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Our Ref: DS

Your Ref:

8<sup>th</sup> January 2020

Dear Councillor,

## **Council**

YOU ARE HEREBY SUMMONED to attend the Meeting of the **Council** to be held in the **Council Chamber**, on **Thursday, 16 January 2020** at **18:00** to transact the business set out on the attached agenda.

Yours faithfully,

Chief Executive

To:- **Conservative Group**

Councillor Muller (Chairman), Councillor Atkin (Vice-Chairman) and Councillors Angliss, Billings, Brady, Ms. Bridgen, Mrs. Brown, Churchill, Corbin, Dawson, Fitzpatrick, Ford, Ms. Haines, Hewlett, MacPherson, Mrs. Patten, Pegg, Dr. Perry, Roberts, Watson, Ms. Wheelton and Whittenham.

**Labour Group**

Councillors Bambrick, Dunn, Gee, Ms. Heath, Mulgrew, Dr. Pearson, Rhind, Richards, Shepherd, Singh, Southerd, Mrs. Stuart, Taylor and Tilley.

## AGENDA

### Open to Public and Press

- 1 Apologies.
- 2 Presentation: Chief Superintendent David Cox
- 3 To confirm the Open Minutes of the Council Meeting (CL/68 – CL/86) held on the 31st October 2019.  
Council 31st October 2019 Open Minutes **5 - 10**
- 4 To note any declarations of interest arising from any items on the Agenda
- 5 To appoint the Deputy Leader of the Council for the ensuing year.
- 6 To receive any announcements from the Chairman, Leader and Head of Paid Service.
- 7 To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 8 To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 9 ANNUAL AUDIT LETTER FOR YEAR ENDING 31 MARCH 2019 **11 - 39**
- 10 NEW INITIATIVES IN THE CUSTOMER SERVICES TEAM **40 - 45**
- 11 CLIMATE EMERGENCY ACTION PLANNING **46 - 79**
- 12 POLLING PLACE REVIEW - FINAL PROPOSALS **80 - 91**
- 13 To receive and consider the Open Minutes of the following Committees:-

Environmental and Development Services Committee 26th September 2019 Open Minutes	<b>92 - 95</b>
Finance and Management Committee 10th October 2019 Open Minutes	<b>96 - 100</b>
Overview and Scrutiny 16th October 2019 Open Minutes	<b>101 - 103</b>
Housing and Community Services Committee 21st November 2019 Open Minutes	<b>104 - 109</b>
Melbourne Area Forum Minutes 02.10.19	<b>110 - 120</b>
Swadlincote Area Forum Minutes 08.10.19	<b>121 - 132</b>
Linton Area Forum Minutes 22.10.19	<b>133 - 143</b>
Newhall Area Forum Minutes 23.10.19	<b>144 - 154</b>
Etwall Area Forum Minutes 24.10.19	<b>155 - 164</b>
Repton Area Forum Minutes 07.11.19	<b>165 - 175</b>
<b>14</b> To review the compositions of Committees, Sub-Committees and Working Panels for the remainder of the municipal year.	
<b>15</b> To review the compositions of Substitute Panels.	
<b>16</b> To review representation on Outside Bodies.	
<b>17</b> To review Member Champions.	

**Exclusion of the Public and Press:**

**18** The Chairman may therefore move:-

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

**19** To confirm the Exempt Minutes of the Council Meeting held on 31st October 2019 (CL/87-CL/89).

Council 31st October 2019 Exempt Minutes

**20** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.

**21** To receive and consider the Exempt Minutes of the following Committees:-

Finance and Management Committee 10th October 2019 Exempt Minutes

Housing and Community Services Committee 21st November 2019 Exempt Minutes

MINUTES of the MEETING of the  
SOUTH DERBYSHIRE DISTRICT COUNCIL  
held at the Civic Offices, Civic Way, Swadlincote  
on Thursday 31<sup>st</sup> October 2019  
at 6.00pm

**PRESENT:-**

**Conservative Group**

Councillor Muller (Chairman), Councillor Atkin (Vice-Chairman) and Councillors Angliss, Billings, Brady, Mrs. Bridgen, Mrs. Brown, Churchill, Corbin, Dawson, Fitzpatrick, Ford, Mrs. Haines, Hewlett, MacPherson, Mrs. Patten, Roberts, Watson, Mrs. Wheelton and Whittenham.

**Labour Group**

Councillors Bambrick, Dunn, Gee, Mrs Heath, Mulgrew, Dr. Pearson, Rhind, Richards, Southerd, Mrs Stuart, Taylor and Tilley.

CL/68 **APOLOGIES**

Apologies for absence from the Meeting were received from Councillors Churchill, Corbin, Pegg and Dr Perry (Conservative Group) and Councillors Shepherd and Singh (Labour Group).

CL/69 **MINUTES OF COUNCIL MEETING**

The Open Minutes of the Council Meeting held on the 19<sup>th</sup> September (CL/47-CL/64) were approved as a true record.

CL/70 **DECLARATIONS OF INTEREST**

Councillor Atkin declared a pecuniary interest in relation to the Infinity Garden Village, which was raised in the exempt part of the Meeting; the Councillor left the Chamber whilst this was discussed.

CL/71 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman of the Council outlined a summary of events attended since the last Council Meeting, including graduations, a visit to the Bison concrete factory and they had donated approximately £1000 to the Chairman's Charity, Rainbow Children's Hospice. Other events attended included the unveiling of the Pipeworks lecturn in Swadlincote, the Poppy Appeal Launch, Rainbow Children's Hospice, tree planting to celebrate the Derbyshire Japanese School being relocated John Port Spencer Academy, Etwall. The Chairman added that he would like thank those who volunteered to abseil down Derby Cathedral raising £615 for Rainbow Children's Hospice.

**CL/72 ANNOUNCEMENTS FROM THE LEADER**

The Leader noted the opening of the Derbyshire Japanese School, thanking those involved in hosting the event. The Leader thanked the Peer Review Team for their complimentary comments on Elected Members of this Council, and due to it being the last Council Meeting of the year, extended his best wishes for Christmas and the New Year.

**CL/73 ANNOUNCEMENTS FROM THE HEAD OF PAID SERVICE**

The Chief Executive, as (Acting) Returning Officer for the upcoming General Election, advised that Members would be notified by email on the commencement date of the period of Purdah. It was noted that the dissolution of Parliament would be on 6<sup>th</sup> November 2019, the writ would be delivered on 7<sup>th</sup> November 2019 and that the Notice of Election would be displayed on 11<sup>th</sup> November 2019.

The Chief Executive referred to the report being presented later on the Agenda on the Polling Place Review and invited Members to engage and submit any comments.

The Chief Executive informed Council of the positive feedback received from the Peer Review team in relation to Officers and Members and advised that the team's report would be distributed in due course.

**CL/74 QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

Council was informed no questions had been received.

**CL/75 QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

Council was informed no questions had been received.

**CL/76 CORPORATE PLAN**

The Chief Executive presented the report and updated Members of the complimentary feedback received during the peer review.

Councillor Richards, whilst referring to paragraph 6.1 of the report wished for it to be noted that he felt that Members had been offered limited opportunity to provide input and that the Opposition Group's Member Champion for the Corporate Plan had not been included in the process. The Chief Executive expressed disappointment and advised that Members were provided with a workshop and time up until publication of the report for their input. Councillor Fitzpatrick informed Council that he had submitted his feedback by email. Councillor Ford added that the nature of the Corporate Plan is that it is an evolving document and that there would be enough scope to incorporate feedback.

**RESOLVED:**

***That the Corporate Plan priorities, aims and outcomes for 2020-2024, attached in Appendix A be approved.***

Abstentions: Councillors Bambrick, Dunn, Gee, Mulgrew, Dr. Pearson, Rhind, Richards, Mrs Stuart and Taylor.

CL/77 **COMMUNITY PARTNERSHIP GRANT SCHEME NAME CHANGE**

The Strategic Director (Corporate Resources) presented the report.

Councillor Ford welcomed the report in light of the recent declaration of a "Climate Emergency" on 27<sup>th</sup> June 2019 agreeing that the name of the Community Partnership Grant Scheme be changed to the Community and Environment Partnership Grant Scheme.

**RESOLVED:**

***That Council considered and agreed to the request of the Housing and Communities Committee that the name of the Community Partnership Grant Scheme be revised to the Community and Environment Partnership Grant Scheme.***

CL/78 **INDEPENDENT REMUNERATION PANEL**

The Chief Executive presented the report to Council.

**RESOLVED:**

***1.1 That Richard Penn be appointed Chairman of the Independent Remuneration Panel to make recommendations to the Council on Members' Allowances.***

***1.2 That the Chief Executive be authorised to appoint two further members from the local community to serve on the Panel.***

***1.3 That the Members of the Panel be paid any agreed fees and expenses incurred by them in carrying out their duties.***

***1.4 That the Terms of Reference for the Panel, as detailed in the report, be approved.***

CL/79 **POLLING PLACE REVIEW**

The Chief Executive presented the report, inviting Members to engage in the opportunity to review the polling places in the District through the consultation period.

Councillor Dunn in relation to Midway, proposed the use the Community Centre in place of closing the local school. The Chief Executive advised that this matter was already under review and consideration.

Councillor Dr Pearson raised concern in relation to the closure of schools to facilitate polling, particularly in relation to Eureka School, and encouraged Officers to work with the school to allow it to remain open. The Chief Executive responded that each of the schools mentioned would be contacted in order to find a mutually convenient solution to allow schools to remain open on polling days.

**RESOLVED:**

***That Council approved the commencement of a review of polling districts and polling places within the District of South Derbyshire.***

CL/80 **LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN - ANNUAL REVIEW LETTER 2019 AND LGSCO UPDATE**

The Chief Executive presented the report to Council.

**RESOLVED:**

***That Council accepted the Local Government and Social Care Ombudsman's Annual Review Letter 2019.***

CL/81 **OPEN MINUTES**

Council received and considered the open minutes of its Committees.

**RESOLVED:-**

***That the open minutes of the following Committees were approved as a true record:-***

<b><u>Committee</u></b>	<b><u>Date</u></b>	<b><u>Minutes No's</u></b>
Environmental and Development Services	15.08.19	EDS/14 – EDS/36
Housing and Community Services	22.08.19	HCS/18 – HCS/29
Finance and Management	29.08.19	FM/37 – FM/50

Councillor Richards referred to Min No. FM/42 stating that he had asked the Chief Executive whether report had found whether there had been a breach of the Constitution. The Chief Executive advised that as the Monitoring Officer was not in attendance, it would not be a matter that he could address and requested that due to the nature of the matter, it be discussed in the exempt part of the Meeting.

Overview and Scrutiny	04.09.19	OS/11 – OS/20
Etwall Joint Management	25.09.19	EL/8 – EL/11
Housing and Community Services	03.10.19	HCS/34 – HCS/43

CL/82 **REVIEW THE COMPOSITION OF COMMITTEES, SUB-COMMITTEES & WORKING PANELS FOR THE REMAINDER OF THE MUNICIPAL YEAR**

**RESOLVED:-**

*Council was informed no amendments were to be made.*

CL/83 **REVIEW OF COMPOSTION OF SUBSTITUTE PANELS**

**RESOLVED:-**

**Community and Environment Partnership Grant Scheme.**

*Councillors Mulgrew and Richards be appointed*

**Finance and Management Committee**

*Councillor Bambrick be appointed*

CL/84 **REVIEW OF REPRESENTATION ON OUTSIDE BODIES**

**RESOLVED:**

*Council approved the following amendments:*

**Melbourne Sporting Partnership**

*The Strategic Director (Service Delivery) replace the Chief Executive*

**Safer South Derbyshire Partnership**

*Councillor Angliss to replace Councillor Billings*

CL/85 **REVIEW OF REPRESENTATION OF MEMBER CHAMPIONS**

**RESOLVED:-**

**Corporate Plan**

*Councillor Ford be appointed*

**Engagement**

*Councillor Ford be appointed*

**Health and Wellbeing**

*Councillor Ford be appointed*

CL/86 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.***

**EXEMPT MINUTES OF THE COUNCIL**

***The Exempt Minutes of the Council Meeting held on 19<sup>th</sup> September 2019 (Minute Nos.CL/65-CL/67) were approved as a true record.***

**EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NUMBER 11**

***Council was informed no questions had been received.***

**EXEMPT MINUTES**

***Council received and considered the Exempt Minutes of its committees.***

**RESOLVED:-**

***That the Exempt Minutes of the following Committees be approved as a true record:-***

<b><u>Committee</u></b>	<b><u>Date</u></b>	<b><u>Minutes No's</u></b>
Environmental and Development Services	15.08.19	EDS/37 – EDS/38
Housing and Community Services	22.08.19	HCS/30 – HCS/33
Finance and Management	29.08.19	FM/51 – FM/58
Licensing and Appeals Sub-Committee	21.10.19	LAS/12 – LAS/13

The meeting terminated at 7.20pm

COUNCILLOR D MULLER

CHAIRMAN OF THE DISTRICT COUNCIL

<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM: 9</b>
<b>DATE OF MEETING:</b>	<b>16<sup>th</sup> JANUARY 2020</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>EXTERNAL AUDIT</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>KEVIN STACKHOUSE (01283 595811)</b> <a href="mailto:kevin.stackhouse@south-derbys.gov.uk">kevin.stackhouse@south-derbys.gov.uk</a>	<b>DOC:</b> u/ks/audit/EY audit letters/covering report
<b>SUBJECT:</b>	<b>ANNUAL AUDIT LETTER FOR YEAR ENDING 31 MARCH 2019</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE:</b>

## **1.0 Recommendations**

1.1 That the Annual Audit Letter for 2018/19 is considered and approved.

## **2.0 Purpose of Report**

2.1 For Ernst and Young LLP (EY) as the Council's appointed auditors, to present their Annual Audit Letter for 2018/19.

## **3.0 Detail**

3.1 The Annual Audit Letter aims to communicate to Elected Members and external stakeholders, including members of the public, the key issues arising from the Auditor's work, which they consider should be brought to the attention of the Council.

3.2 The Auditors have previously reported their detailed findings from their audit work in their 2018/19 Audit Results Report to the Audit-Sub Committee on 11 December 2019.

3.3 The Auditors have not repeated those detailed findings in this letter. The matters reported here are considered to be the most significant for the Council.

## **4.0 Financial Implications**

4.1 None directly.

## **5.0 Corporate Implications**

5.1 None directly.

## **6.0 Community Implications**

6.1 None directly.

## **7.0 Background Papers**

None

# South Derbyshire District Council

Annual Audit Letter for the year  
ended 31 March 2019

January 2020

# Contents



Public Sector Audit Appointments Ltd (PSAA) have issued a 'Statement of responsibilities of auditors and audited bodies'. It is available from the Chief Executive of each audited body and via the PSAA website ([www.psa.co.uk](http://www.psa.co.uk)).

This Statement of responsibilities serves as the formal terms of engagement between appointed auditors and audited bodies. It summarises where the different responsibilities of auditors and audited bodies begin and end, and what is to be expected of the audited body in certain areas.

The 'Terms of Appointment (updated April 2018)' issued by PSAA set out additional requirements that auditors must comply with, over and above those set out in the National Audit Office Code of Audit Practice (the Code) and statute, and covers matters of practice and procedure which are of a recurring nature.

This Annual Audit Letter is prepared in the context of the Statement of responsibilities and Terms of Appointment. It is addressed to the Members of the audited body, and is prepared for their sole use. We, as appointed auditor, take no responsibility to any third party.

Our Complaints Procedure – If at any time you would like to discuss with us how our service to you could be improved, or if you are dissatisfied with the service you are receiving, you may take the issue up with your usual partner or director contact. If you prefer an alternative route, please contact Steve Varley, our Managing Partner, 1 More London Place, London SE1 2AF. We undertake to look into any complaint carefully and promptly and to do all we can to explain the position to you. Should you remain dissatisfied with any aspect of our service



**01**

# Executive Summary

# Executive Summary

We are required to issue an annual audit letter to South Derbyshire District Council (the Council) following completion of our audit procedures for the year ended 31 March 2019. Below are the results and conclusions on the significant areas of the audit process.

Area of Work	Conclusion
<b>Opinion on the Council's:</b>	Unqualified –the financial statements give a true and fair view of the financial position of the Council and of its expenditure and income for the year ended 31 March 2019.
▶ Financial statements	
▶ Consistency of other information published with the financial statements	Other information published with the financial statements was consistent with the Annual Accounts.
<b>Concluding on the Council's arrangements for securing economy, efficiency and effectiveness</b>	We concluded that you have put in place proper arrangements to secure value for money in your use of resources. Further details relating to value for money work are detailed at page 13.

Area of Work	Conclusion
<b>Reports by exception:</b>	
▶ Consistency of Governance Statement	The Governance Statement was consistent with our understanding of the Council.
▶ Public interest report	We had no matters to report in the public interest.
▶ Written recommendations to the Council, which should be copied to the Secretary of State	We had no matters to report.
▶ Other actions taken in relation to our responsibilities under the Local Audit and Accountability Act 2014	We had no matters to report.

Area of Work	Conclusion
<b>Reporting to the National Audit Office (NAO) on our review of the Council's Whole of Government Accounts return (WGA).</b>	We had no matters to report.

