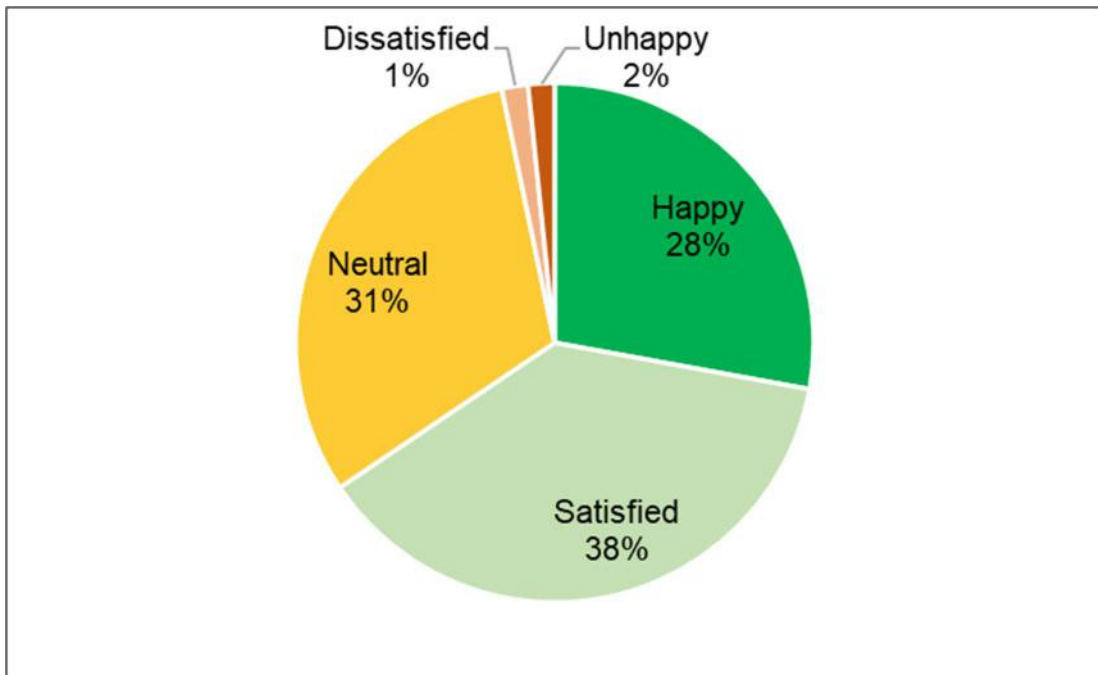
If an alternative service area to the current motorway services adjacent to Junction 30 on the M5 could be provided close to Exeter, this would provide relief for the local highway network, providing significant benefits. As set out in policy STC8, the City Council would support the provision of an alternative service area close to the city if a site could be delivered. This would rely on an appropriate alternative site coming forward.

7.25 Of the 66 responses received regarding 'initial feelings' about policy STC8: Motorway service area, 35% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy, 47% were neutral and 18% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A38.



Graph A38: 'initial feelings' to policy STC8: Motorway service area

- 7.26 33 detailed comments were provided on policy STC8. While there is support for potential relocation of the motorway services, the limitations and expense of doing so are also noted. Some responders would rather the services remain in situ or other solutions implemented to make them more accessible.
- 7.27 **STC9: Digital communications**  
 Digital communication goes hand in hand with transport provision; people increasingly access services, shopping and work online, reducing the need to travel. The Government has set out the importance of a new approach to digital infrastructure provision through the UK's digital strategy. This is taken forward at a city level by Policy STC9 which sets out a number of requirements for new development in order to drive better digital communications. Digital infrastructure will need to be planned into new developments from the start and viewed as an essential utility to ensure high quality, comprehensive connections.
- 7.28 Of the 61 responses received regarding 'initial feelings' about policy STC9: Digital communications, 66% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 3% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A39.



Graph A39: 'initial feelings' to policy STC9: Digital communications

- 7.29 23 detailed comments were provided on policy STC9. Generally, comments expressed satisfaction with the aim of enhancing digital communications. Concerns raised relate to 5G, potential health impacts, energy consumption and harm to heritage or the environmental associated with, for example, removing trees and hedgerows to improve signal, or the design and installation of equipment.

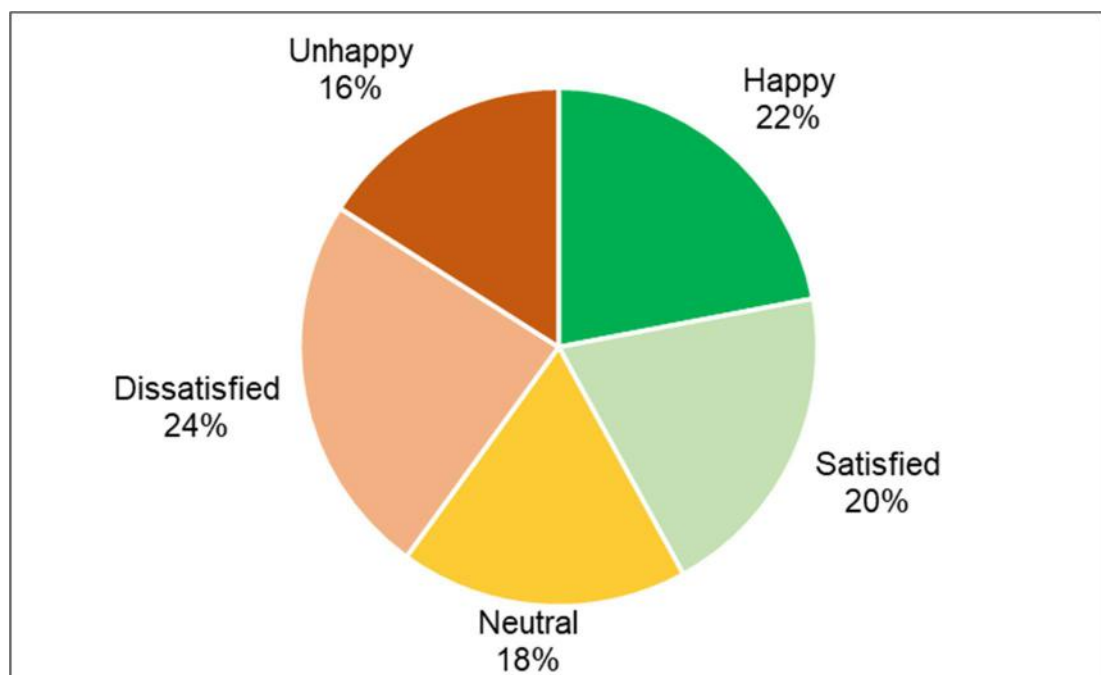
## 8 Natural environment

8.1 Seven natural environment policies were included in the full draft Exeter Plan. These seek to protect and enhance the city's unique natural setting provided by the hills, the valley parks and River Exe, improve access to natural green spaces and provide net gains for biodiversity.

### 8.2 NE1: Landscape setting areas

The Exeter Plan is supported by the Exeter Landscape Sensitivity Assessment which appraises open countryside within and around Exeter, including the Valley Parks. The appraisal demonstrates that much of the land around Exeter is of intrinsic landscape value to the city and its residents and provides the landscape setting for the city and for surrounding areas. On this basis, policy NE1 provides protection for identified landscape setting areas in the city.

8.3 Of the 50 responses received regarding 'initial feelings' about policy NE1: Landscape setting areas, 42% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 40% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A40.



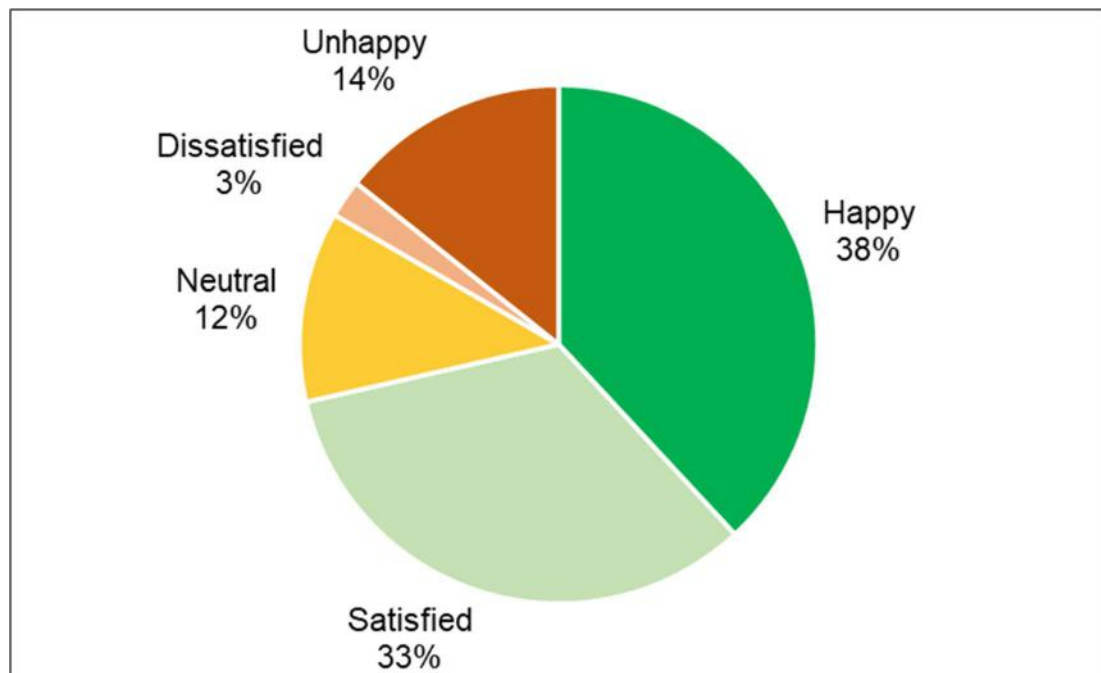
Graph A40: 'initial feelings' to policy NE1: Landscape setting areas

8.4 51 detailed comments were provided on policy NE1. Those writing supportive comments express satisfaction with the aim to protect Exeter's valued landscapes. Criticism is directed at the potential for the policy to be stronger at protecting these areas from development, to protect more areas and green spaces than it does and suggests the need for the evidence base to be improved. Conversely, some also suggest that the policy is too restrictive and should not offer such degree of protection to landscape setting areas, in addition to advocating green spaces which are considered suitable for development.

8.5 **NE2: Valley Parks**

Exeter has nine Valley Parks (including two new Valley Parks proposed in the Exeter Plan) which provide informal recreation to the public and which are also of significant wildlife value. They contribute significantly to the quality of life offered in Exeter and enable public access to nature as well as informal outdoor recreation. Policy NE2 seeks to protect the Valley Parks and only permit development that supports the functions of the Valley Parks.

8.6 Of the 42 responses received regarding 'initial feelings' about policy NE2: Valley Parks, 71% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 17% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A41.



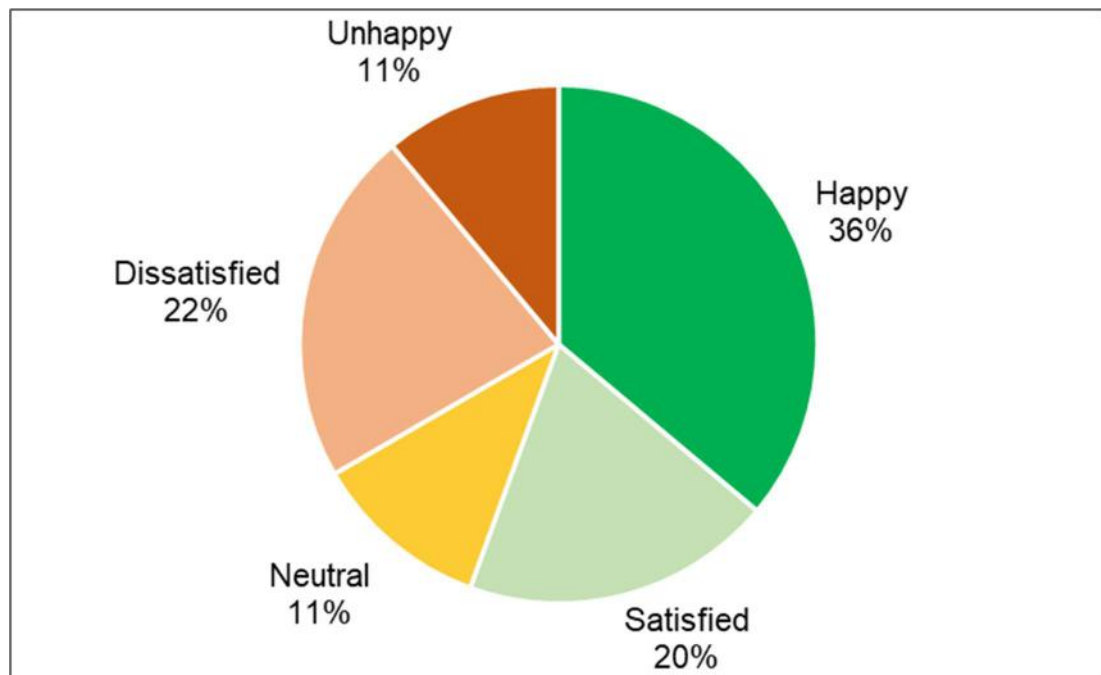
Graph A41: 'initial feelings' to policy NE2: Valley Parks

8.7 27 detailed comments were provided on policy NE2. Generally, comments were in support of protection for Valley Parks while there were calls for there to be minimal development in or near these valuable natural assets. Additional points for consideration or potential policy enhancements included recognising the heritage role within the Valley Parks, the need to carefully balance access, additional development pressures and protection of Valley Parks and the potential to extend this level of protection to all green and open spaces in the city and to ensure all are linked providing wildlife corridors. There were also questions about the potential impact of development negatively affecting Valley Parks including references to specific recent or live planning applications. Some also suggested the need for additional provision and SANG (Suitable Alternative Natural Greenspace) to appropriately absorb recreation pressure from additional development. Finally, clearer wording was advocated around potential permitted development in Valley Parks, particularly solar farms / ground mounted photovoltaic arrays and other renewable energy projects.

### 8.8 **NE3: Biodiversity**

Internationally, nationally, regionally and locally important nature conservation sites in the city support a wide variety of wildlife, including a number of priority species. The protection of these sites is essential. Policy NE3 provides criteria to ensure all proposals follow the 'mitigation hierarchy' (which puts avoiding harm to biodiversity ahead of mitigating harm, with compensation as a last resort) and provide a 10% net gain in biodiversity as is the legal requirement.

8.9 Of the 36 responses received regarding 'initial feelings' about policy NE3: Biodiversity, 56% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 33% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A42.



Graph A42 'initial feelings' to policy NE3: Biodiversity

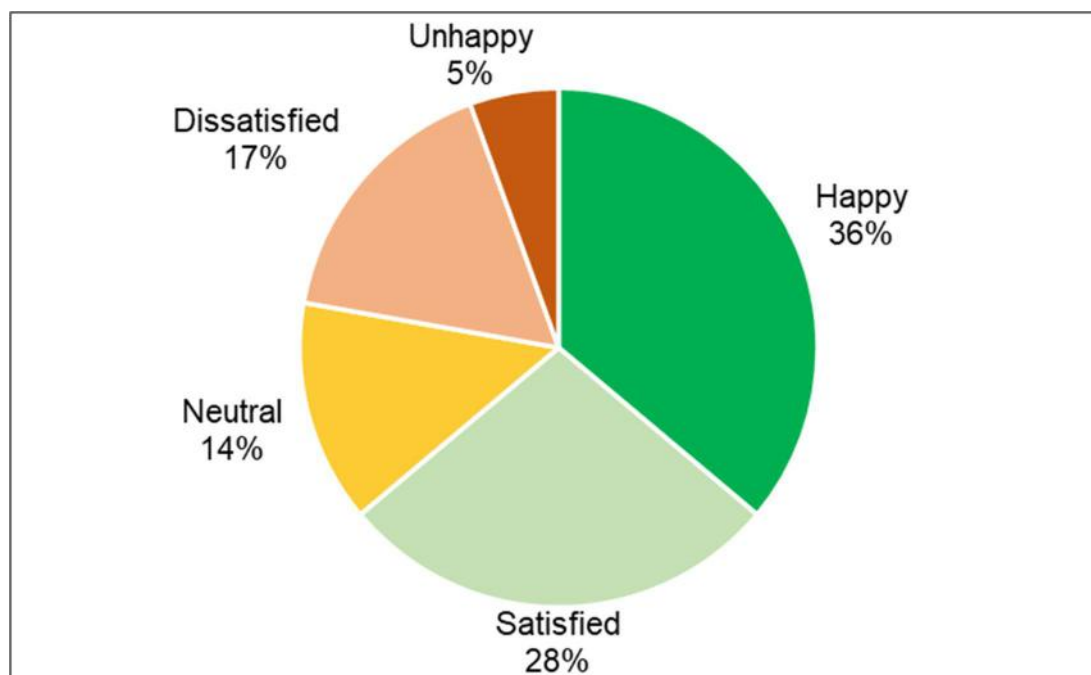
8.10 38 detailed comments were provided on policy NE3. Comments expressing satisfaction with the policy emphasise its importance. Suggested improvements included the need to ensure that the policy aligns with Biodiversity Net Gain (BNG) legislation and emerging guidance, the suggestion to include BNG in site selection and assessment processes, the need to clearly link to emerging strategies, such as Local Nature Recovery and the benefits of including reference to protection of the water environment. Concerns were raised about the potential impacts of the policy on development viability, implementation, monitoring and enforcement and a perception from some that the premise of this policy conflicts with the proposed level of development required in Exeter.

### 8.11 **NE4: Green infrastructure**

Green Infrastructure is a network of multi-functional green and blue spaces and other natural features which is capable of delivering a wide range of environmental, economic, health and wellbeing benefits. Policy NE4 seeks to ensure that

development takes a positive approach to protection, enhancement and delivery of green infrastructure.

- 8.12 Of the 28 responses received regarding 'initial feelings' about policy NE4: Green infrastructure, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 22% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A43.



Graph A43: 'initial feelings' to policy NE4: Green infrastructure

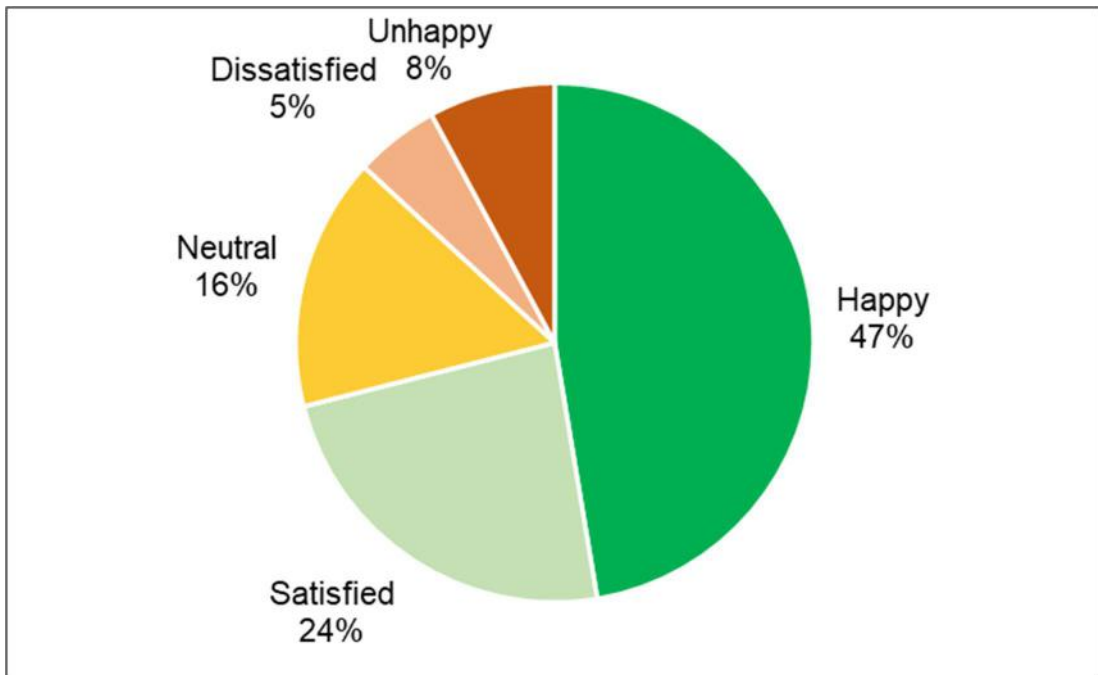
- 8.13 23 detailed comments were provided on policy NE4. These outline general support for the policy's intention to protect and enhance green infrastructure. Suggestions include greater heritage consideration in terms of green infrastructure, ensuring links extend beyond the city, greater inclusion of blue (water) infrastructure and for the timely delivery of green infrastructure ahead of occupation. A number of local concerns were raised, predominantly with reference to specific areas of the city and past development.

8.14 **NE5: Green circle**

The Exeter Green Circle is a twelve mile walk that provides a great walking experience within the boundaries of Exeter, providing people with access to nature-rich, beautiful places and encouraging active and healthy lives. It is therefore important that development protects this important city asset which policy NE5 seeks to do.

- 8.15 Of the 23 responses received regarding 'initial feelings' about policy NE5: Green circle, 71% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 13% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A44.





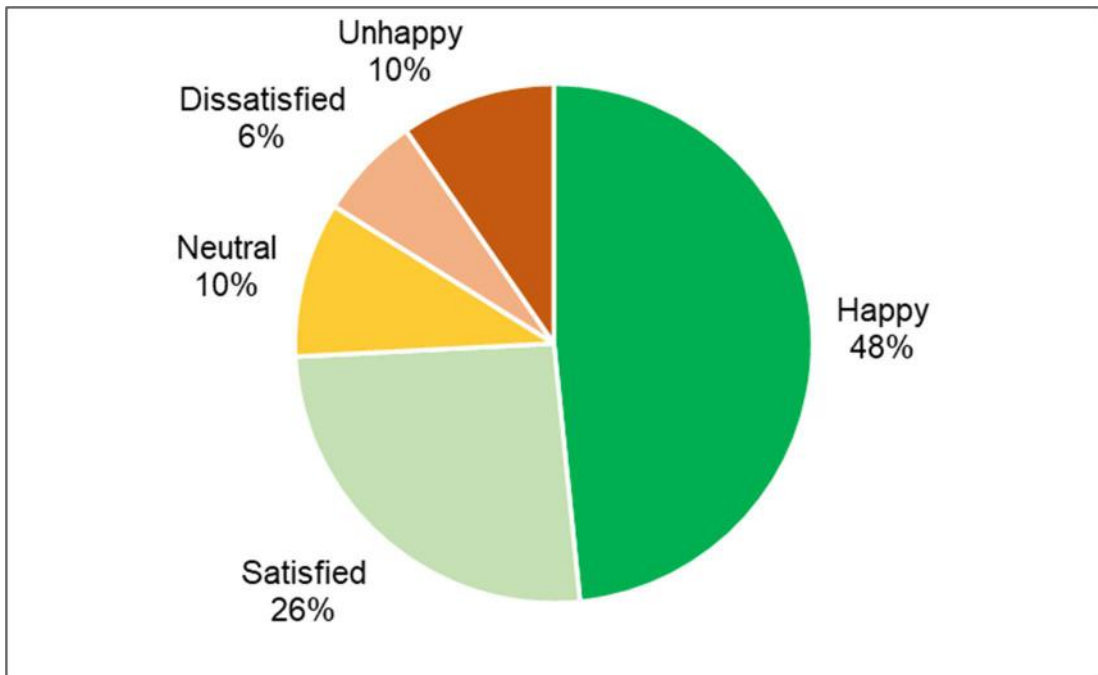
Graph A44: 'initial feelings' to policy NE5: Green circle

8.16 27 detailed comments were provided on policy NE5. Comments included a significant degree of support for the protection and enhancement of the Green Circle. Some queried the wording of the policy and subsequent implications of the wording. Several suggestions were made for further improvement of the green circle, including the need for improved access for a variety of users including disabled groups, cyclists, hand-cyclists and pushchairs, the potential for extensions, smaller loops and links to other public rights of way and the need for improved signage and facilities on the route.

8.17 **NE6: Urban greening factor**

The pressures of development and the impact of climate change will be likely to put increased pressure on green spaces, the natural environment and ecosystems. In response to this, through policy NE6, the City Council is proposing to introduce a requirement for all major development to increase the level of greening in urban environments through requiring the inclusion on an Urban Greening Factor calculation. This is a Natural England generated measurement of the greenery proposed within planning applications and includes all forms of vegetation including trees, parks, gardens and green roofs.

8.18 Of the 26 responses received regarding 'initial feelings' about policy NE6: Urban greening factor, 74% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 16% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A45.



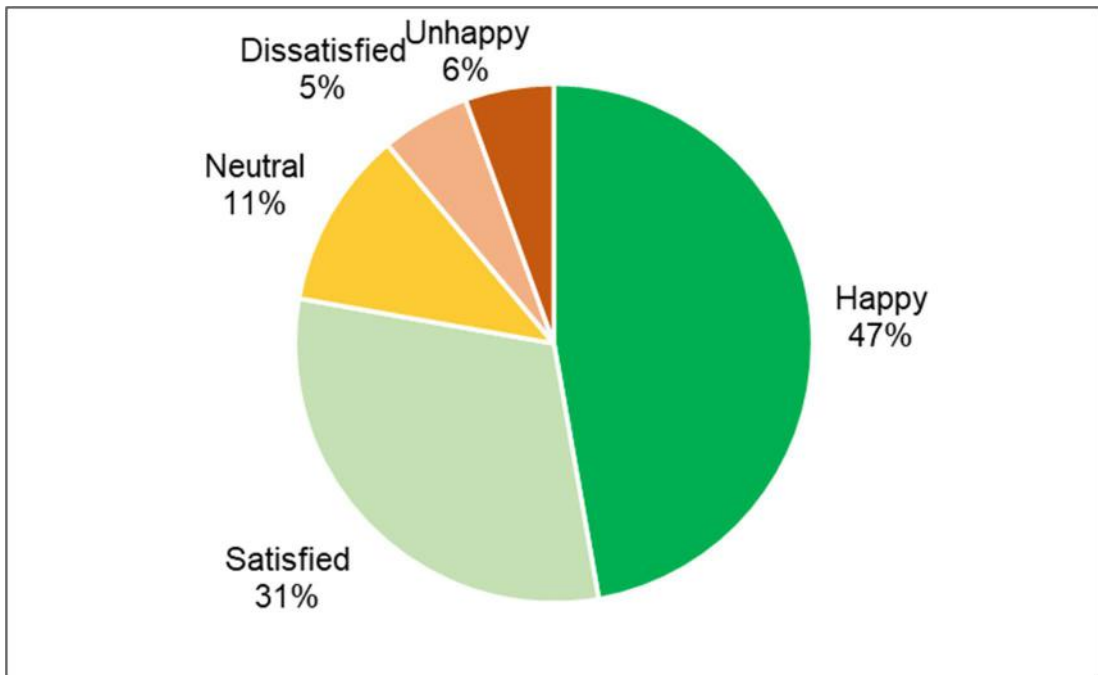
Graph A45: 'initial feelings' to policy NE6: Urban greening factor

8.19 23 detailed comments were provided on policy NE6. Many comments express support for the policy, however alongside these are concerns about implementation of the urban greening factor, whether the standards are high enough, potential impacts on viability and the generation of an additional layer of bureaucracy. Some also queried how this aligns with Biodiversity Net Gain.

8.20 **NE7: Urban tree canopy cover**

Trees provide an enormous benefit to people and wildlife, helping to improve health and wellbeing, providing biodiversity habitats and recreational opportunities, preventing flooding, reducing the impact of climate change and improving air and water quality. The City Council has set a local target to increase tree cover in the city over the next 20 years. Policy NE7 seeks to ensure that new developments contribute towards meeting this target.

8.21 Of the 34 responses received regarding 'initial feelings' about policy NE7: Urban tree canopy cover, 78% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 11% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A46.



Graph A46: 'initial feelings' to policy NE7: Urban tree canopy cover

- 8.22 28 detailed comments were provided on policy NE7. Many comments emphasise the importance of urban tree canopy expansion and support for this policy. Suggestions for policy improvement include ensuring tree planting does not harm heritage assets, more guidance on tree species selection, flexibility for cases when tree retention may be more advantageous than planting and ensuring shade provision. Concerns include whether the targets can be achieved, maintenance, alignment with Biodiversity Net Gain and previous tree removal across the city including that associated with development.

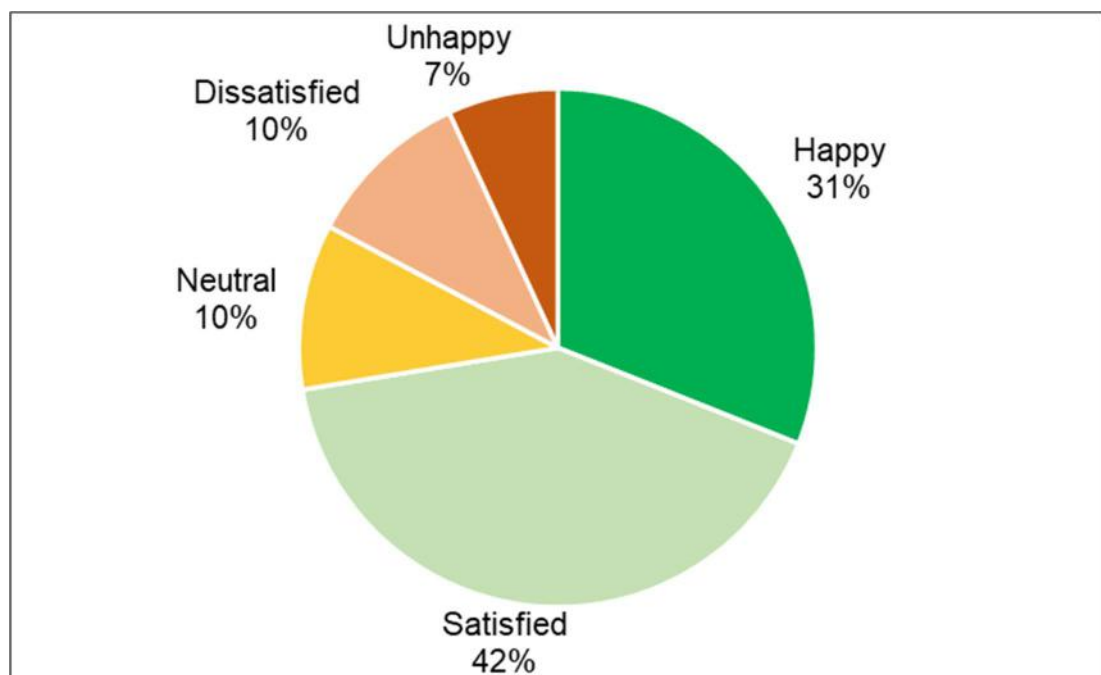
## 9 History and heritage

9.1 Three history and heritage policies were included in the full draft Exeter Plan. These policies seek to conserve and enhance the city's unique historic character by promoting development that complements and celebrates the city's heritage, identity and culture.

### 9.2 HH1: Conserving and enhancing heritage assets

New development can raise challenges for Exeter's rich historic environment but also provides an opportunity to protect and enhance Exeter's historic assets whilst exploring the cultural links and celebrating the contribution of heritage to attractiveness the city. Policy HH1 requires development to make positive contributions to the historic environment and identity of the city and sets out key considerations for development affecting heritage assets in Exeter.

9.3 Of the 31 responses received regarding 'initial feelings' about policy HH1: Conserving and enhancing heritage assets, 73% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 17% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A47.



Graph A47: 'initial feelings' to policy HH1: Conserving and enhancing heritage assets

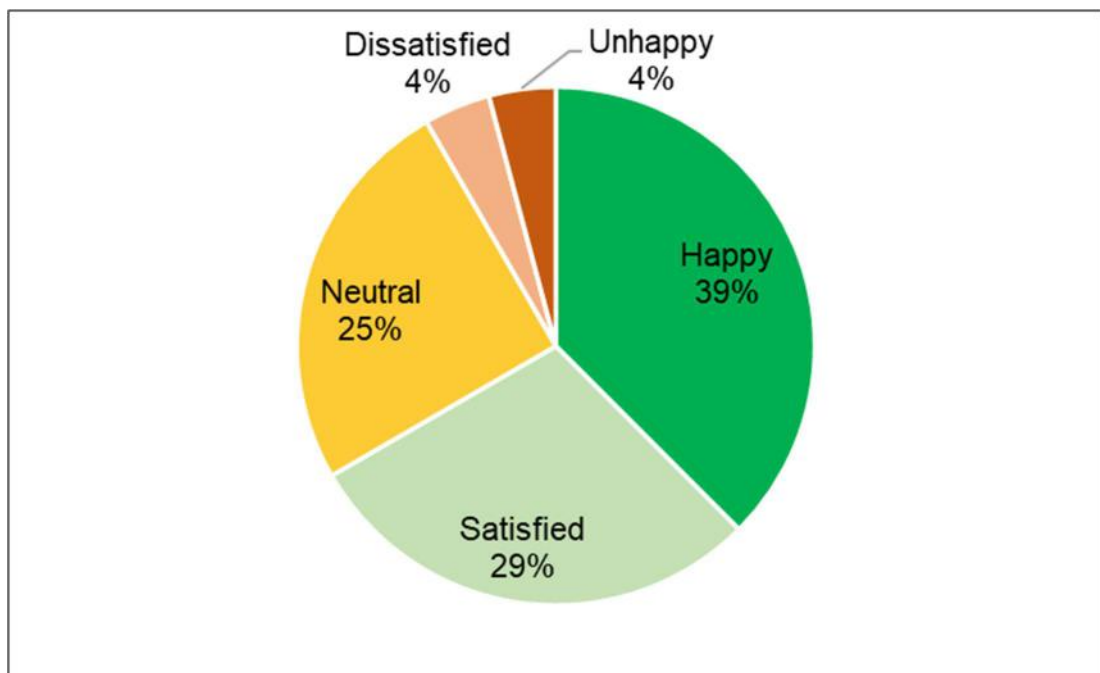
9.4 21 detailed comments were provided on policy HH1. These include support for the efforts being made to conserve and enhance Exeter's heritage assets. Suggestions for improvements include the potential to strengthen policy wording, support additional access to heritage assets, ensure more proactive conservation efforts and greater investment, provide the same protection to historic assets as that provided to the natural environment and include specific reference to the historic quay and canal in the policy. Concerns are expressed about the potential harm from development, the need for stronger protection from inappropriate proposals and neglect and decay.

Some also considered that this policy conflicts with other policies and site proposals within the Exeter Plan.

**9.5 HH2: Heritage assets and climate change**

Historic buildings can positively contribute towards reducing carbon emissions through sensitive and sympathetic adaptations that secure their retention and conserve the design and special significance of the heritage asset. This approach is set out in Policy HH2.

