



North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

To: All Members of the Council
and Chief Officers

NOTE: PLEASE NOTE THAT PRAYERS WILL BE SAID AT 6.25 P.M. PRIOR TO THE COUNCIL MEETING FOR ANY MEMBER WHO WISHES TO ATTEND

COUNCIL MEETING

YOU ARE HEREBY SUMMONED to attend a meeting of **NORTH DEVON COUNCIL** to be held in the G107, 1st Floor, South West Institute Development Building, Petroc, Barnstaple - Petroc College on **WEDNESDAY, 17TH JULY, 2024 at 6.30 pm.**

A handwritten signature in black ink, appearing to read "K. Miles", written in a cursive style.

Chief Executive

AGENDA

1. Apologies for absence
2. To approve as correct records the minutes of the meetings held on 27 March 2024 (attached) (Pages 15 - 30)
3. Chair's announcements
4. Business brought forward by or with the consent of the Chair
5. Replies to any questions submitted by the Public and/or to receive Petitions under Part 4, Council Procedures Rules, Paragraphs 8 and 9 of the Constitution
6. To consider motions of which notice has been submitted by Members in accordance with Part 4, Council Procedure Rules, Paragraph 11 of the Constitution
 - (a) To consider the following notice of motion from Councillor R. Knight

“This Council recognises:

- That meat and dairy production is a significant contributor to greenhouse

gas emissions and global deforestation, and that reducing consumption of these foods is a key part of tackling the climate crisis as well as improving health outcomes.

- That we have a duty as leaders in the district to empower the local community to make changes that can mitigate climate catastrophe and help preserve the vitality of our planet for future generations.
- The importance of a balanced diet as well as individual choice and catering for all dietary requirements. Increasing awareness of dietary choices and the resulting impact on an individual's carbon footprint can allow individuals to make more informed choices.
- The huge contributions made by our farmers to the local economy and its rural communities, and recognises the need for farmers to be appropriately supported to deal with the challenges of farming in an increasingly unstable climate and a cost-of living-crisis.

This Council notes:

- A [2018 Oxford University study](#) [1] concluded that adopting a plant-based diet is the single biggest way individuals can reduce their environmental impact.
- In the UK we eat twice as much meat and dairy as the global average which is not sustainable - there is not enough land in the world to meet this demand without destroying our natural world. [2]
- According to [analysis by Greenpeace](#), in order to halve global meat consumption by 2050 Europe needs to reduce by 70% by 2030.
- The Government-commissioned [National Food Strategy](#) (2021), led by Henry Dimbleby, recommended that food provided in the public sector should be plant-based by default, and that a new Reference Diet is developed, focusing on wholegrains, fruit, vegetables and pulses.
- The [Eat Lancet Commission's Global Planetary Health Diet](#) is a global reference diet for adults that is [symbolically represented](#) by half a plate of fruits, vegetables and nuts. The other half consists of primarily whole grains, plant proteins (beans, lentils, pulses), unsaturated plant oils, small amounts of meat and dairy (if preferred), and some added sugars and starchy vegetables. [3]
- 90% of Amazon deforestation is for animal agriculture, soya being the biggest culprit, the majority of which is exported across the world (including the UK) for animal feed.
- Plant-based sources of protein have much smaller carbon footprints than animal-based ones, even when comparing locally raised meat to imported plant foods. [4]
- When we talk about emissions, we usually think of carbon dioxide (CO₂). But livestock's emissions also include methane, which is up to 34 times more damaging to the environment over 100 years than CO₂, according to

the UN. [5]