Area of Work	Conclusion
Issued a report to those charged with governance of the Council communicating significant findings resulting from our audit.	Our Audit Results Report was issued on 21 November 2019 and reported to Audit-Sub Committee on 5 December 2019.
Issued a certificate that we have completed the audit in accordance with the requirements of the Local Audit and Accountability Act 2014 and the National Audit Office's 2015 Code of Audit Practice.	Our certificate was issued on 16 December 2019.

We would like to take this opportunity to thank the Council's staff for their assistance during the course of our work.

Stephen Clark  
 Partner  
 For and on behalf of Ernst & Young LLP



**02**

# Purpose and Responsibilities

# Purpose and Responsibilities

## The Purpose of this Letter

The purpose of this annual audit letter is to communicate to Members and external stakeholders, including members of the public, the key issues arising from our work, which we consider should be brought to the attention of the Council.

We have already reported the detailed findings from our audit work in our 2018/19 Audit Results Report to the Audit-Sub Committee on 5 December 2019, representing those charged with governance. We do not repeat those detailed findings in this letter. The matters reported here are the most significant for the Council.

## Responsibilities of the Appointed Auditor

Our 2018/19 audit work has been undertaken in accordance with the Audit Plan that we issued on 20 March 2019 and is conducted in accordance with the National Audit Office's 2015 Code of Audit Practice, International Standards on Auditing (UK and Ireland), and other guidance issued by the National Audit Office.

As auditors we are responsible for:

- ▶ Expressing an opinion:
  - ▶ On the 2018/19 financial statements, and
  - ▶ On the consistency of other information published with the financial statements.
- ▶ Forming a conclusion on the arrangements the Council has to secure economy, efficiency and effectiveness in its use of resources.
- ▶ Reporting by exception:
  - ▶ If the annual governance statement is misleading or not consistent with our understanding of the Council;
  - ▶ Any significant matters that are in the public interest;
  - ▶ Any written recommendations to the Council, which should be copied to the Secretary of State; and
  - ▶ If we have discharged our duties and responsibilities as established by the Local Audit and Accountability Act 2014 and Code of Audit Practice.

Alongside our work on the financial statements, we also review and report to the National Audit Office (NAO) on your Whole of Government Accounts return. The Council is below the specified audit threshold of £500mn. Therefore, we did not perform any audit procedures on the return.

## Responsibilities of the Council

The Council is responsible for preparing and publishing its statement of accounts accompanied by an Annual Governance Statement. In the AGS, the Council reports publicly each year on how far it complies with its own code of governance, including how it has monitored and evaluated the effectiveness of its governance arrangements in year, and any changes planned in the coming period.

The Council is also responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

A photograph of an office desk with several glasses of water, a laptop displaying a financial chart, and various documents. A yellow hexagon with the number '03' is overlaid on the left side of the image.

**03**

# Financial Statement Audit

## Key Issues

The Council's Statement of Accounts is an important tool for the Council to show how it has used public money and how it can demonstrate its financial management and financial health. We audited the Council's Statement of Accounts in line with the National Audit Office's 2015 Code of Audit Practice, International Standards on Auditing (UK and Ireland), and other guidance issued by the National Audit Office and issued an unqualified audit report on 16 December 2019. Our detailed findings were reported to the Audit-Sub Committee on 5 December 2019.

The key issues identified as part of our audit were as follows:

Significant Risk	Conclusion
<p><b>Misstatements due to fraud or error</b></p> <p>The financial statements as a whole are not free of material misstatements whether caused by fraud or error.</p> <p>As identified in ISA (UK) 240, management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records directly or indirectly and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. We identify and respond to this fraud risk on every audit engagement.</p>	<p>We undertook a number of substantive procedures in response to this risk. The procedures designed to address the identified risk are set out below;</p> <ul style="list-style-type: none"> <li>Identifying fraud risks during the planning stage of the audit;</li> <li>Inquiries of management about risks of fraud and the controls put in place to address those risks;</li> <li>Understanding the oversight given by those charged with governance of management's processes over fraud;</li> <li>Consideration of the effectiveness of management's controls designed to address the risk of fraud;</li> <li>Determining an appropriate strategy to address those identified risks of fraud;</li> <li>Performing mandatory procedures regardless of specifically identified fraud risks, including testing of the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements;</li> <li>Sample testing of journals from the accounting period that are identified from application of specified audit risk criteria;</li> <li>Consider the existence of significant unusual transactions during the year and performing review and testing as required;</li> </ul> <p>We have not identified any material weaknesses in controls or evidence of material management override. We have not identified any instances of inappropriate judgements being applied.</p> <p>We did not identify any other transactions during our audit which appeared unusual or outside the Council's normal course of business.</p>

## Financial Statement Audit (cont'd)

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The key issues identified as part of our audit were as follows: (cont'd)

Significant Risks	Conclusion
<p><b>Risk of fraud in revenue and expenditure recognition – inappropriate capitalisation of revenue expenditure</b></p> <p>Under ISA 240 there is a presumed risk that revenue may be misstated due to improper revenue recognition. In the public sector, this requirement is modified by Practice Note 10 issued by the Financial Reporting Council, which states that auditors should also consider the risk that material misstatements may occur by the manipulation of expenditure recognition. Due to the nature and value of some streams revenue and expenditure we do not consider the risk of fraud to apply to the following sources of Council revenue and expenditure such as Income from Central Government grants, Council Tax income, Business rate income, payroll and Housing benefit income and expenditure</p> <p>In respect of expenditure we consider the risk is focussed on the incorrect capitalisation of revenue expenditure.</p>	<p>We concluded that the property, plant and equipment acquisition transactions tested had been capitalised in accordance with IAS 16 and the Council's recognition policy and correctly accounted for in the balance sheet.</p>
<p><b>Risk of cut-off error</b></p> <p>In the 2017/18 audit results report we confirmed that our audit testing identified a material error relating to the overstatement of both trade payables and cash and bank.</p> <p>The absence of adequate cut-off arrangements at year may give rise to transactions being accounted for in the incorrect financial year.</p>	<p>We undertook substantive procedures in response to this risk. The procedures designed to address the identified risk are set out below;</p> <ul style="list-style-type: none"><li>▪ Document our understanding of the Council's processes and controls in place to mitigate the risks.</li><li>▪ Sample testing of revenue and liability cut-off at the period end date.</li><li>▪ Conduct testing to identify unrecorded liabilities at the year-end.</li></ul> <p>We did not identified any matters to bring to your attention.</p>

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## Financial Statement Audit (cont'd)

The key issues identified as part of our audit were as follows: (cont'd)

Other Financial Statement Risks	Conclusion
<p><b>Valuation of Land and Buildings</b></p> <p>Management is required to make material judgemental inputs and apply estimation techniques to calculate the year-end balances recorded in the balance sheet. ISAs (UK and Ireland) 500 and 540 require us to undertake procedures on the use of management experts and the assumptions underlying fair value estimates.</p> <p>The fair value of other land and buildings represents a significant balance in the Authority's accounts and are subject to valuation changes, impairment reviews and depreciation charges.</p>	<p>The fair value of Property, Plant and Equipment (PPE) represent significant balances in the financial statements and are subject to valuation changes, impairment reviews and depreciation charges. Management is required to make material judgemental inputs and apply estimation techniques to calculate the year-end balances recorded in the balance sheet. To address the risk we completed the following procedures;</p> <ul style="list-style-type: none"><li>▪ Documented our understanding of the processes and controls in place to mitigate the risks identified, and walk through those processes and controls to confirm our understanding</li><li>▪ Evaluated the competence, capabilities and objectivity of management's specialist.</li><li>▪ Reviewed the terms of engagement or instructions issued to the valuer to ensure these are consistent with accounting standards. And assess if the instruction includes a specific instruction from the council to the valuer relating to an assessment on the unvalued population;</li><li>▪ Considered the work performed by the Council's external valuer, including the adequacy and scope of the work performed.</li><li>▪ Performed a sample test on the asset data used by the valuer over the completeness and appropriateness of information provided to the valuer in performing their valuations (e.g. floor plans to support valuations based on a price attributed to area measurements);</li><li>▪ Reviewed the classification of assets and ensure the correct valuation methodology has been applied.</li><li>▪ Considered changes to useful economic lives as a result of the most recent valuation; and</li><li>▪ Tested the accounting entries have been correctly processed and recorded in the financial statements</li></ul> <p>We concluded that the financial statements are free from material misstatement with respect to valuation of land and buildings.</p>

# Financial Statement Audit (cont'd)

The key issues identified as part of our audit were as follows: (cont'd)

Other Key Findings	Conclusion
<p><b>Pension liability valuation</b></p> <p>The Local Authority Accounting Code of Practice and IAS19 require the Authority to make extensive disclosures within its financial statements regarding its membership of the Local Government Pension Scheme administered by South Derbyshire Council.</p> <p>The Authority's pension fund deficit is a material estimated balance and the Code requires that the net liability be disclosed on the Authority's balance sheet. At 31 March 2018 this totalled £947.9 million.</p> <p>The information disclosed is based on the IAS 19 report issued to the Authority by the actuary to the Pension Fund.</p> <p>Accounting for this scheme involves significant estimation and judgement and therefore management engages an actuary to undertake the calculations on their behalf. ISAs (UK and Ireland) 500 and 540 require us to undertake procedures on the use of management experts and the assumptions underlying fair value estimates.</p> <p>In 2017/18, the Council's share of the pension scheme assets was understated by £260k primarily as a result of the timing of the actuary's work.</p>	<p>Our review of the Council's share of the pension scheme assets concluded that there was an understatement by £143k, which is not material and the financial statements reflect the information from the actuary as at 31 March 2019.</p> <p>In reaching our conclusion we also took into account the impact on the updated actuarial report in relation to the high court ruling (The McCloud Judgement) which created a constructive obligation as at the balance sheet date which would increase the liability of the Executive to the Pension Fund. Our preliminary assessment identified that there could be a material difference yielded by the outcome of this judgement and as such management requested updated information from the Pension Fund Actuary, which has been adjusted for in the financial statements.</p> <p>Furthermore, the impact of guaranteed minimum pension was disclosed as immaterial by the fund actuaries. We have assessed the range of the estimate and found the range between £270k and £374k. These amounts were also confirmed not to be material.</p>
<p><b>IFRS 9 – Financial Instruments</b></p>	<p>This was a new accounting standard applicable for Local Authority accounts from the 2018/19 financial year and resulted in following changes:</p> <ul style="list-style-type: none"><li>▪ How financial assets are classified and measured;</li><li>▪ How the impairment of financial assets are calculated; and</li><li>▪ The disclosure requirements for financial assets.</li></ul> <p>There are transitional arrangements within the standard; and the 2018/19 CIPFA Code of practice on Local Authority accounting provides guidance on the application of IFRS 9. However, until the Guidance Notes are issued and any statutory overrides are confirmed there remains some uncertainty on the accounting treatment.</p> <p>Our work has not identified any matters to bring to your attention.</p>
<p><b>IFRS 15 – Revenue contracts with customers</b></p>	<p>This was a new accounting standard applicable for Local Authority accounts from the 2018/19 financial year.</p> <p>The key requirements of the standard cover the identification of performance obligations under customer contracts and the linking of income to the meeting of those performance obligations.</p> <p>The Authority's assessment presented for audit contained details of the value of the streams of income to confirm if there were any streams of revenue that fell under the scope of IFRS 15. Using our data analytics tool, we evaluated each stream of income and concluded the Council does not have any material revenue streams that come under the scope of IFRS 15.</p>

## Financial Statement Audit (cont'd)

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### Our application of materiality

When establishing our overall audit strategy, we determined a magnitude of uncorrected misstatements that we judged would be material for the financial statements as a whole.

Item	Thresholds applied
Planning materiality	We determined planning materiality to be £0.944mn (2017/18: £0.94mn), which is 2% of actual year-end gross revenue expenditure. We consider gross revenue expenditure to be one of the principal considerations for stakeholders in assessing the financial performance of the Council.
Reporting threshold	We agreed with the Audit-Sub Committee that we would report to the Committee all audit differences in excess of £0.047mn (2017/18: £0.047mn)

We also identified the following areas where misstatement at a level lower than our overall materiality level might influence the reader. For these areas we developed an audit strategy specific to these areas. The areas identified and audit strategy applied include:

- Remuneration disclosures including any severance payments, exit packages and termination benefits ~ a threshold of £1k was applied.
- Related party transactions ~ a threshold of £1k was applied.
- External audit fees ~ a threshold of £1k was applied.
- Members allowances ~ a threshold of £1k was applied.
- Cash and bank balances ~ a threshold of £nil was applied.



# 04 Value for Money

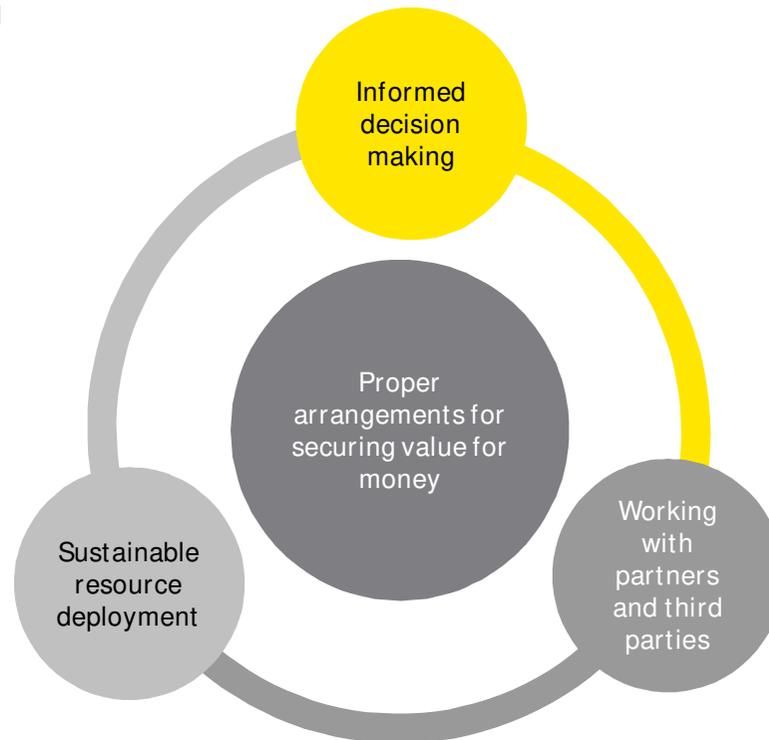
# Value for Money

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We are required to consider whether the Council has put in place ‘proper arrangements’ to secure economy, efficiency and effectiveness on its use of resources. This is known as our value for money conclusion.

Proper arrangements are defined by statutory guidance issued by the National Audit Office. They comprise your arrangements to:

- ▶ Take informed decisions;
- ▶ Deploy resources in a sustainable manner; and
- ▶ Work with partners and other third parties.



We identified two significant risks around these arrangements. The tables below present our findings in response to the risks in our Audit Planning report and any other significant weaknesses or issues we want to bring to your attention.

We have performed the procedures outlined in our audit plan. We identified the following significant weaknesses in the Council’s arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable [Page 26 of 175](#) taxpayers and local people. Please see the following page.

## Value for Money (cont'd)

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We issued a qualified value for money conclusion in relation to Councils arrangements to secure economy, efficiency and effectiveness in your use of resources on 31 July 2018.

Significant Risk	Conclusion
<p><b>Securing financial resilience</b></p> <p>From the medium term financial plan, updated in February 2019, the Council has forecasted budget deficits from 2019/20 to 2023/24 with the general fund depleting from £9.1m to £2.1m but remaining above the £1m minimum level.</p>	<p>Based on results of our procedures we are satisfied that appropriate arrangements are in place to manage this significant risk. It was noted that from the latest update to the MTFS that the Council has forecasted deficit outturns, £0.59m in 2020/21 rising to £1.6m in 2023/24. During the same period the general fund reserve will decrease by £6.1m from £8.7m to £2.6m. The Council will need to continue scrutinising the financial plan and consider whether a savings plan will be required to address forecast budget deficits In order to minimise the risk of requiring unplanned reserves contributions.</p>
<p><b>Procurement and related contract issues in the Housing and Environment Services Directorate</b></p> <p>In our 2016/17 Audit Results Report, we reported that the value for money conclusion was qualified on the basis the Housing and Environment Services Directorate had control weaknesses in its procurement and contract management arrangements which included having significant service contracts unsigned. As the Council started to implement recommendations part way through 2017/18, we have determined that the risk in this area remains relevant for the financial year.</p>	<p>Our work has concluded that the Council has now implemented all of the outstanding recommendations and continues embed the arrangements to strengthen governance arrangements.</p>

A microphone is positioned in the foreground, pointing towards the right. In the background, several people are seated at a long table, but they are out of focus. The background wall is a warm, orange-brown color.

**05**

## Other Reporting Issues



## Other Reporting Issues

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### Whole of Government Accounts

We performed the procedures required by the National Audit Office on the accuracy of the consolidation pack prepared by the Council for Whole of Government Accounts purposes. The Council is below the specified audit threshold of £500mn. Therefore, we did not perform any audit procedures on the consolidation pack.

### Annual Governance Statement

We are required to consider the completeness of disclosures in the Council's annual governance statement, identify any inconsistencies with the other information of which we are aware from our work, and consider whether it is misleading.

### Report in the Public Interest

We have a duty under the Local Audit and Accountability Act 2014 to consider whether, in the public interest, to report on any matter that comes to our attention in the course of the audit in order for it to be considered by the Council or brought to the attention of the public.