9.6 Of the 16 responses received regarding 'initial feelings' about policy HH2: Heritage assets and climate change, 68% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 8% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A48.



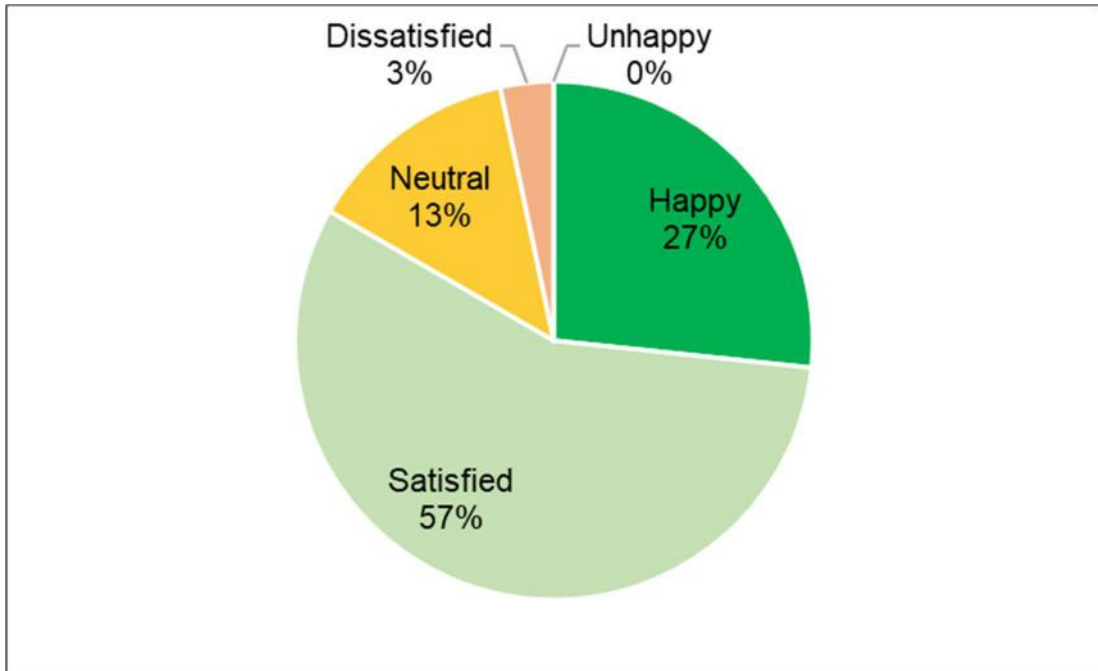
Graph A48: 'initial feelings' to policy HH2: Heritage assets and climate change

9.7 16 detailed comments were provided on policy HH2. Comments generally present positive responses to the policy with support for sustainable innovation and the potential to foster positive change, with notable emphasis on the importance of preserving and renovating historic buildings. Other comments refer to the need for differentiation in the carbon requirements of historic buildings based on significance and designation of the asset and proposal detail. A mix of views are expressed regarding the balance between climate change and heritage preservation and whether the policy allows for enough adaptation of historic buildings or offers the required degree of heritage protection.

**9.8 HH3: Conserving and enhancing Exeter City Walls**

Policy HH3 recognises the importance of the Exeter City Walls scheduled monument and sets out the intention to seek ways to secure funding to support a programme of works to conserve, repair, maintain and enhance the Walls and improve public access and their visibility.

9.9 Of the 23 responses received regarding 'initial feelings' about policy HH3: Conserving and enhancing Exeter City Walls, 84% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 3% were 'dissatisfied' and no one 'unhappy'. Full results are presented in graph A49.



Graph A49: 'initial feelings' to policy HH3: Conserving and enhancing Exeter City Walls

9.10 25 detailed comments were provided on policy HH3. These largely reflected the high level of support expressed in the 'initial feeling' responses in terms of the policy's objectives and the importance of conserving and enhancing the Exeter City Walls. Concerns include the implementation of the policy, perceived neglect, the lack of a maintenance programme and the potential for proposed development to negatively affect the Walls, particularly referencing the potential height of development. Other responses specify additional heritage assets that respondents consider of equal importance and worthy of equivalent policy recognition.

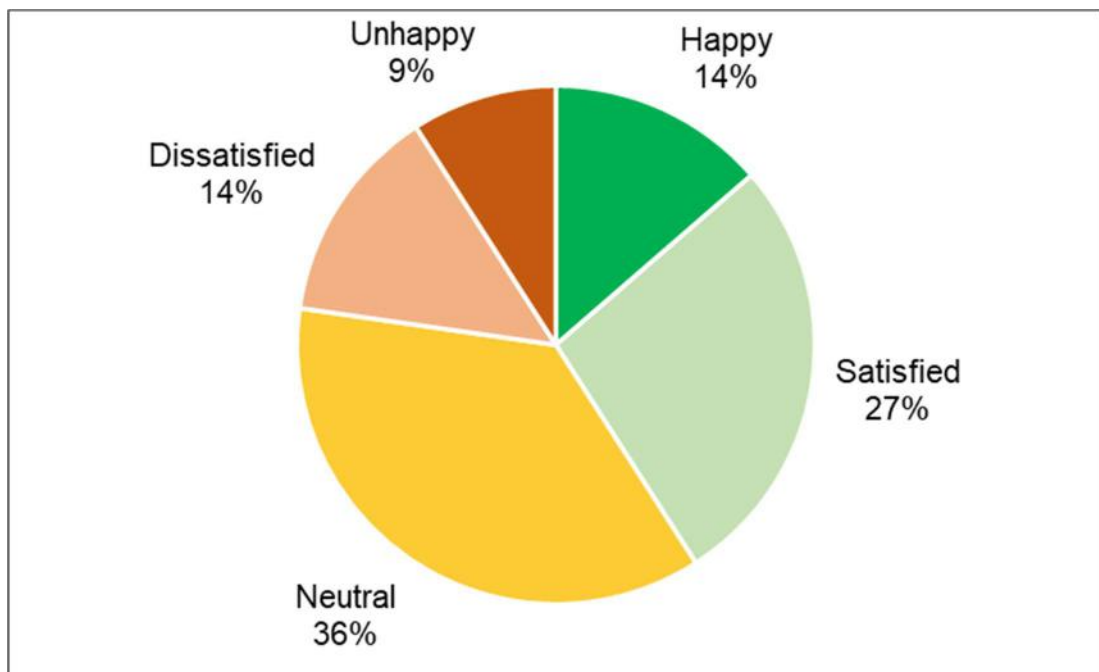
## 10 Culture and tourism

10.1 Two culture and tourism policies were included in the full draft Exeter Plan. These seek to explore, enhance and celebrate the cultural richness of the city and its profile as a prominent tourist destination.

### 10.2 C1: Protecting and enhancing cultural and tourism facilities

Enhancing Exeter's cultural offering will be key to the city's future success, building the sense of place and belonging in the city. Policy C1 seeks to protect the many cultural and tourist facilities found in Exeter and support appropriate development proposals that enhance Exeter's cultural and tourist profile and identity.

10.3 Of the 22 responses received regarding 'initial feelings' about policy C1: Protecting and enhancing cultural and tourism facilities, 41% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy, 36% were neutral and 23% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A50.



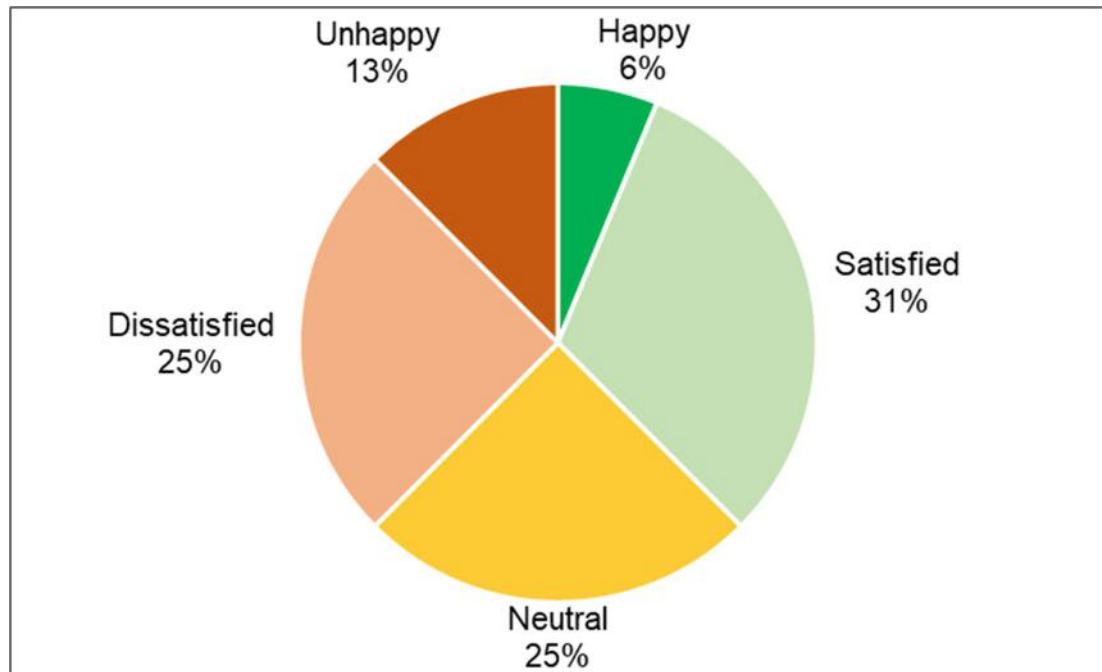
Graph A50: 'initial feelings' to policy C1: Protecting and enhancing cultural and tourism facilities

10.4 27 detailed comments were provided on policy C1. Some responses express satisfaction with the recognition of Exeter's cultural heritage and the importance of preserving it, whereas others express dissatisfaction with the lack of ambition in the policy. Concerns include the omission of references to the cultural value of parks, open spaces and waterway tourism, the need to improve the accessibility of venues and facilities, the lack of coach parking in the city and aspirations for a large theatre / multifunctional venue.

10.5 **C2: Development and cultural provision**

Policy C2 sets out the expectation for large scale development to contribute to and reflect local culture through, for example, providing high quality, creative public spaces, cultural projects and public art. The cultural contribution should be identified through engaging with local communities.

10.6 Of the 16 responses received regarding 'initial feelings' about policy C2: Development and cultural provision, 37% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 38% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A51.



Graph A51: 'initial feelings' to policy C2: Development and cultural provision

10.7 14 detailed comments were provided on policy C2. Some respondents express satisfaction with aspects of the policy, such as its emphasis on reflecting local identity and supporting cultural development. Others question how the policy will achieve engagement with local communities and contribute to cultural development effectively.



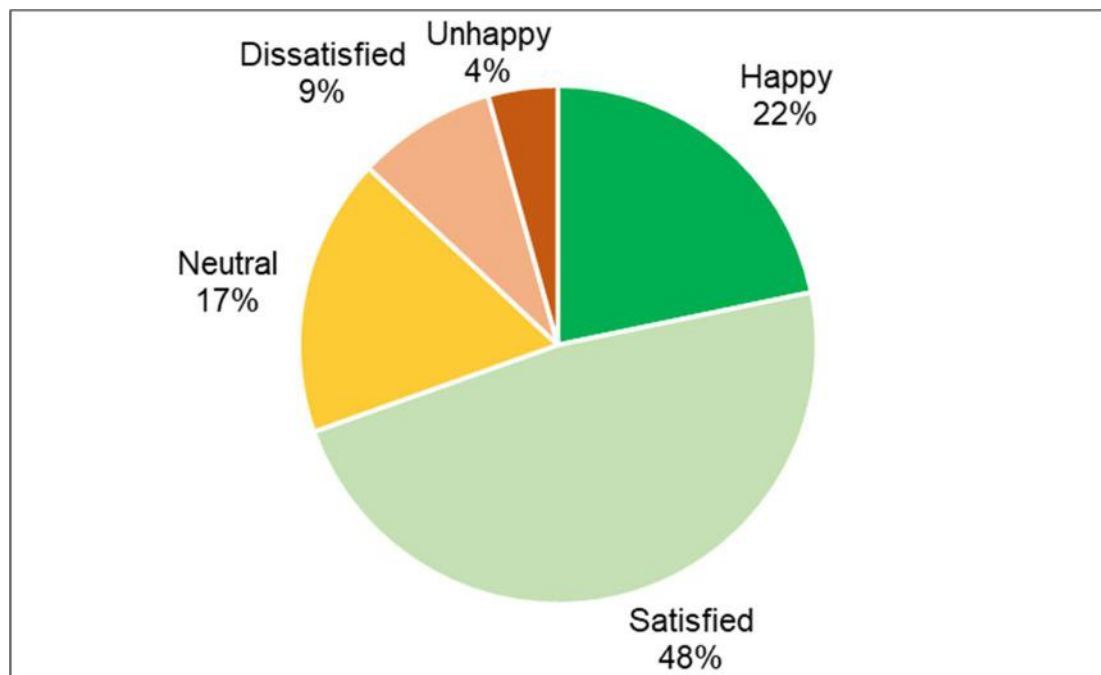
## 11 High quality places and design

11.1 Two design policies were included in the full draft Exeter Plan. These seek to deliver the development we need in high quality, liveable, connected places. The quality of the places in which we live and work is fundamental to the success of the city, the wellbeing of our communities and the beauty of our environment.

### 11.2 D1: Design principles

Policy D1 sets clear design principles for development and will ensure that planning permission will not be granted for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.

11.3 Of the 23 responses received regarding 'initial feelings' about policy D1: Design principles, 70% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 13% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A52.



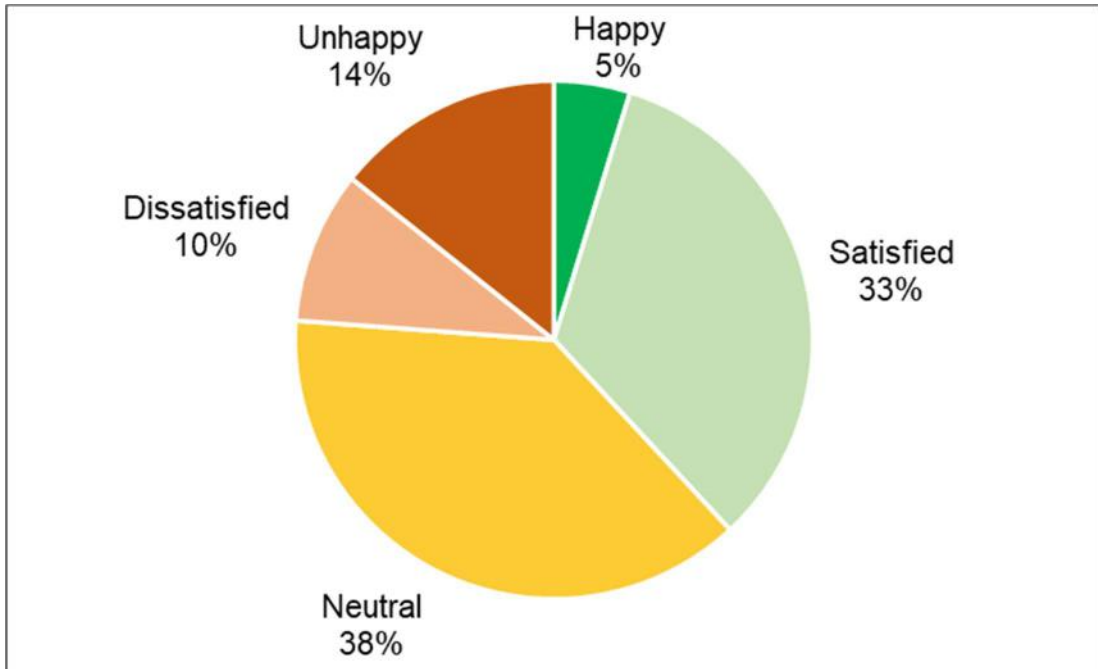
Graph A52: 'initial feelings' to policy D1: Design principles

11.4 38 detailed comments were provided on policy D1. Generally, the intention of the policy is welcomed however others raised concerns of potential conflict with other Exeter Plan policies and proposals, particularly high density development, wildlife preservation and provision of green spaces and public spaces in development. Preservation of historic buildings, promotion of sustainable development, and advocacy for active design principles were also highlighted.

### 11.5 D2: Advertisements

Policy D2 sets out the conditions that are required for planning applications for advertisements to be supported, including avoiding harm to amenity or public safety.

- 11.6 Of the 21 responses received regarding 'initial feelings' about policy D2: Advertisements, 38% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy, 38% were neutral and 19% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A53.



Graph A53: 'initial feelings' to policy D2: Advertisements

- 11.7 12 detailed comments were provided on policy D2. While some express satisfaction with the policy's recognition of historic environments, others advocate for stronger measures to limit advertising, particularly digital advertisements due to concerns about environmental pollution and distraction. Others were concerned about the perceived fundamental aim of advertising to encourage consumption.

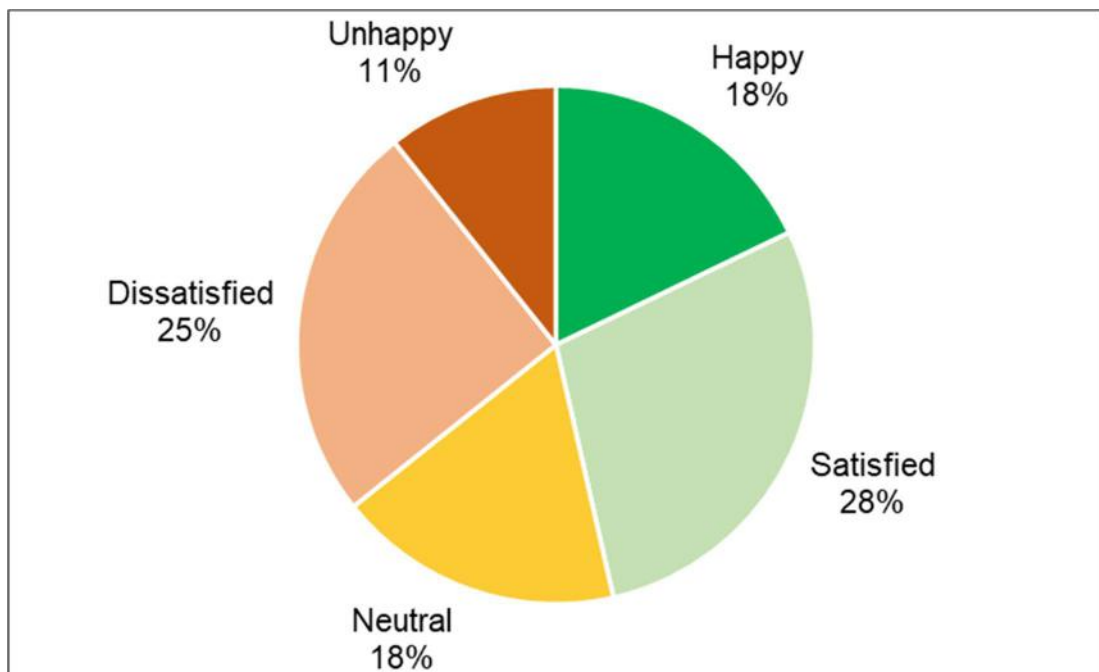
## 12 Health and wellbeing

12.1 Two health and wellbeing policies were included in the full draft Exeter Plan. These seek to promote inclusive development which supports communities in becoming healthier and more active.

### 12.2 HW1: Health and wellbeing

Policy H1 requires development proposals to consider a number of key health and wellbeing priorities including promoting community inclusion, encouraging safe and healthy neighbourhoods, promoting active lifestyles enhancing nature, providing quality housing, supporting job creation, improvements in air quality and the delivery of the health infrastructure we need.

12.3 Of the 28 responses received regarding 'initial feelings' about policy HW1: Health and wellbeing, 46% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 36% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A54.



Graph A54: 'initial feelings' to policy HW1: Health and wellbeing

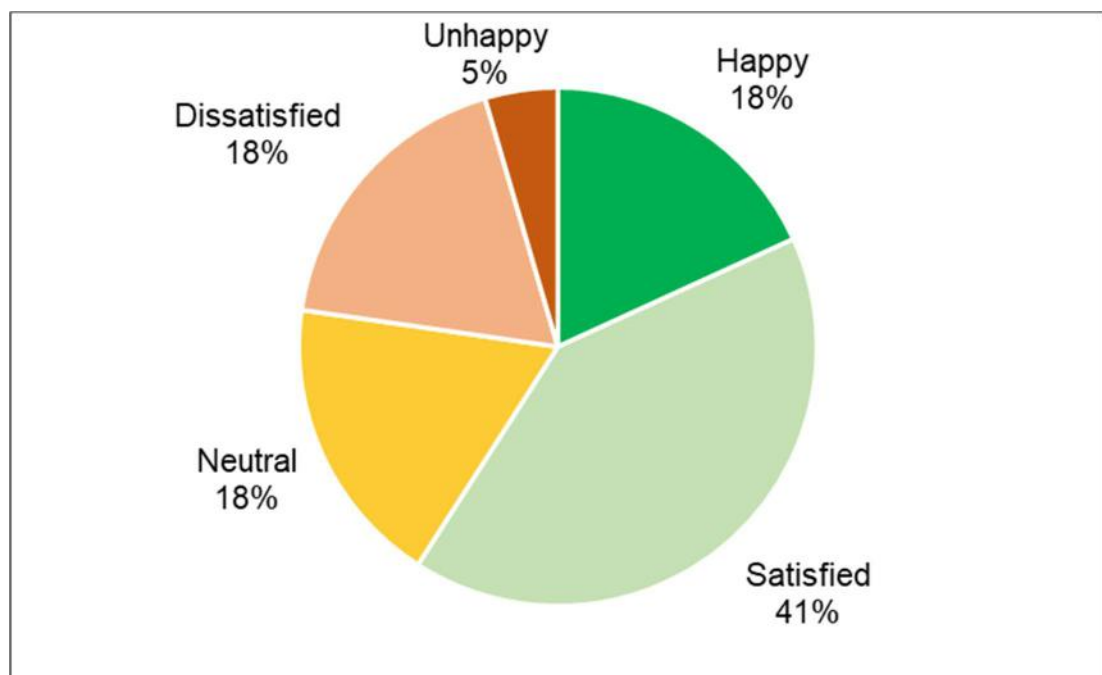
12.4 35 detailed comments were provided on policy HW1. The comments expressed a notable level of support for the policy objective. However, some feel that development has already negatively affected infrastructure and services (health provision and schools in particular), traffic, green spaces, wildlife corridors and the environment. These are considered as key to supporting communities and health and wellbeing and there is concern about their capacity to provide necessary support with future development placing further pressure. The importance of developer contributions towards necessary infrastructure, services and facilities was raised. Other concerns include the need for greater consideration of the historic environment's contribution to health and wellbeing, the importance of provision and maintenance of community use sports facilities and the potential negative impacts of

active travel proposals for some members of the community including vulnerable and disabled groups in terms of exclusion and social isolation. Some responses identified the need for further engagement with disability groups to understand accessibility requirements and the importance of community engagement in meeting health and wellbeing objectives.

**12.5 HW2: Pollution and contaminated land**

Development has the potential to result in pollution to air, water or land either through release of pollutants during construction or operation, or by disturbance of historical contamination. Development can also be adversely affected by pollution. Policy HW2 requires development proposals to mitigate and reduce adverse pollution resulting from construction and operational phases of development and to make contaminated land suitable for the proposed use.

12.6 Of the 22 responses received regarding 'initial feelings' about policy HW2: Pollution and contaminated land, 59% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 23% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A55.



Graph A55: 'initial feelings' to policy HW2: Pollution and contaminated land

12.7 20 detailed comments were provided on policy HW2. These included support for the overall intent of the policy with suggestions for greater consideration of light and noise pollution, more stringent control of air pollution levels and monitoring. Other queries related to the means for determining 'acceptable' levels and potential viability implications.

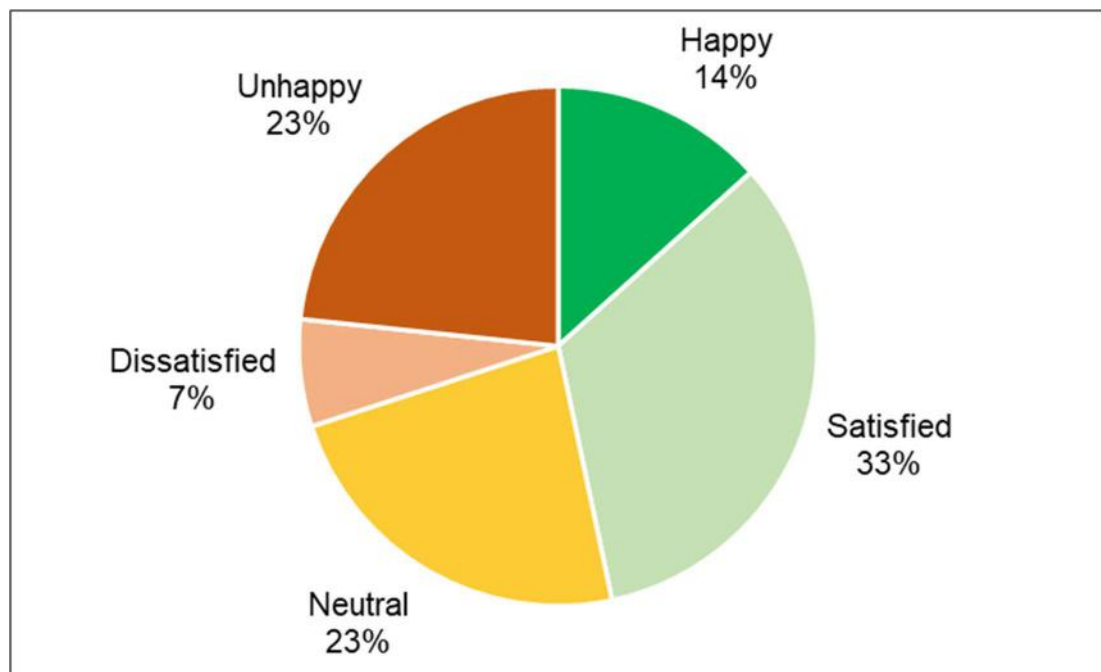
### 13 Infrastructure and facilities

13.1 Six infrastructure and facilities policies were included in the full draft Exeter Plan. These seek to plan for new infrastructure and facilities at the right time and in the right places and protect existing services that play an essential role in the lives of our residents.

#### 13.2 IC1: Delivery of infrastructure

Policy IC1 sets out the approach to delivering new infrastructure in the city. An infrastructure delivery plan is being prepared to go alongside the Exeter Plan and a draft version accompanied this consultation. In addition, more detail about the specific infrastructure and community facilities required to go alongside the various development proposals was included in the draft site allocation policies.

13.3 Of the 30 responses received regarding 'initial feelings' about policy IC1: Delivery of infrastructure, 47% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 30% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A56.



Graph A56: 'initial feelings' to policy IC1: Delivery of infrastructure

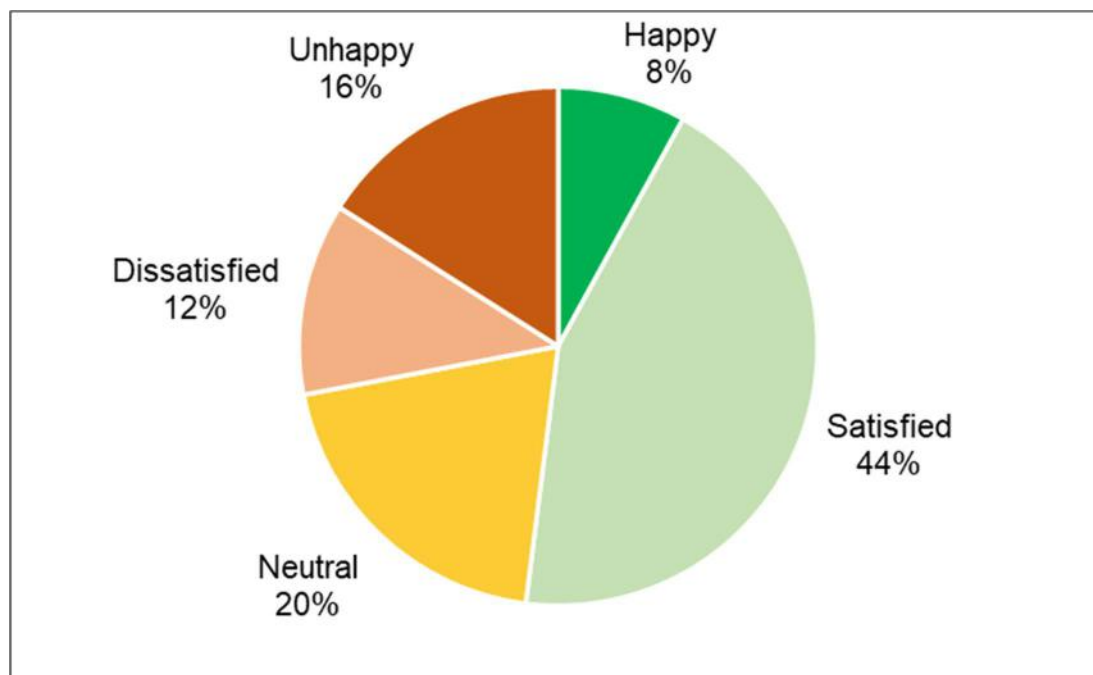
13.4 30 detailed comments were provided on policy IC1. These often reiterated the importance of delivering a wide range of necessary infrastructure alongside housing and that this should be delivered as early as possible in the development process. The existing pressures on current infrastructure and services was often mentioned as was the essential need for cross boundary planning for many issues.

#### 13.5 IC2: Viability

Policy IC2 explains the approach that will be taken to considering the viability of development. The policy indicates potential viability changes which may be

considered reasonable in discussions over what infrastructure and affordable housing could be provided by the development.

- 13.6 Of the 25 responses received regarding 'initial feelings' about policy IC2: Viability, 52% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 28% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A57.



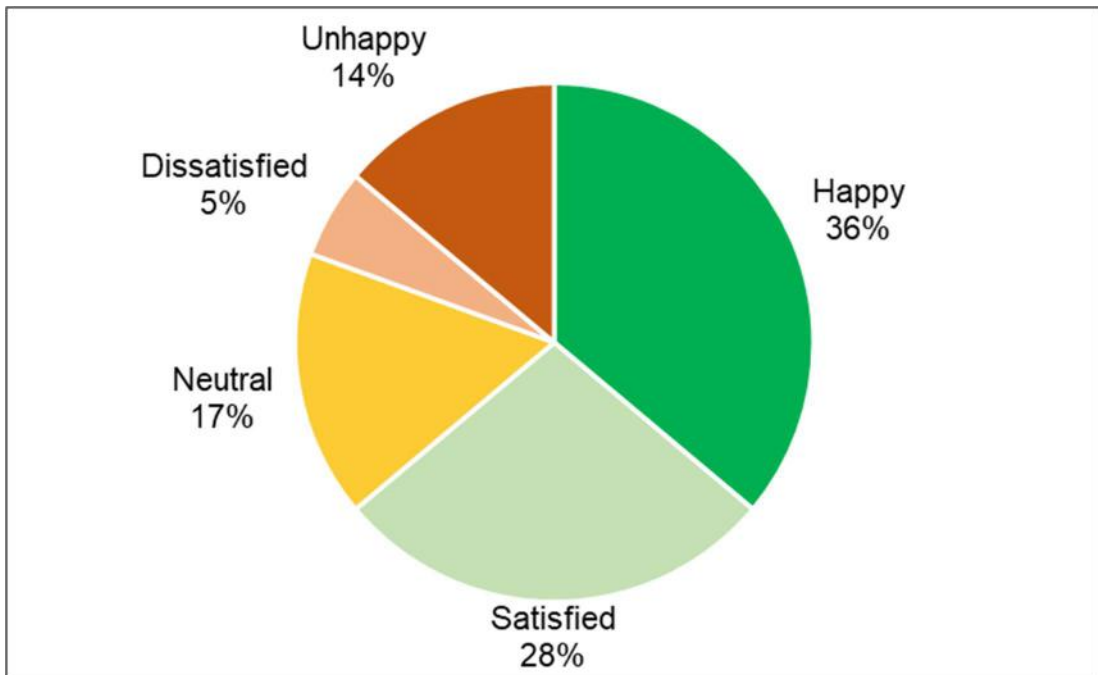
Graph A57: 'initial feelings' to policy IC2: Viability

- 13.7 14 detailed comments were provided on policy IC2. A mix of views came across in these comments including the implications of viability testing and the extent to which this could undermine the aspiration of many other policies within the plan, particularly the delivery of affordable and other types of housing. Other comments refer to processes and details relating to the timing of sites coming forward, site specifics and the importance of maintaining viable developments.

13.8 **IC3: Community facilities**

Policy IC3 sets out the approach for the protection of existing, and delivery of new, community facilities in the city.

- 13.9 Of the 36 responses received regarding 'initial feelings' about policy IC3: Community facilities, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 19% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A58.



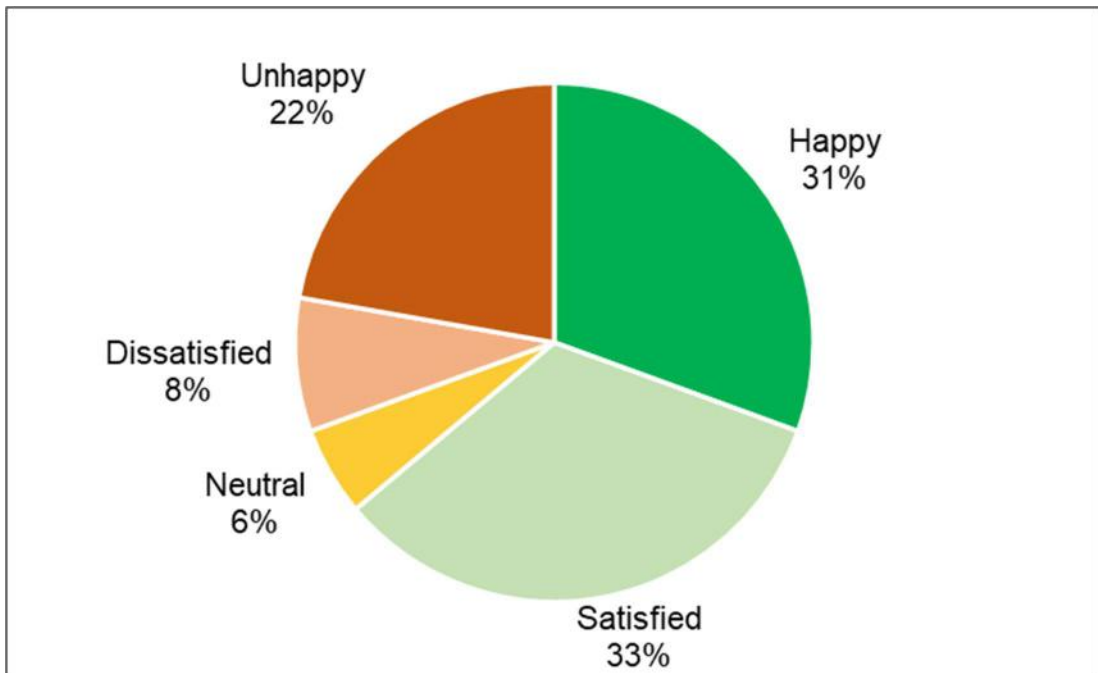
Graph A58: 'initial feelings' to policy IC3: Community facilities

13.10 44 detailed comments were provided on policy IC3. Many respondents advocate for inclusive and accessible community facilities, stressing the need for amenities that cater for diverse groups and promote public health. Some mention the need for greater consideration of users in locating facilities, particularly sport facilities. While some suggest the policy should offer greater protection to community facilities, others advocate greater flexibility for redevelopment when appropriate. A number of comments relate to specifics regarding Mount Radford Lawn.