- Beef produces the most greenhouse gas emissions, which include methane. A global average of 110lb (50kg) of greenhouse gases is released per 3.5oz of protein. Lamb has the next highest environmental footprint but these emissions are 50% less than beef. Cattle produce more methane than poultry, while poultry rely more on imported feed than cows, generating a carbon footprint offshore. [6]
- The UK's agriculture sector produces 10% of the country's greenhouse gas emissions and makes up 70% of land use. Our food system is a central driver for habitat and biodiversity loss and the UK is one of the world's most nature-depleted countries. [7]
- Dairy and meat products provide only 32% of calories consumed in the UK, and less than half (48%) of protein, but – by contrast – livestock and their feed make up 85% of the UK's total land use for agriculture. Half the UK's annual wheat harvest is fed to animals, while 40% of our most productive agricultural land is used to grow food for farm animals instead of people in an 'inherently inefficient' approach. [8]
- The plant-based food market is booming. With one-third of UK consumers choosing to actively reduce their meat consumption, the demand for plant-based innovation is growing at a rapid pace. [9]

This motion delegates the Strategy & Resources Committee authority to consider the following points:

- Ensure that food provided at all council catered events and meetings is 100% plant-based, preferably using ingredients sourced from local food providers / local food surplus organisations.
- Ensure that any Council run external sites including leisure centres, cafes and restaurants, have plant-based options prioritised as part of their regular catering offer and advertised clearly as such on their menu (e.g. placed at the top of the menu or offered as the default menu option with alternative meat/dairy options having to be requested especially).
- Promote plant-based eating to residents in whichever way the council can. This can include promoting the climate and health benefits of eating plant-based food on the council's website and/or distributing leaflets to residents.
- Ban meat and dairy advertising in any space where the council has an influence to do so as these reinforce and promote harmful ways of eating.
- Set up a cross-party Task and Finish Working Group, chaired by the Lead for Climate & Biodiversity, of officers, elected Members including other relevant Leads and invited experts to promote and embed these principles in the District Council's food provision where practicable.
- Request that the Lead Member for Climate and Biodiversity works with local farmers to support, promote, and encourage their move to create more sustainable plant-based produce.

- Ensure that wherever this Council has influence on school meals' services, that these should have a nutritious plant-based option available as part of the regular offer every day of the week, promoting these by using, for instance, recommendations from [ProVeg UK](#) with one day a week featuring a fully 'plant-powered' menu."

References

[1] <https://www.science.org/doi/10.1126/science.aag0216>

[2] <https://www.greenpeace.org.uk/news/how-much-meat-should-i-be-eating>

[3] Eat Lancet Commission's Global Planetary Health Diet

<https://eatforum.org/eat-lancet-commission/the-planetary-health-diet-and-you/>

[https://eatforum.org/content/uploads/2019/07/EAT-Lancet Commission Summary Report.pdf](https://eatforum.org/content/uploads/2019/07/EAT-Lancet_Commission_Summary_Report.pdf)

[4] <https://ourworldindata.org/food-choice-vs-eating-local>

[5] United Nations Economic Commission for Europe. Methane Management: The Challenge. Accessed on 24th November 2022: <https://unece.org/challenge>

[6] BBC Climate change: Do I need to stop eating meat?

<https://www.bbc.co.uk/news/explainers-59232599>

[7] RSPB State of Nature UK Report: <https://www.rspb.org.uk/globalassets/downloads/documents/conservation-projects/state-of-nature/state-of-nature-uk-report-2016.pdf>

[8] WWF Report: 'Future of Feed' (1st July 2022) <https://www.wwf.org.uk/press-release/transform-uk-farmland-boost-food-resilience-tackle-nature-crisis>

[9] Vegan Society. A third of shoppers report they are cutting down on meat or ditching it completely in a response to the cost-of-living crisis. Accessed on 24th November 2022:

<https://www.vegansociety.com/news/news/third-shoppers-report-reducing-or-ditching-meat>

7. Declarations of Interest

Please telephone the Corporate and Community Services team to prepare a form for your signature before the meeting. Interests must be re-declared when the item is called. A declaration of interest under the Code of Conduct will be a Disclosable Pecuniary Interest, an Other Registrable Interest or a Non-Registrable Interest. If the item directly relates to your interest you must declare the interest and leave the room for the item, save in the case of Other Registrable Interests or Non-Registrable Interests where you may first speak on the item as a member of the

public if provision has been made for the public to speak. If the matter does not directly relate to your interest but still affects it then you must consider whether you are affected to a greater extent than most people and whether a reasonable person would consider your judgement to be clouded, if you are then you must leave the room for the item (although you may speak as a member of the public if provision has been made for the public to speak) or, if you are not, then you can declare the interest but still take part).