We did not identify any issues which required us to issue a report in the public interest.

### Written Recommendations

We have a duty under the Local Audit and Accountability Act 2014 to designate any audit recommendation as one that requires the Council to consider it at a public meeting and to decide what action to take in response.

We did not identify any issues which required us to issue a written recommendation.

### Objections Received

We did not receive any objections to the 2018/19 financial statements from members of the public.

## Other Reporting Issues (cont'd)

### Other Powers and Duties

We identified no issues during our audit that required us to use our additional powers under the Local Audit and Accountability Act 2014.

### Independence

We communicated our assessment of independence in our Audit Results Report to the Audit-Sub Committee on 5 December 2019. In our professional judgement the firm is independent and the objectivity of the audit engagement partner and audit staff has not been compromised within the meaning regulatory and professional requirements.

### Control Themes and Observations

It is the responsibility of the Council to develop and implement systems of internal financial control and to put in place proper arrangements to monitor their adequacy and effectiveness in practice. Our responsibility as your auditor is to consider whether the Council has put adequate arrangements in place to satisfy itself that the systems of internal financial control are both adequate and effective in practice.

As part of our audit of the financial statements, we obtained an understanding of internal control sufficient to plan our audit and determine the nature, timing and extent of testing performed. As we have adopted a fully substantive approach, we have therefore not tested the operation of controls.

Although our audit was not designed to express an opinion on the effectiveness of internal control we are required to communicate to you significant deficiencies in internal control.

We have not identified any significant deficiencies in the design or operation of an internal control that might result in a material misstatement in your financial statements of which you are not aware.

During the course of the audit we have identified a number of audit issues which we require to bring to your attention:

#### 1 Authorisation of manual journal entries

Posting of manual journal entries in the general ledger are not authorised in the system. The Council's key control for authorisation is that all manual journals are recorded in a central journal log to be reviewed and updated by the Head of Finance to evidence the authorisation. Our review of the journal processes, using our data analytics tool to check the completeness of the log identified that during the financial year 285 journals had not been recorded and therefore were unauthorised. It should be noted that none of the excluded journals was material in value. We recommend that the jog log is regularly reviewed for completeness to ensure all manual journals for the financial year are recorded and authorised.

#### 2 Related parties and declarations of interest

We reviewed the Council's arrangements to capture and evaluate declarations of interest for senior managers and elected members. We identified that seven members had not completed the required declaration in accordance with Council's procedures. We undertook further checks and were satisfied that the missing declarations did not have any undisclosed material related party transactions.

#### 3 Rounding differences

Our casting of the draft financial statements identified a high number rounding differences ranging between £1k and £3k. There are a high number of errors which need to be addressed in 2019/20



06

# Data Analytics



# Use of Data Analytics in the Audit

## Data analytics — Journal entry testing

### Analytics Driven Audit

#### Data analytics

We used our data analysers to enable us to capture entire populations of your financial data. These analysers:

- Help identify specific exceptions and anomalies which can then be the focus of our substantive audit tests; and
- Give greater likelihood of identifying errors than traditional, random sampling techniques.

In 2018/19, our use of these analysers in the Council's audit included testing journal entries and employee expenses, to identify and focus our testing on those entries we deem to have the highest inherent risk to the audit.

We capture the data through our formal data requests and the data transfer takes place on a secured EY website. These are in line with our EY data protection policies which are designed to protect the confidentiality, integrity and availability of business and personal information.

#### Journal Entry Analysis

We obtain downloads of all financial ledger transactions posted in the year. We perform completeness analysis over the data, reconciling the sum of transactions to the movement in the trial balances and financial statements to ensure we have captured all data. Our analysers then review and sort transactions, allowing us to more effectively identify and test journals that we consider to be higher risk, as identified in our audit planning report.



# Data Analytics

## Journal Entry Data Insights

The graphic outlined below summarises the journal population for 2018/19. We review journals by certain risk based criteria to focus on higher risk transactions, such as journals posted manually by management, those posted around the year-end, those with unusual debit and credit relationships, and those posted by individuals we would not expect to be entering transactions.

The purpose of this approach is to provide a more effective, risk focused approach to auditing journal entries, minimising the burden of compliance on management by minimising randomly selected samples.

### EY Helix - GLASS: Journal Entry Data Insights - 19 South Derbyshire DC - P1 to P12 - 31/03/2019

#### Facts and Figures

Number of Journals Posted:  
**17,809**

Average Number of Journals Posted per Day:  
**61**

Average Number of Lines per Journal:  
**13**

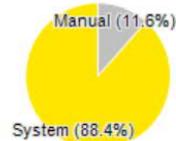
#### Operational Efficiencies

Manual Journals Posted at weekend:  
**0**

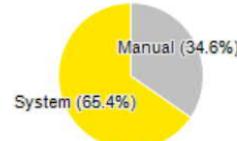
Manual journals where gross amount is < £5:  
**27**

Journal lines with zero value:  
**0**

#### Manual v System by Volume



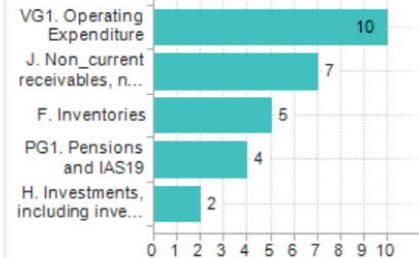
#### Manual v System by Value



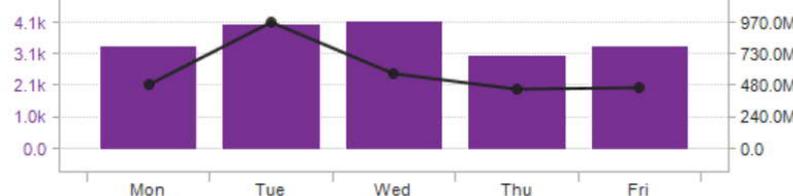
#### Top Five Activity Accounts



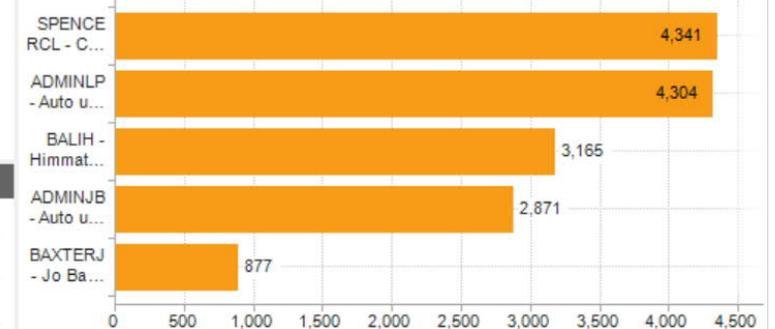
#### Bottom Five Activity Accounts



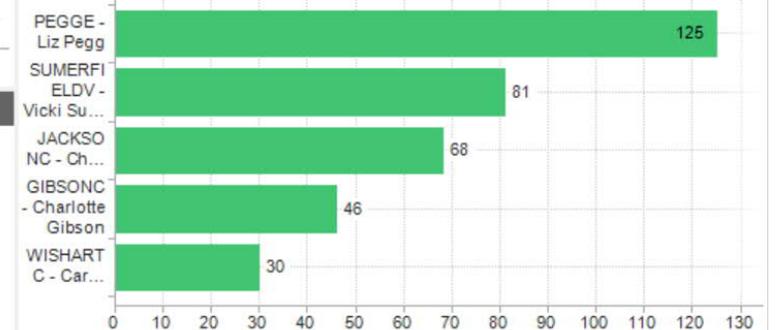
#### Days of the Week



#### Top Five Preparers



#### Bottom Five Preparers





## Journal Entry Testing

### What is the risk?

In line with ISA 240 we are required to test the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements.

### What judgements are we focused on?

Using our analysers we are able to take a risk based approach to identify journals with a higher risk of management override, as outlined in our audit planning report.

### Journal entry data criteria —31 March 2019



### What did we do?

We obtained general ledger journal data for the period and have used our analysers to identify characteristics typically associated with inappropriate journal entries or adjustments, and journals entries that are subject to a higher risk of management override.

We then performed tests on the journals identified to determine if they were appropriate and reasonable.

### What are our conclusions?

We isolated a sub set of journals for further investigation and obtained supporting evidence to verify the posting of these transactions and concluded that they were appropriately stated.



**07**

## Focused on your future



# Focused on your future

The Code of Practice on Local Authority Accounting in the United Kingdom introduces the application of new accounting standards in future years. The impact on the Council is summarised in the table below.

Standard	Issue	Impact
<b>IFRS 16 Leases</b>	<p>It is currently proposed that IFRS 16 will be applicable for local authority accounts from the 2020/21 financial year.</p> <p>Whilst the definition of a lease remains similar to the current leasing standard; IAS 17, for local authorities who lease a large number of assets the new standard will have a significant impact, with nearly all current leases being included on the balance sheet.</p> <p>There are transitional arrangements within the standard and although the 2020/21 Accounting Code of Practice for Local Authorities has yet to be issued, CIPFA have issued some limited provisional information which begins to clarify what the impact on local authority accounting will be. Whether any accounting statutory overrides will be introduced to mitigate any impact remains an outstanding issue.</p>	<p>Until the 2020/21 Accounting Code is issued and any statutory overrides are confirmed there remains some uncertainty in this area.</p> <p>However, what is clear is that the Council will need to undertake a detailed exercise to identify all of its leases and capture the relevant information for them. The Council must therefore ensure that all lease arrangements are fully documented.</p>
<b>IASB Conceptual Framework</b>	<p>The revised IASB Conceptual Framework for Financial Reporting (Conceptual Framework) will be applicable for local authority accounts from the 2019/20 financial year.</p> <p>This introduces;</p> <ul style="list-style-type: none"> <li>– new definitions of assets, liabilities, income and expenses</li> <li>– updates for the inclusion of the recognition process and criteria and new provisions on derecognition</li> <li>– enhanced guidance on accounting measurement bases</li> <li>- enhanced objectives for financial reporting and the qualitative aspects of financial information.</li> </ul> <p>The conceptual frameworks is not in itself an accounting standard and as such it cannot be used to override or disapply the requirements of any applicable accounting standards.</p> <p>However, an understanding of concepts and principles can be helpful to preparers of local authority financial statements when considering the treatment of transactions or events where standards do not provide specific guidance, or where a choice of accounting policies is available.</p>	<p>It is not anticipated that this change to the Code will have a material impact on Local Authority financial statements.</p> <p>However, Authorities will need to undertake a review to determine whether current classifications and accounting remains valid under the revised definitions.</p>



**08**

## Audit Fees

# Independence



## Fee analysis

As part of our reporting on our independence, we set out below a summary of the fees for the year ended 31 March 2019 and a comparison to prior years. Our fee for 2018/19 is in line with the scale fee set by the PSAA and reported in our Audit Plan to Audit-Sub Committee on 20 March 2019.

	Final Fee 2018/19	Planned Fee 2018/19	Scale Fee 2018/19	Final Fee 2017/18
	£	£	£	£
Audit work under PSAA requirements (Code work)				
Financial statements	<b>*39,941</b>	<b>37,941</b>	<b>37,941</b>	<b>50,945</b>
Certification of Housing benefits	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>16,313</b>
Non-audit work (agreed upon procedures)				
1. pooling of housing capital receipts	** TBC	2,000	N/A	1,890
2. Housing benefits	** TBC	15,500	N/A	N/A
<b>Total Audit fee</b>	<b>TBC</b>	<b>55,441</b>	<b>37,941</b>	<b>69,148</b>

\* Scale fee variation of £2k relates to the additional pension procedures undertaken in relation to the impact of the McCloud judgement. This has been discussed and agreed with management but is still subject to approval by Public Sector Audit Appointments Limited.

\*\* The final fee cannot be confirmed as the work is still in progress.

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<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM:10</b>
<b>DATE OF MEETING:</b>	<b>16 JANUARY 2020</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>STRATEGIC DIRECTOR (CORPORATE RESOURCES)</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>ELIZABETH BARTON, HEAD OF CUSTOMER SERVICES <a href="mailto:elizabeth.barton@southderbyshire.gov.uk">elizabeth.barton@southderbyshire.gov.uk</a> or 01283 595779</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>NEW INITIATIVES IN THE CUSTOMER SERVICES TEAM</b>	
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: FM 11</b>

## **1.0 Recommendations**

That Council approves:

- 1.1 The adoption of SignLive on a one-year trial basis.
- 1.2 The introduction of the Sunflower Scheme for hidden disabilities.

## **2.0 Purpose of the Report**

- 2.1 The purpose of the report is to update Council and gain approval for two new initiatives that aim to improve the customer services the Council delivers to its residents and businesses.
- 2.2 The changes and initiatives include:
  - The adoption of SignLive on a trial basis.
  - The introduction of the Sunflower Scheme for hidden disabilities.

## **3.0 Executive Summary**

- 3.1 As part of its ongoing commitment to enhance the customer services the Council provides to its customers, this report outlines a proposal for two new customer services initiatives:
- 3.2 The adoption of SignLive on a one-year trial basis. SignLive offers an instant communication solution for deaf or hard or hearing customers who use British Sign Language (BSL). Many deaf people are not confident using spoken or written English or text-relay services, and experience communication barriers when trying to connect with service providers such as the Council. With SignLive, the Council will be able to make an instant connection with and improve its customer services offer to its deaf customers.

- 3.3 The introduction of the Sunflower Scheme that indicates to customers with hidden disabilities that our team are aware, trained and ready to offer additional help and support.

#### **4.0 Detail**

##### **SignLive trial**

- 4.1 Eleven million people (1 in 6) in the UK are deaf or hard of hearing. This is set to rise to 15.6 million by 2035. Of these, 40% of people over the age of 50 have hearing loss, and 70% of people over the age of 70 have age-related hearing loss.
- 4.2 British Sign Language (BSL) is used by 151,000 individuals in the UK (not including professional BSL users, interpreters, translators, etc unless they use BSL at home).
- 4.3 Officers currently have limited means to communicate with deaf customers. The current approach is via email or letter, telephone, and via written notes or through a friend or family member (if available), when on site or in the community.
- 4.4 SignLive offers the Council an opportunity to connect with deaf customers by offering Council officers instant access to a British Sign Language (BSL) interpreter who can support customer interactions on a mobile phone or tablet.
- 4.5 If the proposal is approved, the Council will ensure officers can access the service on their mobile phones and provide a small stock of tablets (using existing technology) that officers can borrow in advance of meeting a customer who requires the support of SignLive. Should a deaf customer choose to come into the offices, there would be a dedicated space in the reception/enquiry area where officers would be able to communicate effectively with a customer via the BSL interpreter.
- 4.6 Internal training and communication will support the roll out of the scheme to staff, which will also be reflected on signage at reception, on the Council's website, and appropriate literature to ensure customers are aware.
- 4.7 The implementation of SignLive underpins the Council's desire to provide first class customer services, have respect for everyone and support our most vulnerable customers. It also showcases the Council's open, inclusive and forward-thinking approach.**

##### **Introduction of Sunflower Scheme for hidden disabilities**

- 4.8 Living with a hidden disability can make daily life more demanding for many people. Those who require additional help are not always able to ask for it or find it difficult or uncomfortable to explain their situation. Because hidden disabilities are by their very nature not visible or immediately obvious, it can also make it harder for people to serve, help and support them appropriately.
- 4.9 The hidden disabilities Sunflower Scheme was first launched at Gatwick Airport in 2019 and is starting to be recognised globally. It has been adopted by all major UK airports, many supermarkets, railway stations, leisure facilities, in the NHS and by an increasing number of large businesses and organisations.

4.10 The scheme supports people with hidden disabilities in two key ways:

- it provides people living with hidden disabilities (or their carers) an easy and discrete way to alert an organisation that they need extra help and support – through the wearing of a Sunflower lanyard, wrist band or badge.
- it provides help and support to organisations so they can better serve people with hidden disabilities.

4.11 If the proposal is approved, the Council will ensure front facing officers are trained on the meaning of the scheme and how to offer additional support, as well as how to access ongoing support in relation to serving customers with hidden disabilities.

4.12 Internal communications will also support the roll out of the scheme to staff, which will also be reflected on signage at reception, on the Council's website and appropriate literature to ensure customers are aware.

**4.13 The implementation of the Sunflower Scheme underpins the Council's desire to provide first class customer services, have respect for everyone and support our most vulnerable customers. It also showcases the Council's open, inclusive and forward-thinking approach. The Council is already committed to other similar schemes such as Safe Places, a scheme that offers people with learning disabilities a safe place to go if they feel threatened or harassed, Breast Feeding Awareness and Dementia Friends.**

## **5.0 Financial Implications**

**Introduction of SignLive trial** Total cost: £2,040 for the one-year trial

5.1 The costs of the SignLive trial are as follows:

<b>Cost per month</b>	£170
<b>Cost per annum</b>	£2,040

5.2 It is proposed the above costs will be funded from Revenues, Benefits & Customer Services budget.

5.3 There would be no hardware costs for the trial as the Council's current technical infrastructure can support the one-year trial.

5.4 The SignLive application works on corporate mobile phones, for example when officers (planning or housing for example) are out in the field/no access to wifi. The SignLive application can also be made available (through wifi) to customers within the Council building on existing tablets (for example at reception, the enquiry desk or interview rooms) that will go 'end of life' by the end of the trial.