**13.11 IC4: Sport, recreation and allotment space in new development**

Policy IC4 requires proposals for residential development to provide a range of publicly accessible open space such as sport, recreation and allotment space. Play areas are considered separately in policy IC5.

13.12 Of the 36 responses received regarding 'initial feelings' about policy IC4: Sport, recreation and allotment space in new development, 64% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 30% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A59.



Graph A59: 'initial feelings' to policy IC4: Sport, recreation and allotment space in new development

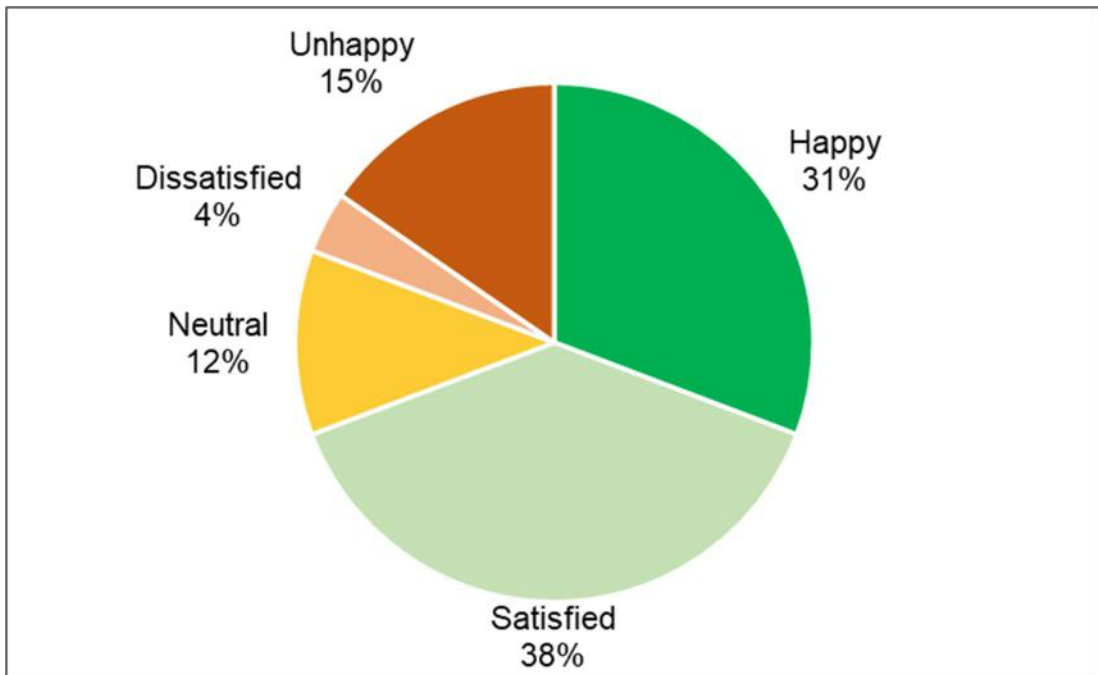
13.13 42 detailed comments were provided on policy IC4. Many support the aims of the policy and desire to improve sport, recreation and allotment spaces and the alignment of this with other City Council aims. However, many also consider there is a great deal to be done to improve the volume, range, quality, and maintenance of such spaces in Exeter. The inclusivity and accessibility of these spaces is also raised. A number of comments relate specifically to Mount Radford Lawn.

**13.14 IC5: Play areas in new development**

Policy IC5 requires proposals for larger residential development to contribute to improving play area provision.

13.15 Of the 26 responses received regarding 'initial feelings' about policy IC5: Play areas in new development, 69% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy. 19% were 'unhappy' or 'dissatisfied'. Full results are presented in graph A60.





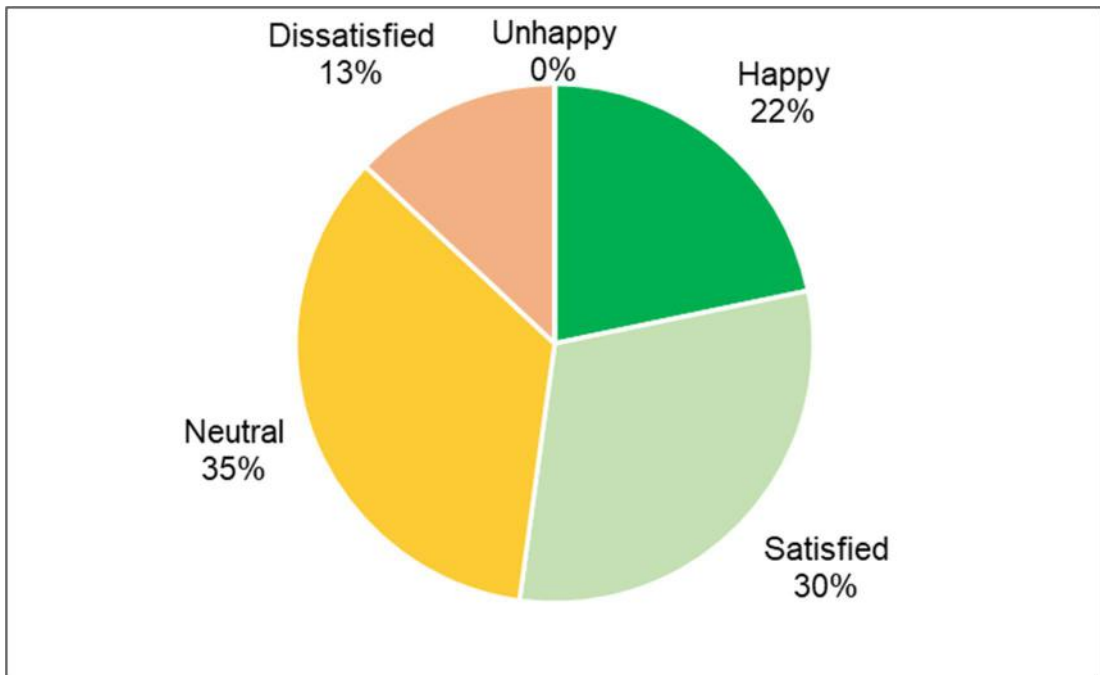
Graph A60: 'initial feelings' to policy IC5: Play areas in new development

13.16 13 detailed comments were provided on policy IC5. Overall, these expressed broad support for the policy. Predominant themes in the comments raised the importance of inclusive and accessible play spaces and the timely completion of play areas. Concern was raised regarding the protection of community spaces and the focus solely on children's play areas, with suggestions for broader considerations such as adult facilities and wider safety within the built environment.

13.17 **IC6: New cemetery provision**

Cemetery provision in Exeter is nearing capacity. Policy IC6 sets out criteria that must be met in order for proposals for additional cemetery provision to be supported in the city.

13.18 Of the 23 responses received regarding 'initial feelings' about policy IC6: New cemetery provision, 52% of the responses suggest support for the policy in identifying feeling 'satisfied' or 'happy' with the policy, 35% were 'neutral', 13% were 'dissatisfied' and no one 'unhappy'. Full results are presented in graph A61.



Graph A61: 'initial feelings' to policy IC6: New cemetery provision

13.19 7 detailed comments were provided on policy IC6. While there is support for new cemetery provision, alternative burial methods with a lower environmental impact were also advocated. In addition, comments expressed the need to prevent the loss of allotment land and to locate cemeteries to avoid or minimise environmental, watercourse or heritage harm.

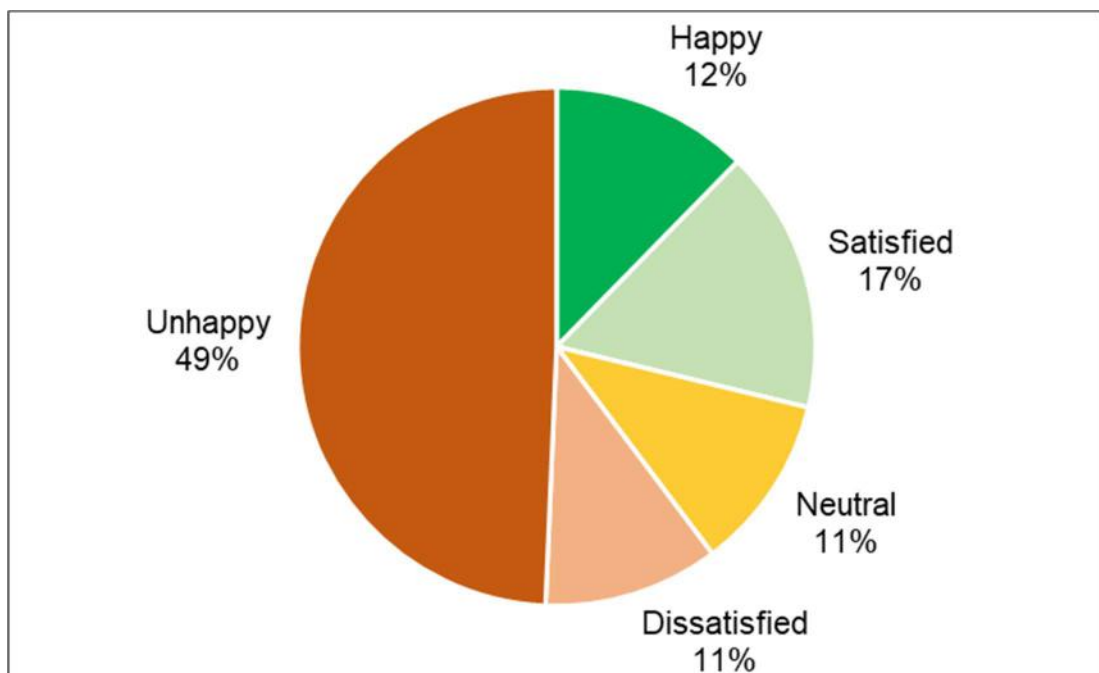
## APPENDIX B: Site comments

### 1 Overview

- 1.1 This section outlines respondents' 'initial feelings' about each proposed site included in the Exeter Plan full draft and provides summaries of comments received.
- 1.2 The summaries included in this section provide a general overview of public reaction to the proposed sites. Responses to comments are not provided in this report. All comments received during consultation will be considered in drafting the next version of the Exeter Plan.

### 2 Marsh Barton

- 2.1 Marsh Barton was the largest strategic site (in terms of area) proposed for allocation in the full draft Exeter Plan for mixed-use development. Located between Alphington Road and the Great West Mainline railway in the southwest of the city, it was presented to provide high quality, mixed-use development in phases up to the end of the plan period and beyond. The site is brownfield and currently contains a variety of uses. It is included in the Liveable Exeter initiative.
- 2.2 Of the 73 responses received regarding 'initial feelings' about Marsh Barton, 29% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 60% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B1.
- 2.3 Marsh Barton was consulted on in the outline draft. The support expressed in the full draft is lower than the outline draft and the percentage of those dissatisfied in the full draft greater. (Outline draft: 43% selected 'satisfied' or 'happy' and 31% selected feeling 'dissatisfied' or 'unhappy').

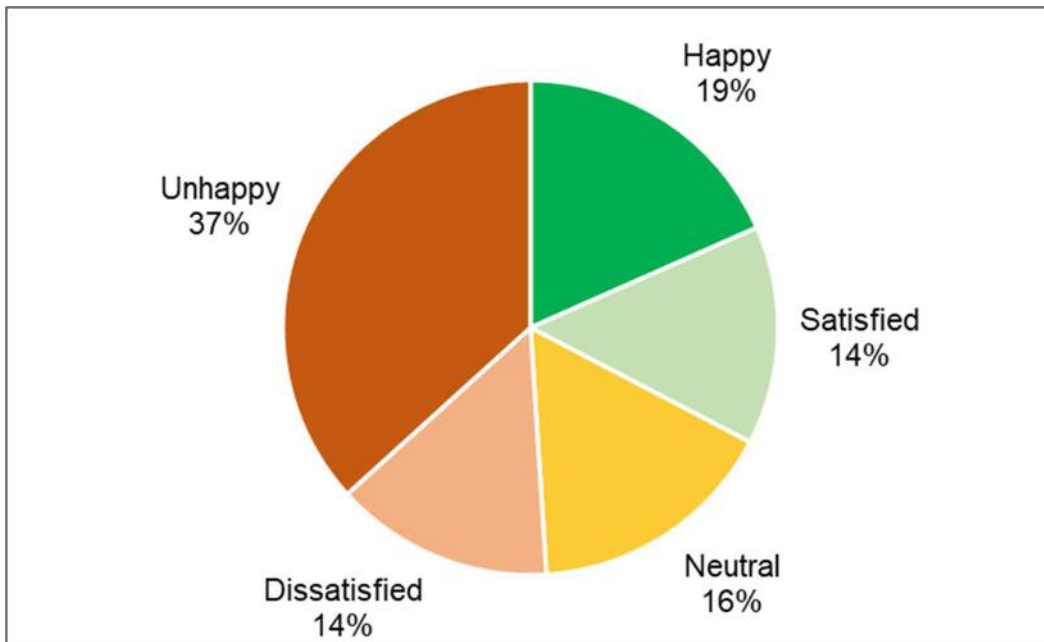


Graph B1: 'initial feelings' to Marsh Barton

- 2.4 57 detailed comments were provided on Marsh Barton. It was the second highest response rate of all proposed sites. Comments convey a mix of opinion leaning towards the negative side. While some perceive the potential of the site to provide opportunities for positive redevelopment a greater number of comments raise concerns. These revolve around economic impact of the loss of jobs and employment land, flood risk and disruption to flood plains / water courses, potential pollution and land contamination, the need for greater understanding of feasibility and viability, the need for improved public transport options and community facilities ahead of residential development, the impact on traffic and infrastructure, scepticism about feasibility of implementing a low car development and perceived overdevelopment of the area.

### **3 Water Lane**

- 3.1 Water Lane is one of the largest strategic sites proposed for allocation in the Exeter Plan for mixed-use development. It is located between the Exeter Ship Canal and the Great Western Main Line railway. The site is brownfield and currently contains a variety of uses. The majority of the proposed Water Lane allocation is already identified for mixed-use, residential-led redevelopment in the Exeter Local Plan First Review (1995-2011). The site is also included in the Liveable Exeter initiative. The City Council proposes to roll this allocation forwards into the Exeter Plan and consulted on a Design Code for the area alongside the plan.
- 3.2 Of the 49 responses received regarding 'initial feelings' about Water Lane, 33% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 51% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B2.
- 3.3 Water Lane was consulted on in the outline draft. The support expressed in the full draft is less than the outline draft and the percentage of those dissatisfied in the full draft is also greater. (Outline draft: 39% selected 'satisfied' or 'happy' and 43% selected feeling 'dissatisfied' or 'unhappy').



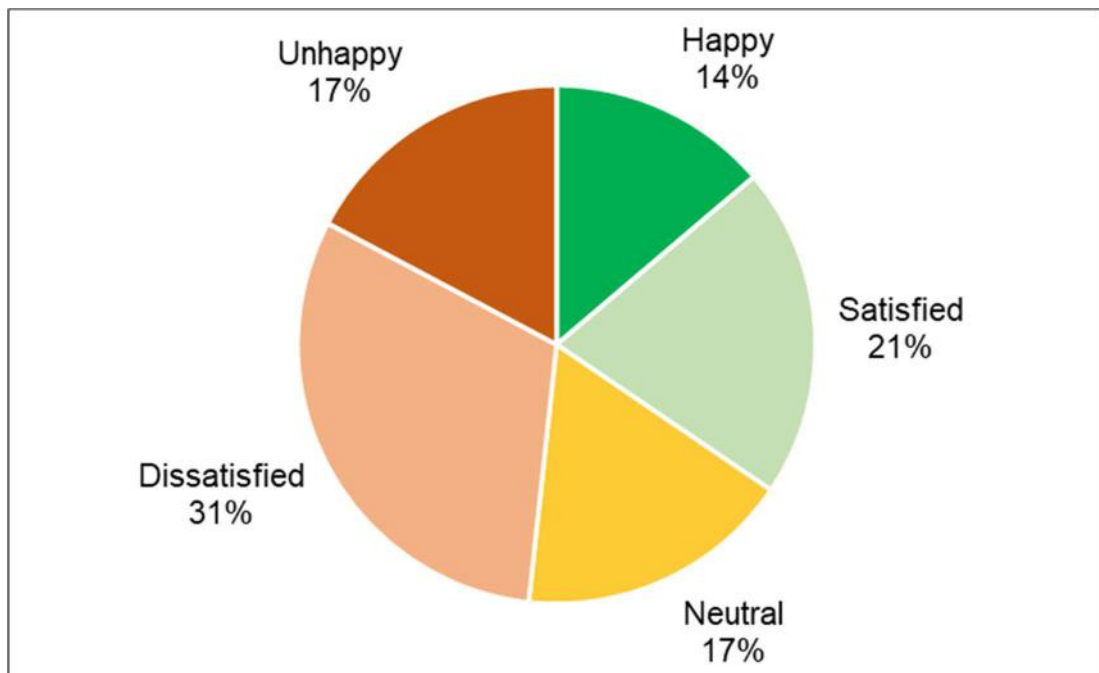
Graph B2: 'initial feelings' to Water Lane

- 3.4 53 detailed comments were provided on Water Lane. These express a mix of views. Concerns primarily revolve around the potential negative impacts of traffic, disruption to quality of life during and after construction, opposition to tall development altering the area's aesthetics and a strain on infrastructure and services such as parking and healthcare.
- 3.5 Some respondents also claim a lack of community consultation and viability assessment. However, there are also voices expressing support for the renewal of the site but with the need for sustainable design features plus the incorporation of other wildlife and environmental considerations into site and building design.

#### 4 Red Cow

- 4.1 Red Cow is a large strategic site proposed for allocation in the Exeter Plan for mixed-use development. It is located in the area of St David's railway station. The site is brownfield and currently contains various station buildings, surface car parks associated with the railway station, storage and industrial uses, student accommodation and shops. The site boundary has extended since the last consultation to include the student accommodation at Brunel Close. Part of the site is already allocated for mixed-use redevelopment in the Exeter Local Plan First Review (1995-2011). The site is also included in the Liveable Exeter initiative. The City Council proposes that the existing allocation should be extended in the Exeter Plan in order to maximise the site's potential.
- 4.2 Of the 29 responses received regarding 'initial feelings' about Red Cow, 35% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 48% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B3.

- 4.3 Red Cow was consulted on in the outline draft. The support expressed in the full draft is lower than the outline draft and the percentage of those dissatisfied in the full draft greater. (Outline draft: 45% selected feeling 'satisfied' or 'happy' and 37% selected feeling 'dissatisfied' or 'unhappy').

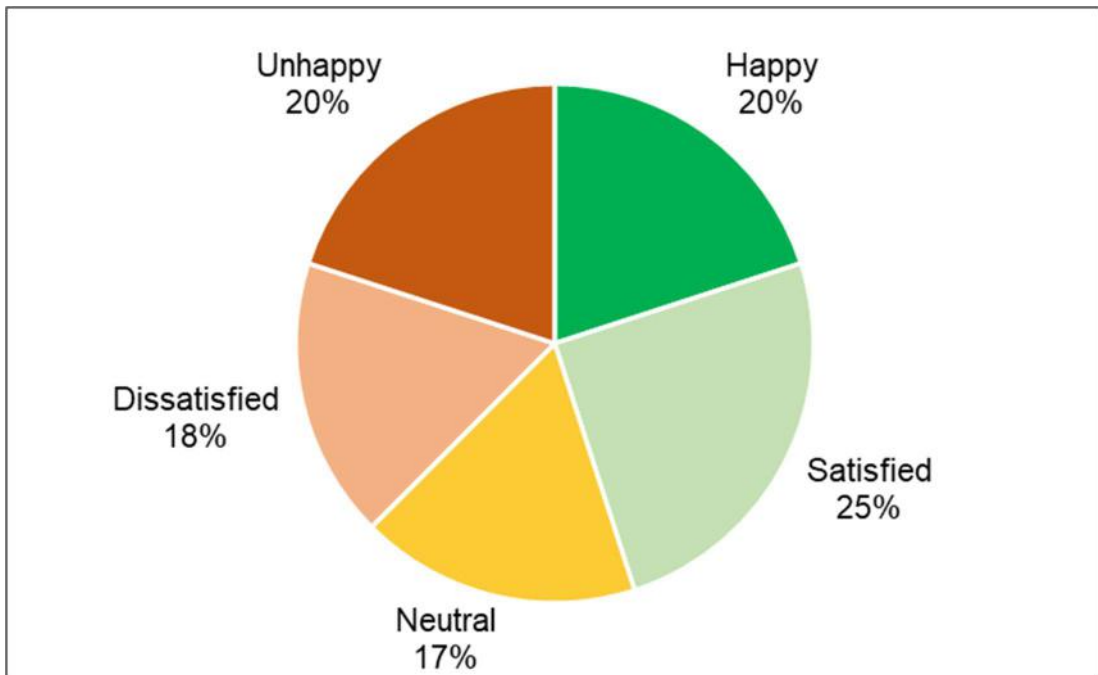


Graph B3: 'initial feelings' to Red Cow

- 4.4 31 detailed comments were provided on Red Cow. Some respondents express satisfaction with certain aspects such as the potential for positive redevelopment, improved sustainable transport connections and opportunity to deliver affordable housing. Others voice dissatisfaction and concerns about increased traffic, pollution, the proposed housing mix and density, heritage and archaeological impacts, parking, access to the railway station and underutilisation of opportunity to create green spaces and allotments.

## 5 North Gate

- 5.1 North Gate is a large strategic site proposed for allocation in the Exeter Plan for mixed-use development. It is located in the heart of the city centre. The site is brownfield and currently contains a variety of uses including retail units, restaurants, cafes and takeaways, small scale commercial uses, a public car park, leisure uses, housing and a number of important historic buildings.
- 5.2 Of the 40 responses received regarding 'initial feelings' about North Gate, 45% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 38% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B4.
- 5.3 North Gate was consulted on in the outline draft. The support expressed in the full draft is lower than the outline draft, and the percentage of those dissatisfied in the full draft greater. (Outline draft: 53% selected feeling 'satisfied' or 'happy' and 23% selected feeling 'dissatisfied' or 'unhappy').

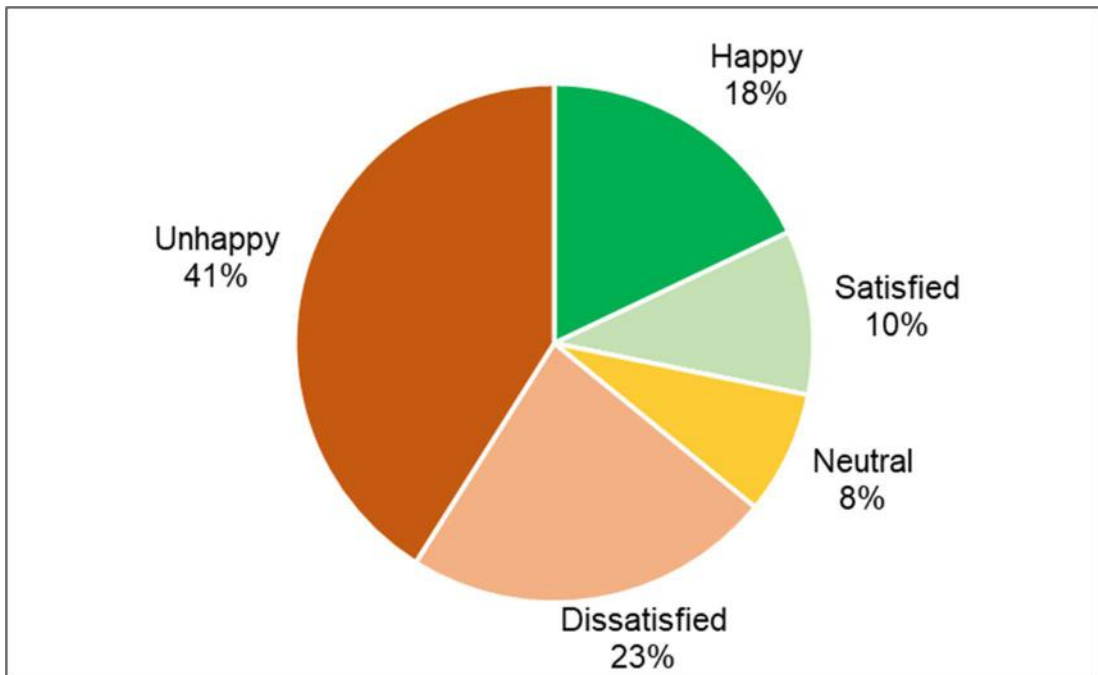


Graph B4: 'initial feelings' to North Gate

- 5.4 35 detailed comments were provided on North Gate. Concerns are raised about various aspects, including the potential loss of car parking without adequate public transport alternatives, the suitability of the site for residential use, access, and infrastructure issues. Additionally, the need for adequate affordable housing provision and thorough archaeological and heritage impact assessments are raised. However, some respondents express satisfaction with the opportunity to repurpose the area into a more inviting, pedestrian-friendly space.

## 6 South Gate

- 6.1 South Gate is a strategic site proposed for allocation in the Exeter Plan for mixed-use development and included in the Liveable Exeter initiative. It is located on the edge of the city centre and currently provides a surface car park. It provides opportunity to enhance the appearance of the area, provide better active travel links between the city centre and the quayside, consolidate highway space and deliver a significant number of new homes.
- 6.2 Of the 39 responses received regarding 'initial feelings' about South Gate, 28% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 64% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B5.
- 6.3 South Gate was consulted on in the outline draft. The support expressed in the full draft is lower than the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 58% selected feeling 'satisfied' or 'happy' and 27% selected feeling 'dissatisfied' or 'unhappy').



Graph B5: 'initial feelings' to South Gate

6.4 39 detailed comments were provided on South Gate. These reflect the general dissatisfaction expressed in the 'initial feeling' responses. Concerns were raised about the potential loss of car parking, increased traffic congestion, the impact on the historic environment, the suitability of the site for housing and the lack of consideration for infrastructure. Some respondents also express concerns about the potential disruption to traffic flows and the need for better public transport options, and the impact on elderly and disabled individuals. However, there are also some positive responses highlighting the importance of improving the area for pedestrians, cyclists, and residents, as well as the potential for positive transformation of the site. The need to address flood risk and undertake heritage and archaeology impact assessments, particularly in terms of height and density, was also raised.

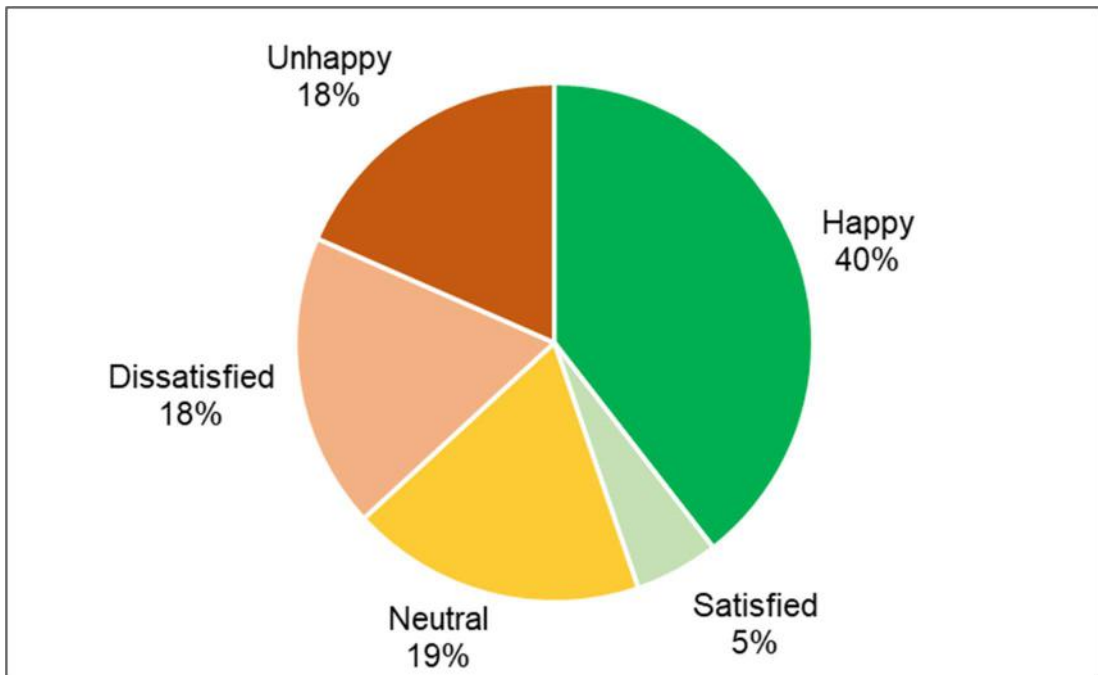
## 7 East Gate

7.1 East Gate is a large strategic site proposed for allocation in the Exeter Plan. Located centrally within the city, the site is brownfield and stretches from Sidwell Street, along Paris Street down to Heavitree Road. It currently contains a variety of uses including office, business and retail, residential, public car parking, the former bus station and former Pyramids Leisure Centre. It is included in the Liveable Exeter initiative.

7.2 Of the 38 responses received regarding 'initial feelings' about East Gate, 45% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 36% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B6.

7.3 East Gate was consulted on in the outline draft. The support expressed in the full draft is slightly lower than the outline draft and the percentage of those dissatisfied in the full draft is the same. (Outline draft: 51% selected feeling 'satisfied' or 'happy' and 36% selected feeling 'dissatisfied' or 'unhappy').





Graph B6: 'initial feelings' to East Gate

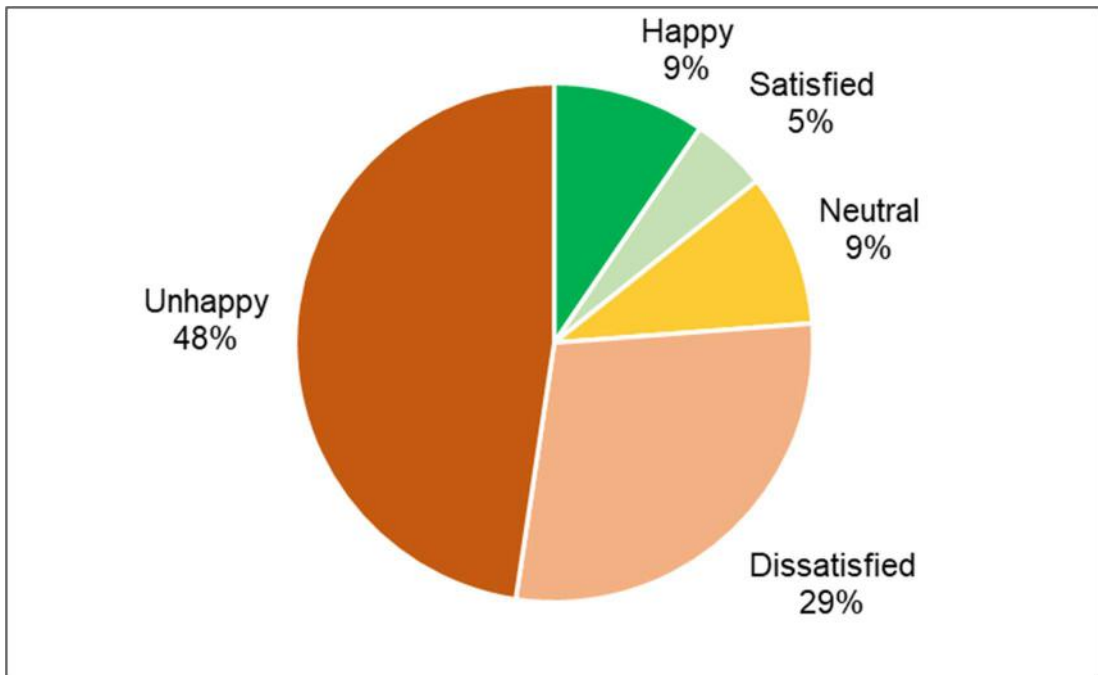
7.4 33 detailed comments were provided on East Gate. Many respondents supported the idea of mixed-use development but emphasised the importance of maintaining a balance between residential, commercial and public spaces. There were also calls for the inclusion of green spaces and wildlife in the redevelopment plans. Comments had a strong emphasis on the need for affordable and social housing provision, alongside concerns about infrastructure, traffic and pedestrian safety. There is also a notable focus on heritage and the need for a full heritage and archaeology assessment and considerate design. While some respondents express dissatisfaction with specific aspects of the proposal, such as the perceived inclusion of purpose-built student accommodation, others highlight the potential for positive transformation.

## 8 Old Rydon Lane

8.1 Old Rydon Lane is proposed as a predominantly residential site. It is largely greenfield comprising gently sloping fields located adjacent to the M5 on the southeastern edge of the city. The proposed site is already identified for development in the Exeter Core Strategy (2006-2026) as part of the Newcourt Strategic Allocation. The City Council proposes to roll this allocation forwards into the Exeter Plan.

8.2 Of the 21 responses received regarding 'initial feelings' about Old Rydon Lane, 14% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 77% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B7.

8.3 Old Rydon Lane was included as part of a larger site allocation consulted on in the outline draft and so it is not possible to draw a comparison of the responses to the two sites.



Graph B7: 'initial feelings' to Old Rydon Lane

8.4 19 detailed comments were provided on Old Rydon Lane. These reflect the general dissatisfaction expressed in the 'initial feeling' responses. Key concerns centre around infrastructure, particularly regarding roads, access routes and public transport, alongside worries about the loss of green space, environmental impact, and overdevelopment. The location of this site is felt by some to be subject to noise, light and air pollution which may impact on wellbeing of future residents. The need for a full assessment of heritage and archaeology impacts is also raised.