8. Chair's replies to any questions to Council by Members submitted under Part 4, Council Procedures Rules, Paragraph 10 of the Constitution
9. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).

PART A

10. Appointment of Leader of the Council for 2024/25

To consider the appointment of Leader of the Council for the 2024/25 municipal year.

11. Appointment of Deputy Leader of the Council for 2024/25

To consider the appointment of Deputy Leader of the Council for the 2024/25 municipal year.

12. Strategy and Resources Committee - Appointment of Chair and Vice-Chair

To consider the appointment of a Chair and Vice-Chair of the Strategy and Resources Committee for the 2024/25 municipal year.

(NOTE: The Chair of the Strategy and Resources Committee shall be the Leader of the Council in accordance with Part 3, Annexe 1, paragraph 1 of the Constitution)

13. Report of the Leader of the Council

Report by Leader of the Council (to follow).

14. Questions by Members

Questions to the Leader or the Chair of a Committee submitted under Part 4, Council Procedure Rules, paragraph 10.4 of the Constitution.

15. Performance and Financial Management Q4 2023-24 (Pages 31 - 92)

Report by the Director of Resources and Deputy Chief Executive to the Strategy and Resources Committee on 1 July 2024 (attached).

(a) Report of the Policy Development Committee

To receive the report of the Policy Development Committee held on 2 July 2024 (to follow).

- (b) Report of meeting of the Strategy and Resources Committee (Pages 93 - 94)
To receive the report of the Strategy and Resources Committee held on 1 July 2024 (attached).

- 16. **Annual Treasury Management Report 2023/24** (Pages 95 - 106)
Report by Head of Governance to the Strategy and Resources Committee on 1 July 2024 (attached).
 - (a) Report of the Policy Development Committee
To receive the report of the Policy Development Committee held on 2 July 2024 (to follow)

 - (b) Report of the Strategy and Resources Committee (Pages 107 - 108)
To receive the report of the Strategy and Resources Committee held on 1 July 2024 (attached).

- 17. **Productivity Plan 2024-2025** (Pages 109 - 122)
Report by Director of Resources and Deputy Chief Executive (attached)

- 18. **Museum Forward Plan 2024-2029** (Pages 123 - 142)
Report by Culture Manager (attached).

- 19. **Appointment of Deputy Electoral Registration Officer** (Pages 143 - 144)
Report by Chief Executive (attached)

- 20. **Ilfracombe PSPO - extension** (Pages 145 - 172)
Report by Lead Environmental Health Officer Environmental Protection (attached)

- 21. **North Devon and Torridge Economic Strategy 2024 - 2029** (Pages 173 - 246)
Report by Place Manager Economic Development and Regeneration (attached)

- 22. **North Devon and Torridge Clean Maritime Growth Vision** (Pages 247 - 282)
Report by Place Manager Economic Development and Regeneration (attached)

- 23. **Minutes of Committees**
Council is recommended to note the schedule of Committee minutes and approve recommendations as listed below:
 - (a) Building Control Joint Committee (Pages 283 - 290)