5.5 If the trial is successful and used/liked by customers, it is likely new tablets would be required to roll SignLive out permanently. Costs for this start from £600 per annum for an internet enabled tablet, however the agreement to do this will be subject to a future council report and the success of the trial.

5.6 There is no budget requirement for training as this will be delivered in-house by the Customer Services team.

**Introduction of Sunflower Scheme for hidden disabilities** Total cost: £800 (year 1), plus £300 per annum thereafter.

5.7 The Sunflower Scheme is free to join.

5.8 The Council can display signage on its buildings (for example behind reception and the enquiries desk) and on entrance doors to indicate the Council recognises/ supports the Sunflower Scheme. It is recommended a budget of £500 is put aside for signage. It is proposed this will be funded from Revenues, Benefits and Customer Services budget.

5.9 The Council can choose to supply Sunflower lanyards, pin badges and wrist bands to customers on request for free. A starter pack is approximately £100. It is recommended a budget of £300 per annum is put aside for provision of Sunflower scheme items. It is proposed this will be funded from Revenues, Benefits and Customer Services budget.

5.10 The Council can access free training videos for staff to build knowledge of how to better serve someone with a hidden disability through the Sunflower Scheme. A programme of in-house training, access to the videos, and one-to-one support provided by the Customer Services team will be rolled-out to all staff if the scheme is adopted.

5.11 At this stage it is not recommended that any budget is set aside for training as it will be delivered in house. Face to face/bespoke training courses are set to become available through the Sunflower Scheme, but costs for this are not yet known. It is possible that the Council may bring forward further proposals to access this training through its learning and development programme in the future, should a need be identified.

## **6.0 Corporate Implications**

### **Employment implications**

6.1 There are no employee implications for existing staff for any of the projects included in this report.

### **Legal implications**

6.2 There are no legal implications.

### **Corporate Plan Implications**

6.3 In its Corporate Plan 2020 – 2024 the Council has made the following commitments:

- Provide modern ways of working that support the Council to deliver services to meet changing needs.
- Ensure technology enables us to effectively connect with our communities
- Have in place methods of communication that enable customers to provide and receive information.

The initiatives outlined in this report underpin these commitments.

## **Risk Impact**

- 6.4 **SignLive & Sunflower Scheme are not appropriately communicated to customers.** The team will work in partnership with the Council's Communications team to ensure that customers are fully informed of both schemes and that they are aware extra support is available.
- 6.5 **SignLive & Sunflower Scheme are not appropriately communicated to members and staff.** The team will work in partnership with the Council's Communications and Organisational Development teams to ensure that members and staff are aware of the schemes, are appropriately trained and are confident to support customers using either of the two schemes.

## **7.0 Community Impact**

### **Consultation**

- 7.1 In relation to the introduction of SignLive, the Council has consulted Derbyshire County Council which currently uses SignLive about its experiences. The Council's Organisational Development and Communications teams have also been consulted in relation to the roll-out of the scheme.
- 7.2 In relation to the introduction of the Sunflower Scheme, the Council has consulted North Yorkshire County Council which currently promotes the Sunflower Scheme about its experiences. The Council's Organisational Development and Communications teams have also been consulted in relation to the roll-out of the scheme.

### **Equality and Diversity Impact**

- 7.3 The introduction of SignLive and the Sunflower Scheme will better support customers with disabilities, who are recognised as a protected group under the Equalities Act 2010.

### **Social Value Impact**

- 7.4 The implementation of SignLive will positively impact on our deaf community and the reputation of the council.
- 7.5 The implementation of the Sunflower Scheme will positively impact on residents with hidden disabilities and the reputation of the Council.

### **Environmental Sustainability**

- 7.6 N/A

## **8.0 Conclusions**

- 8.1 In conclusion the introduction of SignLive and the Sunflower Scheme will enhance the quality of services delivered by South Derbyshire District Council.
- 8.2 The proposals also underpin the delivery of the Council's new Corporate Plan 2020-2024.

**8.3** The proposals also underpin the Council's ambition to be inclusive and supportive to all.

**10.0 Background Papers**

None

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<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM: 11</b>
<b>DATE OF MEETING:</b>	<b>16<sup>th</sup> JANUARY 2020</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>ALLISON THOMAS, STRATEGIC DIRECTOR – SERVICE DELIVERY</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>MATTHEW HOLFORD, HEAD OF ENVIRONMENTAL SERVICES, <a href="mailto:matthew.holford@southderbyshire.gov.uk">matthew.holford@southderbyshire.gov.uk</a>, 01283 595856</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>CLIMATE EMERGENCY ACTION PLANNING</b>	
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE:</b>

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## 1. Recommendations

- 1.1. That the Council approves a Climate and Environment Strategy and a Climate and Environment Action Plan 2020 - 2024.

## 2. Purpose of the Report

- 2.1. To advise Committee of the baseline carbon emissions from Council activities and to provide Committee with data showing the extent of carbon savings necessary to meet the Climate Emergency aspirations.
- 2.2. To advise Committee on the current estimated carbon emissions from all sources across South Derbyshire and to provide Committee with data showing the extent of emissions reductions necessary to achieve carbon neutrality across the District by 2050.
- 2.3. To seek approval for a Climate and Environment Strategy and of a Climate and Environment Action Plan 2020 - 2024.

## 3. Detail

### **Background**

- 3.1. At full Council on 27<sup>th</sup> June 2019 the following pledges were made in declaring a Climate Emergency:
  - Declare a Climate Emergency;
  - Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050;
  - Call on the UK Government to provide the powers and resources to make the 2030 target realistic;
  - Work with partners across the District and region to deliver this goal through all relevant strategies;

- Report back to Council within six months and have a standard Environmental and Development Service Committee agenda item on Environmental Improvements the Council is taking to address this emergency.
- 3.2. The proposed Climate and Environment Strategy and Climate and Environment Action Plan 2020 – 2024 represent the Council's first response to the Climate Emergency declaration.
  - 3.3. The Action Plan should be seen as the start of a work in progress. Since the Climate Emergency declaration in June 2019, officers have spent considerable amounts of time developing a process for mapping and measuring all significant activities and emissions which are contributing to the carbon footprint of all Council activities. This has been followed by a process of collating relevant data about all of the relevant activities and emissions and then converting these into a calculation of the total carbon equivalent (CO<sub>2</sub>e). This process was completed in late November 2019.
  - 3.4. The current annual CO<sub>2</sub>e emission from South Derbyshire District Council is approximately 2,500 tonnes per annum (2018-19 baseline).
  - 3.5. A summary of the sources of these CO<sub>2</sub>e emissions is provided on page 8 of the Climate and Environment Strategy.
  - 3.6. Since the Carbon Emergency declaration, an online tool called SCATTER has also been published. This provides an estimate of the overall carbon emissions from all sources across South Derbyshire.
  - 3.7. Based on the data published in SCATTER the total carbon emissions across South Derbyshire is approximately 806,000 tonnes per annum. South Derbyshire District Council therefore contributes approximately 0.3% of the overall carbon emissions from the whole of the District.
  - 3.8. A summary of the estimated sources of carbon emissions in South Derbyshire is provided at section page 8-9 of the Climate and Environment Strategy.
  - 3.9. The actions described in the Climate and Environment Action Plan 2020 – 2024 contain a summary of the existing commitments which have been made since South Derbyshire District Council produced the baseline CO<sub>2</sub>e emissions in late 2019. The Action Plan also contains a range of other Actions which are being actively considered to enable the Council to reduce its own emissions and to influence the wider community.
  - 3.10. The contents of the Action Plan represent a very early statement of intent which will need to be built upon significantly in order for the Council to meet the Climate Emergency aspirations.
  - 3.11. The newly adopted Corporate Plan contains the following key aims;

***Tackle climate change***

- *Strive to make South Derbyshire District Council carbon neutral by 2030.*
  - *Work with residents, businesses and partners to reduce their carbon footprint.*
- 3.12. The delivery of the Climate and Environment Strategy and Climate and Environment Action Plan 2020 – 2024 will therefore feature strongly in the ongoing reporting

processes to members over the course of the 2020-2024 South Derbyshire Corporate Plan.

#### **4. Financial Implications**

- 4.1. The Climate and Environment Action Plan 2020 – 2024 provides an early estimation of the financial and other resources estimated to be necessary to deliver the Plan, as well as estimates of the potential carbon savings that may be possible.
- 4.2. It is proposed to bring a separate report to a future Committee meeting to outline how these potentially very significant resources will be met.

#### **5. Corporate Implications**

##### **Employment Implications**

- 5.1. The response to the Climate Emergency is likely to require additional staffing and third party support as the Action Plan matures. This will be the subject of a separate report.

##### **Legal Implications**

- 5.2. It is not currently a legal duty to produce a Climate Emergency Action Plan and to deliver on its commitments. However, given the significant strength of public support for action on climate change it is entirely possible that some form of statutory duty on local authorities to act will emerge soon.

##### **Corporate Plan Implications**

- 5.3. The proposals align with the key aim within the draft Corporate Plan to “Tackle Climate Change” as well as the two key actions within this aim to “Strive to make South Derbyshire District Council carbon neutral by 2030” and to “Work with residents, businesses and partners to reduce their carbon footprint”.

##### **Risk Impact**

- 5.4. The proposals will have a beneficial mitigating action against the corporate risk of “Managing the environmental impact of incidents across the District”.

#### **6. Community Impact**

##### **Consultation**

- 6.1. The proposed Climate and Environment Action Plan will be the subject of detailed consultation over the next 12 months.

##### **Equality and Diversity Impact**

- 6.2. None.

##### **Social Value Impact**

- 6.3. Beneficial.

##### **Environmental Sustainability**

- 6.4. Beneficial.

## **7. Conclusions**

- 7.1. The Climate and Environment Strategy provides an overview of the challenges and opportunities presented by the Climate Emergency declaration.
- 7.2. The Climate and Environment Action Plan 2020 – 2024 provides an early indication of the Council's current activities but will be built upon significantly over the next 12 months.
- 7.3. The Strategy and the Action Plan are two cornerstones to enable the Council to progress towards the delivery of two of its Corporate Plan aims.

## **8. Background Papers**

Environment and Development Services Committee, 16<sup>th</sup> August 2018.

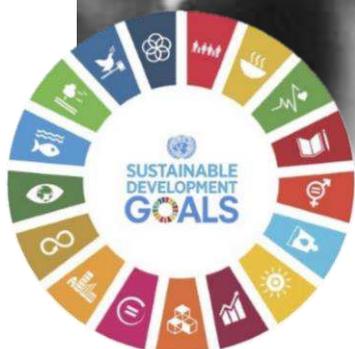
Environment and Development Services Committee, 25<sup>th</sup> April 2019.

Council, 27<sup>th</sup> June 2019

Environment and Development Services Committee, 14<sup>th</sup> November 2019.

South Derbyshire District Council

# Climate and Environment Action Plan 2020-24



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## Introduction

This Interim Action Plan outlines South Derbyshire District Council’s (SDDC) short-term actions to deliver the aspirations of the South Derbyshire Climate and Environment Strategy.

This Plan outlines the actions which the Council proposes to progress during the period 2020-24.

Due to the very short time between the publication of the Tyndall carbon budget for South Derbyshire and the committed publication date of this Plan, there has been limited opportunity for significant internal or external stakeholder engagement.

This has therefore been published as an ‘Interim Plan’ which will be revised and consulted on over the course of the next year (2020).

This is the first Climate and Environmental Action Plan published by the Council. The Plan will be revised on a rolling annual basis in order to enable the actions to adapt to changes in knowledge, technology and funding. The Council also proposes to publish a longer-term Action Plan to cover the timeframe up to and beyond the end date of the Climate Emergency declaration.

The Council has two distinct and separate roles to play in combating climate change. First is to seek to reduce the **direct** and **indirect** emissions arising from the emissions of all SDDC activities.

Second is to seek to use the Council’s **influence** to reduce the emissions of all other carbon emitters within the District.

The Action Plan is split into two sections to reflect these two roles.



## Our Aspiration

On 27<sup>th</sup> June 2019 the Council declared a Climate Emergency. This committed to:

- **Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve carbon neutrality before the Government target of 2050;**
- **Call on the UK Government to provide the powers and resources to make the 2030 target realistic;**
- **Work with partners across the District and region to deliver this goal through all relevant strategies;**
- **Report back to Council within six months and have a standard Environmental and Development Services Committee agenda item on Environmental Improvements the Council is taking to address this emergency.**

## Our Objectives and Targets

### Emissions from SDDC Activities

An analysis of the Council’s baseline emissions for 2018/19 has calculated that the direct and indirect emissions from the services provided by the Council equated to **2,500 tonnes** of carbon dioxide equivalent over the course of the year (tCO<sub>2</sub>e). The process for calculating the emissions is relatively new and it is estimated that there is a 20 per cent margin of error in these calculations.

Figure 1 below provides a further breakdown of these emissions by source.

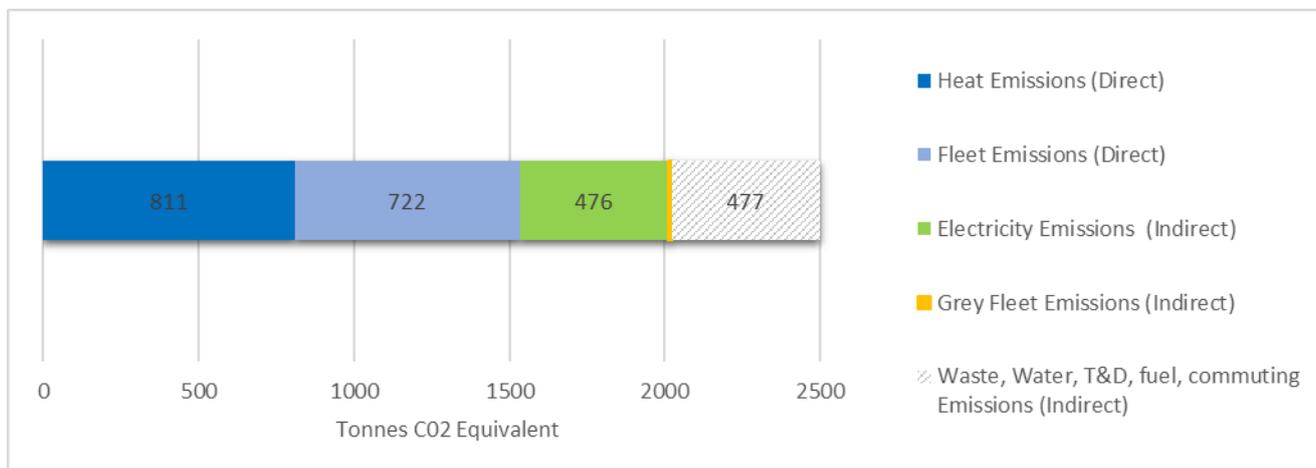


Figure 1 South Derbyshire District Council Emissions Inventory - Tonnes CO<sub>2</sub>e

### Total Emissions in South Derbyshire

The total annual carbon dioxide emissions from all sources within the administrative area of South Derbyshire in 2019 is estimated to be **805,711 tonnes**. The main sources of these emissions are illustrated in Figure 2.

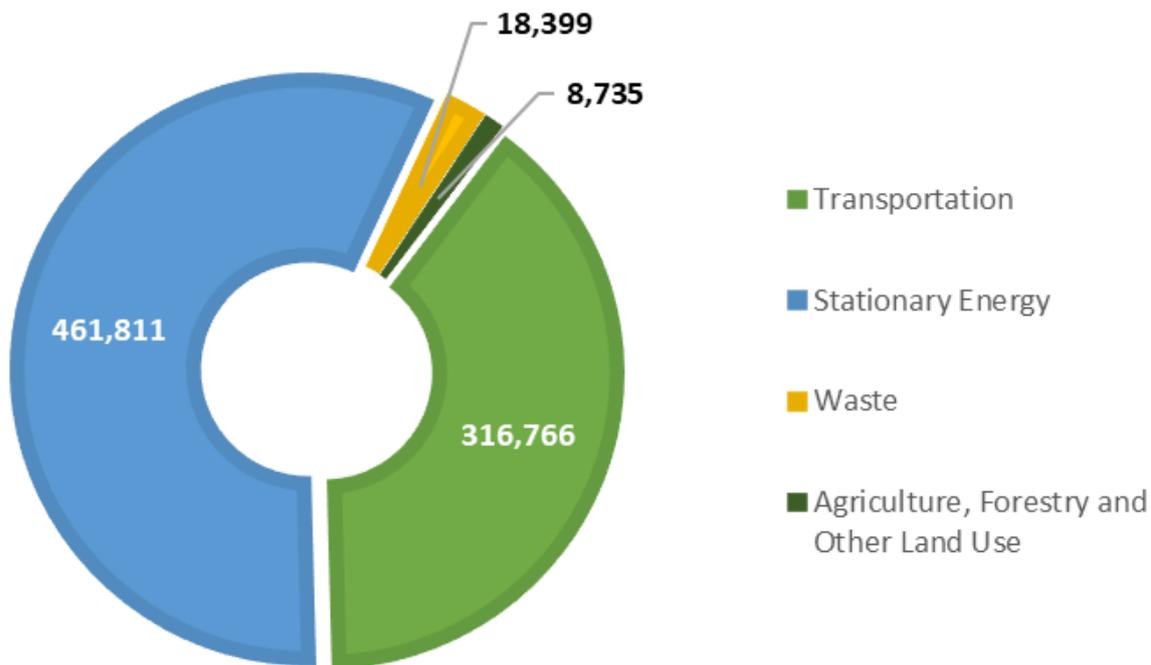


Figure 2 SCATTER data for the South Derbyshire District Emissions Inventory - Tonnes CO<sub>2</sub>e

This data is obtained from the SCATTER carbon accounting model. SCATTER is being delivered in phases. The first phase was the creation of a predicted carbon inventory for all sources within each local authority area.