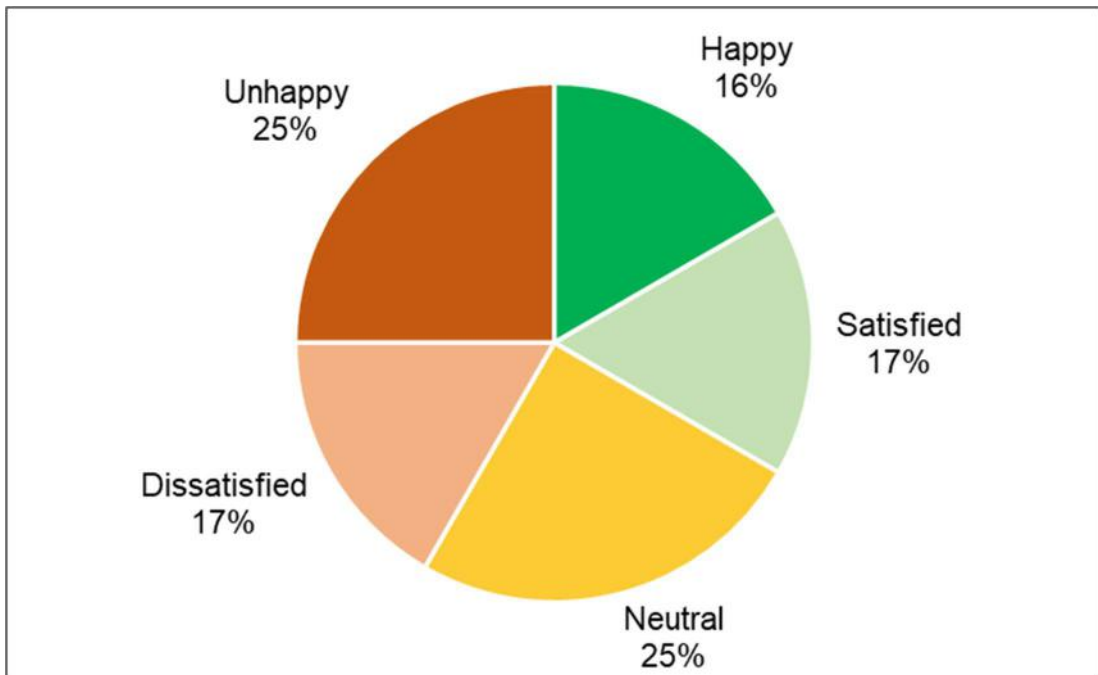
## 9 Cowley Bridge Road

9.1 Cowley Bridge Road is proposed as a predominantly residential site. It is a brownfield site formerly containing industrial units related to Johnsons cleaners and apparelmaster. The site is now cleared and unused following a major fire in 2020. Cowley Bridge Road runs along the eastern site boundary and a mainline railway lies to the west.

9.2 This site received planning permission during the full draft consultation period. Please see planning application reference 23/0232/FUL for further information.

9.3 Of the 12 responses received regarding 'initial feelings' about Cowley Bridge Road, 33% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 42% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B8.

9.4 This site was not consulted on in the outline draft.

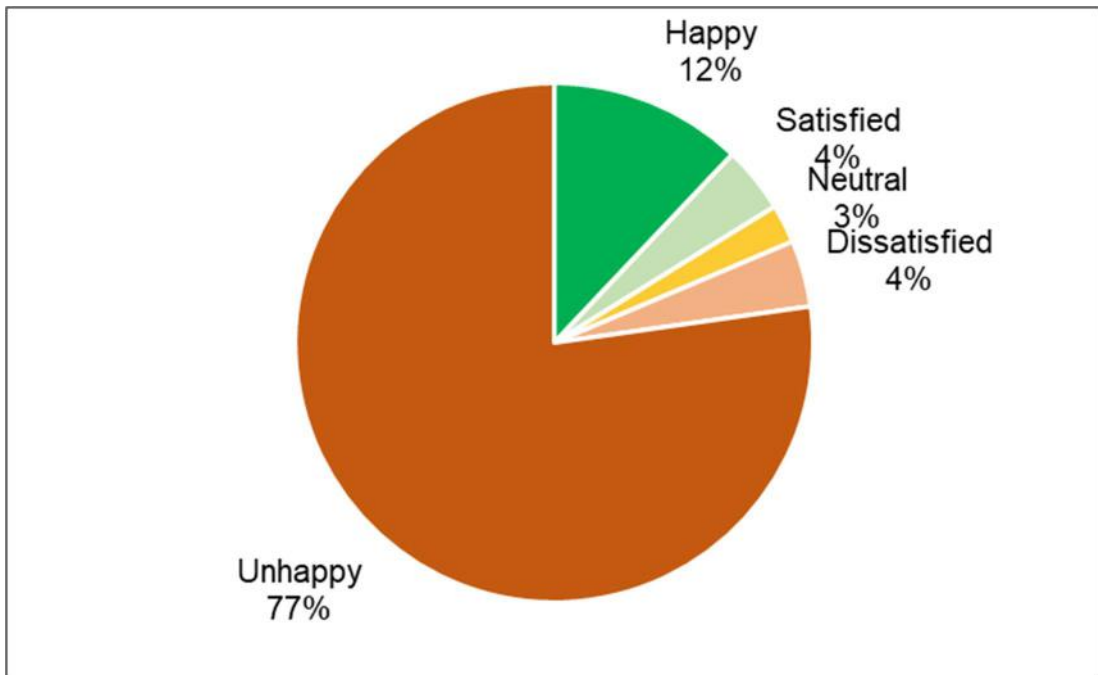


Graph B8: 'initial feelings' to Cowley Bridge Road

- 9.5 9 detailed comments were provided on Cowley Bridge Road. Many refer to the planning application that was live during the Exeter Plan consultation and has subsequently been approved. Comments debated further provision of purpose built student accommodation and the use of part of the site for active travel.

## 10 Exe Bridges Retail Park

- 10.1 Exe Bridges Retail Park is proposed as a predominantly residential site. It is a relatively flat brownfield site occupied by an edge-of-city-centre retail park and associated parking. St Thomas train station and a mainline railway are adjacent to the site.
- 10.2 The site received the largest number of responses of all sites included in the consultation. Of the 290 responses received regarding 'initial feelings' about Exe Bridges Retail Park, 16% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 81% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B9.
- 10.3 Exe Bridges Retail Park was included as part of the West Gate site identified for redevelopment and consulted on in the outline draft. It is part of the West Gate site within the Liveable Exeter initiative. It is not possible to draw a comparison of the responses to the two sites.

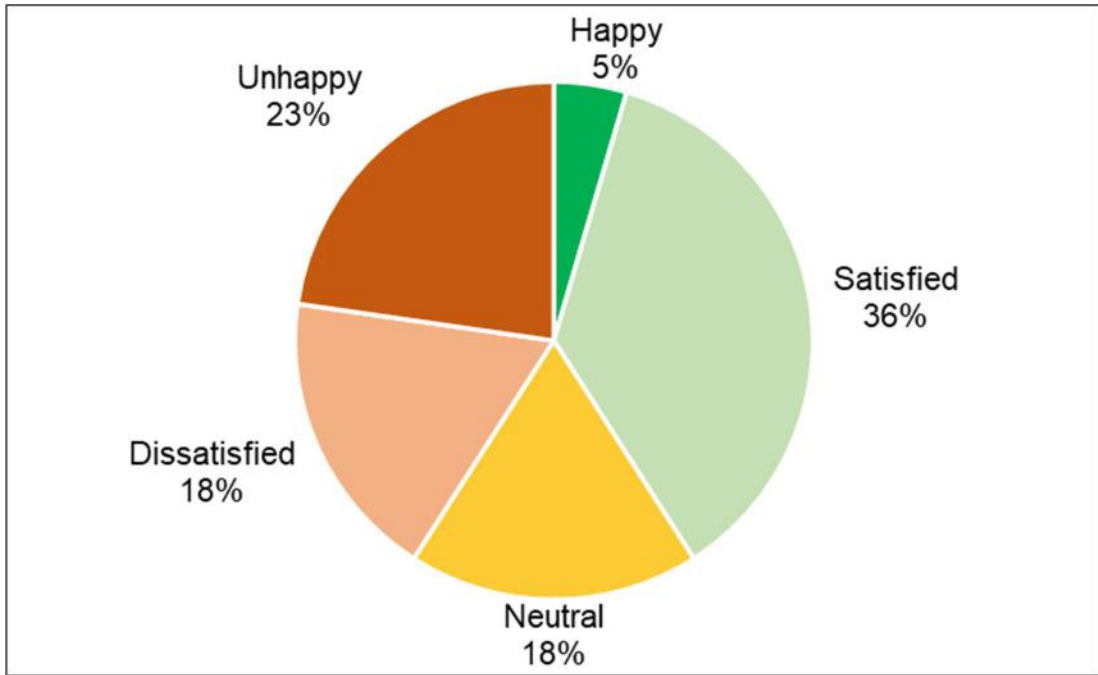


Graph B9: 'initial feelings' to Exe Bridges Retail Park

- 10.4 244 detailed comments were provided on Exe Bridges Retail Park. These reflect a strong negative sentiment towards the proposed redevelopment of this site. Respondents express concerns about the loss of valuable community resources, especially a pharmacy, but also shops and social meeting places. Many raise concern about further housing exacerbating traffic and the lack of current infrastructure and services to adequately serve the population. The need for the development to appropriately assess heritage and archaeology is raised, along with some feeling frustrated over a perceived lack of consultation regarding the redevelopment of this site.

## 11 12 – 31 Sidwell Street

- 11.1 12-31 Sidwell Street is proposed as a predominantly residential site. This city centre site comprises post-war units, most in commercial use at ground floor level with leisure, retail storage and residential uses above. The site also includes an NHS walk-in centre. The site slopes such that existing buildings are three storeys high along Sidwell Street and five storeys high along King William Street.
- 11.2 Of the 22 responses received regarding 'initial feelings' about 12-31 Sidwell Street, 41% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation and 41% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B10.
- 11.3 12-31 Sidwell Street was consulted on in the outline draft. The support expressed in the full draft is less than the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 63% selected feeling 'satisfied' or 'happy' and 15% selected feeling 'dissatisfied' or 'unhappy').

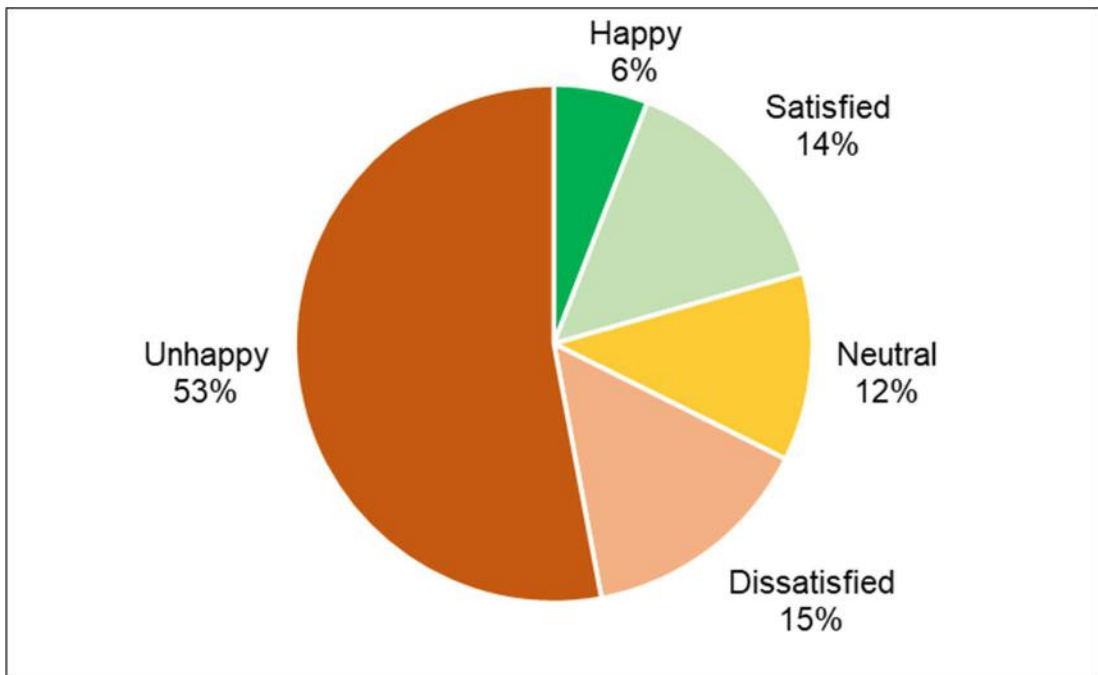


Graph B10: 'initial feelings' to 12-31 Sidwell Street

- 11.4 22 detailed comments were provided on 12-31 Sidwell Street. While some express satisfaction with the potential for regeneration and the opportunity for improvement in the area, others express concerns about its impact on heritage assets, retail vitality and community services such as the NHS walk-in centre and the potential height and density of development. There is a notable emphasis on the importance of preserving heritage and archaeological assets, maintaining active street-level retail spaces and supporting local businesses during redevelopment as well as within the new development.

## 12 Land at Exeter Squash Club

- 12.1 Land at Exeter Squash Club is proposed as a predominantly residential site. The site is occupied by the Squash Club building and associated car parking. Prince of Wales Road runs along the northern boundary and Exeter Cricket Club is adjacent to the site.
- 12.2 Of the 34 responses received regarding 'initial feelings' about Land at Exeter Squash Club, 20% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 68% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B11.
- 12.3 Land at Exeter Squash Club was consulted on in the outline draft. The support expressed in the full draft is slightly less than the outline draft and the percentage of those dissatisfied in the full draft is slightly greater. (Outline draft: 23% selected feeling 'satisfied' or 'happy' and 60% selected feeling 'dissatisfied' or 'unhappy').

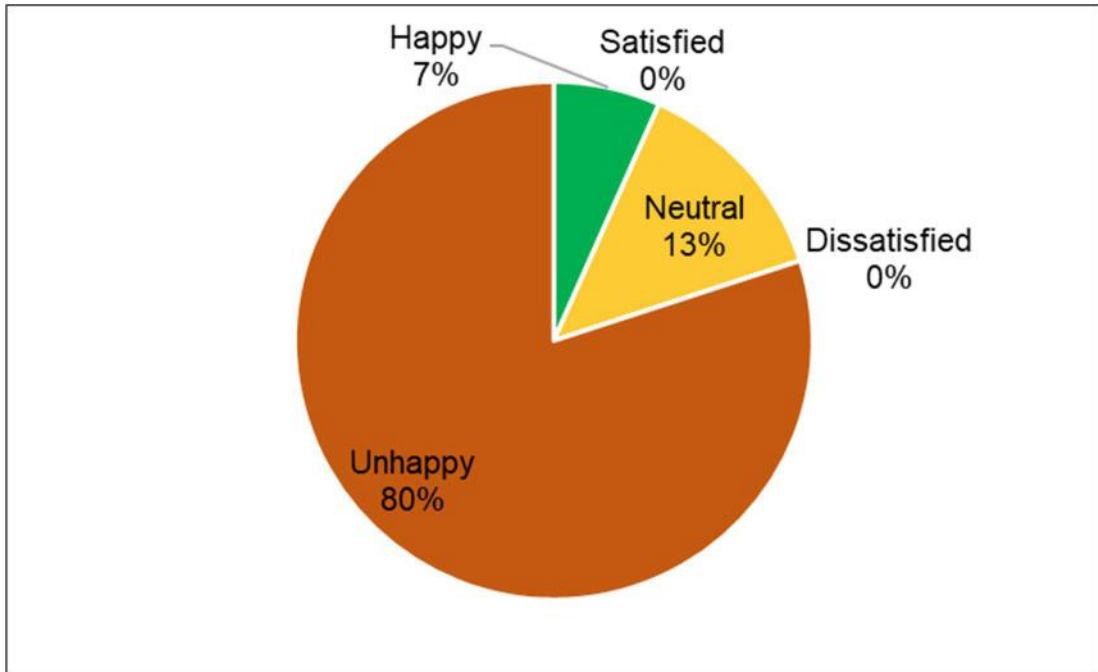


Graph B11: 'initial feelings' to Land at Exeter Squash Club

- 12.4 25 detailed comments were provided on Land at Exeter Squash Club. Some support the potential allocation of the site for housing, citing it as a brownfield location suitable for housing development and highlighting the opportunity for improved recreational facilities. However, they emphasise the importance of retaining the squash club within any development. Dissatisfaction with the potential loss of the squash club, highlighting its importance as a recreational and social hub for the community is frequently cited.

### 13 Land at Newcourt Road, Topsham

- 13.1 Land at Newcourt Road, Topsham is proposed as a predominantly residential site. It is a reasonably flat triangular parcel of greenfield land bound by the Exmouth – Exeter railway line, M5 motorway and Newcourt Road.
- 13.2 Of the 15 responses received regarding 'initial feelings' about Land at Newcourt Road, Topsham, 7% of the responses suggest support for the site in identifying feeling 'happy' with the allocation, however 80% were 'unhappy'. No one responded as 'satisfied' or 'dissatisfied', and 13% were 'neutral'. Full results are presented in graph B12.
- 13.3 Land at Newcourt Road, Topsham was consulted on in the outline draft. The support expressed in the full draft is slightly greater than the outline draft, although still low, and the percentage of those dissatisfied in the full draft is slightly lower. (Outline draft: 4% selected feeling 'satisfied' or 'happy' and 89% selected feeling 'dissatisfied' or 'unhappy').



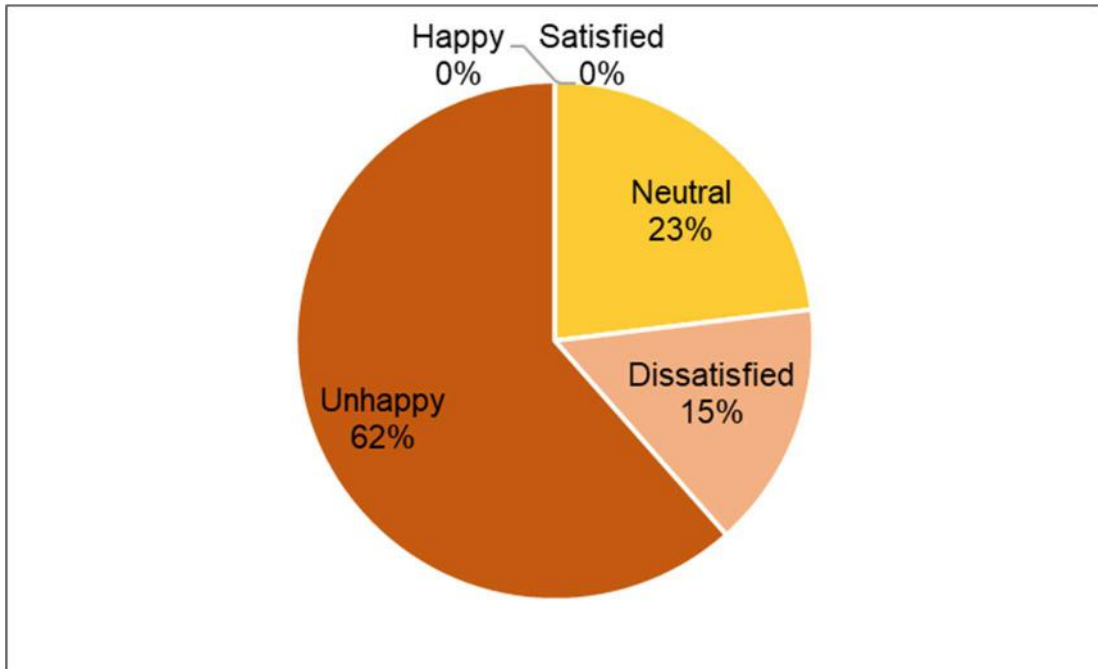
Graph B12: 'initial feelings' to Land at Newcourt Road, Topsham

- 13.4 16 detailed comments were provided on Land at Newcourt Road, Topsham. These reflect the general dissatisfaction expressed in the 'initial feeling' responses. Concerns are raised about the further loss of green space, traffic, particularly in relation to Newcourt Road, Denver Road, Elm Grove Road and Clyst Road, inadequate infrastructure, and the strain on local services. The location of this site is felt to be subject to noise, light and air pollution which may impact on wellbeing of future residents. The volume of recent, current and proposed development in this area was often cited including the disturbance this has caused to nearby residents and pressure on local infrastructure and services contributing to a diminished quality of life for all local residents. The potential for archaeological disturbance and need for assessment and appropriate mitigation was also raised. As well as the potential for the site to deliver mixed-uses, many responders suggested the need to include local and community amenities, allotment and play space rather than a predominantly residential development.

## 14 Land adjoining Silverlands

- 14.1 Land adjoining Silverlands is proposed as a predominantly residential site. It is a greenfield site on the edge of Exeter to the south of Alphington. The proposed site is already identified for development in the Exeter Core Strategy (2006-2026) as part of the Newcourt Strategic Allocation. The City Council proposes to roll this allocation forwards into the Exeter Plan.
- 14.2 Of the 13 responses received regarding 'initial feelings' about Land adjoining Silverlands, no one identified feeling 'satisfied' or 'happy' with the allocation, however 77% were 'dissatisfied' or 'unhappy' and 23% were 'neutral'. Full results are presented in graph B13.

- 14.3 Land adjoining Silverlands was consulted on in the outline draft. No support is expressed in the full draft whereas there was 14% in the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 14% selected feeling 'satisfied' or 'happy' and 57% selected feeling 'dissatisfied' or 'unhappy').



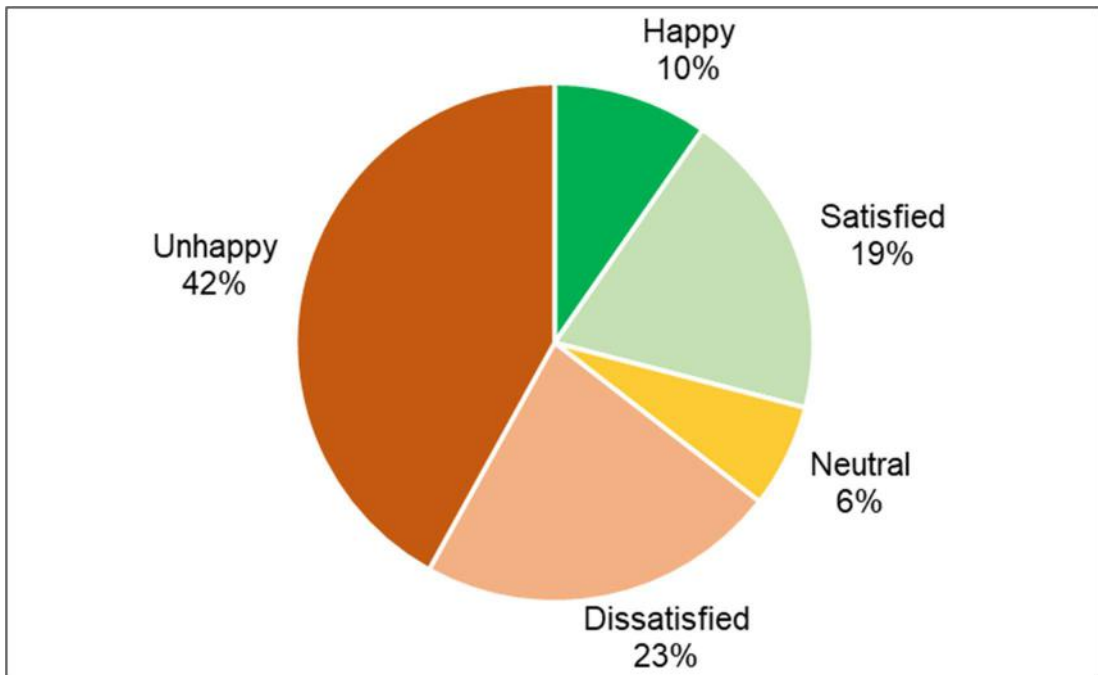
Graph B13: 'initial feelings' to Land adjoining Silverlands

- 14.4 9 detailed comments were provided on land adjoining Silverlands. These reflect the general dissatisfaction expressed in the 'initial feeling' responses, raising concern about the existing level of development in and around Alphington and associated traffic. There is a suggestion the land be identified as public open space and some raise the need to address potential archaeological disturbance.

## 15 Belle Isle Depot, Belle Isle Drive

- 15.1 Belle Isle Depot, Belle Isle Drive is proposed as a predominantly residential site. It is a brownfield depot station in nursery use, set within Belle Isle Park and the Riverside Valley Park.
- 15.2 Of the 31 responses received regarding 'initial feelings' about Belle Isle Depot, Belle Isle Drive, 29% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 65% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B14.
- 15.3 Belle Isle Depot, Belle Isle Drive was consulted on in the outline draft. The support expressed in the full draft is less than the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 38% selected feeling 'satisfied' or 'happy' and 48% selected feeling 'dissatisfied' or 'unhappy').



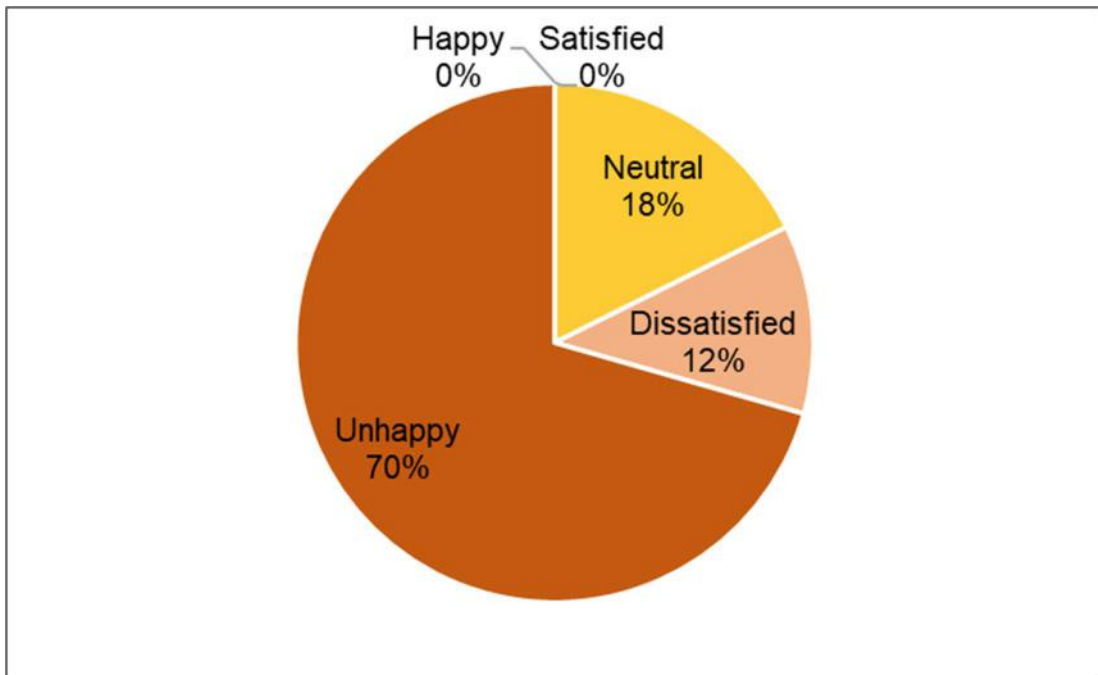


Graph B14: 'initial feelings' to Belle Isle Depot, Belle Isle Drive

- 15.4 25 detailed comments were provided on Belle Isle Depot, Belle Isle Drive. While there are some comments suggesting it is appropriate for development, more express concern about the loss of green space (note that the site is brownfield) and the potential for this to be incorporated into adjacent Belle Isle Park / Riverside Valley Park to increase green space provision. There is concern about the potential density and height of development and requests for more detail about the proposal. Others raise the need to address potential flood risk, archaeological disturbance and access.

## 16 Land to the west of Newcourt Road, Topsham

- 16.1 Land to the west of Newcourt Road is proposed as a predominantly residential site. It is a greenfield site comprising a bungalow, adjacent agricultural field and outbuildings/sheds. The site is accessed from Newcourt Road and adjacent to recent development.
- 16.2 Of the 17 responses received regarding 'initial feelings' about Land to the west of Newcourt Road, Topsham, no one identified feeling 'satisfied' or 'happy' with the allocation, however 82% were 'dissatisfied' or 'unhappy' and 18% were 'neutral'. Full results are presented in graph B15.
- 16.3 Land to the west of Newcourt Road, Topsham was consulted on in the outline draft. No support for this site was expressed in the full draft, however the percentage of those dissatisfied in the full draft is slightly lower than the outline draft. (Outline draft: 7% selected feeling 'satisfied' or 'happy' and 88% selected feeling 'dissatisfied' or 'unhappy').



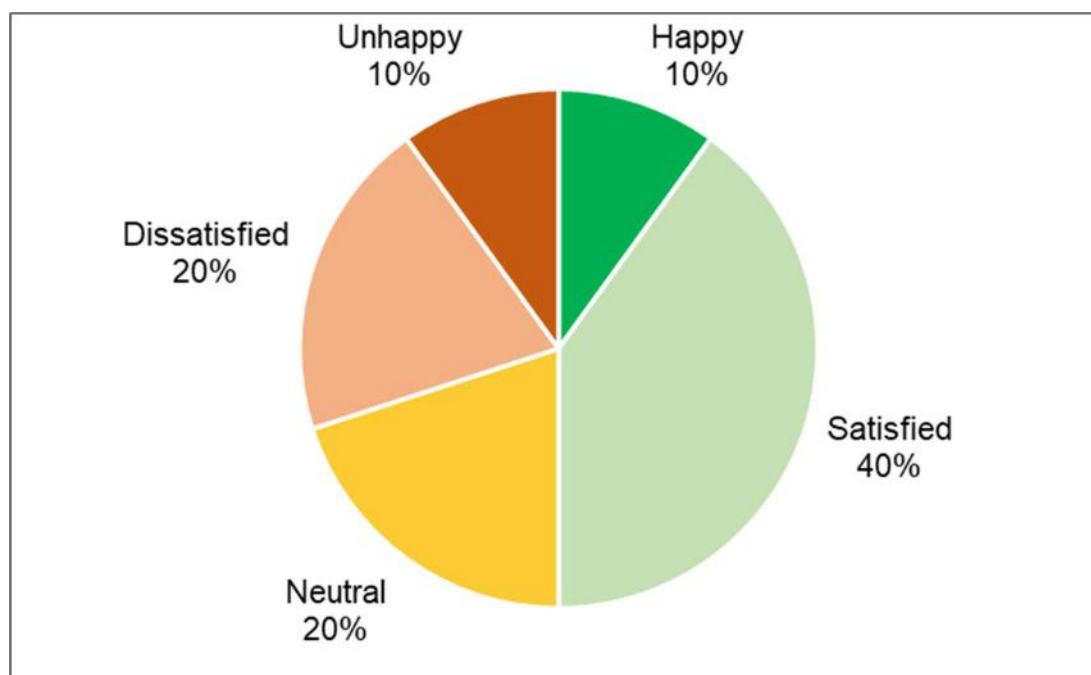
Graph B15: 'initial feelings' to Land to the west of Newcourt Road, Topsham

- 16.4 16 detailed comments were provided on Land to the west of Newcourt Road, Topsham. These reflect the general dissatisfaction expressed in the 'initial feeling' responses. The location of this site is felt to be subject to noise, light and air pollution which may impact on wellbeing of future residents. Concerns are raised about the further loss of green space, traffic, particularly in relation to Newcourt Road, Denver Road and Clyst Road, inadequate infrastructure and the strain on local services. The volume of recent, current and proposed development in this area was often cited including the disturbance this has caused to nearby residents and pressure on local infrastructure and services contributing to a diminished quality of life for all local residents. The potential for archaeological disturbance and need for assessment and appropriate mitigation was also raised.

## 17 Chestnut Avenue

- 17.1 Chestnut Avenue is proposed as a predominantly residential site. It is in existing residential use with a wider residential area adjacent to Ludwell Valley Park.
- 17.2 Of the 10 responses received regarding 'initial feelings' about Chestnut Avenue, 50% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 30% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B16.
- 17.3 Chestnut Avenue was consulted on in the outline draft. The support expressed in the full draft is greater than the outline draft and the percentage of those dissatisfied in the full draft is significantly lower. (Outline draft: 19% selected feeling 'satisfied' or 'happy' and 76% selected feeling 'dissatisfied' or 'unhappy'). Chestnut Avenue received a high response rate in the outline draft due to widespread local concern regarding the potential loss of the playground, despite the intention for potential

development to include enhancements to the play area and open space. The play area is no longer in the proposed site allocation.

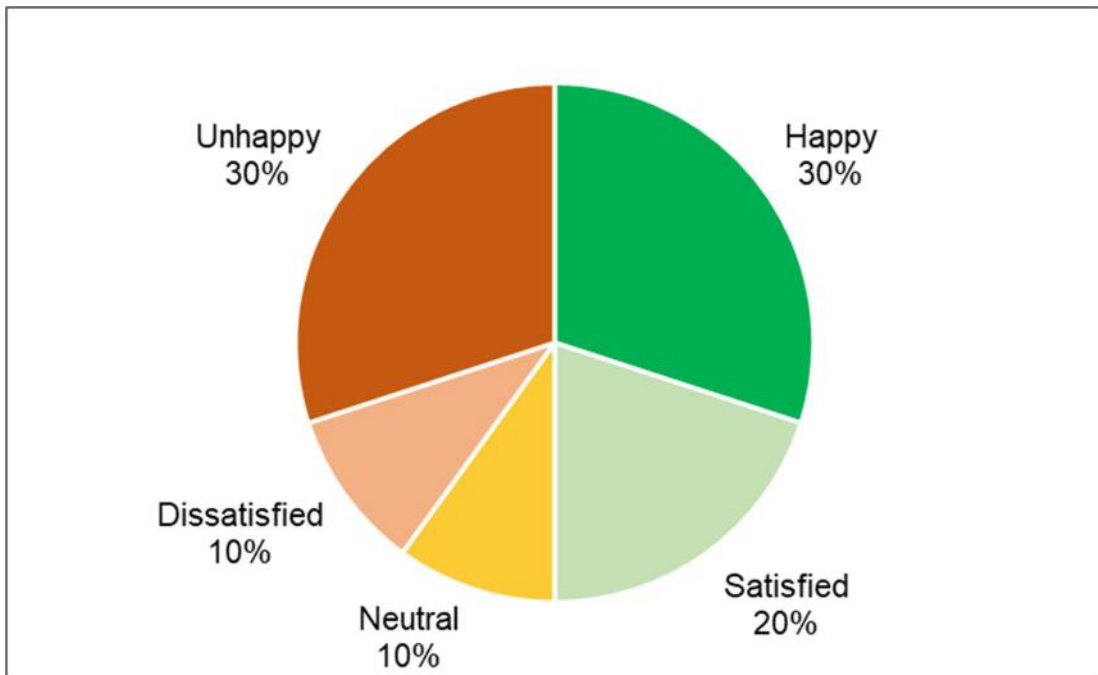


Graph B16: 'initial feelings' to Chestnut Avenue

- 17.4 2 detailed comments were provided on Chestnut Avenue. These raised concerns over increased traffic arising from additional residential development, the need for supporting infrastructure and services and also a request to consider parking provision in the vicinity of the site which is already felt to be a problem particularly if disabled.