- (i) 25 April 2024
- (b) Governance Committee (Pages 291 - 304)
 - (i) 11 June 2024
 - a. Minute 91: Draft Statement of Accounts 2023-2024
 - b. Minute 93: Review of the Committee's Terms of Reference
 - c. Minute 95: Review of the Planning Code of Conduct
- (c) Harbour Board (Pages 305 - 312)
 - (i) 7 May 2024
- (d) Licensing and Community Safety Committee (Pages 313 - 340)
 - (i) 19 March 2024
 - (ii) 9 April 2024
 - (iii) 14 May 2024
- (e) Planning Committee (Pages 341 - 356)
 - (i) 3 April 2024
 - (ii) 1 May 2024
 - (iii) 5 June 2024
- (f) Policy Development Committee (Pages 357 - 384)
 - (i) 11 April 2024
 - (ii) 16 May 2024
 - (iii) 23 May 2024
 - (iv) 2 July 2024 (to follow)
- (g) Strategy and Resources Committee (Pages 385 - 414)
 - (i) 8 April 2024
 - (ii) 13 May 2024
 - a. Minute 11: Residential Park Home Sites, Fees and Licensing and Compliance Policies
 - (iii) 1 July 2024
 - a. Minute 26: Approval of S106 Funds – CCTV, Anchorwood Bank

PART B (CONFIDENTIAL RESTRICTED INFORMATION)

Nil.

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

9.07.24

GUIDANCE NOTES FOR RULES OF DEBATE AT MEETINGS OF COUNCIL

Part 4, Council Procedure Rules of the Constitution

The basics

At a meeting of Full Council, Members shall stand when speaking unless unable to do so and shall address the Chair.

While a Member is speaking, other Members shall remain seated unless rising for a point of order, a point of information or in personal explanation.

No speeches may be made after the mover had moved a proposal and explained the purpose of it until the motion has been seconded.

Unless notice of motion has already been given, the Chair may require it to be written down and handed to him before it is discussed.

When seconding a motion or amendment, a member may reserve their speech until later in the debate.

Speeches must be directed to the question under discussion or to be personal explanation or point of order.

A speech by the mover of a motion may not exceed 5 minutes without the consent of the Chair.

Speeches by other Members may not exceed 3 minutes without the consent of the Chair, unless when the Council's annual budget is under discussion, the leader of each political group on the Council may speak for up to 5 minutes or such longer period as the Chair shall allow.

The rules of Question Time

At a meeting of the Council, other than the Annual meeting, a Member of the Council may ask the Leader or the chair of a committee any question without notice upon an item of the report of a committee when that item is being received or under consideration by the Council.



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. Members of the public that attend meetings must be aware that these meetings are open to the public and so therefore both individuals and the Council itself have the right to record the meeting. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chair of the meeting will make sure any request not to be filmed is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person recording should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be filmed. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be filmed must advise the Chair at the earliest opportunity to allow them to be directed to an area in the room where they will not be caught on camera. Subject to paragraphs 1, 2 and 3 above, audio recordings shall be permitted at all times during public meetings.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email memberservices@northdevon.gov.uk or the Communications Team on **01271 388278**, email communications@northdevon.gov.uk.

Room G107 is located on the first floor of the South West Institute Development building at Petroc, Old Sticklepath Hill, Barnstaple, Devon EX31 2BQ. A lift is available to the first floor.

The following page shows a location plan of Petroc.

G Block on the plan indicates the South West Institute Development building.

Parking

Point 5 on the plan indicates the short stay car park which is located adjacent to the South West Institute Development building which is free to park after 5.00 p.m.

Cycle Racks

Covered cycle racks are located on the grassed area opposite Petroc's main reception, before the Lifestyle building.

Bus Routes

Stops in **Sticklepath Hill** (East bound) bus service 310
Wrey Arms (West bound) bus services 5B, 21, 21A, 21C, 62C, 322, 386, 646, 815, 821, 903, 921
([Sticklepath, Barnstaple – Bus Times](#))

Fire evacuation procedures

Fire evacuation procedures - Upon hearing a constant 2-tone alarm, please leave the building via your nearest marked fire exit and make your way to the nearest assembly point which is the short stay car park (Point 5 on the map). Lifts are not to be used. Please do not take time to pick up personal belongings and leave the building promptly.