The proposed second phase, which is not live at the time of the production of this Strategy, is designed to enable the communities within each local authority area to create reduction plans based on the selection of mitigation options relating to 35 classes of emissions sources contained within the model.

### The Carbon Budget for South Derbyshire

Carbon ‘budgets’ have been also been produced of the total area emissions for each local authority administrative area through the [Tyndall](#) Carbon Budget tool. The tool is based on a ‘grandfathering approach” (which includes historical emissions and current emissions data) with the aim of enabling the communities within each administrative area to understand the remaining available carbon budget for all activities within the area.

Based on the current carbon budget calculation, if no action is taken within South Derbyshire, then the emissions from homes and businesses across the District will have used the available carbon budget within **six years**. Any additional emissions in excess of this budget is predicted to directly contribute to global warming beyond 1.5<sup>o</sup>c and the potentially irreversible impacts that this will cause.

The Tyndall Carbon Budget provides recommended carbon budgets for set budget periods up until 2100 and are summarised in the following table. These figures illustrate the very rapid decarbonisation required across South Derbyshire in order to stay within the carbon budget. Figure 3 provides a graphical illustration of the scale of the carbon reduction required in South Derbyshire until the end of this century.

Carbon Period	Budget	Recommended Carbon Budget (Mt CO <sub>2</sub> )	Reduction in Annual Emissions (based on recommended pathway)
2018 - 2022		3.0	21.6%
2023 - 2027		1.5	63.3%
2028 - 2032		0.7	82.8%
2033 - 2037		0.3	91.9%
2038 - 2042		0.1	96.2%
2043 - 2047		0.1	98.2%
2048 - 2100		0.1	99.2%

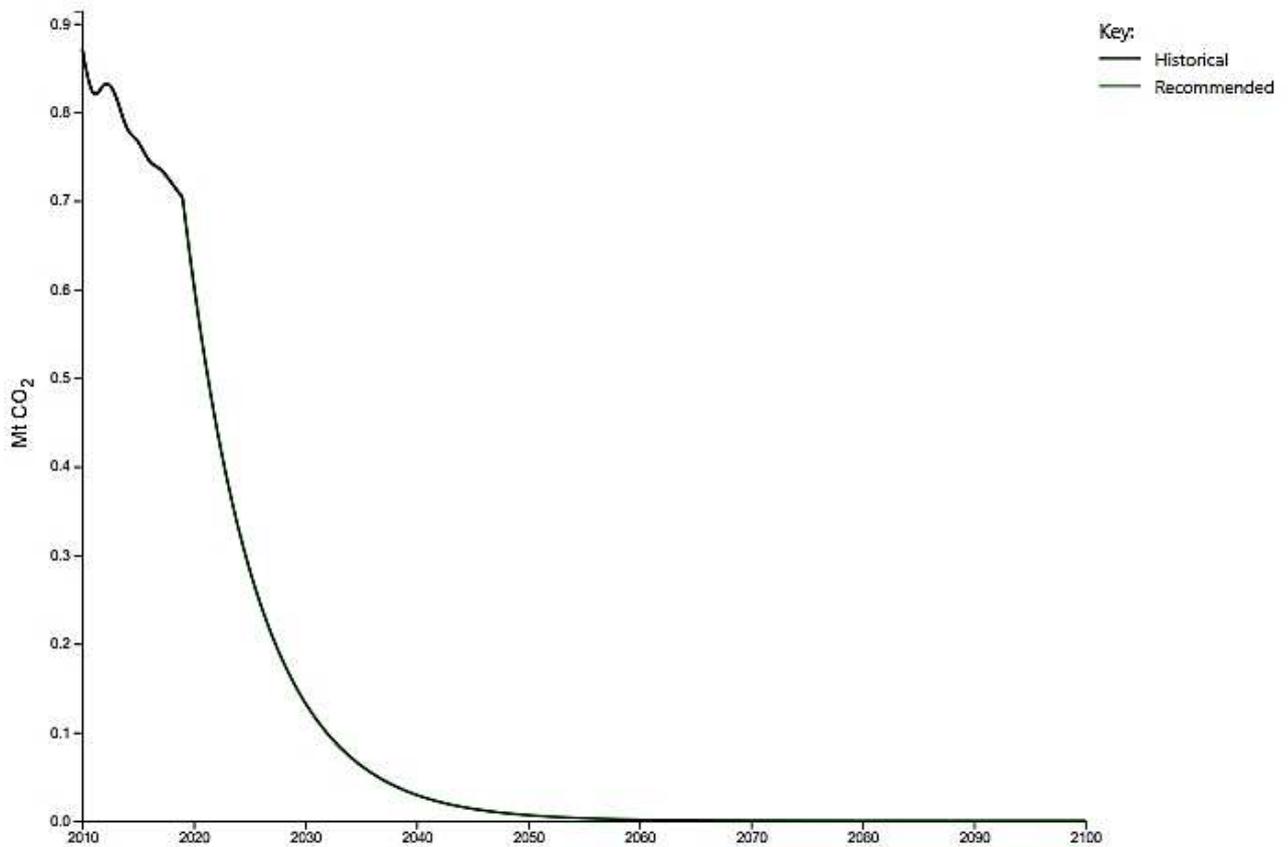


Figure 3 - Tyndall Centre

## Proposed Actions

### Emissions from Council Activities

Where possible, the Council has sought to calculate or estimate the predicted carbon equivalent reductions associated with each action.

'Committed' costs are where a project has been approved and funding has been allocated. 'Uncommitted' costs relate to projects which have not yet been fully approved and funded, but which are in development.

The following 'hard' measures are proposed actions and activities which will lead to a direct predicted reduction in carbon equivalent emissions from the Council's own activities.

Action Details	SDDC A1 - Delivery of Staff Travel Plan
Emissions Source	Fuel - All locations. Also, staff fuel emissions which is currently outside the scope of the Council's CO <sub>2</sub> e calculation
Owned by	All Heads of Service
Dates	2020 - 2024
Impact	10.3 tonnes CO <sub>2</sub> e (estimated)
Cost	£40,000 (uncommitted)

Action Details	SDDC A2 - Phased replacement of plant and machinery with electric alternatives
Emissions Source	Fuel at Boardman Road depot
Owned by	Head of Operational Services
Dates	June 2020
Impact	1 tonne CO <sub>2</sub> e (estimated)
Cost	£250,000 (uncommitted)

Action Details	SDDC A3 - Provision of alternative waste collection and disposal methods at SDDC administrative sites
Emissions Source	Waste at Civic Way, Boardman Road depot & Rosliston
Owned by	Head of Operational Services
Dates	June 2020
Impact	0.3 tonnes CO <sub>2</sub> e (estimated)
Cost	(£2,000) (uncommitted)

The following 'soft' measures are proposed activities which will not directly lead to a predicted reduction in carbon equivalent emissions, but which will either acquire data which will create the opportunity to lead to reductions or which will promote behaviour change which will lead to carbon reductions.

Action Details	SDDC B1 - Housing Environmental Impact Project
Emissions Source	Electric and gas, Council housing stock (currently outside of the Council's CO <sub>2</sub> e calculation)
Owned by	Head of Housing Services
Dates	By September 2020
Impact	Acquisition of baseline data to identify potential future carbon reduction measures across the stock
Cost	£63,000 (committed)

Action Details	SDDC B2 - Embedding carbon neutrality into the Civic Hub project brief
Emissions Source	Electricity, gas, water, waste at Civic way
Owned by	Head of Corporate Property and Head of Economic Development and Growth
Dates	June 2020
Impact	Identification of carbon neutral opportunities for the Civic Hub development options
Cost	10 hours (committed)

Action Details	SDDC B3 - Monitoring and performance feedback of all emissions sources
Emissions Source	Fuel, gas, electricity, water, waste. All sources
Owned by	Head of Environmental Services / all Heads of Service
Dates	Quarterly report from 2020 to 2024
Impact	Increased awareness and accountability for carbon emissions from different Council activities
Cost	300 hours staff time per year (uncommitted)

Action Details	SDDC B4 - Installation of smart metering for energy and water
Emissions Source	Gas, electricity, water. All sources
Owned by	Head of Corporate Property
Dates	2021
Impact	Increased awareness and accountability for carbon emissions from different Council activities
Cost	£5,000 (uncommitted)

Action Details	SDDC B5 - Renewable energy infrastructure review
Emissions Source	Gas, electricity, fuel at Boardman Road depot and associated buildings
Owned by	Head of Operational Services
Dates	April 2022
Impact	Identification of opportunities for carbon neutral energy production, storage and future low carbon plant use
Cost	£3,000 (uncommitted)

Action Details	SDDC B6 – Completing the committed actions in the Leisure Energy report for Active Nation (2016) for leisure centres
Emissions Source	Electricity at Greenbank and Etwall Leisure Centres
Owned by	Head of Cultural and Community Services
Dates	June 2020
Impact	Currently uncalculated
Cost	Uncosted (uncommitted)

Action Details	SDDC B7 – Lifecycle analysis including updated energy review for leisure centres
Emissions Source	Electricity at Greenbank and Etwall Leisure Centres
Owned by	Head of Cultural and Community Services
Dates	December 2020
Impact	Acquisition of information to inform investment options to reduce carbon emissions in the leisure centres
Cost	Uncosted (uncommitted)

Action Details	SDDC B8 - Review of alternative fuel provision at Rosliston
Emissions Source	Fuel at Rosliston
Owned by	Head of Cultural and Community Services
Dates	Jan 2021
Impact	Acquisition of information to inform fuel replacement options to reduce carbon emissions at Rosliston
Cost	Uncosted (uncommitted)

Action Details	SDDC B9 - Review of the Fleet Procurement Plan to identify opportunities to decarbonise the Council's vehicle fleet
Emissions Source	Fuel at Boardman depot
Owned by	Head of Operational Services
Dates	2023
Impact	Opportunity to identify carbon neutral fleet procurement options
Cost	100 hours staff time (one off) (uncommitted)

Action Details	SDDC B10 - Undertake a carbon review of 'Scope 3' third party emissions to quantify the carbon impacts of existing suppliers and supply chains.
Emissions Source	All
Owned by	Head of Environmental Services
Dates	Jan 2021
Impact	Identify carbon reduction opportunities with contractors
Cost	200 hours staff time (one off) (uncommitted)

Action Details	SDDC B11 - Carbon literacy training for councillors, managers and staff
Emissions source	All
Owned by	Head of Environmental Services
Dates	December 2020
Impact	Higher awareness throughout all staff of personal and corporate carbon impacts
Cost	400 hours staff time (one off) (uncommitted)

Action Details	SDDC B12 – Revise the procurement tendering process to improve carbon neutral questions and scoring criteria.
Emissions source	All
Owned by	Environmental Protection Officer
Dates	Sept 2020
Impact	Increased importance of carbon accounting within future procurement decisions
Cost	20 hours staff time (one off) (committed)

Action Details	SDDC B13 – Climate and Environment Emergency communication plan
Emissions source	All
Owned by	Head of Organisational Development and Performance
Dates	Annual Plan to 2024
Impact	Maintenance of awareness of carbon budgeting and literacy throughout all staff.
Cost	50 hours staff time per year

Action Details	SDDC B14 – Continuous review of funding and grants availability to identify carbon neutral bid opportunities for the Council and partners
Emissions source	All
Owned by	Head of Environmental Services
Dates	2020 – 24
Impact	Identification of funding opportunities to help deliver the contents of this Action Plan and other corporate plans and strategies.
Cost	£1,000 per annum & 100 hours staff time per year

Action Details	SDDC B15 - Review internal policies and strategies to embed carbon neutral considerations into them at their next review
Emissions source	All
Owned by	Head of Environmental Services
Dates	Jan 2021
Impact	Improved cohesion between corporate policies and strategies
Cost	50 hours staff time (one off)

Action Details	SDDC B16 – Corporate Asset Management Strategy (Public and Commercial Buildings)
Emissions source	Public buildings
Owned by	Head of Corporate Property
Dates	September 2020
Impact	Improved consideration of carbon emissions within asset management of the existing public buildings stock (not including residential)
Cost	Unknown cost & 20 hours staff time (one off)

Action Details	SDDC B17 – Develop local public – private partnerships to enable reductions in SDDC operational emissions.
Emissions Source	All
Owned by	Head of Economic Development & Growth
Dates	2020 - 2024
Impact	Enable private sector expertise to help deliver SDDC emissions reductions
Cost	100 hours staff time per annum (uncommitted)

Action Details	SDDC B18 – Implement a ‘Green Lease’ clause so that new SDDC tenancies move into a property on a green energy tariff as a default
Emissions Source	SDDC housing stock
Owned by	Head of Housing
Dates	Dec 2020
Impact	Reduced CO <sub>2</sub> e emissions from SDDC housing stock
Cost	50 hours staff time (one off) (uncommitted)

Action Details	SDDC B19 - Negotiation of a corporate energy contract with a carbon neutral provider
Emissions Source	Electricity and gas at Civic Way
Owned by	Head of Corporate Property
Dates	June 2020
Impact	Potential for reduced CO <sub>2</sub> e emissions from a revised energy tariff
Cost	Nil additional staff time, Currently unknown cost (committed)

## Total Emissions in South Derbyshire

Action Details	SD1 - Revise the SDDC Local Plan to include enhanced policy support for carbon neutral development
Emissions Source	All sectors
Owned by	Head of Planning and Strategic Housing
Dates	2020 - 2024
Impact	TBD
Cost	100 hours staff time (one off) in addition to the time already required for the review (uncommitted)

Action Details	SD2 - Woodville to Swadlincote Regeneration route
Emissions Source	Transport
Owned by	Derbyshire County Council
Dates	2020 - 2024
Impact	TBD
Cost	Nil to SDDC

Action Details	SD3 - Free Tree scheme
Emissions Source	Carbon sequestration from all sectors
Owned by	Head of Corporate Property
Dates	2020 - 24
Impact	TBD
Cost	Nil (committed)

Action Details	SD4 - Derbyshire Healthy Homes Programme
Emissions Source	Domestic
Owned by	Head of Planning & Strategic Housing
Dates	2020 - 2022
Impact	TBD
Cost	£80,000 per year (committed from BCF funding)

Action Details	SD5 - South Derbyshire Healthy Homes Assistance Fund
Emissions Source	Domestic
Owned by	Head of Environmental Services
Dates	2020 - 2022
Impact	TBD
Cost	£100,000 per year (committed from BCF funding)

Action Details	SD6 - Develop and implement a programme of community, business and partnership engagement
Emissions Source	All
Owned by	Head of Environmental Services
Dates	2020 - 2024
Impact	Unknown
Cost	£10,000 and 500 hours staff time per annum (uncommitted)

Action Details	SD7 – Work with Derbyshire Councils to create a prioritisation plan to call on the government to provide relevant powers and resources to enable the Climate and Emergency Plan.
Emissions Source	All
Owned by	Head of Environmental Services
Dates	2020 - 2024
Impact	Unknown
Cost	100 hours officer time (committed)

Action Details	SD8 – Effective enforcement of the Energy Efficiency Regulations
Emissions Source	Private rented housing stock
Owned by	Head of Environmental Services
Dates	2020 - 2022
Impact	TBD
Cost	200 hours officer time (committed)

Action Details	SD9 – Development of planning policies and Action Plan for Nature to maximise carbon sequestration and climate adaption
Emissions Source	All
Owned by	Head of Cultural and Community Services
Dates	Dec 2021
Impact	TBD
Cost	200 hours officer time (uncommitted)

Action Details	SD10 – Development of a business resilience assessment to climate and environment change and incorporate into the risk register
Emissions Source	All
Owned by	Head of Environmental Services
Dates	December 2021
Impact	TBD
Cost	100 hours officer time (committed)

## Resources & Funding

The cost to the Council of delivering the Action Plan **for the first year of the Action Plan (i.e. 2020-2021)** is summarised in the Table below. A priority rating has been allocated to each action based on an approximate cost / benefit comparison.

Action Ref	£ Cost / (Saving)	Hours	CO <sub>2</sub> e Saving	Priority
SDDC A1	£40,000	-	10.3	High
SDDC A2	£150,000	-	1.0	High
SDDC A3	(£2,000)	-	0.3	High
SDDC B1	£63,000	-	-	High
SDDC B2	0	10	-	High
SDDC B3	0	300 per year	-	High
SDDC B4	£5,000	-	-	Medium
SDDC B5	£3,000	-	-	Medium
SDDC B6	uncosted	-	-	High
SDDC B7	uncosted	-	-	High
SDDC B8	uncosted	-	-	Low
SDDC B9	0	100	-	High
SDDC B10	0	200	-	Medium
SDDC B11	0	400	-	Medium
SDDC B12	0	20	-	High
SDDC B13	0	50 per year	-	High
SDDC B14	£1,000	100 per year	-	Medium
SDDC B15	0	50 per year	-	Low
SDDC B16	uncosted	20	-	Medium
SDDC B17	0	100 per year	-	Low
SDDC B18	0	50	-	High
SDDC B19	uncosted	0	-	Low
SD1		100	To be determined	High
SD2	0	-	To be determined	Medium
SD3	0	-	To be determined	Medium
SD4	£80,000 per year	-	To be determined	Medium
SD5	£100,000 per year	-	To be determined	Medium
SD6	£10,000	500 per year	To be determined	Medium
SD7	0	100 per year	To be determined	High
SD8		200 per year	To be determined	High
SD9			To be determined	High
SD10		100	To be determined	Low

## Monitoring & Measurement

The carbon budget projections for 2020 – 2030 are summarised in Figure 5. The Figure presents the annual carbon budget predictions based on four prediction scenarios;

Scenario 1 - 'Business As Usual'. Based on only delivering the carbon reductions from the actions which have already been committed to (i.e. highlighted in green in the Resources and Funding table).