## 18 Former overflow car park, Tesco, Russell Way

- 18.1 Former overflow car park, Tesco, Russell Way is proposed as a predominantly residential site. The site comprises a relatively flat car park previously used to serve an adjoining Tesco store at peak times.
- 18.2 Of the 10 responses received regarding 'initial feelings' about Former overflow car park, Tesco, Russell Way, 50% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 40% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B17.
- 18.3 Former overflow car park, Tesco, Russell Way was consulted on in the outline draft. The support expressed in the full draft is greater than the outline draft, but the percentage of those dissatisfied in the full draft is slightly greater. (Outline draft: 38% selected feeling 'satisfied' or 'happy' and 38% selected feeling 'dissatisfied' or 'unhappy').

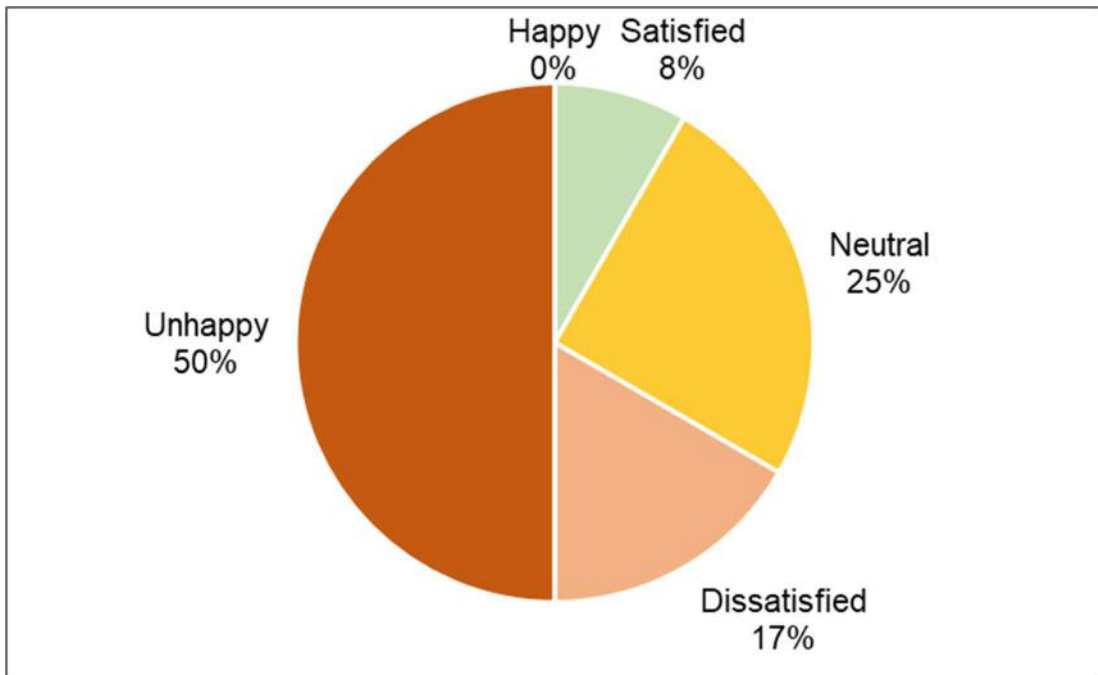


Graph B17: 'initial feelings' to Former overflow car park, Tesco, Russell Way

- 18.4 5 detailed comments were provided on the former overflow car park, Tesco, Russell Way. Some raise this as a site suitable for development, however there is a suggestion it could be better used as a sports pitch rather than residential. Others raise the need to protect trees on site, the need for appropriate parking provision or a significant improvement in alternative travel options and the need for communal green space provision.

## 19 Land behind 66 Chudleigh Road

- 19.1 Land behind 66 Chudleigh Road is proposed as a predominantly residential site. It is greenfield and the southern half of the site is already identified for development in the Exeter Core Strategy (2006-2026) as part of the South West Alphington Strategic Allocation. The City Council proposes to roll this allocation forwards into the Exeter Plan.
- 19.2 Of the 12 responses received regarding 'initial feelings' about Land behind 66 Chudleigh Road, 8% of the responses suggest support for the site in identifying feeling 'satisfied' with the allocation, no one was 'happy', however 67% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B18.
- 19.3 Land behind 66 Chudleigh Road was consulted on in the outline draft. The support expressed in the full draft is slightly greater than the outline draft although still low, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 4% selected feeling 'satisfied' or 'happy' and 57% selected feeling 'dissatisfied' or 'unhappy').



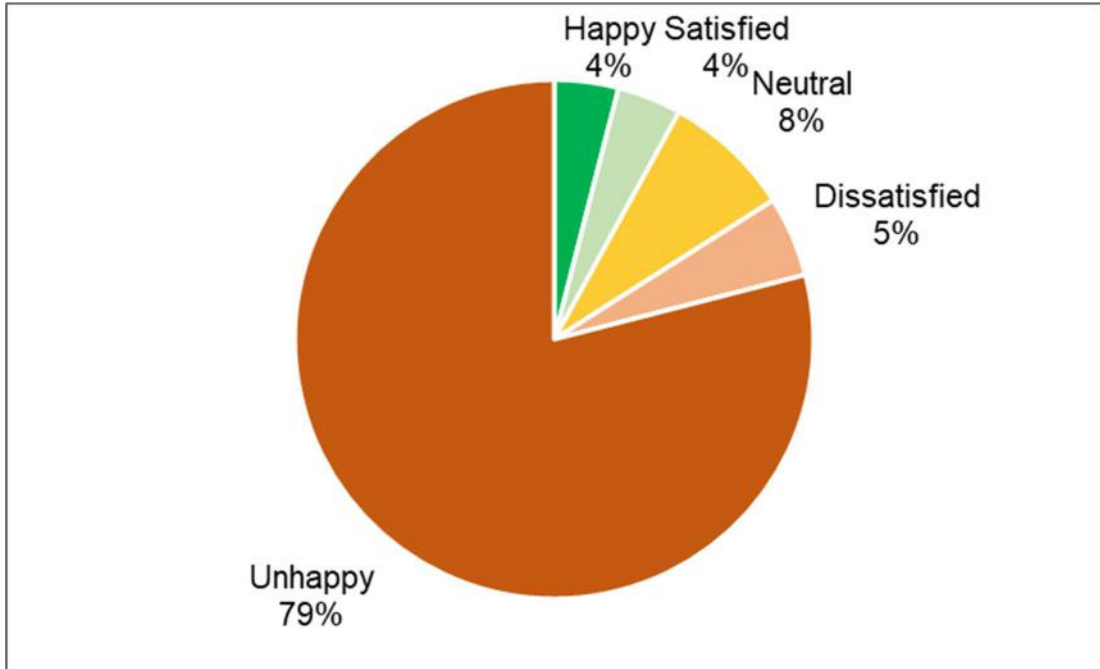
Graph B18: 'initial feelings' to Land behind 66 Chudleigh Road

- 19.4 11 detailed comments were provided on Land behind 66 Chudleigh Road. These reflect the general dissatisfaction expressed in the 'initial feeling' responses, raising concern about the existing level of development in and around Alphington, and associated traffic. There was a suggestion the land be identified as public open space, a query as to how biodiversity net gain can be provided on the site, and a request for further detail on the specifics of the proposed site development.

## 20 East of Pinn Lane

- 20.1 East of Pinn Lane is proposed as a predominantly residential site. It is a greenfield site largely comprising scrub which is already identified for development in the Exeter Core Strategy (2006-2026) as part of the Monkerton and Hill Barton Strategic Allocation. The City Council proposes to roll this allocation forwards into the Exeter Plan.
- 20.2 Unfortunately, due to an external IT issue that was not realised until after the consultation closed, it appears that it was not possible to comment on the site 'East of Pinn Lane' via Commonplace during part of the full draft consultation. Comments could be submitted through other means, or by responding to other questions online. No comments on this site were received through any submission method. In addition, this particular Commonplace IT issue was not raised by anyone during the course of the consultation, unlike some other IT queries were received from individuals experiencing difficulties during the consultation. This suggests that is unlikely that a large number of people were attempting to respond to this site. This section presents the responses provided to the outline draft to ensure the site is represented in this consultation review.

20.3 RESPONSES TO OUTLINE DRAFT EXETER PLAN: Of the 66 responses received regarding 'initial feelings' about site 106: East of Pinn Lane, 8% suggested support through a selection of feeling 'satisfied' or 'happy' with the site whereas 84% selected feeling 'dissatisfied' or 'unhappy'. Full results are presented in graph B19.



Graph B19: 'initial feelings' to site: East of Pinn Lane

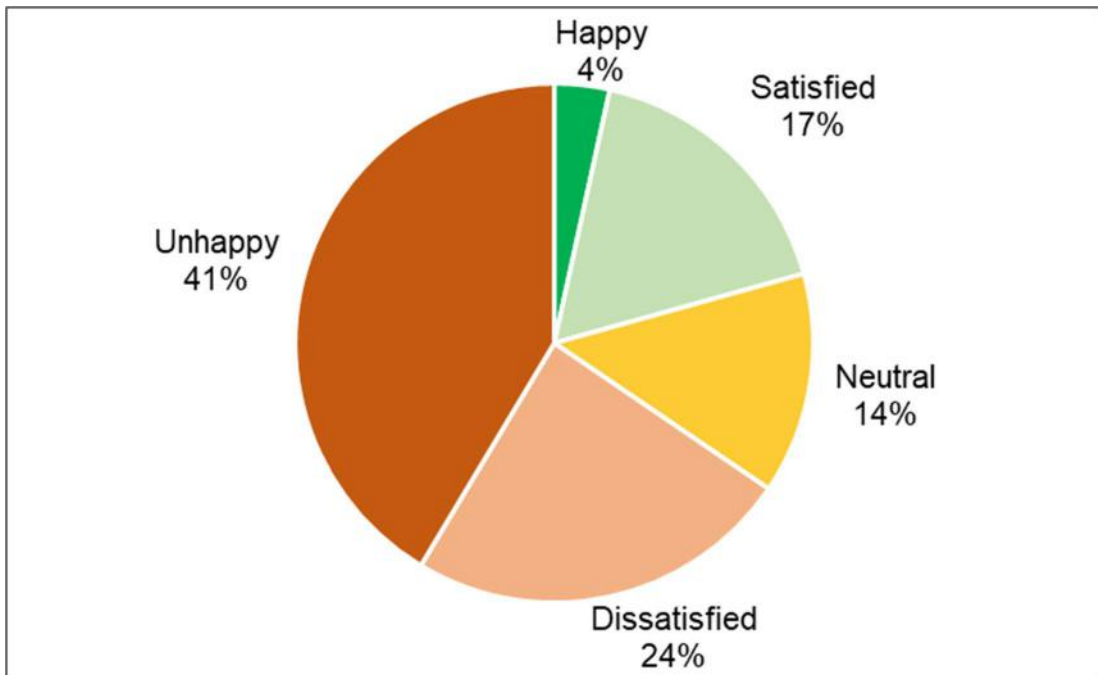
20.4 58 detailed comments reflected the generally negative response to this site, covering a range of topics including a loss of greenfield land, the lack of amenities and open space in the area and concerns over access. There was also comment that houses should minimise car use and be as energy efficient as possible. Other concerns included the impact on existing infrastructure and the amount of development that this area of Exeter has already seen.

## 21 Land at Hamlin Lane

21.1 Land at Hamlin Lane is proposed as a predominantly residential site. The site comprises a workshop and associated private garden and is adjacent to the Northbrook and Hamlin Lane playing fields which lie to the east. Housing adjoins to the west and to the north is an access road and railway line.

21.2 Of the 29 responses received regarding 'initial feelings' about Land at Hamlin Lane, 21% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, however 65% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B20.

21.3 Land at Hamlin Lane was consulted on in the outline draft. The support expressed in the full draft is less than the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 41% selected feeling 'satisfied' or 'happy' and 42% selected feeling 'dissatisfied' or 'unhappy').

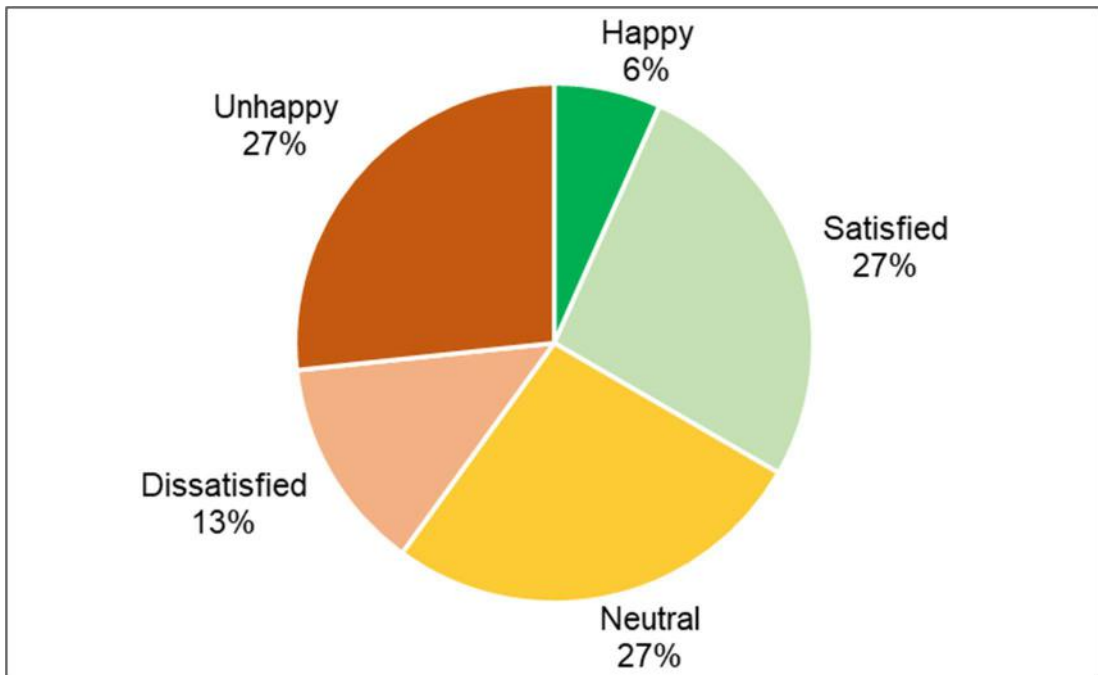


Graph B20: 'initial feelings' to Land at Hamlin Lane

- 21.4 20 detailed comments were provided on Land at Hamlin Lane. These raise a mixture of negative feeling largely focussed on traffic, congestion, parking, inadequate infrastructure to support development and the loss of green space, allotments and an affordable business site. There is mention of the need to address flood risk, recognise the historic interest and value within the site and that significant improvements are required to Polsloe Bridge railway station, particularly access.

## 22 Fever and Boutique, 12 Mary Arches Street

- 22.1 Fever and Boutique, 12 Mary Arches Street is proposed as a predominantly residential site. This city centre site comprises a nightclub. The existing two storey flat-roofed brick building fills the entire site which is located in the Central conservation area.
- 22.2 Of the 15 responses received regarding 'initial feelings' about Fever and Boutique, 12 Mary Arches Street, 33% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 40% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B21.
- 22.3 Fever and Boutique, 12 Mary Arches Street was consulted on in the outline draft. The support expressed in the full draft is less than the outline draft and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 75% selected feeling 'satisfied' or 'happy' and 17% selected feeling 'dissatisfied' or 'unhappy').



Graph B21: 'initial feelings' to Fever and Boutique, 12 Mary Arches Street

22.4 14 detailed comments were provided on Fever and Boutique, 12 Mary Arches Street. Some suggest the site is appropriate for redevelopment while others raise concern about the loss of a nightclub and loss of jobs. Concern is raised about potential heritage impact and archaeological disturbance with requests for full assessment and appropriate mitigation if required. Some suggest development could be for flexible community and arts spaces, while others await further detail with hope for a positive transformation.

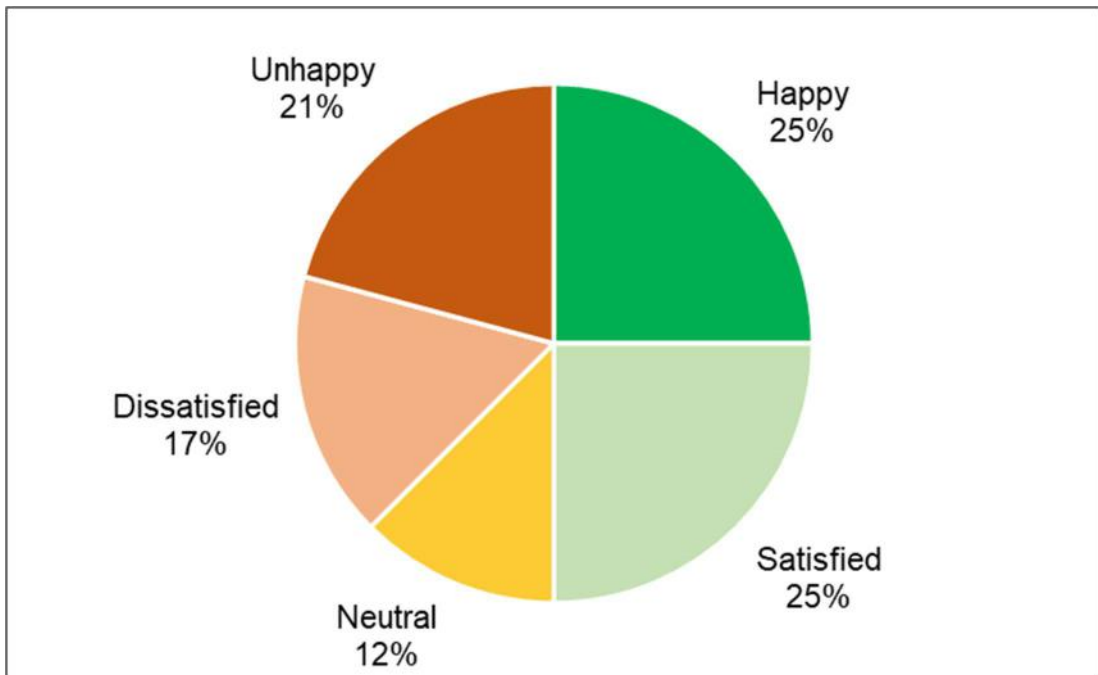
## 23 88 Honiton Road

23.1 88 Honiton Road is proposed as a predominantly residential site. Located towards Middlemoor roundabout, it is a relatively flat parcel of land currently used as a car wash. St Nicholas Catholic Primary School playing fields lie to the north, to either side it is residential and Honiton Road runs along the southern boundary.

23.2 Of the 24 responses received regarding 'initial feelings' about 88 Honiton Road, 50% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 38% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B22.

23.3 88 Honiton Road was consulted on in the outline draft. The support expressed in the full draft is slightly lower than the outline draft and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 54% selected feeling 'satisfied' or 'happy' and 28% selected feeling 'dissatisfied' or 'unhappy').





Graph B22: 'initial feelings' to 88 Honiton Road

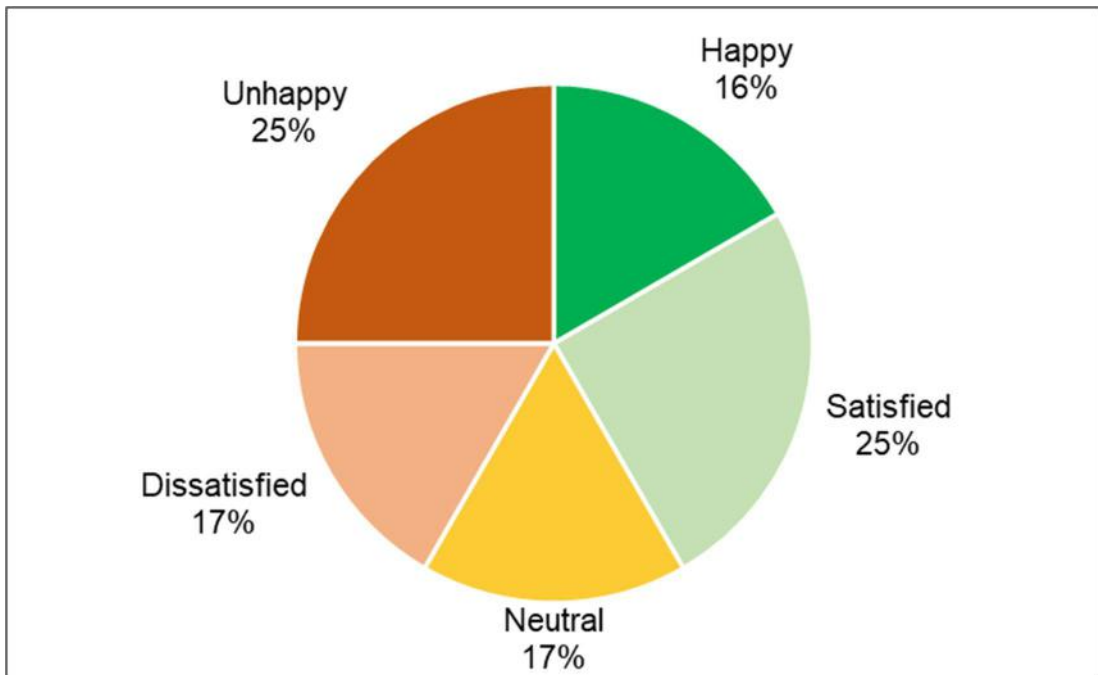
23.4 13 detailed comments were provided on 88 Honiton Road. While some suggest it is an appropriate site for redevelopment, others raise concerns about access and traffic, pollution on site, the proposed density of development and a lack of nearby easily accessed amenities and supporting infrastructure for the proposed development.

## 24 Garages at Lower Wear Road

24.1 Garages at Lower Wear Road is proposed as a predominantly residential site. This is a small site near Countess Wear Roundabout and Bridge Road comprising of garages set within a residential area.

24.2 Of the 12 responses received regarding 'initial feelings' about Garages at Lower Wear Road, 41% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation and 42% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B23.

24.3 Garages at Lower Wear Road was consulted on in the outline draft. The support expressed in the full draft is lower than the outline draft, and the percentage of those dissatisfied in the full draft is greater. (Outline draft: 54% selected feeling 'satisfied' or 'happy' and 28% selected feeling 'dissatisfied' or 'unhappy').



Graph B23: 'initial feelings' to Garages at Lower Wear Road

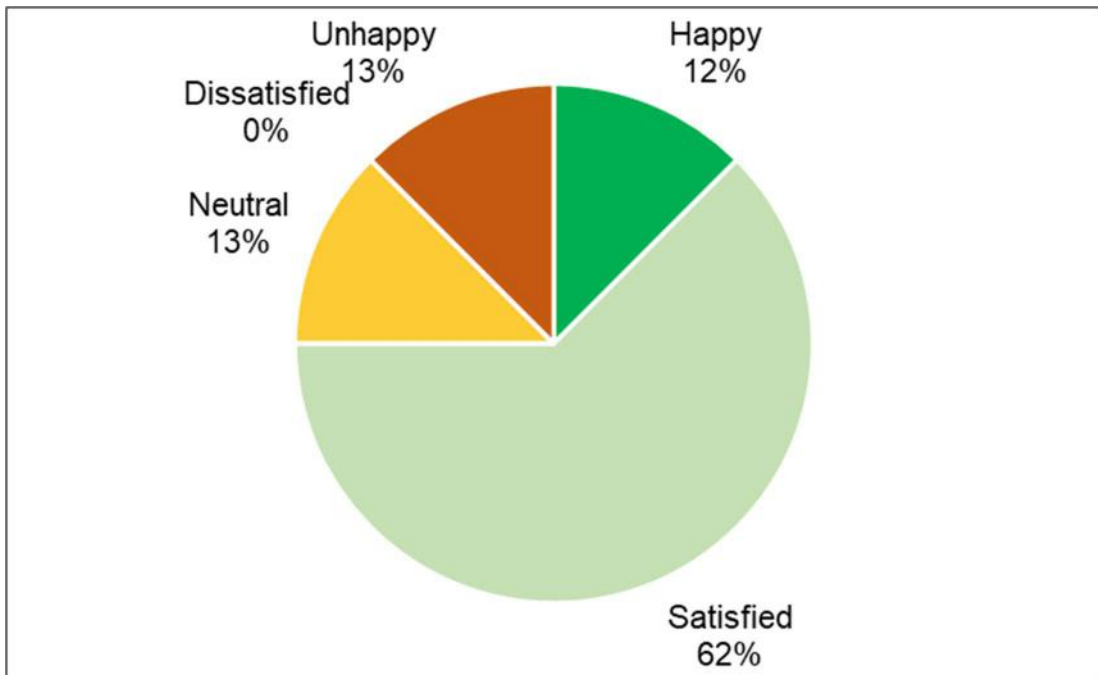
24.4 9 detailed comments were provided on Garages at Lower Wear Road. While some suggest it is an appropriate site for redevelopment others are concerned about access to the site and the loss of garages and parking. Requests to retain the public right of way and access to adjacent properties are presented as well as a need for associated infrastructure and a new bus stop on Bridge Road.

## 25 99 Howell Road

25.1 99 Howell Road is proposed as a predominantly residential site. This is a small site within Exeter's urban area consisting of a large Victorian detached dwelling (Oakfield) and associated garden. The site is bounded by walls and roads on three sides (Howell Road and New North Road) and is within a residential area.

25.2 Of the 8 responses received regarding 'initial feelings' about 99 Howell Road, 74% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 13% were 'unhappy'. Full results are presented in graph B24.

25.3 99 Howell Road was consulted on in the outline draft. The support expressed in the full draft is the same as the outline draft and the percentage of those dissatisfied in the full draft is greater although still low. (Outline draft: 74% selected feeling 'satisfied' or 'happy' and no one selected feeling 'dissatisfied' or 'unhappy').

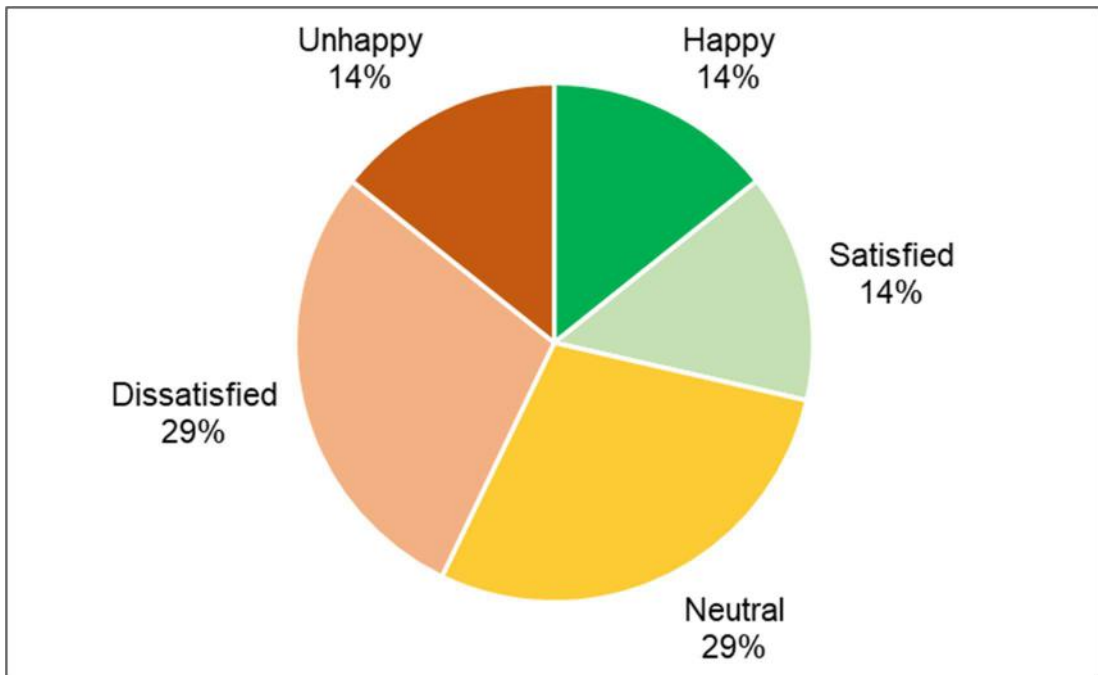


Graph B24: 'initial feelings' to 99 Howell Road

- 25.4 7 detailed comments were provided on 99 Howell Road. Comments raised included support for development as long as the proposal was of a high quality and provided affordable homes. Concerns related to the specifics of any proposal and design including respect for the conversation area, the existing building 'Oakfield House' and mature tree cover on site.

## 26 Land adjacent to Sandy Park, Newcourt

- 26.1 Land adjacent to Sandy Park, Newcourt is proposed to be allocated for transformational employment development in policy EJ6. It is a greenfield site adjacent to Sandy Park rugby stadium. The proposed site is already identified for development in the Exeter Core Strategy (2006-2026) as part of the Newcourt Strategic Allocation. An existing masterplan identifies the site for employment. The City Council proposes to roll this allocation forwards into the Exeter Plan.
- 26.2 Of the 7 responses received regarding 'initial feelings' about Land adjacent to Sandy Park, Newcourt, 28% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation. 43% were 'dissatisfied' or 'unhappy' and 29% were 'neutral'. Full results are presented in graph B25.
- 26.3 This site was included as part of a larger site identified for redevelopment and consulted on in the outline draft. It is not possible to draw a comparison of the responses to the two sites.

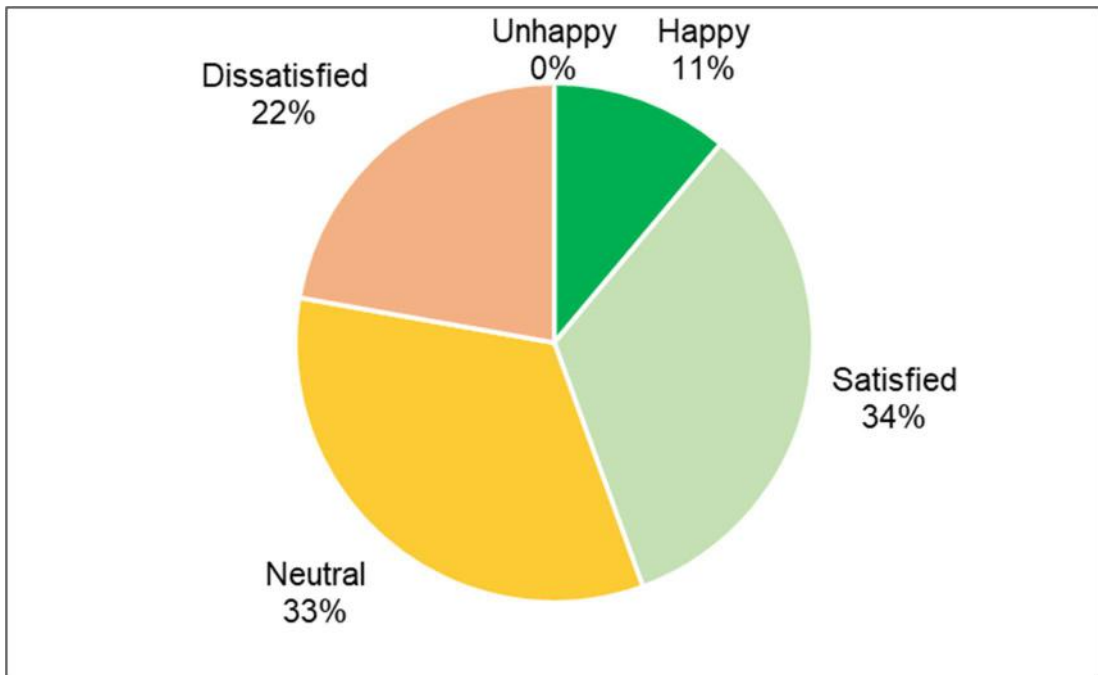


Graph B25: 'initial feelings' to Land adjacent to Sandy Park, Newcourt

- 26.4 5 detailed comments were provided on Land adjacent to Sandy Park, Newcourt. Concerns raised include the loss of green space, the potential for archaeological disturbance on the site and requirement for mitigation and a request for more information on specifics of development and further explanation of 'employment allocation'. Finally, there are comments reference a related submitted planning application.

## 27 Land adjacent to IKEA, Newcourt

- 27.1 Land adjacent to IKEA, Newcourt is proposed to be allocated for transformational employment development in policy EJ6. It is a greenfield site already identified for development in the Exeter Core Strategy (2006-2026) and identified in an existing masterplan for employment. The City Council proposes to roll this allocation forwards into the Exeter Plan.
- 27.2 Of the 9 responses received regarding 'initial feelings' about Land adjacent to IKEA, Newcourt, 45% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation and 22% were 'dissatisfied', 33% were 'neutral and no one 'unhappy'. Full results are presented in graph B26.
- 27.3 Land adjacent to IKEA, Newcourt was included in the outline draft as 'Land south of A379'. The outline draft did not specifically identify the site for employment however the support expressed in the full draft is similar to the outline draft. (Outline draft: 50% selected feeling 'satisfied' or 'happy' and 25% selected feeling 'dissatisfied' or 'unhappy').