Scenario 2 – 'Climate & Environment Emergency Plan Commitments'. Based on delivering the carbon savings estimated as being achievable by delivering the actions contained in this Plan.

Scenario 3 – 'High Level'. Based on a non-linear trajectory to achieve carbon neutrality by 2030. This trajectory will require significant additional commitments beyond those contained in this Interim Action Plan.

Scenario 4 – "Tyndall". An approximate trajectory of the savings required of emissions from SDDC activities if it is to achieve the same profile of District-wide reductions illustrated in Figure 3.

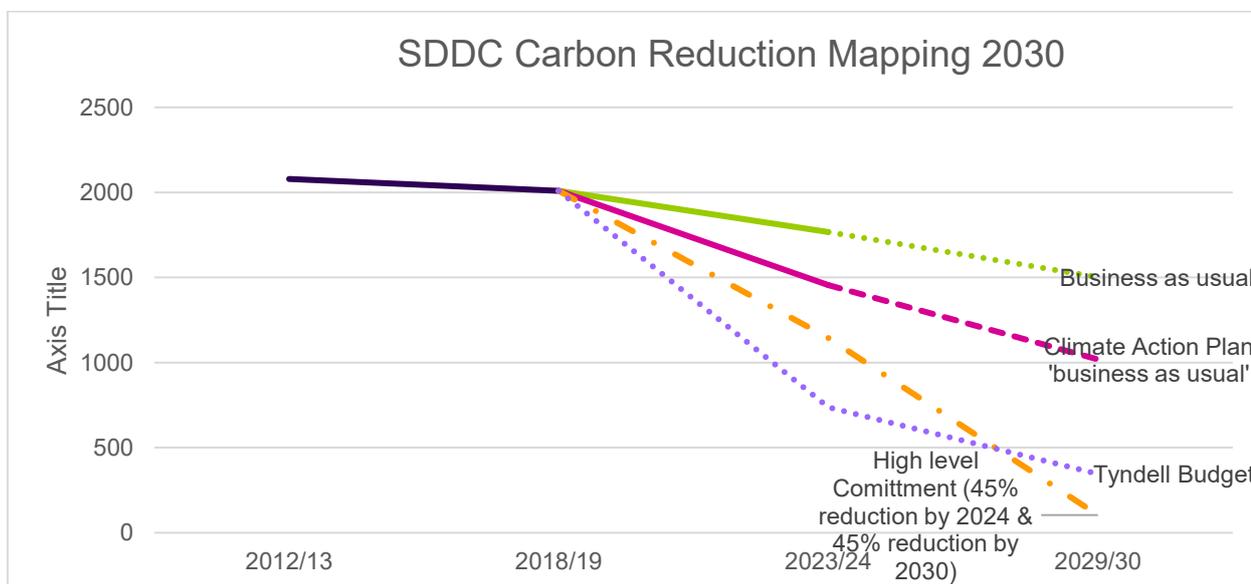


Figure 4 – Carbon Reduction Trajectory

## Version Control

Version	Changes	Date
1	Version 1	07/01/2019

South Derbyshire District Council

# Climate and Environment Strategy



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## Foreword

We in South Derbyshire have always understood the close bond between our environment and our prosperity. “Our earth, our wealth” has been the maxim on the Council’s crest since it was founded in 1974.

This has never been as true as it is now. The origins of the maxim were in the District’s long associations with the earth beneath it – the coal and clay which formed the basis of our local industry.

What is now clear is that the future challenges and opportunities are in the air above us. The Climate Emergency has brought sharply into focus that business as usual isn’t an option. We all need to make the change to a low carbon future to secure the benefits we’ve enjoyed in the past.

This is daunting, but with the right mind-set it is also incredibly exciting and will create enormous opportunities. If we go into the future with optimism and a willingness to adapt, invest and change then our earth will absolutely continue to be our wealth.

This Strategy and the Plans we have developed is just the start of this change.

**Frank McArdle**

Chief Executive

**Cllr Martyn Ford**

Council Leader

## Our Aspiration

South Derbyshire District Council understands the need for urgency in tackling climate change.

On 27<sup>th</sup> June 2019 the Council declared a Climate Emergency. This committed to:

- **Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve carbon neutrality before the Government target of 2050;**
- **Call on the UK Government to provide the powers and resources to make the 2030 target realistic;**
- **Work with partners across the District and region to deliver this goal through all relevant strategies;**
- **Report back to Council within six months and have a standard Environmental and Development Services Committee agenda item on environmental improvements the Council is taking to address this emergency.**

These commitments underpin everything within this Strategy and the associated Action Plans which have been developed to help deliver them.

## Why the urgency?

Climate change is likely to have significant impacts on the district of South Derbyshire - on our environment, on our economy and on the whole social fabric. It will have a big impact on how the Council can deliver services in the years to come.

Since 1880 the earth has warmed by 0.85°C, which has been explicitly linked to recent human activities and in particular the burning of fossil fuels. These activities have released carbon dioxide and other greenhouse gases, which traps excessive levels of heat in the earth's atmosphere and affects the global climate.

The evidence is compelling. The concentration of atmospheric carbon dioxide (CO<sub>2</sub>) in 2018 was 409 parts per million (ppm). Up until the 1960s the highest concentration of CO<sub>2</sub> over the course of the previous 800,000 years was just 300 ppm.

In 2018, The Intergovernmental Panel on Climate Change (IPCC) published a [Special Report](#) detailing the impacts of global warming of 1.5°C above pre-industrial levels. It is predicted that this will lead to significant losses to ecosystems and biodiversity, along with huge impacts on human health and the economy.

The IPCC report called for a need for far more urgent climate action than was previously predicted, which ignited the social movement behind the 'emergency' and a greater impetus to act now to limit a global temperature rise to below 1.5°C.

Current trajectories show we are on path to 2.5°C by 2100. The consequences of this are dire.

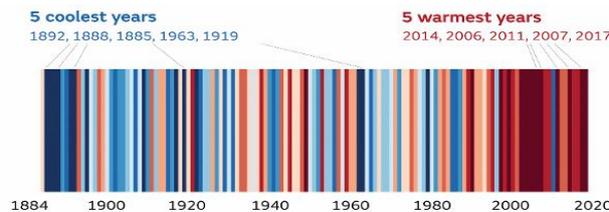


Figure 1 - UK Temperature Map

Source: Met Office  
(<https://metoffice.gov.uk>)

## What action has been taken to tackle climate change?

In 1992, the United Nations Framework Convention on Climate Change (UNFCCC) set up global targets for reducing greenhouse gas emissions in the [Kyoto Protocol in 1997](#) and most recently the [Paris agreement in 2015](#), of which the UK is a signatory.

The Paris Agreement set out to:

*“keeping a global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C.”*

In response, the IPCC published a [Special Report](#). In May 2019 the UK Government declared an environment and climate emergency. The government also altered the [Climate Change Act 2008](#) to amend the statutory target to reduce UK greenhouse gas emissions from 80% to net-zero by 2050.

South Derbyshire District Council declared a Climate Emergency in June 2019 in support of these aims.

The 2015 Paris Agreement developed the concept of ‘carbon budgets’ for all countries. In September 2019 this data was published as carbon budgets for all council administrative areas across the UK. This data has highlighted the urgency for action. The data for the area of South Derbyshire states:

***“If CO<sub>2</sub> emissions remain at the same levels as 2017, the entire District’s carbon budget will have been used by 2026”.***

## UK nature and climate crisis

The UK has seen alarming rates of ecological decline since 1970, with [“UK State of Nature 2019”](#) Report detailing that Britain has seen a 40% decline in UK species and the loss of 133 species.

Climate change will accelerate this loss. The [“UK State of the 2018 climate report”](#) identified that in the UK, the last 20 years have been the warmest on record (see figure 1) and six of the 10 wettest years on record have occurred since 1998.

Climate change brings with it the potential of invasive or non-native species that can affect the ecosystems that ensure our food security, health and wellbeing. This Climate and Environmental Strategy and the associated Action Plans have been produced to ensure that ecological affects are covered within the Council’s future actions.

## Our Core Vision, Values and Priorities

Sustainability is at the core of the Council's leadership commitment and policies. The Council has been accredited to the prestigious ISO14001 environmental management standard since 2008 and was most recently re-certified in December 2019.

The Council's recently adopted Corporate Plan 2020-2024 has principles of sustainability running right through it. The Plan sets out the Council's corporate vision to:

### ***To make South Derbyshire a great place to live, visit and invest***

The Corporate Plan sets out the three key values by which the Council will achieve its vision:

#### **Together we will:**

***Take pride in our place.*** We will promote responsible behaviour and are committed to creating a more sustainable district.

***Have respect for everyone.*** We will listen, be honest and act with integrity at all times.

***Achieve excellence in all we do.*** We will take pride in our District, always striving for continuous improvement.

The Corporate Plan has three priorities which underpin how the Council will achieve its vision:

- 1. Our Environment**
- 2. Our People**
- 3. Our Future**

The "Our Environment" priority of the Corporate Plan sets out explicit aims to help the Council achieve this priority, which are:

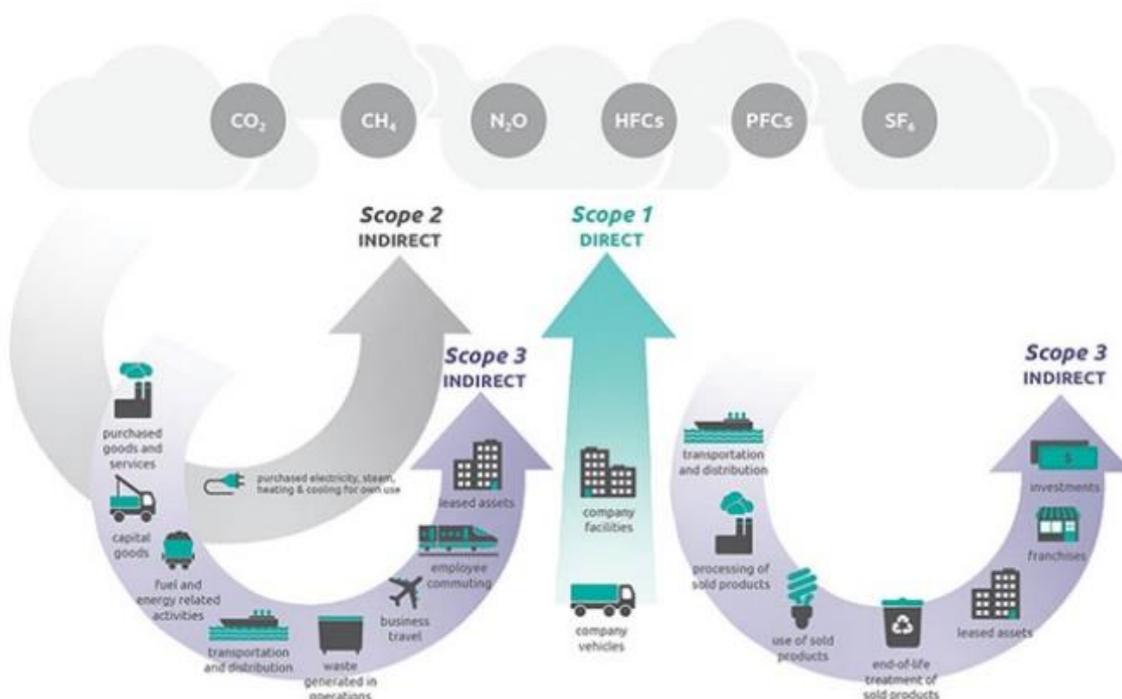
- **Improve the Environment of the District**
  - Reduce waste and increase composting and recycling.
  - Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate.
  - Enhance biodiversity across the District
- **Tackle Climate Change**
  - Strive to make South Derbyshire District Council carbon neutral by 2030.
  - Work with residents, businesses and partners to reduce their carbon footprint.

To respond to the climate emergency appropriately, it is critical that all Council decisions consider and respond to the potential impact that they will have on the climate and wider environment. This will be embedded in decision making through policy and guidance, alongside a communication plan and training. Through procurement and partnership this responsibility will be extended to suppliers and partners engaged in activities with the Council.

## Our Objectives and Targets

At the time of the production of this Strategy, the development of targets to measure the attainment of the various aims under the “Our Environment” priority were still under development. The contents of this Strategy are expected to play an important part in the development of these targets.

### What are Carbon Emissions?



The first step in setting meaningful targets is to understand the baseline carbon impact of the Council’s activities. This requires the development of a clear, consistent and repeatable method of calculating the Council’s carbon equivalent emissions (CO<sub>2</sub>e).

The Greenhouse Gas Protocol describe carbon emissions as falling within three classifications.

**Scope 1 - All Direct Emissions** from the activities of an organisation or under their control. Including fuel combustion on site such as gas boilers, fleet vehicles and air-conditioning leaks.

**Scope 2 - Indirect Emissions** from electricity purchased and used by the organisation. Emissions are created during the production of the energy and eventually used by the organisation.

**Scope 3 - All Other Indirect Emissions** from activities of the organisation, occurring from sources that it does not own or control. These are often the greatest share of the carbon footprint, covering emissions associated with business travel, procurement, waste and water.

These classifications can cause some confusion and therefore, for the sake of clarity and simplicity, the Council reporting processes will classify reporting of emissions from the Council activities into two classifications:

- Direct Emissions = Fuel used for energy - combustion
- Indirect Emissions = Purchased Electricity and associated emissions through value chain (procurement, business travel, commuting, waste disposal, investments etc)

### South Derbyshire District Council Buildings and Operational Emissions

Following the Climate Emergency declaration, the Council has developed an in-house method for calculating the CO<sub>2</sub>e emissions from its direct and indirect sources.

The Council's Emissions for 2018/19 have been calculated as **2,500 tonnes** of carbon dioxide equivalent (CO<sub>2</sub>e).

Whilst the data used for this CO<sub>2</sub>e calculation is comprehensive, it does not account for all the Council's activities. For example, the baseline does not currently account for carbon associated with procurement (including contractors) or emissions from South Derbyshire District Council's social housing stock. Data from these sources requires further collection, cleansing and analysis before it can be added to the baseline calculation.

Initial analysis of the last Council housing stock review suggests that the total CO<sub>2</sub>e emission is estimated to be in the range 9,500 -13,200 tCO<sub>2</sub>e. Actions to improve the data capture from this source along with all of the other climate emergency actions are described in detail in the Action Plans which have been produced in support of this Strategy.

Clearly these emissions will significantly increase the "indirect emissions" total over the lifetime of this Strategy.

A summary of the key emissions sources associated with South Derbyshire District Council's activities in 2018/19 is provided in Figure 2.

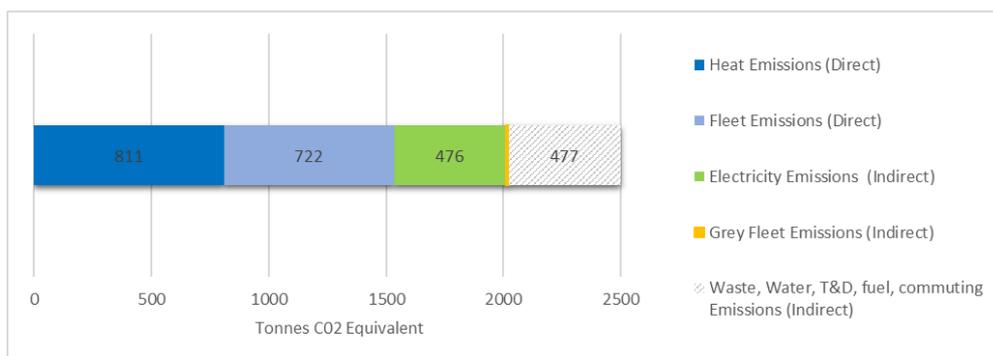


Figure 2 - SDDC 2018/19 Carbon Emissions (CO<sub>2</sub>e)

### Overall Emissions Across Businesses and Communities in South Derbyshire

#### District Emissions Inventory

[SCATTER](#) is a collaboration between government, consultants and academia led by the Tyndall Centre for Climate Research at the University of Manchester. SCATTER is an inventory and intervention tool detailing the estimated greenhouse gas emissions from all sources within the administrative boundary of each local authority area in the UK.



The 2019 breakdown of emissions within South Derbyshire is illustrated in Figure 3.