Graph B26: 'initial feelings' to Land adjacent IKEA, Newcourt

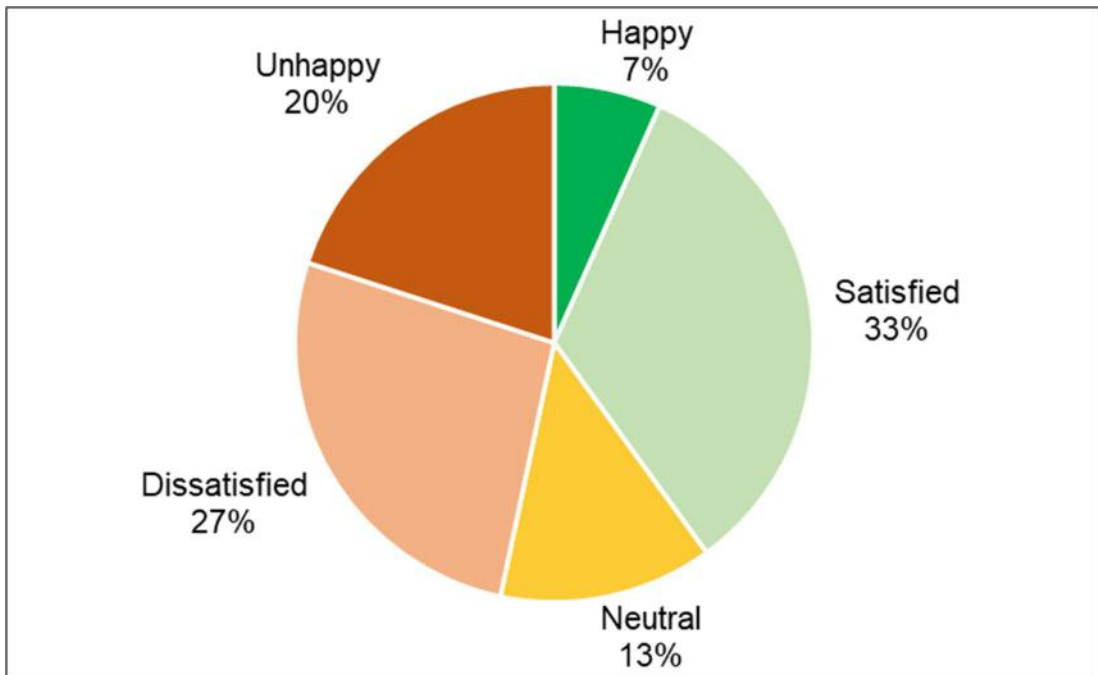
27.4 4 detailed comments were provided on Land adjacent IKEA, Newcourt. These raise the potential for archaeological disturbance on the site and requirement for mitigation. There is concern about the loss of green space that the respondents felt could potentially be allotments and public open space. There were questions about the need for more housing alongside a suggestion for this site to be a residential rather than employment allocation.

## 28 Toby Carvery, Rydon Lane, Middlemoor

28.1 Toby Carvery, Rydon Lane, Middlemoor is proposed to be allocated for transformational employment development in policy EJ6. It is a brownfield site comprising a restaurant, hotel and extensive car parking. Rydon Lane runs along the western boundary and Sidmouth Road adjoins to the north.

28.2 Of the 15 responses received regarding 'initial feelings' about Toby Carvery, Rydon Lane, Middlemoor, 40% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation and 47% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B27.

28.3 This site was not consulted on in the outline draft.

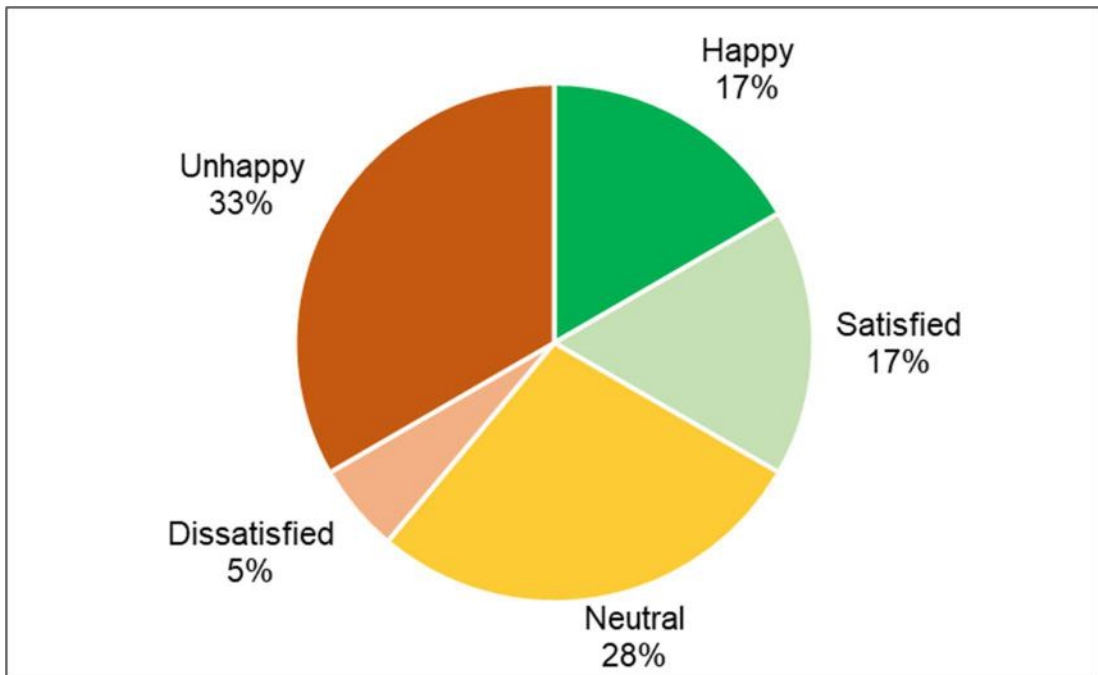


Graph B27: 'initial feelings' to Toby Carvery, Rydon Lane, Middlemoor

- 28.4 8 detailed comments were provided on Toby Carvery, Rydon Lane, Middlemoor. These comments raise concern about the loss of a local amenity, overdevelopment, traffic impacts and potential archaeological disturbance and requirement for mitigation. It was also questioned whether the site would be better developed as residential and whether existing office space is at optimal usage (and therefore whether more employment space is needed).

## 29 St Luke's Health Campus, Heavitree Road

- 29.1 St Luke's Health Campus, Heavitree Road is proposed to be allocated for transformational employment development in policy EJ6. The site is a small university campus which is part of the University of Exeter. It is a flat site located east of the city centre.
- 29.2 Of the 18 responses received regarding 'initial feelings' about St Luke's Health Campus, Heavitree Road, 34% of the responses suggest support for the site in identifying feeling 'satisfied' or 'happy' with the allocation, and 38% were 'dissatisfied' or 'unhappy'. Full results are presented in graph B28.
- 29.3 This site was not consulted on in the outline draft.



Graph B28: 'initial feelings' to St Luke's Health Campus, Heavitree Road

- 29.4 14 detailed comments were provided on St Luke's Health Campus, Heavitree Road. While some consider this as a site in need of redevelopment others have reservations due to a lack of detail outlining the exact proposal, potential overdevelopment and impact on heritage, traffic and green spaces. Some responses raise concern as they are unclear on the meaning of 'transformational employment development'.

## **APPENDIX C: List of organisations responding to the Exeter Plan full draft consultation**

### **Councils**

1. East Devon District Council
2. Mid Devon District Council
3. Teignbridge District Council
4. Devon County Council
5. Torbay Council
6. Somerset Council

### **Government Agencies / Public Bodies**

1. Devon and Cornwall Police-Buildings and Estates
2. Devon and Cornwall Police-Designing out Crime
3. Environment Agency
4. Exeter City Council Transport Working Group
5. Historic England
6. Marine Management Organisation (MMO)
7. National Highways
8. Natural England
9. Network Rail
10. NHS LPAE (Local Planning Authority Engagement) team on behalf of NHS Devon Integrated Care Board (ICB) and Royal Devon University Healthcare NHS Foundation Trust (RDUH)
11. NHS Property Service
12. Sport England

### **Developers / Agents / Land Promoters**

1. Avison Young on behalf of National Gas Transmission
2. Avison Young on behalf of National Grid Electricity Transmission
3. Bell Cornwell LLP on behalf of Shopland Gray Developments Limited (SGD)
4. Carney Sweeney Planning on behalf of The Guinness Partnership Ltd
5. Collier Planning on behalf of Strongvox Homes Ltd
6. Firstplan on behalf of Costco
7. Firstplan on behalf of National Grid (NG) and Wales and West Utilities (WWU),
8. Heynes Planning Ltd on behalf of Hamilton Estates
9. Heynes Planning Ltd on behalf of Heritage Developments Southwest
10. Icenl on behalf of Telereal Trillium Group (TTG)
11. JLL on behalf of Blocwork, Network Rail's joint venture with the Bloc Group
12. Leigh & Glennie Ltd on behalf of the owners of land at Exeter Squash Club
13. LiveWest
14. McMurdo Land Planning and Development Ltd on behalf of Broom
15. McMurdo Land Planning and Development Ltd on behalf of Stuart Partners
16. McMurdo Land Planning and Development Ltd on behalf of The Drake Family
17. McMurdo Land Planning and Development Ltd on behalf of The Pratt Group
18. Nash Partnership on behalf of Cildara Group (Exeter)



19. PCL Planning on behalf of Vistry Homes South West
20. PCL Planning on behalf of Waddeton Park Ltd.
21. Pegasus Group on behalf of Taylor Wimpey UK Limited
22. ROK Planning on behalf of Zinc Real Estate UK ('Zinc')
23. Savills on behalf of TT Group
24. Tetlow King Planning on behalf of South West Housing Association Planning Consortium (SWHAPC)
25. The Planning Bureau on behalf of McCarthy Stone
26. The Topsham Society-TCA Planning Panel
27. Turley on behalf of Bloor Homes South West Ltd and Stuart Partners Ltd
28. Watkin Jones Group PLC (WJG)

### **Other Organisations**

1. Alphington Community association
2. Alphington Village Forum
3. Beacon Centre
4. Churchill Retirement Living
5. Devon Archaeological Society
6. Devon Buildings Group
7. Devon Countryside Access Forum
8. Devon Wildlife Trust
9. Disabled Ramblers UK
10. Exeter and Devon Airport Ltd
11. Exeter Civic Society
12. Exeter Community Initiatives
13. Exeter Craft Hub
14. Exeter Energy Ltd
15. Exeter Green Party
16. Exeter Greenspace Group
17. Exeter St James Community Trust
18. Friends of Exeter Ship Canal
19. Home Builders Federation
20. InExeter
21. International Bridges Group
22. Isca Hockey Club
23. Marks and Spencer
24. National Trust
25. Newbury Trust
26. Progressive Group of Exeter City Councillors
27. Prospect Park Residents Associations
28. RSPB
29. Sidwell Street Methodist Church
30. South West Water
31. St Leonard's Neighbourhood Association
32. St Sidwell's Centre
33. The Deaf Academy
34. The Diocese of Exeter

35. The Exeter Cycling Campaign
36. The Prop Factory
37. The South West Academy
38. The Topsham Society-TCA Planning Panel
39. The University of Exeter
40. Topsham sustainability group
41. Viridor Waste Limited
42. Woodland Trust

## **APPENDIX D: List of sites submitted during consultation and the call for sites**

Number of site submissions received: 28 sites

1. Land Opposite 51 Homefield Road EX1 2QX (former playing field, Bramdean School)
2. Land and Buildings at Victoria Street, Exeter
3. Rougemont Switching Centre, Queens Road
4. Barton Place, 4 Wrefords Link, Exeter
5. Land adjoining 1 and 2 Lower Shapter Street, Topsham, Exeter
6. Land North of 3 Midway Terrace, Exeter
7. The Pyramids, John Hannam House and Eaton House / Eaton Drive
8. Combined site at 62 and 64 Alphington Road, Exeter
9. Land at Matford Lane
10. Land south of Church Hill
11. Highfield Farm, Topsham
12. Mount Howe Field Topsham
13. 14 - 15 Sidwell Street, Exeter
14. 19 - 23 Sidwell Street, Exeter
15. Land off Monmouth Street, Topsham
16. The Former Police Station and Central Devon Magistrate's Court. Heavitree Road,
17. Land to the east of Newcourt Road
18. Land at Oaklands Riding Stables, Balls Farm Road, Alphington, Exeter
19. Exbridge House, 26 Commercial Rd, Exeter
20. Land between Lower Argyll Road and Belvidere Road
21. Land at Topsham Golf Academy
22. Land at Sandy Park Farm
23. Land at North Exeter
24. Land at Barley Lane
25. Home Farm, Pinhoe

### **Submissions – outside Exeter:**

1. Land at West end of East Devon
2. Land at West Clyst Pinhoe
3. Land between Clyst St. Mary and Clyst St. George

## APPENDIX E: Exeter Plan: Community groups workshop

### AGENDA

#### Exeter Plan: Community groups workshop

**Date:** Thursday 11th January 2024

**Venue:** Marsh Barton Social Club, Grace Road, Marsh Barton

**Time:** 13.00 – 15.00

- |                      |  |
|----------------------|--|
| <b>13.00 – 13.25</b> | <b>Welcome and introduction</b>  |
| <b>13.25 – 13.55</b> | <b>Workshop 1: Development pattern – Brownfield development, density and height:</b><br><br><b>Question:</b> To provide the homes Exeter needs and still protect green spaces and our natural environment, we need to build closer to the city centre at higher densities, with some taller buildings where appropriate but more generous streets and public spaces.<br><br>What do you think of this idea in the context of the groups you represent? |
| <b>13.55 – 14.25</b> | <b>Workshop 2: Development quality</b><br><br><b>Question:</b> The Exeter Plan includes policies which set out the expectations regarding high quality development.<br><br>What would be the five key components of high quality development in the context of the groups you represent?   |
| <b>14.25 – 14.45</b> | <b>Group feedback</b>  |
| <b>14.45 – 15.00</b> | <b>Wrap-up and next steps for the Exeter Plan</b>  |
| <b>15.00</b>         | <b>Session close</b>   |

### ATTENDEES

#### **Discussion group 1:**

Facilitator: Exeter City Council  
InExeter  
Exeter Cycling Campaign  
Sidwell Street Methodist Church  
Exeter Doughnut  
Exeter Civic Society  
Slow Ways

#### **Discussion group 2:**

Facilitator: Exeter City Council  
Exeter Doughnut  
Parklife Heavitree  
The Connexional Team - Methodist Church  
Inclusive Exeter  
Deaf Academy  
InExeter

**Cllr Morse: Portfolio holder for City Development**

## DISCUSSION 1 WORKSHOP NOTES

### Development pattern – Brownfield development, density and height:

**Question:** *To provide the homes Exeter needs and still protect green spaces and our natural environment, we need to build closer to the city centre at higher densities, with some taller buildings where appropriate but more generous streets and public spaces.*

*What do you think of this idea in the context of the groups you represent?*

#### **Group 1 notes**

The group discussed the need for development and the wider implications for the city including both opportunities and challenges. A series of key points were considered as set out below:

- Need to avoid development sprawl on the edge of the city, including into green fields. This will help to meet low carbon aspirations and reduce the need to travel.
- Agree with the importance of protecting public open space in the city but it is vital that these are managed appropriately. There are perceptions of maintenance issues for parks and open spaces.
- Brownfield development needs to reflect the identities of local communities and engender pride in the area. The community does a lot of local work and runs a lot of voluntary activities which needs to be supported and provided for in new development.
- Development should be mixed-use.
- The edges of brownfield sites need to be carefully designed to fit in with existing buildings.
- Higher density development is generally acceptable in and on the edge of the city centre because it will help to support the vitality of the centre and widen the nature of the evening economy. A successful city centre is important for local pride in Exeter.
- The cost of brownfield development is a key challenge and this was a concern for the group in thinking about whether all development sites are realistic, particularly in terms of providing local services alongside the development.
- In some areas in Exeter brownfield land is also in areas of flood risk. This is a vital issue which should be addressed safely.
- There was a discussion about whether there is a direct link between high density development and the need for highway capacity and walking and cycling. There was an understanding of the opportunities for more walkable development at higher densities.
- Higher density can support, and increase the viability of, local services and facilities and increase the potential for sharing of space.
- Community land trusts and stewardship should be considered as part of brownfield development.

- Alongside brownfield development, if greenfield land does come forward it should be developed more efficiently and at higher densities.
- Appropriate densities will be determined by a number of issues and will differ across the city. Local context, heritage, existing densities, topography and the needs of the community should all be considered.
- Brownfield development is vital but also need to think about retaining good examples of development from the 1960s and 1970s. Not all of this type of development is of poor quality.

### **Group 2 notes**

The group had a wide-ranging discussion then focused on what were considered to be the top considerations when determining appropriate density and height. These are listed below.

- Mix of uses is important – retail should be insisted on for the ground floor of development within the city centre (considered there was still demand for retail both small and large and a particular desire for independent retailers).
- Height should be assessed in context. Some considered that the Depot site is too high and looks out of place. Need to assess development impact in its wider context, not just in terms of whether a view is blocked. Some in the group suggested that the Depot may look better when there is other taller development around it. Some felt that John Lewis draws the eye and that new development should not be taller than this building.
- High quality design is needed – not just a series of box-like buildings.
- New development needs to be considered by looking at its relationship with historic buildings and their settings.
- Need to consider those groups that are older or have special accessibility requirements – Development should meet the access needs of everyone.
- Those with disabilities and special requirements in terms of access can feel isolated – need to create social spaces for them.
- Community is central to success – development should be human in scale and support social networks. It was suggested that community is much harder to achieve in tall/dense development. Need space inside and out to allow for community cohesion (play parks etc)
- Placemaking is key – holistic decisions creating vibrant places where people want to live/stay. A mixture of uses is vital.
- Important to consider parking; further thought needs to be given to the practicalities of how no car or low car development will work.
- Low car development relies on facilities within easy walking and needs shared mobility such as shared bikes and cars. Should also consider the needs of disabled people who may need parking. Option to think creatively about parking (dual use for retail and residential for example).
- Urban design needs to address the needs of vulnerable people to provide secure and safe development and to design out crime.

## DISCUSSION 2 WORKSHOP NOTES

### Development quality

**Question:** *The Exeter Plan includes policies which set out the expectations regarding high quality development.*

*What would be the five key components of high quality development in the context of the groups you represent?*

#### **Group 1 notes**

The group discussed development quality in the widest sense, thinking about buildings, infrastructure/facilities and open spaces. More than five key components of quality were identified.

- Policy should secure high quality development. This is particularly important if development is coming forward at height and density because it will be high profile in the area. Place-making is vital – this is about more than just the quality of the buildings.
- Understanding sense of place is central to development quality. Asking the community about their views on local identity and what the community values is important.
- Unusual buildings can make a statement and raise the profile of development.
- Accommodating a mixed community with a variety of people living in an area will help make a place. This means the needs of a wide range of groups needs to inform development characteristic and facilities.
- Development should inspire delight, joy and playfulness – Indoor and outdoor spaces are needed to enable people to spend time. Use of the space must be accessible and affordable.
- Development should achieve net zero: Embodied carbon, energy efficiency and renewable energy generation are central.
- Development should reflect local identity and culture and should include public art.
- To be considered high quality, development should be flexible and resilient to ensure it has longevity.
- Development should offer a variety of sensory experiences.

#### **Group 2 notes**

The group focused on the key components of a quality development which covers a range of matters including buildings, spaces, sustainability and infrastructure. More than five key components of quality were identified:

- Design/aesthetic – need development that is fitting and stands alone in its quality with clear identity and character. Development needs to be beautiful as well as useful.

- Usability – both now and over time. Need to ensure that development is fit for purpose and fit for the next generation. The focus needs to be on the long term not just on short term cost/profit.
- Inclusive – Development needs to be designed for all. For example, spaces need to be provided for young, old and disabled groups.
- Whole-area place making – need robust masterplans to ensure developments work together and in their context. Movement from one area to another is key.
- Need to protect the amenity of existing residents, for example by ensuring adequate bins/bike storage. This will help to make new development, and new residents, welcome in the area.
- Sustainability – homes need to be fit for the future. Passivhaus, agile homes should be pursued but these need to be affordable.
- Infrastructure – This is vital to liveability (schools/doctors/nurseries/dentist/flooding etc). Suggested that Community Infrastructure Levy could be focused on Liveable Exeter sites.

It was suggested that engaging with those that have recently moved into some of the higher density development could help in determining what is important in terms of delivering 'high quality development'.



## Equality Impact Assessment: Exeter Plan: Full Draft consultation reporting

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.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive. 09.04.2024	Exeter Plan: Full Draft consultation reporting	That the Executive notes the content of the 'Exeter Plan: Full Draft Consultation Statement' (Appendix A) as a document which will be used to inform the preparation of the final draft of the emerging Exeter Plan.	The Exeter Plan: Full Draft Consultation Statement summarises the consultation activity which was held in autumn 2023 and early 2024 and reviews the consultation responses provided. The recommendation is

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
			<p>to note the report which will be used to inform the future work on the Exeter Plan.</p> <p>On this basis, groups with specific, protected characteristics are not considered to be affected by the recommendation.</p>

**Factors to consider in the assessment:** For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. 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	Positive or Negative Impact	High, Medium or Low Impact	Reason
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers; asylum seekers).	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
<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 impact on their ability to carry out normal day-to-day activities.	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<b>Sex/Gender</b>	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<b>Gender reassignment</b>	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<b>Religion and belief</b> (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual).	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<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	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
age categories are for illustration only as overriding consideration should be given to needs).			
<b>Pregnancy and maternity</b> including new and breast feeding mothers	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.
<b>Marriage and civil partnership status</b>	Neutral	N/A	The consultation report is for noting. It documents consultation activity which has already taken place and summarises the views of others regarding the Full Draft Exeter Plan. On this basis, groups with specific, protected characteristics are not considered to be affected by the consultation report.

**Actions identified that will mitigate any negative impacts and/or promote inclusion**

N/A

**Officer:** George Marshall: Assistant Service Lead: Local Plans

**Date:** 11 March 2024

## REPORT TO EXECUTIVE

Date of Meeting: 9 April 2024

## REPORT TO COUNCIL

Date of Meeting: 23 April 2024

Report of: Director of Culture, Leisure and Tourism

Title: Wonford Community Wellbeing Hub

### Is this a Key Decision?

No

### Is this an Executive or Council Function?

Council

### 1. What is the report about?

1.1 In February 2002 Council resolved to commit funding to the works required to bring a new Wonford Community Wellbeing Hub to formal planning application.

1.2 This report updates Members on progress prior to planning and to share the businesses case and £7million costs of the project.

1.3 The business case includes significant feedback from the community and what residents value. It takes out some key barriers to exercise and includes some free use sessions for residents and clubs.

1.4 It demonstrates how Wonford could be taken from loss making to profit in the first five years.

### 2. Recommendations:

2.1 That Members note the report, extensive business case and community engagement.

2.2 That officers will bring back a report with potential funding options for £7million by April 2025.

### 3. Reasons for the recommendation:

3.1 In February 2022 Council carried the recommendation to approve:

3.2 The provision of £750,000 funding to progress to the next Workstage of the Wonford Health & Wellbeing Hub which included undertaking of detailed investigations / surveys of the building and the development of the building design, finishes, M&E services, civil and structural designs all for submission of a planning application.

3.3 Following extensive community engagement and extensive project design works officers are now able to present the business case and preferred layout & designs, ahead of submission of the planning application.

3.4 Following an in-depth local community engagement, co-design, and feasibility phase, through investment from Council and the Live & Move (Sport England funded) programme, the Council seeks to progress the Wonford Community Hub redevelopment towards full planning consent.

3.5 In the last 24 months officers have undertaken / produced:

- A full business case (Appendix A);
- In depth co-design and engagement with Community Centre trustees and Exeter Leisure colleagues, including an options appraisal of the future management model;
- A full suite of technical investigations and surveys (structural surveys, ground investigations, utilities surveys, services surveys / searches, drainage surveys, highways assessments);
- Completion of RIBA stage 2 design and are currently progressing with the RIBA stage 3 design;
- A flythrough video of the concept design;
- Further pre planning application community engagement sessions.

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

4.1 Monies already granted to council includes funding for project management capacity through external consultants, commissioning architectural and other technical input to successfully deliver planning consent. After planning external resource ceases.

4.2 Officers will continue to work with Sport England around any capital investment in the scheme.

4.3 Officers are currently reviewing all funding options.

4.4 A built facilities strategy is also currently underway, to assess need in Exeter around physical activity against existing stock. This work runs alongside the medium-term financial plan and capital asset strategy of exiting leisure stock and investment needed and revenue implications. This work is running concurrently alongside decarbonisation investment into Riverside.

4.5 Funding required to deliver the project would be brought back to elected members at Executive and Council once the above matters are fully known. Given the potential increases in costs it is recommended to do this by April 2025.

#### **5. Section 151 Officer comments:**

5.1 As Members are aware, the Council has limited capital resources available. The cost of borrowing remains high (currently 5.18%) and therefore the cost of borrowing £7 million would equate to £394,000 a year. Even with the projected improvement in the direct running costs, Council would have to reduce spend elsewhere by around £150,000 a year.

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

6.1 This report provides an update on progress concerning the Wonford Community Wellbeing Hub. It does not raise any legal issues at this time.

## 7. Monitoring Officer's comments:

7.1 This report raises no issues for the Monitoring Officer.

## 8. Report details:

8.1 The Sport England Local Delivery Pilot programme initially identified Wonford as a key priority to focus resources and programme delivery to improve the health and wellbeing of residents through increasing physical activity.

8.2 Initial engagement identified the existing sports centre and community facilities are not well used by residents in the local community, not connected to the local green space and often perceived as a traditional sports centre meeting the needs of people living outside of Wonford.

8.3 A 24-month programme of engagement, led by a 'Sounding Board' consisting of local members as residents, has:

- Identified a local vision for health and wellbeing in Wonford, 'What Wonford Wants' – [What Wonford Wants – This Is Wonford](http://www.thisiswonford.co.uk/what-wonford-wants) ([www.thisiswonford.co.uk/what-wonford-wants](http://www.thisiswonford.co.uk/what-wonford-wants)).
- Co-designed the outcomes, activities and facilities that deliver improved community wellbeing through a redeveloped Wonford Community Wellbeing Hub at the existing site of the Wonford Community and Sports Centres.
- Developed a series of options on the future design and improvements to the existing buildings and facilities.
- Highlighted the need for the facility to connect with the outdoor space and further enhance and integrate outdoor activity facilities connected to the hub.
- Established the need for greater partnership working between the local GP practice 'Wonford Green Surgery' and local community assets.
- Prioritised improving facilities for sustainable travel to the site, so walking and cycling become the main modes of transport for residents using the hub. This includes connection to the Green Circle, running alongside the existing building and playing fields.

8.4 In February 2022, the Council approved the works to be undertaken through formal feasibility and in-depth community engagement towards being able to deliver a planning submission.

8.5 In the last 24 months the following programme of works has been completed:

**Business Case:** Project management consultants and officers from within the 'Active & Healthy People' and 'Exeter Leisure' teams have worked with technical consultants and the Wonford Community Learning Centre trustees to develop the business case for the redevelopment. This can be found at Appendix A and includes:

- Vision, purpose, scope, and background;
- Existing management and financial arrangements of current operations;
- Benefits and Outcomes;
- Proposed indicative designs;
- Future management options and revenue/cost modelling;

- Project control and programme milestones;
- Capital Cost;
- Risk Management;
- Pertinent future matters; and
- Next steps

**Engagement:** In addition to the detailed community engagement, surveys and feedback previously obtained to shape the facilities mix in the new hub, interaction, and involvement with a range of organisations and networks has informed the early design stages, through concept design, ready for submission of the planning application. These included specific sessions and focus groups with:

- Wonford COGs;
- the project specific Stewardship Group;
- local community groups;
- existing sports clubs and gym members;
- Wheelchair sports groups;
- Youth Groups and Primary School parents;
- Inclusive Exeter;
- Sport England;
- Community Centre Trustees;
- Leisure Centre operational team.

**Surveys & Technical Investigations:** Due to the refurbishment of the existing buildings (instead of complete demolition), it has been necessary to undertake a series of detailed investigations and surveys of the building, including a detailed / forensic measure of the existing buildings, a detailed condition survey & investigation of all Mechanical & Electrical installations / equipment in the buildings, structural investigations, surveys of trees and ecology locally, etc.

**Design:** The design has developed through the *Royal Institute of British Architects (RIBA) Plan of Work* in Stages 1, & 2 and is currently progressing through RIBA Stage 3. These RIBA Stages have seen the collation and evaluation of detailed survey & investigation information, confirmation of the project brief, evolution & progression of the concept design, progression of the architectural design (including spatial co-ordination), and commencement of the design information required for submission of the planning application design. The outline floorplan and one of the visual designs is included below.

**Forecast Capital Cost & Forecast Revenue Position:** These are included in detail in the business case. In summary:

**Capital forecast** - A Preliminary Cost Estimate has been produced by a Professional Quantity Surveying practice. The Cost Estimate is based on the RIBA Stage 2 design and takes into account the layout of the proposed hub, the accommodation schedule, a measure of the new building works, a measure of the refurbishment works, and findings from the building surveys undertaken to date.

The total forecast cost to progress the scheme from Planning application submission to opening of the facility is £7,000,000. This is based on a current figure aligned to the



project/ construction programme below and includes inflation and contingencies as of March 2024.

**Revenue Forecast** – The review of existing incomes and costs (for the Community Centre & Leisure Centre), and consideration of these within the context of the new Hub (including new facilities, larger gym, etc) has resulted in the forecast first 5 years revenue position of the new hub being:

Year 1	Year 2	Year 3	Year 4	Year 5
-£237k	-£30k	£49k	£46k	£51k

This compares with a current combined revenue position for the Leisure Centre and Community Centre of circa £200k+ deficit per annum.

**Indicative programme timeline if funding were available at the time of the report.**

Activity	Forecast Timescale
Issue of Concept Design Report by Architect (RIBA Stage 2 report)	November 2023
<b>Project Control Point 1: Review and approve commencement of next design stage</b>	January 2024
Architect undertakes Developed design (RIBA Stage 3)	Jan – April 2024
Includes formal Public Engagement / Feedback session	7 <sup>th</sup> , 8 <sup>th</sup> & 9 <sup>th</sup> March 24
<b>Project Control Point 2: Review and approve submission of Planning Application &amp; commencement of next design stage</b>	Mid-April – Early May 24
Architect undertakes technical design (RIBA Stage 4a) whilst awaiting the Determination of the Planning Application [including developing tender documents for contractor procurement]	May – August 2024
<b>Project Control Point 3: Review and approve commencement of procurement exercise for contractor</b>	Sept 2024
Procurement exercise for contractor appointment	Sept 24 – Feb 25
<b>Project Control Point 4: Review and approve award of the Contract to the successful contractor</b>	Feb 2025
Appoint Contractor	Feb 2025
Start on site	<b>April 2025</b>
Demolition and Construction Works	April 25 – April 26
<b>Project Control Point 5: Handover</b>	<b>April 2026</b>
12 months Defects Period	April 26 – April 27
<b>Project Control Point 6: End of Defects and Project Review</b>	April 2027

It should be noted that the above timeline is based on a seamless progression from submission of the Planning Application in May 2024, into the next stage of Technical Design. This approach (& timeline) would require funding for the project to be in place & approved by Mid-May 2024. Funding is not being requested as part of this Paper.

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

9.1 The decision to approve the proposal to submit a planning application for the Wonford Community Hub programme directly impacts key council corporate strategic priorities:

- Building Great neighbourhoods;
- Promoting active and healthy lifestyles; and
- Net Zero ambition

9.2 The focus of the investment is at improving the health and wellbeing of local communities and residents and prioritising those areas of the city with the largest inequalities and poorest health outcomes.

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

10.1 Lack of capital funding: Capital funding for the amount set out in Section 8 is required to progress this project beyond the Planning Application Submission stage. Without further funding approval, the project will not be delivered.

MITIGATION: ECC Officers are exploring all potential sources of funding, including national government agencies such as Sport England.

10.2 Delay in capital funding approval: Securing the funding and approvals associated with such can take many months. The programme in Section 7 is based on continuous project delivery activity. If the project is paused whilst awaiting funding, this will alter the timeline set out in Section 7.

MITIGATION: This risk is accepted, and its impact cannot be known until the point at which funding is secured / approved.

10.3 Capital Cost overrun: The actual capital costs experienced on the project are higher than the total cost forecast in Section 8 of this report.

MITIGATION: A Professional Quantity Surveying practice has been employed to provide a detailed Cost Estimate at this stage. The estimate is based on the design & works envisaged, with allowances for inflation and further contingency for unknown items. In addition, a formal Change Control Process is in place on the project. This manages & controls any potential changes in scope (& costs) during the design stage and will also manage any changes to the works (& cost) once the building contractor is appointed.

10.4 Annual Business Plan trading position is not achieved: The forecast annual trading position in Section 6.2 is not achieved and the facility is not financially sustainable. This could result in cuts to services, requirement for subsidy or even closure of the facility.

MITIGATION: Forecasts used in the business plan are based on a high level of prudence. Many of the incomes are benchmarked on current actual figures with prudent allowances for growth, whilst many costs are based on current actuals with reasonable allowances for cost increases and cost inflation. The most significant income stream – gym membership – has been subject to a separate, detailed assessment by a specialist consultant.

10.5 The benefits of the project are not realised: The expected benefits of this project are set out in Section 5.1. There is a risk the new Hub is not fully embraced by the community therefore does not improve the physical, social, mental, and emotional wellbeing of the people of Wonford & beyond.

Looking ahead, a large focus in the year leading up to opening the new facility will be on community activities, securing volunteers, arranging / organising social & wellbeing events, etc – all to build momentum and interest at the facility as soon as it opens. It will be important to launch and establish important support groups, services, and community volunteers to promote a strong community hub during the first year – which will help promote the long-term success of the hub.

Additionally, the business plan includes ‘free to use’ sessions built into the financial modelling, to help promote community use and engagement with the facility once it is open. These sessions are detailed in Section 6.2.

MITIGATION: Community Engagement on the project has been ongoing since 2019 to understand what the people of Wonford want. This has been captured in the evolved design to date.

10.6 Looking ahead, a large focus in the year leading up to opening the new facility will be on community activities, securing volunteers, arranging / organising social & wellbeing events, etc – all to build momentum and interest at the facility as soon as it opens. It will be important to launch and establish important support groups, services, and community volunteers to promote a strong community hub during the first year – which will help promote the long-term success of the hub.

10.7 Additionally, the business plan includes ‘free to use’ sessions built into the financial modelling, to help promote community use and engagement with the facility once it is open. These sessions are detailed in Section 6.2.

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

11.1 Under the Act’s Public Sector Equalities Duty, decision makers are required to consider the need to:

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

11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 At this stage the business case is for noting and there is no impact on the equality act. This would change significantly when a funding paper returns. The business case the decisions would be made on would require an extensive equalities report.

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

12.1 Embodied carbon and construction process carbon have both been positively impacted by adopting the philosophy of 'Refurbishment & New Build' instead of the 'Complete demolition and complete new build' strategy.

12.2 In addition to keeping (& refurbishing) the significant community hall & sports hall structures, the bricks being removed during the central area demolition works will be cleaned and re-used as the brick plinth to the new build section.

12.3 The project will provide a rest stop and focal point on the Green Circle, which will provide green travel around the city (for leisure, sport, and work commute purposes).

12.4 Solar PV panels will contribute on-site produced green energy to reduce the amount of electricity being purchased & supplied into the site.

12.5 The business case is for noting at this stage and not funding.

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

13.1 That members do not note the report.

13.2 That members note the report but offer an alternative motion regarding funding and timescale.

**Director of Culture, Leisure and Tourism, Jon-Paul Hedge**

Author: James Bogue

## **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  
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# Business Case

For the proposed :

*Wonford Community Wellbeing Hub*



Version 2.8 : 7<sup>th</sup> March 2024

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## **Appendices :**

- A : Delivery Programme
- B : Health & Fitness Memberships note
- C : Photographs of the current building

## 1.0 Introduction

This Business Case has been prepared to provide a basis for investment decision making in relation to the proposal to refurbish and partially redevelop both the Wonford Leisure Centre and the Wonford Community & Learning Centre into a one-stop *Community Wellbeing Hub*.

For clarity, no decisions have been made to date on the future of the existing facilities at Wonford, and – post submission of a planning application - no budget has been approved to take forward the project set out in this document. It is the intention that the information within this document will inform the decision making required to progress the scheme.

### THE VISION

To create a single hub facility to act as a focal point in the community - to promote access to, and participation in, community, health & wellbeing activities and services, to better connect with the nearby green space and better meet the needs of the local community.

## 2.0 Purpose and Scope of the Business Case

The redevelopment and long term success of the facilities at Wonford will be a major undertaking for Exeter City Council, the Wonford Community & Learning Centre and the community as a whole, requiring significant commitment of time, effort, trust and financial investment.

This Business Case has been prepared by Exeter City Council, in conjunction with the Trustees of the Wonford Community & Learning Centre, to inform decision making in relation to a combined Hub facility at Wonford, outlining the existing and proposed arrangements, and funding necessary to take the project forward.

The main objective of this Business Case is to provide decision makers and key stakeholders with the information and data required to consider whether the proposed Community Wellbeing Hub should proceed beyond the Planning application submission stage.

Key aspects to consider in this process are:

- 1) Will the new facility be commercially viable in the short, medium and long term?
- 2) Can it provide the benefits and outcomes desired by the Trustees and Exeter City Council.
- 3) Will the new facility be affordable to customers, particularly local residents.
- 4) Can the proposed facility ensure a long-term legacy for the commitment and dedication shown by the Community Centre and Leisure Centre teams over many decades.



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## 3.0 Context and Background

### 3.1 Wonford context

Wonford covers a large area to the south of Exeter City Centre, with a population of 7,686 (as at 2011 census, 2021 population data not yet available for sub-areas of Exeter). According to ONS Data, 58.2% of the population of Wonford are deprived households in one or more ways (education, employment, health and housing), with 38.6% of the population being economically inactive (unemployed).

Sport England is investing around £100 million over 4 years to create innovative solutions that make it easier for people to become physically active for life. Exeter is one of 12 national Sport England Local Delivery Pilots (LDP). The vision of the City Council is for Exeter to become the most active city in England by encouraging those most at risk of inactivity to become active. The aim is to work closely with local communities in the target areas to test how to overcome the barriers to becoming active for life. Wonford is one of the target areas identified for the community development work as part of the wider Exeter Local Delivery Pilot. In particular, the Council was keen to work with residents and other stakeholders to design a blueprint for the future redevelopment of the existing community and sports centre buildings.

Although the Sports Centre offers membership at £29.80 per month, affordability for local residents is a big issue, with a significant number of local residents not using the leisure centre at all, and a similarly high number for the community centre. The existing buildings are tired, cold, and damp with elements that have not been in use for some years due to water ingress and inaccessibility. There is also a lack of connectivity between elements of the existing buildings, and with the green space of Ludwell Valley Park to the rear. Due to the layout and design, there are areas (both internally and externally) which can feel closed-in and uninviting for visitors, users and staff alike, with regular reports of anti-social behaviour taking place in and around the site. The community and sports centres were built in the 1980's and now require a significant amount of investment to bring them up to date, having had only essential work carried out over recent years.

### 3.2 Background to the Community Wellbeing Hub project

In July 2019 Council adopted the revised Exeter Live Better and Move More *Built Facilities, Playing Fields, Pitches, Play Areas, Parks and Green Spaces Strategy*. A key priority of the Strategy was to support active and healthy lifestyles by working with residents and other stakeholders to co-design a flagship Community Health & Wellbeing Centre in Wonford.

The first stage of the project was the appointment of CAG Consultants by ECC later in 2019 to carry out a programme of extensive engagement, asking local residents and community groups what changes they would like to see in Wonford. Over 600 people were engaged with through meetings with local groups, a survey, a roadshow visiting 15 locations in Wonford and a community feedback event. CAG also set up Facebook and Instagram accounts which reached an estimated 14,000 people. The engagement process focussed on a conversation about health and wellbeing with the residents of Wonford and users of the existing Leisure and Community Centres.

As well as highlighting that 70% of the people consulted with had never used the Leisure Centre and 64% had never used the Community & Learning Centre, the following priorities were established:

- the development of a “one-stop” facility would bring the community together and improve the health and wellbeing of local residents;
- creating a facility that could be opened outwards to the whole community, to replace the current intimidating building and become better connected to the Wonford Playing Fields, the Ludwell Valley Park and the wider city Green Circle cycle and walking route;
- the need for improvements to the sustainable transport options to the site; and
- any redevelopment of leisure and wellbeing activities should be informed by the local community.

The response to the engagement was very positive, with support for improving health and wellbeing services, and enthusiasm for providing new spaces such as a café, gardens or allotments, and spaces for physical and mental health provision.

Based on the results of this consultation, it was proposed that a new Health and Wellbeing Hub be built, to replace the existing Leisure and Community Centres and GP Surgery. A survey in August 2020 asked local people what their priorities would be for a new Hub, with over 350 responses received, representing over 1,000 people.

Several options were drawn up by Space & Place Architects, using the survey results and working with a Sounding Board from the local area. The concept of a full demolition and construction of a newbuild one-stop community facility was developed, to incorporate both the Leisure and Community Centre, plus the adjacent GP surgery, which was further consulted on in October/November 2020.

Whilst great progress was made in community engagement and the design options during 2020, the outbreak and impacts of Covid-19 changed the design approach for the project. The pandemic resulted in significant pressure on Council finances, with decreased revenue streams and reduced external funding sources.

Despite the financial challenges prevalent in the aftermath of the pandemic, ECC maintained a desire to still achieve the outcomes and benefits identified in the previous engagement, however with a refined focus – looking at the demolition and redevelopment of the central core of the building, with the remainder of the facilities being refurbished and improved. The aim was to still bring the separate Leisure and Community elements together into a combined “hub” but at a much-reduced cost, which would also enable the community hall and sports hall to largely remain open throughout the work. At this point the proposal was renamed the Wonford Community Wellbeing Hub.

In February 2022, ECC Members agreed a budget of £750,000 to allow for ongoing consultation, the detailed building surveys required to develop this proposal, and the appointment of a team of consultants to progress the design & project through to submission of a planning application.

## 4.0 Existing Arrangements at the Community Centre and Leisure Centre

### 4.1 Management Arrangements

#### Community Centre and Phoenix Suite

ECC are the freehold owner of the Community Centre element of the existing building which is leased to the Wonford Community & Learning Centre (WCLC) with a restriction to be used solely as a Community Centre. The Lease commenced on 1<sup>st</sup> December 2006 and runs to 30<sup>th</sup> November 2036, with a break-clause option for the tenant to give 6 months' notice, but no right of termination by ECC.

The Phoenix Suite ("Youth Centre") and office are also owned by ECC, leased to Devon County Council, who in turn sub-let to WCLC, with the same expiry date as the Community Centre Lease.

Under the terms of the Lease, WCLC are responsible for paying rent to ECC, as well as covering all utilities, cleaning and insurance costs. The Trustees arrange all activities, events and classes that take place in the buildings. They also rent out desk/meeting room space to other organisations and individuals on an ad-hoc basis to supplement their income. Currently, events/classes are advertised through the WCLC website and word-of-mouth.

All of the Trustees are volunteers, with three paid (part-time) members of staff working across both the community centre and Phoenix suite. The Centre's income comes predominantly from memberships and fees for attendance of events/classes. An 'out of school' agency currently have residence in an office space above the hall and makes regular use of the Phoenix suite. The centre is also subsidised by a grant from the city council and various charitable grants.

Core to the management of the existing facility is the mission statement *"To provide and keep open a Community Centre for the benefit of the people of Wonford and District."*

#### Leisure Centre

The Leisure Centre element of the site is wholly owned by Exeter City Council and has been managed by the Council since the previous contract for the provision of leisure services finished in 2020.

Services provided include a 40-station gym, heavy weights room, indoor cycling studio, 4-court sports hall, Badminton and 5-a-side astroturf pitch.

Customers can either pay a monthly membership fee, or "pay as you go" for individual classes. Bookings can be made using the Exeter Leisure App or on-site at the Centre. In addition, the sports hall and outdoor pitch are available to hire direct from the Centre, for clubs affiliated with a Sports National Governing Body.

The leisure centre has 5 FTE members of staff (Duty Managers, Fitness instructors & Recreation assistants), plus casual group exercise instructors. The site team are supported by the leisure management senior team including a General Manager, Centre Managers, Sales & marketing support, a Fitness Manager, Physical Training Activity Co-ordinator, and a Maintenance Manager. Further support and services are provided by ECC including functions such as Finance, HR, Procurement & Legal services.

## 4.2 Financial Matters

### Community Centre and Phoenix Suite

Information provided by Wonford Community & Learning Centre Trustees outlined the financial position of the Community Centre in their 2022 / 2023 accounts to be as follows :

Total Income = £45,883

Total Expenditure = £61,865

Net annual position = **-£15,982**

The Trustees have noted that since 2022/2023 a new on-line booking system has been installed at the centre, with resultant increased bookings, activities, and income – all looking at an improved financial position in 2023/2024 onwards.

### Wonford Leisure Centre

Information provided by ECC Leisure department identifies the expected trading position for Wonford Leisure Centre for 2023/2024\* to be as follows :

Total Expected Income = £206,411

Total Expected Expenditure = £408,712

Net annual position = **-£204,884**

\*Figures for 2022/2023 have not been used, as significant cost reduction measures have been implemented on site in the 2023/2024 period which provide a trading position more reflective of the ongoing financial position of the facility.

## 5.0 The new Community Wellbeing Hub

### 5.1 Expected benefits and outcomes

The underlying reason for undertaking this project is to provide a Community Wellbeing Hub in Wonford which improves the physical, social, mental and emotional wellbeing of its users. Primarily serving the people of Wonford but also attracting visitors in from Ludwell Valley Park to use the facilities, services and resources available at the Hub.

It is envisaged that the main outcome and legacy from the project will be the creation of a Hub which improves the lives and wellbeing of all those who use it and creates greater connectivity for the community of Wonford.

By creating a facility which is inviting, open, bright and accessible, it is intended that more members of the Wonford community will be attracted to use the facility – creating a sense of pride in the facility and a snowball effect of greater use & involvement, resulting in the provision of a wider range of services (supported by a wider range of grants & funding).

A collaborative approach to running the facility involving the Council, WCLC and the local community will help promote a continued focus on achieving the societal improvements which are at the heart of the project.

In addition to the outcomes identified above, the project also aligns with and supports critical ECC corporate objectives, including promoting active & healthy lifestyles, building great neighborhood's and tacking congestion & accessibility.

The support of the Sport England Local Delivery Pilot funding (along with Council approved funding) has progressed the project with a community focused approach to health & wellbeing, recognizing Sport England's Uniting the Movement Strategy and vision to deliver "a more integrated and holistic approach to increasing physical activity based around the places and spaces where people spend their time". This holistic approach is integral to maximising the benefits and outcomes achievable at the Community Wellbeing Hub.

The Community Wellbeing Hub is a flagship programme within Live and Move and meets the key sustainable outcomes and long term impacts of the strategy:



We can also clearly demonstrate the programme meets Sport England's key 4 outcomes, which are intrinsically linked to the Live and Move strategy:

- 1) reducing inactivity
- 2) increasing activity
- 3) positive experiences for children and young people and
- 4) tackling inequalities.

The Wonford Community Wellbeing Hub approach also aligns clearly with the Sport England 'Future of Leisure Report' [Future of public leisure | Sport England](#) with many of the outcomes aligned with recommendations within this report.

*"This model - a shared vision between all stakeholders - would see traditional leisure services transition to being focused on active wellbeing.*

*It would create a closer relationship between health and leisure, built on social prescribing, co-location of services and the delivery of preventative activity opportunities – providing users with convenient places and ways to be active, located in close proximity to other health and social care services and facilities.*

*Co-location of facilities maximises the impact and value for money of these services and forms a key part of the 20-minute neighbourhood concept."*

The improvement of the leisure facilities and spaces available at the Hub will help promote more physical exercise and wellbeing, providing an important local sports provision as part of the wider ECC leisure estate and offering – seeking to compliment, not compete with, the other leisure facilities in the city.

The Wonford Community Wellbeing Hub will also play a significant role in meeting the priorities of the Exeter Playing Pitch Strategy, approved by Council in January 2022. New changing rooms will be provided for local football teams playing on the improved grass pitches. There is a programme in place to improve the levelling and drainage of the existing pitches to help attract Wonford-based teams back to the site and grow the local football offer at junior, women & girls and walking football. The Community Wellbeing Hub will provide a social home for those formal and informal teams who can use the facilities and community hub to connect before and after games. This will greater connect the football family with the wider Wonford community and multi-sport offer.

It is expected that the combination of all the above will result in a financially sustainable community & wellbeing hub.

Through the Live and Move programme and longer term partnership with Sport England we will measure these wider outcomes through the evaluation framework, currently delivered by our partner SERIO.

## 5.2 Project Progress to date and indicative design

Since the budget for design development and planning submission was approved in February 2022, the design team have been appointed, design has developed through RIBA Stage 2 and recently commenced RIBA Stage 3, an extensive legal title/constraints review has taken place and detailed surveys of the site, buildings and services have been carried out.

Engagement with the Community Centre Trustees and Leisure Centre team has been ongoing, ensuring the involvement of the full team in the progress of the new hub. Additional focussed sub-groups have also taken place to discuss specific elements of the proposal, such as youth provision, inclusivity, etc.

Space & Place in their role as Architect have developed the layout of the hub, taking into account the comments and suggestions raised during the various consultations & engagements to date, whilst also working within the constraints of the existing buildings as identified through the various site investigations.

A key aspect of the design and refurbishment at the hub is to include flexibility in all elements. This flexibility will allow the building to provide a wide range of facilities for different users and user groups – catering for a vast array of different functions and differing group sizes, allowing the hub to truly be available for all. Flexibility in design will also allow the hub to adapt to changing uses and habits over the decades to come.

Accessibility has been central to the evolution of the design. Accessibility considerations for disabled users, ethnic group requirements, and gender requirements are evident in the detailed floor plans. Examples of these include a ‘Changing Places’ space, wheelchair accessible width corridors, alternative access routes to spaces for privacy (& segregation for privacy within spaces), gender neutral changing facility, etc, to name a few.

The building layout has been subject to review and refinement over the past year, with the confirmed layout design shown overleaf.



Proposed Layout / Floor Plan





The interaction of the building with the outside is an important aspect being addressed in the proposed hub. This not only creates a better link to the playing fields and wonderful Ludwell Valley Park behind the hub, it will also enable greater visual connectivity with the activities taking place inside the building – helping to remove physical and psychological barriers to entering the building.

**View from the Green Circle**



**View from the Car Park when approaching from Burnthouse Lane**



Finally, the café is a critical element – looking to be the social interaction point for people within Wonford and for those using the green circle which passes outside the hub. It will be the focal point of the new building, promoting use and interaction for all age groups.



The designs are currently being developed suitable for submission of a Planning Application in Spring 2024.

## 6.0 Arrangements/Forecasts for the Community Wellbeing Hub

### 6.1 Management Options and Considerations

The future management & governance model is an important aspect of the new hub. Key decisions will need to be made in due course to conclude on the most appropriate form of model in order to maximise the benefit to the community, ensure a robust, thriving management team and ensure the long term financial sustainability of the hub.

In order to commence the process of considering the management & governance structure for the new facility, in January 2023 a report on the potential options available for the management of the new Community Wellbeing Hub was commissioned from Locality. According to their website (<https://locality.org.uk/who-we-are>) *“Locality is the national membership network supporting local community organisations to be strong and successful. We believe in the power of community to transform lives and create a fairer society. Our 1,600 members create the services their community needs most in spaces where everyone belongs. Locality provides specialist advice, peer-learning, resources and campaigns to help every community thrive.”*

This independent report outlined 3 main options for the management & governance of the hub :

1. Wonford Community and Learning Centre operates the new Hub
2. Creation of an Exeter City Council initiated Special Purpose Vehicle (SPV) to operate the hub
3. Exeter City Council operates the hub, in partnership with a community-led charitable organisation and other stakeholders in a Steering Group for the facility.

An outline description of each option has been obtained from the Locality report and is paraphrased below :

#### 1. **Wonford Community and Learning Centre operates the new Hub**

According to the Locality report and case studies provided within the report, a not-for-profit community anchor that runs multiple health and wellbeing services and activities, and also works in close partnership with a range of health and other bodies, can deliver considerable benefit to their local community. It is a model that is replicated in numerous communities across the country. Because of the nature of health and wellbeing services and sources of funding, most community anchors have a charitable form (either CIO or a company limited by guarantee and also registered charity).

A multi-purpose community anchor usually requires numbers of highly capable staff and will have been significantly enabled through investment over a number of years. They will have become a trusted recipient of funding and a reliable partner for delivery

of contracts. In addition, trustees/directors have gained experience over a number of years, or have been recruited to bring in key skills to the board.

In the case studies provided in the report and as repeated across Locality's membership, the community hub or centre building is usually held by the anchor organisation on a freehold or long leasehold basis, providing a security of tenure for long term development.

Community Anchors work in partnership with a range of bodies and agencies and consideration will need to be given to how this can be enabled. Options include embedding services from other agencies in the hub; strategic partnerships formed with relevant bodies at a senior level (CEO); and a partnership/advisory group formed for Wonford to support the Trust in its work.

WCLC are already in a relevant legal and charitable form and fulfilling some of the functions that would form a part of the lead role. In order to fulfil the maximum potential of this model, WCLC would need to scale up and broaden activities, deepen board skills, develop wider partnerships and attract significant capacity building support and financial investment to take the lead in operating the hub. However, if this option were taken up, a start could be made now to develop the charity, so as to be mostly in place by the time the centre opens. This would require some detailed planning and milestones/timeframes established to ensure it was fully operational by the time the Hub opened.

**2. Creation of an Exeter City Council initiated Special Purpose Vehicle (SPV) to operate the hub**

The SPV could have individuals on the board from a range of backgrounds with a varied skillset. There could be a place on the board for nominated representatives of WCLC, or else on an advisory/partnership group alongside other health and wellbeing stakeholders.

In terms of potential legal form, a not-for-profit form such as a Company Limited by Guarantee would be quick to set up, and could, if its' objects were wholly charitable, look to register as a charity at a later date. Similarly, a Community Interest Company (CIC) could be quick to set up as well and could be converted to a Charitable Incorporated Organisation (CIO) at a later date.

The entity would face the same issues as option 1 in needing to develop a business plan, grow staff capacity and earned income and funding streams alongside an initial investment in order to be viable and fulfil the potential.

**3. Exeter City Council operates the hub, in partnership with a community-led charitable organisation and other stakeholders in a Steering Group for the facility.**

In this option Exeter City Council would take a lead role in the new centre, taking responsibility for overheads and the main staff employment. A locally-led charitable organisation (that could be an expanded and enhanced WCLC) would have a role in being part of a steering group for the centre and work in partnership with city council staff to identify additional funding to supplement the activities provided by the Leisure

Services element. These additional activities such as youth activities and other activities identified in the recent consultation could be provided by the charitable arm. Such an arrangement would provide an immediate structure for the Hub to operate under, although the charitable organisation would need some time to develop activities, deepen board skills, develop wider partnerships and attract significant capacity building support and funding for activities and its development. However, a start can be made on this now, so as to be mostly in place by the time the centre opens.

The Locality report was commission in December 2022 and was issued in February 2023. A meeting was held with the then Trustees of Wonford Community & Learning Centre during March 2023 to discuss and consider the report. New Trustees were appointed in the summer of 2023 and a meeting was held in September 2023 to discuss the Locality report with the new Trustees.

If the Wonford Community Wellbeing Hub project does proceed beyond planning submission, a significant commitment of effort, time and resource will be required to progress the detailed discussions on the governance arrangements, in order to arrive at a tailored solution which delivers a long term, community focused, thriving Hub which combines and harnesses health, leisure, social, cultural and wellbeing aspects in a collaborative, successful manner.



## 6.2 Financial Matters

Following the completion of the RIBA Stage 2 design, the financial position of the new hub in its first five years of operation has been estimated. It is expected that the hub will reach a mature and consistent financial position by the fifth year – which will be indicative of the ongoing long term financial position of the facility.

The estimated incomes and expenditures have been created based on detailed discussions with the leisure centre, community centre and external specialists. The figures take into consideration a detailed review of existing incomes & costs, and predicted changes for the new hub.

The overview position is contained in a table on the following page, the estimating notes for the table are as follows:

1. Income from Health & Fitness memberships are a significant contributor to the finances of the hub, a detailed note on the estimated incomes for this item is contained in Appendix B.
2. Income from 'casual' use of the Health & Fitness facilities is based on a leisure industry rule of thumb of 5% of the memberships income.
3. Community Centre hire / functions income is based on keeping the existing pricing & rates charged for the current hall, with the estimated income being based on the pre-covid income for the hall plus 10% for increased use / bookings in the new hub environment.
4. Estimated income from Youth Groups replicates the pre-covid income level received by WCLC.
5. Income from the café is based on an average total sales of circa £30 an hour when open. (including events, functions, etc)
6. An allowance (deduction) has been included in the figures for 'free to use' activities which will promote engagement, use and ownership of the new hub. The free to use activities include 3 nr 1 hour sessions a week in each of the MUGA, Climbing Wall and studio.
7. The cost of energy in the new hub is based on the predicted energy usage as forecast at RIBA Stage 2 and the energy prices (£/KWh) forecast from ECC Energy team.
8. A staffing structure has been designed for the new hub. For the purposes of the business plan, this structure has been costed on ECC pay grade rates.
9. Certain activities are deemed included within the corporate ECC function (HR, legal, finance) and therefore not costed. Depending on the management & ownership model for the hub, these costs might be added, with the staffing structure (item 8) no longer being ECC pay grade and a lower 'commercial' rate applied – releasing costs to pay for the previously corporate activities.
10. The new hub will require volunteers from the community – to assist with the café, social activities, groups, functions, etc.
11. It is expected that the gym equipment will be leased.
12. The Business Rates estimate is based on current Business Rates charges, plus an estimated increase for the new hub facility. This item is costed at the moment however its inclusion will depend on the management/ownership structure of the hub and the District Valuer.
13. Food & Beverage costs at the café are based on the industry rule of thumb = 52% of sales.
14. A sizable allowance of £10k is included for marketing & advertising costs – to promote use, inclusion and participation at the new hub.
15. Inflation of 4% per year has been included to incomes and costs from Year 2 onwards.
16. Any costs associated with repayment of capital borrowing required to fund the buildings works has not been included.

**Estimated financial operating position of the new hub :**

<b>INCOMES</b>					
<b>Item</b>	<b>Yr 1</b>	<b>Yr 2</b>	<b>Yr 3</b>	<b>Yr 4</b>	<b>Yr 5</b>
	<b>26/27</b>	<b>27/28</b>	<b>28/29</b>	<b>30/31</b>	<b>31/32</b>
Health & Fitness - memberships	£ 360,126	£ 580,564	£ 680,950	£ 702,794	£ 734,017
Health & Fitness - casuals	£ 18,006	£ 29,028	£ 34,048	£ 35,140	£ 36,701
Sports Hall, MUGA & Studio Hire	£ 50,000	£ 52,000	£ 54,080	£ 56,243	£ 58,493
Group Exercise / clubs	£ 5,000	£ 5,200	£ 5,408	£ 5,624	£ 5,849
Community Centre Hire / functions	£ 42,361	£ 44,055	£ 45,818	£ 47,650	£ 49,556
Incomes from Youth Group	£ 13,341	£ 13,875	£ 14,430	£ 15,007	£ 15,607
Predicted income from Café	£ 100,000	£ 104,000	£ 108,160	£ 112,486	£ 116,986
Income from Climbing Wall	£ 2,000	£ 2,080	£ 2,163	£ 2,250	£ 2,340
Grants and external 3rd party support	£ 5,400	£ 5,616	£ 5,841	£ 6,074	£ 6,317
Allocation of 'free' activities in the model. For activities provided free to participants (list below) :					
Climbing Wall : 1 hr for 3 evenings per week	-£ 7,650	-£ 7,956	-£ 8,274	-£ 8,605	-£ 8,949
MUGA pitch : 1 hr for 3 evenings per week	-£ 6,750	-£ 7,020	-£ 7,301	-£ 7,593	-£ 7,897
Studio time for social clubs / social interaction activities : 1 hr for 3 days per week	-£ 5,040	-£ 5,242	-£ 5,451	-£ 5,669	-£ 5,896
<b>Total Incomes</b>	<b>£ 576,794</b>	<b>£ 816,201</b>	<b>£ 929,870</b>	<b>£ 961,401</b>	<b>£ 1,003,124</b>

<b>COSTS</b>					
<b>Item</b>	<b>Yr 1</b>	<b>Yr 2</b>	<b>Yr 3</b>	<b>Yr 4</b>	<b>Yr 5</b>
	<b>26/27</b>	<b>27/28</b>	<b>28/29</b>	<b>30/31</b>	<b>31/32</b>
<b>Energy</b>					
Projected Gas & Electricity Consumption	£ 88,710	£ 92,258	£ 95,949	£ 99,787	£ 103,778
<b>Staffing</b>					
Create new staffing model for the hub - including :	£ 394,037	£ 409,798.48	£ 426,190.42	£ 443,238.04	£ 460,967.56
Manager (s)	Included above	Included above	Included above	Included above	Included above
Reception					
Cleaning					
Café Staff					
Fitness Manager					
Fitness Instructors (Wellbeing Consultants)					
Recreation Assistants					
Maintenance Manager	Corporate	Corporate	Corporate	Corporate	Corporate
Human Resources support	Corporate	Corporate	Corporate	Corporate	Corporate
Legal support	Corporate	Corporate	Corporate	Corporate	Corporate
Finance & Accountancy	Corporate	Corporate	Corporate	Corporate	Corporate
<b>Repairs and Maintenance</b>					
Allowance for repairs and consumables, general maintenance & annual H&S Testing	£ 85,512	£ 88,932	£ 92,490	£ 96,189	£ 100,037
<b>General / other</b>					
Gym equipment : annual lease	£ 80,000	£ 83,200	£ 86,528	£ 89,989	£ 93,589
Business Rates (NNDR)	£ 67,240	£ 69,930	£ 72,727	£ 75,636	£ 78,661
Alarms and CCTV	£ 14,044	£ 14,606	£ 15,190	£ 15,798	£ 16,429
IT : software and hardware - phones, internet, bookings system, TV screens, etc	£ 10,000	£ 10,400	£ 10,816	£ 11,249	£ 11,699
Food & Beverage at Café	£ 52,000	£ 54,080	£ 56,243	£ 58,493	£ 60,833
Cleaning equipment	£ 4,763	£ 4,954	£ 5,152	£ 5,358	£ 5,572
Marketing & advertising Costs	£ 10,000	£ 10,400	£ 10,816	£ 11,249	£ 11,699
Insurances	£ 1,500	£ 1,560	£ 1,622	£ 1,687	£ 1,755
Subscriptions to virtual classes, etc	£ 6,000	£ 6,240	£ 6,490	£ 6,749	£ 7,019
<b>Total Costs</b>	<b>£ 813,806</b>	<b>£ 846,358</b>	<b>£ 880,213</b>	<b>£ 915,421</b>	<b>£ 952,038</b>
<b>Operating Position</b>	<b>-£ 237,012</b>	<b>-£ 30,158</b>	<b>£ 49,658</b>	<b>£ 45,980</b>	<b>£ 51,086</b>

As can be seen from the above table, the estimated position forecasts losses in the first two years of opening, and then a positive annual position from year 3 onwards. The estimated trading position of circa £50k profit per annum is a betterment of the current trading position of the existing leisure centre and community centre which has a combined deficit of circa £220k per annum.

It should be noted that the demolition and building works will impact on the incomes / costs of the existing leisure centre and community centre, with the most notable loss being the demolition of the existing gym. The trading position for a 'Year 0' (2025/2026) is forecast to be in the region of circa £350k deficit (instead of the existing trading position of circa £220k deficit).



## 7.0 Project Control and Programme

### Project Control

The project will be managed in a controlled manner, with clear and defined 'Project Control Points' established throughout the delivery programme. These Control Points are gateways in the project sequence where the key fundamentals of the project are reviewed & considered by Exeter City Council before approving the commencement of the next stage of the project.

At each Control Point, a report and presentation will be provided by the delivery team which includes :

1. Updated quality and specification matters
2. Updated forecast Capital Cost
3. Any materials changes to the Business Case (particularly those resulting from changes in specification &/ or capital cost)
4. Updated Delivery Programme
5. Updated Risk Register
6. Confirmation that the expected / forecast benefits are still on course to be achieved.

The Project Control Points are an integral part of the delivery programme. The full draft Delivery Programme is included in Appendix A, whilst the key Milestones have been captured in the table on the following page.

### Programme

The delivery programme (& associated Milestones) follow a project approach whereby the design is progressed to RIBA Stage 3 and then a Planning Application is submitted. During the planning determination period, the RIBA Stage 4a technical design is developed, with contractor tender information / documents also drafted. The programme allows for the Planning Conditions to be included in the tender exercise.

It is envisaged that the procurement of the contractor will be a Design & Build single stage tender exercise. This may involve the use of a framework or be an open procedure. The formal Procurement Approach will be developed during RIBA Stage 3 – this will outline the intended procurement route, market engagement, and contract strategy.

Once appointed, it is expected that the contractor will have a mobilisation period (to mobilise site resources, order materials / equipment and discharge pre-commencement planning conditions), following which site establishment, demolition and new build works will commence. Initial discussions have been held with the Leisure Centre and Community Centre

to start exploring measures that can be implemented during the demolition / new build stage to minimise disruption on operations at both centres during the construction period. Initial plans for temporary arrangements will be developed during RIBA Stages 3 & 4a and will then be detailed fully when the building contractor is appointed.

## Milestone Schedule

Activity	Forecast Timescale
Issue of Concept Design Report by Architect (RIBA Stage 2 report)	November 2023
<b>Project Control Point 1 : Review and approve commencement of next design stage</b>	January 2024
Architect undertakes Developed design (RIBA Stage 3)	Jan – April 2024
Includes formal Public Engagement / Feedback session	7 <sup>th</sup> , 8 <sup>th</sup> & 9 <sup>th</sup> March 24
<b>Project Control Point 2 : Review and approve submission of Planning Application &amp; commencement of next design stage</b>	Mid April – Early May 24
Architect undertakes Technical design (RIBA Stage 4a) whilst awaiting the Determination of the Planning Application [including developing tender documents for contractor procurement]	May – August 2024
<b>Project Control Point 3 : Review and approve commencement of procurement exercise for contractor</b>	Sept 2024
Procurement exercise for contractor appointment	Sept 24 – Feb 25
<b>Project Control Point 4 : Review and approve award of the Contract to the successful contractor</b>	Feb 2025
Appoint Contractor	Feb 2025
Start on site	<b>April 2025</b>
Demolition and Construction Works	April 25 – April 26
<b>Project Control Point 5 : Handover</b>	<b>April 2026</b>
12 months Defects Period	April 26 – April 27
<b>Project Control Point 6 : End of Defects and Project Review</b>	April 2027

The draft delivery programme and above Milestone Schedule are based on initial estimates of the sequencing and timescales required on the project. The level of surety in the estimates is greater on the short-term activities & timescales, however they become less certain as the project evolves and timescales are determined by third parties (for example the allowance for Planning Determination period, and the allowances for the mobilisation, demolition and construction periods required by the contractor, etc). However, for the purposes of this Business Case, the programme provides an indicative timeline for the required activities and overall project duration.

It is noted at the time of drafting this Business Case that funding has not yet been secured to progress the project beyond Control Point 2 (submission of the Planning Application). If funding is not in place to seamlessly progress after Control Point 2, this will change the timeline of activities outlined in the Milestone schedule.

## 8.0 Capital Cost

A Preliminary Cost Estimate has been produced by a Professional Quantity Surveying practice. The Cost Estimate is based on the RIBA Stage 2 design and takes into account the layout of the proposed hub, the accommodation schedule, a measure of the new building works, a measure of the refurbishment works, and findings from the building surveys undertaken to date.

The total forecast cost to progress the scheme from Planning application submission to opening of the facility is **£7,000,000.\***

The Preliminary Cost Estimate includes the following cost items:

1. Demolitions
2. Temporary works
3. Foundations for the new build element
4. Structure for the new build element (Frame, roof, walls)
5. Windows & Doors (new build and refurbished areas)
6. Internal walls & partitions (new build and refurbished areas)
7. Floor finishes (new build and refurbished areas)
8. Wall finishes (new build and refurbished areas)
9. Ceiling finishes (new build and refurbished areas)
10. Fixtures & fittings (new build and refurbished areas)
11. Sanitaryware (new build and refurbished areas)
12. Heating & air treatment
13. Water & drainage installations
14. Electrical system alterations and installation
15. Communication system, security, and access control
16. Solar Photovoltaics installation
17. External works (surfaces & fittings)
18. Contractor Overheads, Profit & Risk
19. Contractor Preliminaries
20. Professional Fees
21. Risk Allowances & Contingency
22. Construction Inflation

\*The Preliminary Cost Estimate is based on the programme contained in Section 7.0 of this report. If the works are delayed beyond the timescales outlined in the programme, the cost of the works are likely to increase. The extent of any delay and the prevalent conditions in the construction industry at that time will determine the extent of the change in cost.

## 9.0 Risk Management and Risks

As is normally expected on a development / redevelopment project, this scheme has a number of risks. The actual risks, their 'risk rating' and the ability of the team to influence them will constantly change as the project progresses through the development process.

The project keeps a 'Risk Register' which identifies the risk, then assesses its potential impact and probability of occurring to arrive at a 'Risk Rating' for each risk. The 'Risk Rating' helps prioritise the importance of the risks for that particular stage of the project. The strategy to deal with each risk is identified and owners / actions detailed. The risk register is a live document.

On this project, the team also utilises a 'Pertinent Matters Schedule' which captures the key actions across the project (including risk actions) and is reviewed at each project team meeting. This schedule ensures the key actions (& risks) are being managed and progressed throughout the duration of the project.

For the purposes of this Business Case, the 5 key Risks for the project can be summarised as follows :

1. **Lack of capital funding** : Capital funding for the amount set out in Section 8 is required to progress this project beyond the Planning Application Submission stage. Without further funding approval, the project will not be delivered.  
**MITIGATION** : ECC Officers are exploring all potential sources of funding, including national government agencies such as Sport England.
  
2. **Delay in capital funding approval** : Securing the funding and approvals associated with such can take many months. The programme in Section 7 is based on continuous project delivery activity. If the project is paused whilst awaiting funding, this will alter the timeline set out in Section 7.  
**MITIGATION** : This risk is accepted and its impact cannot be known until the point at which funding is secured / approved.
  