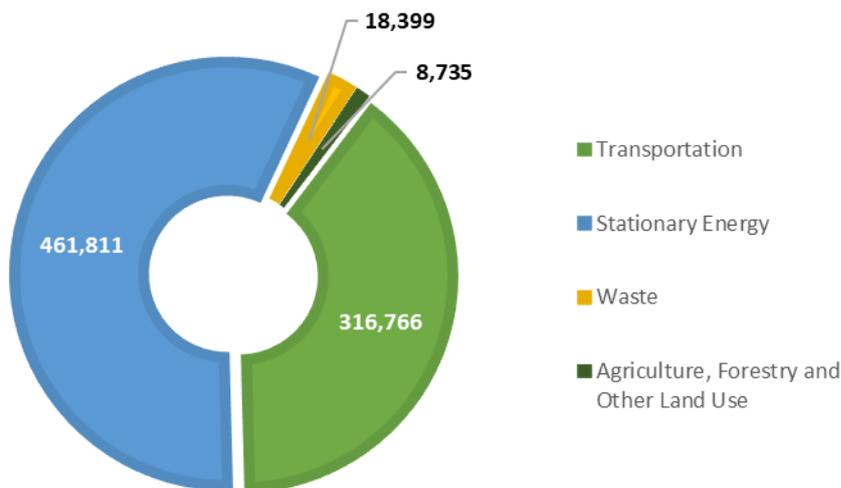


Figure 3 SCATTER data for the South Derbyshire District Emissions Inventory - Tonnes CO<sub>2</sub>e

SCATTER is being delivered in phases. The first phase was the creation of a predicted carbon inventory for all sources within each local authority area.

The proposed second phase, which is not live at the time of the production of this Strategy, is designed to enable the communities within each local authority area to create reduction plans based on the selection of mitigation options relating to 35 classes of emissions sources contained within the model.

### The Carbon Budget for South Derbyshire

Carbon ‘budgets’ have been also been produced of the total area emissions for each local authority administrative area through the [Tyndall](#) Carbon Budget tool. The tool is based on a ‘grandfathering approach” (which includes historical emissions and current emissions data) with the aim of enabling the communities within each administrative area to understand the carbon budget available for all activities within the area.

Based on the current carbon budget calculation, if no action is taken within South Derbyshire, then the emissions from homes and businesses across the District will have used the available carbon budget within **six years**.

The Tyndall Carbon Budget provides recommended carbon budgets for set budget periods up until 2100 and are summarised in the following table. These figures illustrate the very rapid decarbonisation required across South Derbyshire in order to stay within the carbon budget. Figure 4 provides a graphical illustration of the scale of the carbon reduction required in South Derbyshire until the end of this century.

Carbon Period	Budget	Recommended Carbon Budget (Mt CO <sub>2</sub> )	Reduction in Annual Emissions (based on recommended pathway)
2018 - 2022		3.0	21.6%
2023 - 2027		1.5	63.3%
2028 - 2032		0.7	82.8%
2033 - 2037		0.3	91.9%
2038 - 2042		0.1	96.2%
2043 - 2047		0.1	98.2%
2048 - 2100		0.1	99.2%

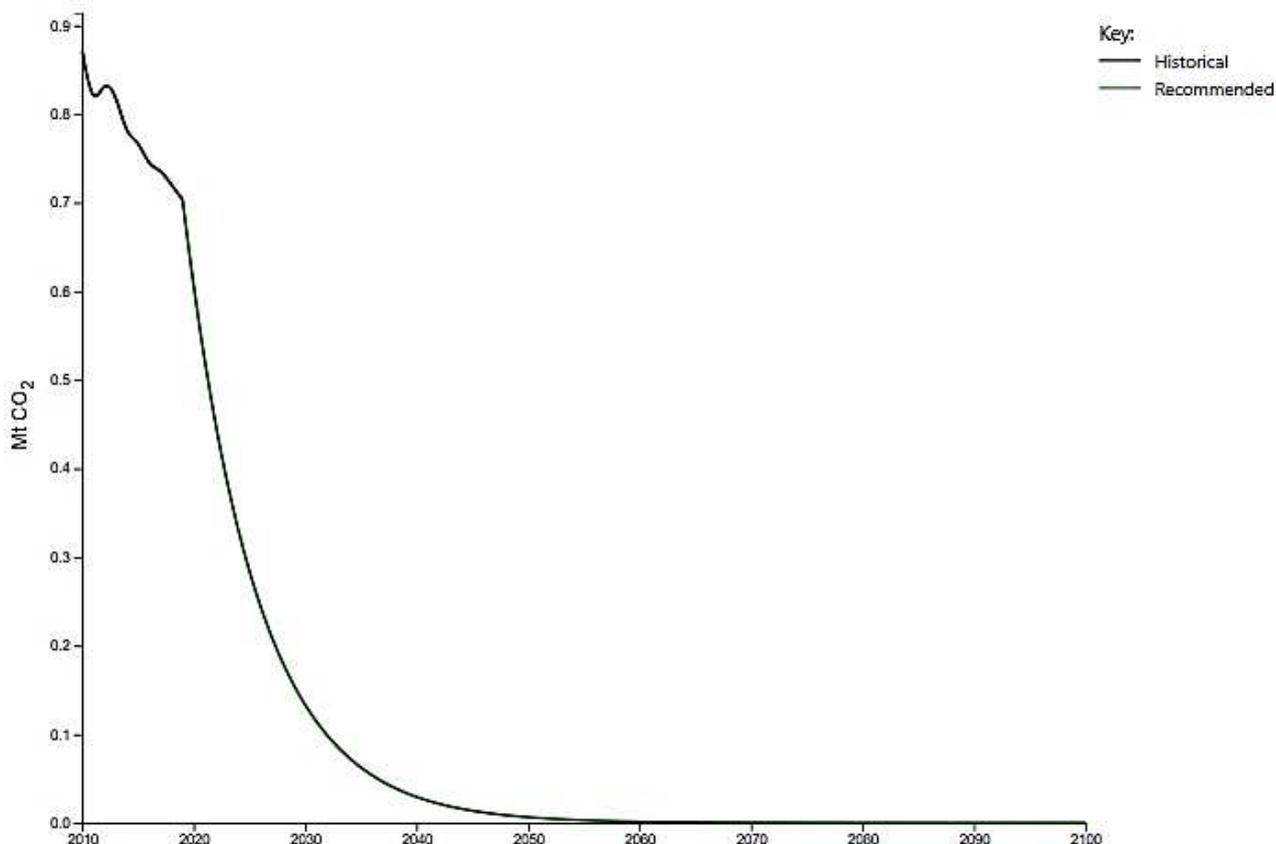


Figure 4 - Tyndall Centre

The Tyndall carbon budgets account for carbon emissions only, whereas the Council has been able to develop a calculation to determine its carbon equivalent emission. Never the less, the Tyndall carbon budget does include a broad range of data across all emissions sources, with the notable exceptions of aviation, shipping, military transport and lifestyle emissions.

Due to the proximity of East Midlands airport and the impact of lifestyle choices affecting emissions across district boundaries, aviation and lifestyle emissions are a shared responsibility within the District and neighbouring districts. There is an acknowledgement that in order to reach carbon neutrality there is a need for a District-wide, regional and national framework to address emissions.



### Approaching carbon reduction

The quicker that reductions are made in carbon emissions, the less the District will eat into its carbon budget and the less the adverse effects will be on global impacts. However, history is littered with examples of often well-meaning decisions made with unintentional environmentally damaging consequences. Therefore, it is critical that decisions are made with a high degree of awareness over the associated risks and likely consequences.

It is not currently technically or economically possible for activities across South Derbyshire District Council to be carried out without causing some CO<sub>2</sub>e emissions. In developing mitigation plans, the Council proposes to follow the SCATTER mitigation hierarchy, with activities that avoid emissions prioritised over mitigation, restoration and then offsetting.

As a last resort, offsetting will be included in the approach in order to also capture the ecological and wildlife benefits of the mitigation measures.

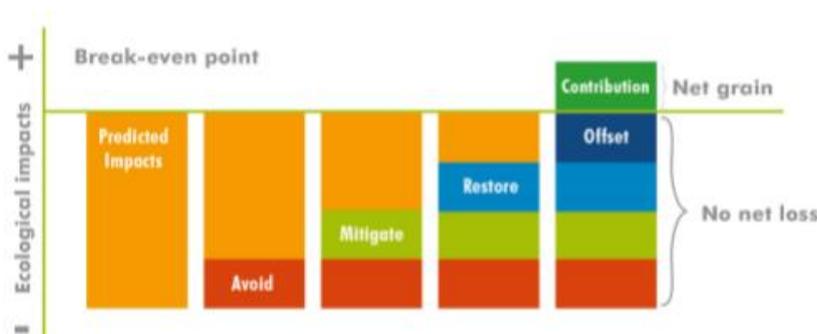


Figure 5 Mitigation Hierarchy

### Response to the Environment Emergency Declaration

As well as a climate emergency, the UK government declared an environmental emergency in May 2019. In order to respond fully to the environmental emergency, and in particular species decline, the Council believes that building mitigation measures for nature must also be a key part of the response to the climate emergency declaration.

The Environment Agency has advised that more needs to be done to prepare for the ecological impacts of climate change. The Agency has provided further advice to enable mitigation strategies to be developed in the event of global warming in the range 1.5 to 4°C.

The Action Plans associated with this Strategy will also contain actions to address ecological change to a warming environment.

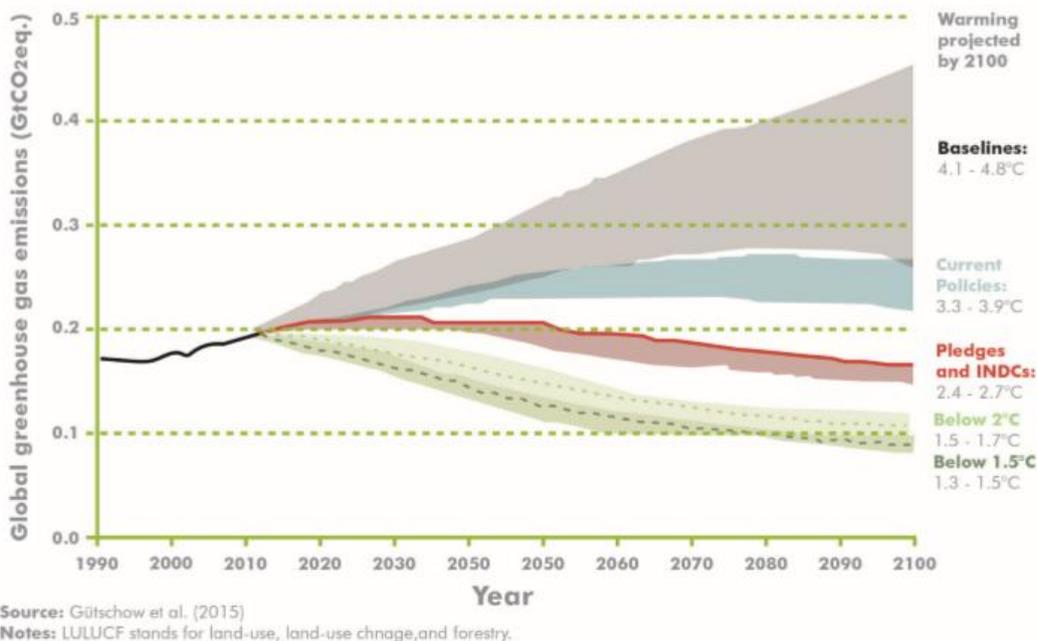


Figure 6 Met Office - Global Average Greenhouse Gas Emissions and Predicted Surface Temperature Change

## Proposed Delivery of the Climate and Environmental Strategy

### Action Plans

This Strategy provides the current evidence base which shows the extent to which South Derbyshire District Council will need to reduce its carbon equivalence emissions to meet the climate emergency aspiration. It also outlines the extent to which all emissions of carbon within South Derbyshire will need to be reduced in order to meet the Tyndall carbon budget.

The purpose of this Strategy is to take the Council through to the end date of the stated climate emergency aspirations – namely 2030. However, given the magnitude and timescale of the challenges presented by the climate emergency, it is recognised that work on both short-term and longer-term climate change actions beyond 2030 need to be developed. It is anticipated that there will be significant political, economic, social, technical and legal advances in the world of climate science over the next few years and the contents of this Strategy and the underlying Action Plans will need to be sufficiently agile to be able to change accordingly.

The Climate and Environment Emergency Interim Action Plan (2020-24) provides a set of short-term actions for the Council to get started on the carbon reduction journey and to provide some momentum and early direction to the work.

The Council also proposes to publish a longer-term Climate and Environmental Plan (2020-2040) to provide a longer-term framework for actions to take the Council up to and beyond the timescales of the climate emergency declaration. This will map out the direction for the longer journey.

## Other Relevant Corporate Strategies

Climate emergency action cuts across all Council activities. The Council, therefore, already has a number of key policies and strategies which effect, and will be affected by, the climate emergency. The content and evolution of all of these will need to be included in the climate emergency delivery. Some of the most relevant policies and strategies are as follows:

- South Derbyshire District Council Local Plan
- Supplementary Planning Documents
- South Derbyshire Economic Development Strategy 2016 - 2021
- Derbyshire Cycle Plan
- Housing Strategy 2016 – 2021
- [Vehicle Management Strategy 2016](#)
- [Housing Asset Management Strategy 2016 - 2046](#)
- [Safer South Derbyshire Partnership, Community Safety Partnership Plan 2017- 2020](#)
- [Procurement Strategy and Framework 2016 - 2020](#)
- [Communications Strategy 2016 - 2021](#)
- [Information Technology and Digital Strategy 2017- 2020](#)
- [Staff Travel Plan](#)
- Action Plan for Nature Strategy – Draft to be provided at March/April 2020 Committee

## Working with Partners

South Derbyshire District Council has signed up to the “Derbyshire Environment and Climate Change Framework” developed by [Derbyshire County Council](#). This is partnership involving all Derbyshire councils to help share best practice, drive change/awareness and support the development of all relevant strategies and action plans.

Action to reduce greenhouse gas emissions can only be achieved through coordinated and concerted effort from everyone – residents, voluntary organisations, businesses, public organisations and transport and agriculture sectors. Everyone needs to take action and every action, no matter how small or large, is important. The Derbyshire Environment and Climate Change Framework creates a nucleus from which coordinated and concerted activities can be developed.

## Resources & Funding

The upfront cost of delivery of the carbon budget is higher than the existing ‘business as usual’ committed investment in the environment. It is estimated that the cost to the UK economy of meeting the national carbon budget will equate to 1-2% of annual GDP. These costs are significant, however the later that the adaptations are made, the greater the costs will be and the more the carbon budget will have depleted. Put very simply, it is cheaper to mitigate in the shorter-term. The [2008 Stern Review](#) clearly set out the business case for urgent action on the climate crisis.

The costs of implementing the Action Plans have been estimated and are included within the Plan which will be regularly updated to reflect changes in delivery, risks and opportunities.

Given the extensive potential implications of the Strategy, one of the first proposed actions is to take the Strategy to the Council’s Transformation Board in order to enable the contents of the Plan to be fully appraised.

## Communication and Engagement

Communication will form a crucial part of the success of the implementation of this Strategy. The Council will need to ensure that it helps maximise multi-channel communication within South Derbyshire in order to engage and motivate local communities, business and partners to ensure:

- A mutual understanding of climate change and how it affects Derbyshire and elsewhere;
- A shared knowledge of what could be done to tackle climate change and the barriers faced;
- The opportunity, to shape strategies and priorities, is available to everyone;
- Agreement on the role individuals, communities and organisation to tackle climate change;
- Appropriate support in place to enable work to be undertaken to tackle climate change.

South Derbyshire District Council has developed a separate Environmental Communication Plan (STEMS-05-F1) which will be reviewed annually along with the Climate and Environment Action Plan.

Considerable work is already being undertaken through a range of communications below:

Communication	Description
'Everybody's Talking about Climate Change' web-site	A web-site funded by the Local Authority Energy Partnership where residents and community groups can find out more about climate change action in Nottinghamshire and Derbyshire (Click on the link here)
Community Climate Action Network	A monthly newsletter funded by the Local Authority Energy Partnership Carbon Literacy
Climate Action Training	Half-day training provided through the Local Authority Energy Partnership
Social media campaigns	World Environment day annual campaign with Sustainability Delph Day
Liaison with a range of climate change interest groups via the Environmental Education Project team	Informal talks and discussions between local authorities and climate change interest groups Further cross-County and local engagement will take place to enable the two-way process of communication and action, outlined above, to take place. This will demonstrate how local action is linked to delivery of the key strategies

## Governance

It is currently proposed that the delivery of this Strategy will be overseen by a Corporate Environmental and Sustainability Group, although this may be subject to change as it develops. This will act as the main Programme Board for activities across the organisation. The working group will meet quarterly to review the process of actions.