3. **Capital Cost overrun** : The actual capital costs experienced on the project are higher than the total cost forecast in Section 8 of this report.  
**MITIGATION** : A Professional Quantity Surveying practice has been employed to provide a detailed Cost Estimate at this stage. The estimate is based on the design & works envisaged, with allowances for inflation and further contingency for unknown items. In addition, a formal Change Control Process is in place on the project. This manages & controls any potential changes in scope (& costs) during the design stage and will also manage any changes to the works (& cost) once the building contractor is appointed.

4. **Annual Business Plan trading position is not achieved** : The forecast annual trading position in Section 6.2 is not achieved and the facility is not financially sustainable. This could result in cuts to services, requirement for subsidy or even closure of the facility.

**MITIGATION** : Forecasts used in the business plan are based on a high level of prudence. Many of the incomes are benchmarked on current actual figures with prudent allowances for growth, whilst many costs are based on current actuals with reasonable allowances for cost increases and cost inflation. The most significant income stream – gym membership – has been subject to a separate, detailed assessment by a specialist consultant. This is included in Appendix B.

5. **The benefits of the project are not realised** : The expected benefits of this project are set out in Section 5.1. There is a risk the new Hub is not fully embraced by the community therefore does not improve the physical, social, mental and emotional wellbeing of the people of Wonford & beyond.

**MITIGATION** : Community Engagement on the project has been ongoing since 2019 to understand what the people of Wonford want. This has been captured in the evolved design to date.

Looking ahead, a large focus in the year leading up to opening the new facility will be on community activities, securing volunteers, arranging / organising social & wellbeing events, etc – all to build momentum and interest at the facility as soon as it opens. It will be important to launch and establish important support groups, services and community volunteers to promote a strong community hub during the first year – which will help promote the long term success of the hub. Additionally, the business plan includes ‘free to use’ sessions built into the financial modelling, to help promote community use and engagement with the facility once it is open. These sessions are detailed in Section 6.2.

## 10.0 Other Matters to Consider

The project includes many complex matters which need to be addressed at appropriate stages during the delivery of the scheme. To keep a log of these matters, a 'Pertinent Matters Schedule' is held on the project. This ensures the items are captured, reviewed and progressed at the most suitable & appropriate time. This schedule is reviewed during the project delivery stage and also at the Project Control Points.

The pertinent matters appropriate to highlight at Business Case level are :

Pertinent Matter	Comment
Disruption & potential closures of the community hall and sports hall during the building works.	The redevelopment will facilitate both halls generally remaining open. However, the nature of the works (including refurbishment works in the halls) will require closures and disruption at some time. The full extent, timing and durations will be established when a building contractor is appointed.
Formal agreement will be required from DCC in relation to the current lease arrangement for the Pheonix Centre. (ECC lease the premises to DCC, who lease it to WCLC)	A new facility for youth services will be provided within the hub. The creation of the new hub will require the demolition of the existing Pheonix Centre to build the central core of the new hub, which will require agreement to terminate leases, etc.
Charity Commission engagement and agreements.	Depending on the management & ownership structure of the new hub, the WCLC Trustees are likely to require advice from and agreements with the Charity Commission.
Trustees support and capacity – including any specialist advice & skills.	Depending on the management & ownership structure of the hub, WCLC Trustees may require capacity building and / or specialist skills and advice to support their involvement in the new hub.
Renegotiation / cessation of leases.	In addition to the DCC lease noted above, there will be the requirement to renegotiate leases, create new leases and / or terminate leases affecting ECC and WCLC, depending on the management & ownership structure of the new hub.

## 11.0 Next Steps

It is understood this business case will be presented to ECC Executive and Full Council during April 2024. It is also understood this document will be shared with Sport England, for comment and information

As outlined in Section 2 of this document, the main objective of this Business Case is to provide decision makers and key stakeholders with the information required to consider whether the proposed Community Wellbeing Hub should proceed beyond the Planning application submission stage.

The key aspects to consider in this process were noted as:

- 1) Will the new facility be commercially viable in the short, medium and long term?
- 2) Can it provide the benefits and outcomes desired by the Trustees and Exeter City Council.
- 3) Will the new facility be affordable to customers, particularly local residents.
- 4) Can the proposed facility ensure a long-term legacy for the commitment and dedication shown by the Community Centre and Leisure Centre teams over many decades.

If the decision makers and key stakeholders consider that the project should proceed beyond the planning application submission stage, a strategy, approach and timeline for securing the necessary £7m capital funding will be required.

It is understood the strategy could include exploring a mix of funding which potentially includes CIL, government agency funding (such as Sport England), built facilities strategy review outcomes (& any financial implications / opportunities), community fundraising activities, and the like.

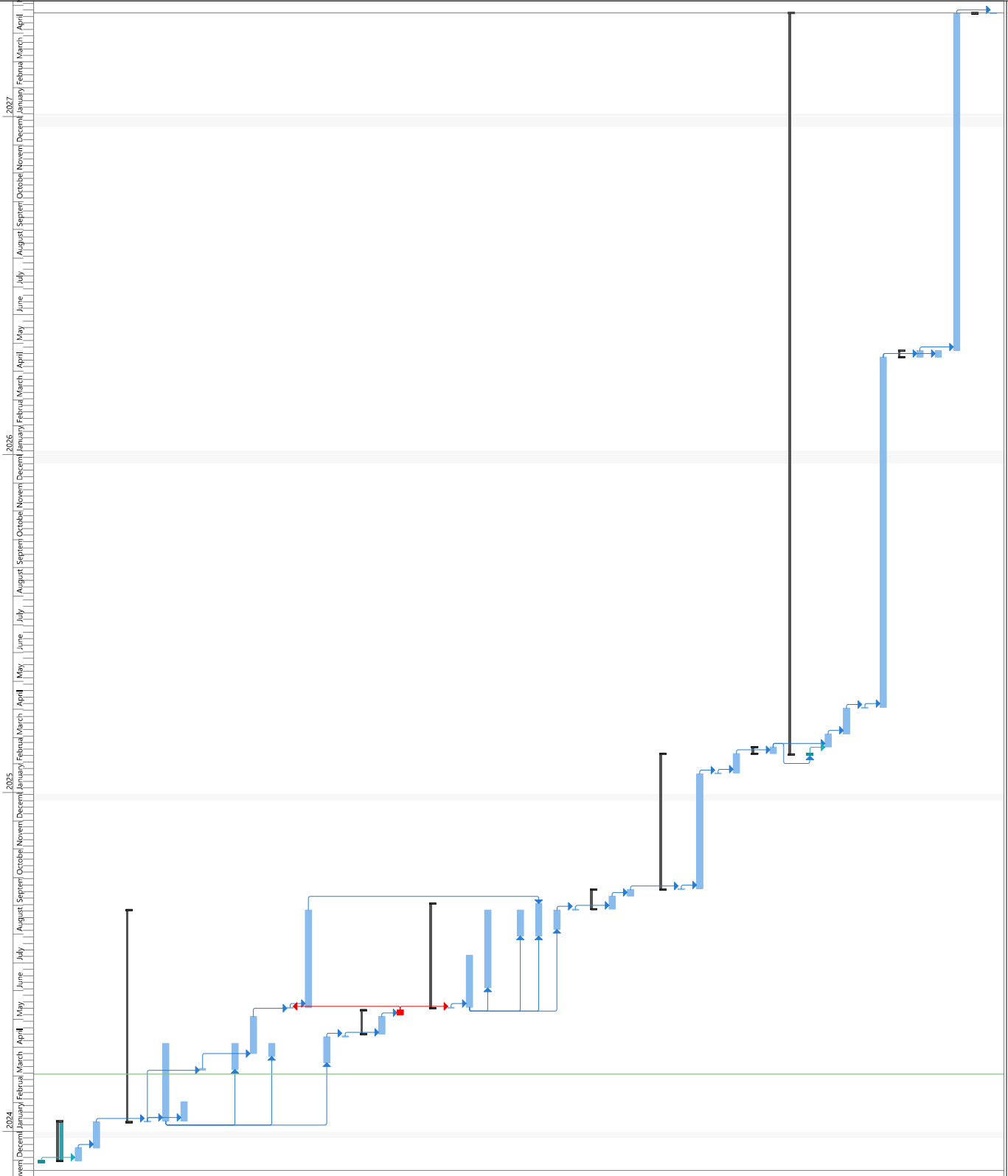
At present the project will stop once the Planning Application has been submitted.



## **Appendix A**

### **Delivery Programme**

# Wonford Community Wellbeing Hub : Delivery Programme



ID	Task Name	Duration	Start	Finish
1	Issue Stage 2 Design Report	1 day	Wed 29/11/23	Wed 29/11/23
2	<b>Project Control Point 1</b>	<b>25 days</b>	<b>Thu 30/11/23</b>	<b>Thu 11/01/24</b>
3	ECC review of Stage 2 Report	2 wks	Thu 30/11/23	Wed 13/12/23
4	Confirmation to proceed with Stage 3 Design	14 days	Thu 14/12/23	Wed 10/01/24
5	<b>Stage 3 Design</b>	<b>163 days</b>	<b>Thu 11/01/24</b>	<b>Mon 26/08/24</b>
6	Commence Stage 3 Design	1 day	Thu 11/01/24	Thu 11/01/24
7	Prepare Developed Design	12 wks	Fri 12/01/24	Thu 04/04/24
8	Prepare Pre-App submission	3 wks	Fri 12/01/24	Thu 01/02/24
9	Public engagement and feedback session	2 days	Thu 07/03/24	Fri 08/03/24
10	Update Cost Plan	4 wks	Fri 08/03/24	Thu 04/04/24
11	Prepare Planning Application	6 wks	Mon 25/03/24	Fri 03/05/24
12	Review against Building Regulation	2 wks	Fri 22/03/24	Thu 04/04/24
13	Planning Submission	1 day	Mon 13/05/24	Mon 13/05/24
14	Planning Determination	15 wks	Tue 14/05/24	Mon 26/08/24
15	Prepare Stage 3 Report	4 wks	Fri 15/03/24	Thu 11/04/24
16	Submit Stage 3 Report	1 day	Fri 12/04/24	Fri 12/04/24
17	<b>Project Control Point 2</b>	<b>20 days</b>	<b>Mon 15/04/24</b>	<b>Fri 10/05/24</b>
18	ECC review Stage 3 Report	3 wks	Mon 15/04/24	Fri 03/05/24
19	Confirmation to submit planning and proceed with Stage 4a	1 wk	Mon 06/05/24	Fri 10/05/24
20	<b>Stage 4a Design</b>	<b>81 days</b>	<b>Mon 13/05/24</b>	<b>Mon 02/09/24</b>
21	Commence Stage 4a	1 day	Mon 13/05/24	Mon 13/05/24
22	Develop Technical Design	8 wks	Tue 14/05/24	Mon 08/07/24
23	Prepare tender drawings and specifications	12 wks	Tue 04/06/24	Mon 26/08/24
24	Updated Cost Plan	4 wks	Tue 30/07/24	Mon 26/08/24
25	Prepare Employers Requirements	5 wks	Tue 30/07/24	Mon 02/09/24
26	Prepare Stage Report	3 wks	Tue 06/08/24	Mon 26/08/24
27	Submit Stage Report	1 day	Tue 27/08/24	Tue 27/08/24
28	<b>Project Control Point 3</b>	<b>15 days</b>	<b>Wed 28/08/24</b>	<b>Tue 17/09/24</b>
29	Client Review	2 wks	Wed 28/08/24	Tue 10/09/24
30	Confirmation to proceed to Tender Stage	1 wk	Wed 11/09/24	Tue 17/09/24
31	<b>Tender Action</b>	<b>97 days</b>	<b>Wed 18/09/24</b>	<b>Tue 11/02/25</b>
32	Issue Tenders	1 day	Wed 18/09/24	Wed 18/09/24
33	Tender Period	16 wks	Thu 19/09/24	Mon 20/01/25
34	Tenders returned	1 day	Tue 21/01/25	Tue 21/01/25
35	Tender Evaluation	3 wks	Wed 22/01/25	Tue 11/02/25
36	<b>Project Control Point 4</b>	<b>5 days</b>	<b>Wed 12/02/25</b>	<b>Tue 18/02/25</b>
37	Contract Award	5 days	Wed 12/02/25	Tue 18/02/25
38	<b>Construction</b>	<b>553 days</b>	<b>Tue 11/02/25</b>	<b>Thu 22/04/27</b>
39	Appoint Contractor	1 day	Tue 11/02/25	Tue 11/02/25
40	Standstill period	10 days	Wed 19/02/25	Tue 04/03/25
41	Mobilisation Period	4 wks	Wed 05/03/25	Tue 01/04/25
42	Start on site	1 day	Wed 02/04/25	Wed 02/04/25
43	Demolition and Construction Work	52 wks	Thu 03/04/25	Wed 15/04/26
44	<b>Project Control Point 5</b>	<b>5 days</b>	<b>Thu 16/04/26</b>	<b>Wed 22/04/26</b>
45	Handover	5 days	Thu 16/04/26	Wed 22/04/26
46	Full Facility open to the Public	1 wk	Thu 16/04/26	Wed 22/04/26
47	12 months defects period	50 wks	Thu 23/04/26	Wed 21/04/27
48	<b>Project Control Point 6</b>	<b>1 day</b>	<b>Thu 22/04/27</b>	<b>Thu 22/04/27</b>
49	End of Defects and Project Review	1 day	Thu 22/04/27	Thu 22/04/27

## **Appendix B**

### **Health & Fitness Memberships Note**

## **Wonford Community Wellbeing Centre**

### **Health & Fitness Memberships note**

**Date: 8<sup>th</sup> January 2024**

The predicted start date of the new gym opening at Wonford Sports Centre would be April 2026.

It would be anticipated that the club live membership total pre-opening plus the sales for the month would be:

Club Live at the beginning of the month: 500

Sales for the month in April: 150

Attrition for the month: 5%

Club live at the end of the month: 625

The new gym is a 242sq m gym excluding changing areas, which will allow 60.5 pieces of kit at 4m per piece of kit. The make up of kit between cardio-vascular, variable resistance and functional are to be decided.

Generally speaking we would aim for 32 members per piece of kit which is in line with our current facilities at Riverside and Isca, this would equate to a membership maximum of 1,936 members.

By year 5 we are predicting a growth to 1,897members which equates to 31 members per gym station, - which is within the maximum number of 1,936 potential.

Year 1 Income: £360,126

Year 2 Income: £580,564

Year 3 Income: £680,521

Year 4 Income: £702,794

Year 5 Income: £734,017

These predicted annual income figures are based upon a Year 1 - Year 5 monthly average yield of £33. The current yield for Wonford Sports Centre is running at approximately £31 per month.

Should we wish to increase any of the total annual income figures there would be a need to review yield over the five-year period.

The monthly sales targets and attrition targets are in line with current predicted trends and produce a road map which is achievable with the resources identified to support its growth.

## **Appendix C**

### **Photographs of the current building**











## **REPORT TO EXECUTIVE**

Date of Meeting: 9 April 2024

## **REPORT TO COUNCIL**

Date of Meeting: 23 April 2024

Report of: Director of Culture, Leisure, and Tourism

Title: Live and Move Sport England Place Partner 2025-2028

### **Is this a Key Decision?**

No

### **Is this an Executive or Council Function?**

Council

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

1.1 The Live and Move Programme (Exeter and Cranbrook) is one of the original twelve Sport England Local Delivery Pilots. It launched in 2017 following a successful bid and has received over £7.5m of investment to connect and engage with communities, take their lead, build trust, and remove barriers that prevent people from being active. The current funding will end on 31st March 2025.

1.2 This report seeks Member approval to extend Exeter City Council's role as a Sport England Place Partner and apply for investment to 'deepen' the work of the Live and Move Programme for a further three years (2025-2028).

### **2. Recommendations:**

That Executive recommend to Council to:

2.1 Authorise the Director of Culture, Leisure, and Tourism in consultation with the Portfolio Holder for Leisure Services and Physical Activity to develop a next stage bid and to apply to Sport England for funding;

2.2 Recognise this next stage of work will focus on increasing physical activity, decreasing inactivity, reducing inequalities, and providing positive experiences for children and young people; and

2.3 Support the proposed next stage bid to Sport England based on the learning from the project to date and the principles outlined at 8.12 of the report.

### 3. Reasons for the recommendation:

3.1 Sport England are committing significant investment over the next 5 years to deepen and expand their approach for place based systemic change, which has evolved from the initial 12 Local Delivery Pilots.

3.2 A recently published impact summary shows that nationally, inactivity levels are reducing two and a half times faster in Local Delivery Pilot Areas compared to other places and as a result, achieved a social return on investment of £78.7m.

3.3 The Live and Move Everyday Strategy 2022, uses a Whole System Place-Based Approach to tackle health inequalities in 12 priority places across Exeter and Cranbrook, which data has shown to be the least active. It underpins a city-wide programme of work which contributes to the Council’s Corporate Plan and Vision for 2040, positively impacting a number of key Council priorities. The strategy focusses on Three Sustainable Outcomes and Three Long Term Impacts, as shown below:

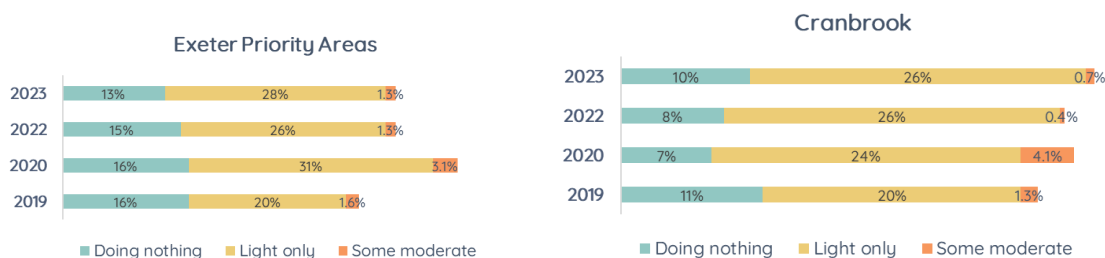


Source: Live and Move Everyday Strategy 2022

3.4 The Local Active Lives Survey produced each year, provides comprehensive and accurate data about activity levels at a post code or Lower Super Output Area. The data is invaluable for identifying trends and targeting support at those in greatest need but also critical to measuring impact. The latest survey results were shared with members at Strategic Scrutiny on 16th November 2023 and the report can be viewed here.

3.5 Impacts of the programme to date include:

- A developing trend of a reduction in people ‘doing nothing’ or impact on the least inactive. Rates across Exeter Priority Areas are down to 13% and 10% in Cranbrook. See diagram below:



- A strong bounce back from COVID activity levels (within LSOA's);
- A narrow gender inequality gap;
- A significant recovery of physical activity levels for diverse communities;
- A significant link between use of GP referrals and better health outcomes for individuals;
- A separate [impact report](#) published in March 2024 highlights the scale and value of the Wellbeing Exeter Programme.

3.6 The report summarises there has been a "...significant overall mean increases in general wellbeing, development of relationships with others and community engagement from baseline to post intervention. This finding was consistent across adults, families, and young people..."

3.7 The study evidence's significant impact on families being active together following engagement with Wellbeing Exeter. Data shows an 11% increase in the proportion of families who regularly (weekly or more frequent) spend time together doing something active.

3.8 The programme approach to place-based systemic change has led to the following tangible successes and achievements:

- The Live and Move Programme has been mainstreamed within the Council's Corporate Plan and Vision for 2040 and successfully influenced strategy and policy as seen in the Exeter Transport Strategy, Local Cycling and Walking Infrastructure Plan and the Exeter Local Plan.
- Active Design principles and an emphasis on physical activity and community health & wellbeing is now embedded within Liveable Exeter and the Exeter Local Plan.
- Physical Activity is now an integral part of the Wellbeing Exeter Programme through Community Physical Activity Co-Ordinators, GP Link Workers, increased connections to physical activity opportunities and Community Builders with a broadening focus on active lifestyles.
- A clear focus on evaluation linked to inequalities through the Local Active Lives survey has created opportunities for rapid insight into action.
- The community-led approach to working with Inclusive Exeter during and immediately following the pandemic has led to an ever-expanding network of diverse communities, designing, and leading activities and securing long-term external investment.
- Following an in-depth community engagement and feasibility process, designs for a community health and wellbeing hub, co-designed with Wonford residents, have been finalised. Further community engagement is underway (March 2024), and a planning application will be submitted later in Spring 2024.
- Awareness of and access to the Green Circle Walk have been improved through a series of monitored community engagement activities, technology, and campaigns. An annual survey is also helping inform maintenance plans and targeted interventions to broaden both community and individual usage of the route.

3.9 To date, Sport England have invested £1.759m into the Wellbeing Exeter Programme. Following the sustainable funding campaign “Wellbeing Exeter: The Case for Support”, Sport England agreed an additional contribution, identified from existing Live and Move Programme underspend, to help secure the programme for 2024/25. Future Sport England investment for the Wellbeing Exeter Programme will be a fundamental element of the proposed bid.

3.10 Sport England previously invested £272,000 through Live and Move, for an extensive community engagement programme in Wonford. This work led to the current plans for a community designed Health & Wellbeing Hub. Whilst further Sport England investment in the scheme is not guaranteed, becoming a Place Partner may unlock other investment opportunities for schemes which support the broader Sport England outcomes for place-based work and delivery.

3.11 Partnerships with stakeholders in Cranbrook are now well established and there is a collaborative approach to embedding active and healthy lifestyles locally through Wellbeing Cranbrook, Move More Cranbrook and Cranbrook Steering Group, the Community Hub at Cranbrook Education Campus (EX5 Alive) and by supporting active design in the town centre planning process.

3.12 With external partner Serio and Plymouth University, Live and Move has pioneered its data led approach to projects. If successful this new phase of funding will continue to follow the data and Sport England’s guidelines for success, reshape the programme to reflect what works, what hasn’t worked, and lessons learned.

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

4.1 Following guidance for this next phase the application to Sport England is likely to be for less funding than it currently operates on. If Council approves, the final plan will be worked up alongside council’s organisational change policy.

4.2 The proposal to date is that core posts will continue to be hosted by ECC and fully funded by Sport England in year 1. It is anticipated that posts will then either be embedded in partner organisations or funded through other external funding, in years 2 and 3 with the long-term aim of becoming entirely sustainable without further Sport England investment. The exact proposals will be developed as Sport England finalises its application process and criteria.

#### **5. Section 151 Officer comments:**

5.1 The section 151 Officer notes the likely funding implications of the next stage of the process. The approval of the report however will not result in any immediate financial implications.

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

6.1 This report updates members on progress with the Live and Move programme and Exeter City Council’s role as a Sport England Place Partner, as well as the proposal to apply for additional funding. The content of the report does not raise any issues save that, if approved, a new Lottery Funding Agreement (LFA) will need to be entered into between

the Council and Sport England and the Council will need to negotiate and agree updated terms and conditions of the agreement.

## 7. Monitoring Officer's comments:

7.1 This report raises no issues for the Monitoring Officer.

## 8. Report details:

8.1 The Live and Move Programme (Exeter and Cranbrook) is one of the original twelve Sport England Local Delivery Pilots (LDP's), a scheme that launched in 2017, and has received over £7.5m of investment during the past five years. The current funding will end on 31st March 2025 with some funded positions likely to stop in year.

8.2 Sport England have announced a major expansion of investment into local communities, which builds on the data and insights drawn from the existing 12 LDP's and which evolves their approach to systemic place-based working.

8.3 The new national investment fund, totalling £250m, consists of three parts:

- **deepening**, with investment of up to £35m available to strengthen the work with existing Place Partners;
- **expansion**, with investment of £190m available for between 80-100 additional places over the next five years; and
- **a universal offer** of up to £25m, to help tackle inactivity and the associated inequalities that stop people moving more.

8.4 To have a chance of continuing the programme and build on the impact of Live and Move beyond 31st March 2025, the Council needs to apply to become a Sport England Place Partner and secure further investment from the deepening fund. An application process has been set out by Sport England, and the indicative timetable is shown below:

Investment dates and cycles 23-24** Submission date	Assessment period	Peer review prep	Peer review	Write paper	Paper submission deadline	Inv Comm date (verbal update)	Board date
13 May	13-27 May	27-31 May	3 June	3-10 June	11 June	14 May	25 June
12 Aug	12-26 Aug	26-30 Aug	2 Sept	2-9 Sept	10 Sept	3 Sept	24 Sept
28 Oct	28 Oct-11 Nov	11-15 Nov	18 Nov	18-25 Nov	26 Nov	26 Nov	10 Dec

8.5 It is proposed that a bid is developed and submitted to Sport England by 13th May 2024 to be considered by the Sport England Board on 25th June 2024. Irrespective of the outcome, this timeline will give operational stability in the interim and allow readiness to wind down the current programme and hopefully transition to Place Partner status.

8.6 In addition to applying for investment, as part of the bid to become a Place Partner, the Live and Move Programme will also champion Sport England's expansion ambitions by:

- participating in a regional cluster to share best practice and learning;

- contributing to, and benefitting from, national evaluation learning and data; and
- playing a lead role in supporting other places starting their journey in this work.

8.7 Sport England is focussing investment towards the following 4 outcomes:

- increasing physical activity;
- decreasing inactivity;
- reducing inequalities; and
- providing positive experiences for children and young people.

8.8 Based on the impact, data and learning collated to date and in line with Council priorities, the programme proposed for the next 3 years will strengthen and scale up that work which contributes most to these Sport England outcomes, with a particular focus on decreasing inactivity and reducing inequalities.

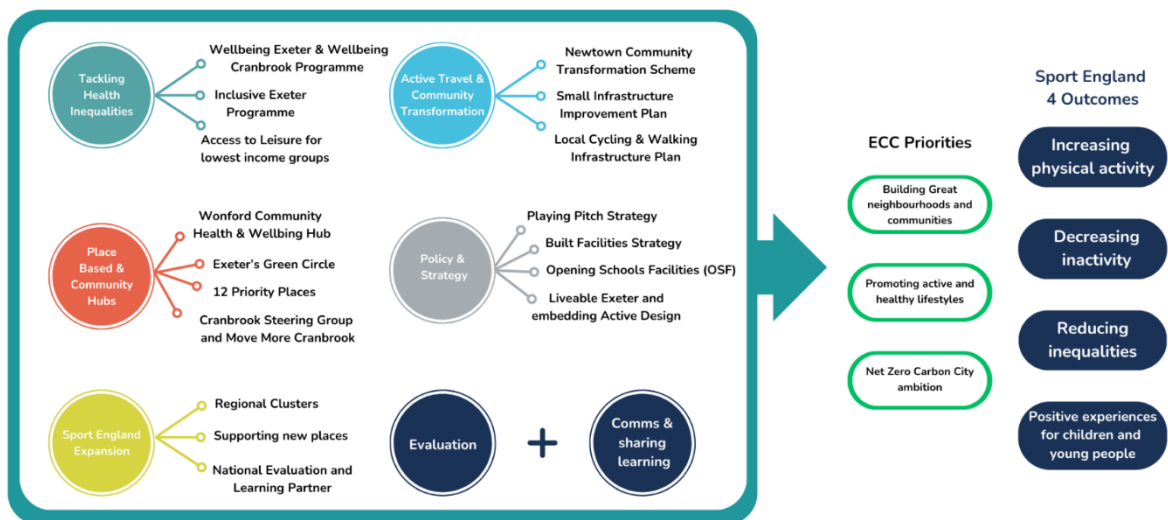
8.9 Delivery plans will be directed towards working with the 12 Live and Move priority places, where needs are greatest and the impact and social return on investment could be the highest.

8.10 Detailed planning is underway, and the diagram below shows a high-level summary of the programme which will be developed further for the proposed bid, in collaboration with partners across the city.

- A workshop facilitated by SERIO (Evaluation Partner) is taking place in March 2024 with invitations extended to Sport England, East Devon District Council, Devon County Council, Cranbrook Education Campus, Exeter City Community Trust, Devon Community Foundation, Inclusive Exeter, Active Devon, and Co-Lab.
- The recently formed Local Community of Practice, hosted by Live and Move, will provide further opportunities to engage and consult with stakeholders across the city.



### High Level Programme Structure 2025-2028



8.11 The Live and Move Everyday Strategy which was last updated and brought to elected members in 2022 will be refreshed to reflect the updated programme approach and offer a 10 year, collectively owned strategy for the city.

8.12 Sport England's National Evaluation & Learning Partner (NELP) have developed a framework for 'describing and assessing place based systemic change and identified certain features or characteristics of a place which are necessary to tackle inequalities. It is known as a System Maturity Matrix. Using this framework to describe success, the aspiration is that within 10 years Exeter and Cranbrook would be places where:

- Sustained visible leadership and long-term commitment, in the local context, is needed for tackling physical activity inequalities.
- A groundswell of a diverse group of local people, including those who have lived experience of inactivity, are vital in the decision-making process to create the conditions for people to be physically active and influence those around them and strategic leaders and political decision makers.
- A unified strategy across policy areas and joint work that effectively addresses structural inequalities and resources need to be proportionately weighted towards people and communities experiencing greater disadvantages.
- A culturally inclusive social environment is needed to encourage and facilitate physical activity for everyone.
- That people generally experience the freedom and confidence to be active in ways that suit them and that they enjoy.
- The built environment, including working and housing environments, and local infrastructure (including amenities and travel) are best when designed for and managed to encourage everyday physical activity.
- Local natural environments and public open spaces are recognised and highly utilised as assets for engaging in community / voluntary led activities.
- Disadvantaged communities play a leading role in planning and design of large-scale, long-term investment in regeneration /renewal programmes.

8.13 Programme Evaluation is designed and delivered in partnership with SERIO (University of Plymouth). In addition to managing the annual Local Active Lives Survey, SERIO work alongside the programme team to capture insights and data, as well as contributing to Sport England's National Evaluation and Learning Partnership. Programme Evaluation will remain an integral part of the work, subject to Sport England requirements as a funder and a future procurement process if the work extends beyond the current award period.

8.14 It is suggested current Governance arrangements will continue, ensuring the 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. The programme will report to Executive, provide a 6 monthly Director's update to Strategic Scrutiny, and remain a work strand through the Liveable Exeter board.

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

9.1 The Live and Move Programme contributes to the Exeter 2040 Vision aspirations of being a healthy and inclusive city, an innovative and analytical city, and the most active city in the UK. It also contributes towards delivering the Council's strategic priorities:

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

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

10.1 The Live and Move Programme cannot continue unless further long-term funding is secured. This will have a detrimental effect on major programmes such as Active Travel and Wellbeing Exeter, which both contribute to Council priorities. Other sources of investment might be identified but there is no guarantee on the scale or timing of any such investment. A successful bid for Sport England funding, would mitigate the risk and assure continuation of a programme, closely aligned to Council aspirations, for up to 3 years.

10.2 There are potential reputational risks to the Council if work in priority places ceases due to a lack of funding. This could be mitigated by ensuring all current delivery plans and projects are completed well within the current budget window and that there is a clear communication strategy with communities, partners, and stakeholders to manage expectations around potential future investment.

10.3 Without further investment, the Local Active Lives Survey will not continue. This provides a rich source of data and tracks activity levels at a hyper local level each year. There is currently no other dataset offering the same level of insight into local conditions which is so readily available to policy and decision makers. The survey is a key driver in creating place based systemic change. The Council could consider, if other funding is available, commissioning the survey on an annual basis.

10.4 Broader revenue and capital investment opportunities offered by Sport England may not be accessible without becoming a Place Partner, although it should be noted that this does not in of itself guarantee any further investment. This would mean losing the potential to apply for major infrastructure investment for schemes such as the proposed Wonford Community Health & Wellbeing Hub.

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

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

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



11.2 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.

11.3 In making decisions the authority must take into account the potential impact of that decision 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.

11.4 In recommending this proposal potential impact has been identified on people with protected characteristics as determined by the Act and an Equalities Impact Assessment is attached to this document.

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

12.1 The programme benefits the environment through active promotion of walking and cycling and by supporting local strategies such as the LCWIP to realise it's vision that 50% of work trips originating in Exeter to be made on foot or by cycle by 2030.

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

13.1 Council members could decide not to apply for further Sport England investment and wind down the current programme by 31st March 2025.

13.2 The proposed bid could be submitted to a later cycle of the Sport England Board, allowing time for the ongoing SMB Restructure to be completed. This would have an impact on existing projects and priorities. Any gaps in investment due to a delayed submission will impact programme delivery and there would be implications for staff on fixed term contracts. Missing the deadline would also undermine plans to support Wellbeing Exeter.

**Director of Culture, Leisure and Tourism, Jon-Paul Hedge**

Author: James Bogue and Judith Wellings

## **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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## Equality Impact Assessment: Live and Move Deepening & Expansion 2025-2028

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.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive 9 <sup>th</sup> April 2024 Council 23 <sup>rd</sup> April 2024	Live and Move Deepening & Expansion 2025-2028	Seeking permission to bid for Sport England Place Partner status and for future investment into the Live and Move programme for a further 3 years.	

**Factors to consider in the assessment:** For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this

conclusion has been reached and notes of any mitigation proposed. 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	Positive or Negative Impact	High, Medium or Low Impact	Reason
<b>Race and ethnicity</b> (including Gypsies and Travellers; migrant workers; asylum seekers).	<b>Positive</b>		<p><b>The Live and Move Programme works across Exeter and Cranbrook to tackle health inequalities and promote active and healthy lifestyles</b></p> <p><b>Current programmes aim to be as inclusive as possible and target the least active people in areas identified as being in greatest need.</b></p> <p><b>The programme includes a range of projects aimed at increasing health &amp; wellbeing outcomes specifically for:</b></p> <ul style="list-style-type: none"> <li>• <b>Children and Young People</b></li> <li>• <b>Older people</b></li> <li>• <b>Women and girls</b></li> <li>• <b>Pregnancy and maternity</b></li> <li>• <b>Diverse communities</b></li> <li>• <b>Disability</b></li> </ul> <p><b>Securing further Sport England investment would increase the opportunities across all priority places and therefore have a positive impact on groups within those geographies with protected characteristics.</b></p>
<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 impact on their ability to carry out normal day-to-day activities.	<b>Positive</b>		
<b>Sex/Gender</b>	<b>Positive</b>		
<b>Gender reassignment</b>	<b>Neutral</b>		
<b>Religion and belief</b> (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).	<b>Neutral</b>		
<b>Sexual orientation</b> (including heterosexual, lesbian, gay, bisexual).	<b>Neutral</b>		
<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	<b>Positive</b>		

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
age categories are for illustration only as overriding consideration should be given to needs).			
<b>Pregnancy and maternity</b> including new and breast feeding mothers	<b>Positive</b>		
<b>Marriage and civil partnership status</b>	<b>Neutral</b>		

**Actions identified that will mitigate any negative impacts and/or promote inclusion**

**Officer: Judith Wellings**

**Date: 28<sup>th</sup> February 2024**

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