## Definitions

Definition	Description
<b>Carbon Budget</b>	A carbon budget can be defined as a tolerable quantity of greenhouse gas emissions that can be emitted <u>in total</u> over a specified time. Carbon, once it is released into the atmosphere, takes a very long time to be converted into a form which does not contribute to climate change. The IPCC has calculated the total mass of carbon which if emitted to atmosphere will result in a global temperature increase of 1.5°C. This is the total carbon budget available to humanity.
<b>Climate Change</b>	The long-term changes in the weather patterns in a region.
<b>Climate Emergency</b>	Research suggests that humanity must reach net-zero emissions by 2030 at the latest in order to have a reasonable chance of limiting global warming to 1.5C (IPPC 2018 report)
<b>Carbon Equivalent</b>	Equivalent CO <sub>2</sub> ( <b>CO<sub>2</sub>e</b> ) is the concentration of CO <sub>2</sub> that would cause the same level of radiative forcing as a given type and concentration of greenhouse gas. Examples of such greenhouse gases are methane, perfluorocarbons, and <b>nitrous oxide</b> .
<b>Carbon Neutrality</b>	In order to mitigate the effects of climate change, CO <sub>2</sub> emissions need to be reduced to net zero. Carbon neutrality is achieved when emissions produced are offset by the amount of emissions taken from the atmosphere or by eliminating carbon emissions altogether.
<b>Global Warming</b>	The rise in Earth's temperature which persists for a decade or longer.
<b>Greenhouse Gases</b>	the most important <b>greenhouse</b> gases in Earth's atmosphere are: carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ), nitrous oxide (N <sub>2</sub> O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF <sub>6</sub> ) and nitrogen trifluoride (NF <sub>3</sub> ).
<b>Kt CO<sub>2</sub>e</b>	Kilotonne carbon equivalent (1 kilotonne = 1,000 tonnes = 1,000,000 kg)
<b>Mt CO<sub>2</sub>e</b>	Megatonne carbon equivalent (1 megatonne = 1,000 kilotonnes = 1,000,000 tonnes = 1,000,000,000kg)
<b>Net Zero Greenhouse Gas (GHG) emissions definition:</b>	This can be confused with net zero carbon emissions, but when used accurately, includes all GHG emissions not just carbon dioxide. This is the same concept as net zero carbon emissions but conveys a net zero emissions target for CO <sub>2</sub> and all non-CO <sub>2</sub> gases.

## Version Control

Version	Changes	Date
1	Version 1	07/01/2020

<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM: 12</b>
<b>DATE OF MEETING:</b>	<b>16<sup>th</sup> JANUARY 2020</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>ELECTORAL SERVICES 01283 595875 <a href="mailto:elections@southderbyshire.gov.uk">elections@southderbyshire.gov.uk</a></b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>POLLING PLACE REVIEW 2019 – FINAL PROPOSALS</b>	
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE:</b>

## **1.0 Recommendations**

- 1.1 That Council notes the responses to the consultation.
- 1.2 That Council adopts the Final Proposals arising from the review of polling places and polling districts as detailed in Appendix A of this report.
- 1.3 That the Returning Officer be authorised to designate alternative polling places where necessary.
- 1.4 That Members approve the publication of the Final Proposals as outlined in Appendix A to this report.

## **2.0 Purpose of Report**

- 2.1 This report sets out the steps taken in the 2019 review of Parliamentary Polling District and Places and the outcome of that review, which complies with the relevant statutory obligations.
- 2.2 Under the Electoral Registration and Administration Act 2013 the Council are required to conduct a review of all Parliamentary Polling Districts and Polling Places in the Borough every five years.

## **3.0 Detail**

- 3.1 In accordance with the Representation of the People Act 1983, local authorities are required to divide their area into polling districts, to designate polling places for those polling districts, and to keep their electoral arrangements under review. The decision to do so was made by this Council on 31<sup>st</sup> October 2019.
- 3.2 The Electoral Administration Act 2006 introduced a duty for all polling districts and polling places to be reviewed. The Electoral Registration and Administration Act 2013 places a duty on the local authority to carry out a review of each polling district and polling place in its area.
- 3.3 In conducting this review, the Council sought to ensure that:

- All electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- Polling places are accessible to all electors and all sections of the community; and
- When considering or reviewing the designation of a polling place, there was regard to the accessibility needs of disabled persons.

#### **4.0 Financial Implications**

4.1 The review has been conducted within the current budget for administering elections.

#### **5.0 Corporate Implications**

5.1 None

#### **6.0 Legal Implications**

6.1 None

#### **7.0 Corporate Plan Implications**

7.1 None

#### **8.0 Risk Impact**

8.1 None

#### **9.0 Community Impact**

9.1 A notice inviting representations from electors within the parliamentary constituency of South Derbyshire was displayed at the Civic Offices and published to the website in accordance with the Representation of the People Act 1983.

#### **10 Equality and Diversity Impact**

10.1 Accessibility to polling places will be reviewed.

#### **11 Social Value Impact**

11.1 The proposed polling place review will seek to provide convenient locations for electors and may increase electoral engagement.

#### **12 Environmental Sustainability**

12.1 The review of polling places may result in provision of polling places that are located within walking distance for electors.

#### **13 Background Papers**

Appendix A – Schedule of Proposed Polling Places  
 Appendix B - Consultation Responses and Returning Officer Comments  
 Appendix C - Returning Officer Comments  
 Polling Place Review Report to Councillors 11 October 2019

Representation of the People Act 1983  
Electoral Registration and Administration Act 2006  
Electoral Registration and Administration Act 2013  
Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations  
2006)

Reference	District(s)	Polling Place	Comments and Representations Made	Proposal
1	ASA	Memorial Hall, Chellaston Lane	No comments received during consultation. Premises deemed to be suitable	No change
2	ASB	Barrow-on-Trent Village Hall, Twyford Road	No comments received during consultation. Premises deemed to be suitable	No change
3	ASC	Elvaston Village Hall, Off Main Street	No comments received during consultation. Premises deemed to be suitable	No change
4	ASD	Mobile Unit, Colwell Drive, Boulton Moor	No comments received during consultation. Premises deemed to be suitable	No change
5	ASE	Shardlow Village Hall, The Wharf	No comments received during consultation. Premises deemed to be suitable	No change
6	ASF	Swarkestone Cricket Club Pavilion, Barrow Lane	No comments received during consultation. Premises deemed to be suitable	No change
7	ASG	Weston-on-Trent Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
8	CGA	Church Gresley Methodist Church, York Road	No comments received during consultation. Premises deemed to be suitable	No change
9	CGB	Community Room, Newlands Close	No comments received during consultation. Premises deemed to be suitable	No change
10	CGC	St. George & St. Mary's, Parish Church Room, Church Street	No comments received during consultation. Premises deemed to be suitable	No change
11	CGD	Gresleydale Healthcare Centre, Glamorgan Way	No comments received during consultation. Premises deemed to be suitable	No change
12	ETA, ETB, ETG	Frank Wickham Hall, Portland Street	No comments received during consultation. Premises deemed to be suitable	No change
13	ETC	Burnaston Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
14	ETD	Mickleover Country Park Social Club, Off Merlin Way	No comments received during consultation. Premises deemed to be suitable	No change
15	ETJ, ETE, ETH	Dalbury Lees Village Hall, Dalbury Lees	No comments received during consultation. Premises deemed to be suitable	No change

16	ETF	Egginton Memorial Hall, Church Road	No comments received during consultation. Premises deemed to be suitable	No change
17	ETG, ETI	Frank Wickham Hall, Portland Street	No comments received during consultation. Premises deemed to be suitable	No change
18	HNA, HND, HNE, HNF	Hatton Jubilee Hall, Station Road	No comments received during consultation. Premises deemed to be suitable	No change
19	HNB, HNC	Hatton Jubilee Hall, Station Road	No comments received during consultation. Premises deemed to be suitable	No change
20	HLA, HLB	C. of E. (Controlled) Primary, School	No comments received during consultation. Premises deemed to be suitable	No change
21	HLC	Scropton Village Hall, Scropton Road	Comments received from local Ward Member on the use of Scropton Riding School. The Village Hall is deemed to be a more suitable polling place.	Changed
22	HLF, HLD	Hatton Jubilee Hall, Station Road	No comments received during consultation. Premises deemed to be suitable	No change
23	HLE	Hilton Village Hall, Peacroft Lane	No comments received during consultation. Premises deemed to be suitable	No change
24	HLE	Hilton Village Hall, Peacroft Lane	No comments received during consultation. Premises deemed to be suitable	No change
25	HLE, HLG	Hilton Village Hall, Peacroft Lane	No comments received during consultation. Premises deemed to be suitable	No change
26	HLH	Sutton-on-the-Hill Village Hall, School Lane	No comments received during consultation. Premises deemed to be suitable	No change
27	LTA	Castle Court Care Home, Linton Road	No comments received during consultation. Premises deemed to be suitable	No change
28	LTB, LTD	Linton Village Hall, Winchester Drive	No comments received during consultation. Premises deemed to be suitable	No change
29	LTC, LTF	Rosliston Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
30	LTD, LTE	Linton Village Hall, Winchester Drive	No comments received during consultation. Premises deemed to be suitable	No change
31	MLA	Scout & Guides H.Q., Packhorse Road	Comments received during consultation (see Appendix B). Existing premises deemed to be	No change

			suitable	
32	MLA	Scout & Guides H.Q., Packhorse Road	Comments received during consultation (see Appendix B). Existing premises deemed to be suitable	No change
33	MLB	Melbourne Assembly Rooms, High Street	No comments received during consultation. Premises deemed to be suitable	No change
34	MLB	Melbourne Assembly Rooms, High Street	No comments received during consultation. Premises deemed to be suitable	No change
35	MLC	Stanton-by-Bridge Village Hall, Ingleby Road	No comments received during consultation. Premises deemed to be suitable	No change
36	MWA	Newhall Village Hall, Bretby Road	No comments received during consultation. Premises deemed to be suitable	No change
37	MWB	Midway Community Centre, Rowan Drive	No comments received during consultation. Premises deemed to be suitable	No change
38	MWC	Midway Community Centre, Rowan Drive	Comments received from local Ward Member on the use of Elmsleigh School.  The Midway Community Centre is deemed to be a more suitable polling place and avoids school closure.	Changed
39	MWD	Rowland Memorial Church, Community Hall, James Street	No comments received during consultation. Premises deemed to be suitable	No change
40	MWE	Eureka Primary School, Dunsmore Way	No comments received during consultation. Premises deemed to be suitable	No change
41	NSA	Newhall Scout Hall, Higgins Road	No comments received during consultation. Premises deemed to be suitable	No change
42	NSB	Royal Oak Boxing Club, Off Orchard Street	Comments received during consultation (see Appendix B). Existing premises deemed to be suitable	No change
43	NSC	Newhall Centre, Meadow Lane	No comments received during consultation. Premises deemed to be suitable	No change
44	NSC	Newhall Centre, Meadow Lane	No comments received during consultation. Premises deemed to be suitable	No change
45	NSD	The Hawfields (Newhall United Football	No comments received during consultation. Premises	No change

		Club), St. John`s Drive	deemed to be suitable	
46	NSE	Stanton Village Hall, Woodland Road	No comments received during consultation. Premises deemed to be suitable	No change
47	RTA, RTB	St Wystan`s Church, The Green	No comments received during consultation. Premises deemed to be suitable	No change
48	RTJ, RTC	Ticknall Village Hall, Ingleby Lane	No comments received during consultation. Premises deemed to be suitable	No change
49	RTH, RTD, RTE	Milton Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
50	RTF	Newton Solney Village Hall, Repton Road	No comments received during consultation. Premises deemed to be suitable	No change
51	RTG	Repton Village Hall, Askew Grove	No comments received during consultation. Premises deemed to be suitable	No change
52	RTG	Repton Village Hall, Askew Grove	No comments received during consultation. Premises deemed to be suitable	No change
53	RTI	Smisby Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
54	SLA, SLF	Walton-on-Trent Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
55	SLB	Community Centre, Elms Road	No comments received during consultation. Premises deemed to be suitable	No change
56	SLC	Lullington Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
57	SLD	Netherseal Village Hall, Main Street	No comments received during consultation. Premises deemed to be suitable	No change
58	SLE	Overseal Village Hall, Woodville Road	No comments received during consultation. Premises deemed to be suitable	No change
59	SLE	Overseal Village Hall, Woodville Road	No comments received during consultation. Premises deemed to be suitable	No change
60	STA	Stenson Fields Primary Community School	No comments received during consultation. Premises deemed to be suitable	No change
61	STA	Stenson Fields Primary Community School	No comments received during consultation. Premises deemed to be suitable	No change
62	SWA	Swadlincote Catholic Social Club, Darklands	No comments received during consultation. Premises deemed to be suitable	No change

		Road	deemed to be suitable	
63	SWB	Emmanuel Church Hall, Church Street	No comments received during consultation. Premises deemed to be suitable	No change
64	SWC, SWF	Town Hall, The Delph	No comments received during consultation. Premises deemed to be suitable	No change
65	SWD	Pennine Way Junior Academy, Pennine Way	No comments received during consultation. Premises deemed to be suitable	No change
66	SWE	Emmanuel Church Hall, Church Street	No comments received during consultation. Premises deemed to be suitable	No change
67	WFA	Willington Village Hall, Twyford Road, Willington	No comments received during consultation. Premises deemed to be suitable	No change
68	WFA	Willington Village Hall, Twyford Road, Willington	No comments received during consultation. Premises deemed to be suitable	No change
69	WFB	Findern Village Hall, Castle Hill	No comments received during consultation. Premises deemed to be suitable	No change
70	WVA	Community Room, Kendricks Close	No comments received during consultation. Premises deemed to be suitable	No change
71	WVB	Goseley Community Centre, Hartshill Road	No comments received during consultation. Premises deemed to be suitable	No change
72	WVC	Woodville Youth & Community Centre, Moira Road	No comments received during consultation. Premises deemed to be suitable	No change
73	WVC	Woodville Youth & Community Centre, Moira Road	No comments received during consultation. Premises deemed to be suitable	No change
74	WVD	Woodville Snooker and Social Club, High Street	No comments received during consultation. Premises deemed to be suitable	No change
75	WVD	Woodville Snooker and Social Club, High Street	No comments received during consultation. Premises deemed to be suitable	No change
76	WVE	Woodville Scout Hall, Rose Hill	No comments received during consultation. Premises deemed to be suitable	No change
77	WFB1	Mobile Unit, Tutbury Avenue, Highfields	No comments received during consultation. Premises deemed to be suitable	No change
78	STA, STB	Stenson Fields Primary Community School	No comments received during consultation. Premises deemed to be suitable	No change

## Appendix B: Polling Place Review 2019 - Consultation Responses and Returning Officer Comments

Reference	Date Comments Received	Name & Address Consultee	Polling District	Polling Station	Comments	Returning Officer's Comments
1	11.11.19	The Old Post Office Centre, High Street, Newhall, Derbyshire, DE11 0HX	NSA/NSB	Potential new station	We have been advised that you are looking for election voting venues in the area. We are a Community centre with numerous rooms available. We have full disabled access and a lift and also a car park. I have attached a location map.	A site visit of the premises was conducted. It was deemed that the premises has good facilities and would be able to accommodate a polling station, however due to all available rooms being located on the 1 <sup>st</sup> floor of the building, additional staffing may be required to direct voters into the station. While all rooms are accessible via stairs and a lift, the Polling Station staff would not be able to ensure the safety of voters entering and leaving the polling place while maintaining the integrity of the ballot.
2	11.11.19	Melbourne Sports Pavilion	MLA	Potential new station	I am writing to put forward The Melbourne Sports Pavilion as a potential polling station of the future for Melbourne. The site has an excellent room that could be used, plenty of on-site car parking and disabled access. It would also mean that children's activities	A site visit of the premises was conducted. The facilities were satisfactory; however due to rooms being located on the first floor, this would be a concern as staff would not be able to maintain the integrity of the ballot



**POLLING PLACE REVIEW 2019 RETURNING OFFICER COMMENTS**

Reference	District(s)	Polling Place	Elector Count	Returning Officer's Comments
1	ASA	Memorial Hall, Chellaston Lane	1420	The Returning Officer deems this to be a suitable premises
2	ASB	Barrow-on-Trent Village Hall, Twyford Road	474	The Returning Officer deems this to be a suitable premises
3	ASC	Elvaston Village Hall, Off Main Street	442	The Returning Officer deems this to be a suitable premises
4	ASD	Mobile Unit, Colwell Drive, Boulton Moor	1218	The Returning Officer deems this to be a suitable premises
5	ASE	Shardlow Village Hall, The Wharf	1079	The Returning Officer deems this to be a suitable premises
6	ASF	Swarkestone Cricket Club Pavilion, Barrow Lane	185	The Returning Officer deems this to be a suitable premises
7	ASG	Weston-on-Trent Village Hall, Main Street	1031	The Returning Officer deems this to be a suitable premises
8	CGA	Church Gresley Methodist Church, York Road	1621	The Returning Officer deems this to be a suitable premises
9	CGB	Community Room, Newlands Close	1057	The Returning Officer deems this to be a suitable premises
10	CGC	St. George & St. Mary's, Parish Church Room, Church Street	1373	The Returning Officer deems this to be a suitable premises
11	CGD	Gresleydale Healthcare Centre, Glamorgan Way	2224	The Returning Officer deems this to be a suitable premises
12	ETA, ETB, ETG	Frank Wickham Hall, Portland Street	1138	The Returning Officer deems this to be a suitable premises
13	ETC	Burnaston Village Hall, Main Street	171	The Returning Officer deems this to be a suitable premises
14	ETD	Mickleover Country Park Social Club, Off Merlin Way	987	The Returning Officer deems this to be a suitable premises
15	ETJ, ETE, ETH	Dalbury Lees Village Hall, Dalbury Lees	490	The Returning Officer deems this to be a suitable premises
16	ETF	Egginton Memorial Hall, Church Road	492	The Returning Officer deems this to be a suitable premises
17	ETG, ETI	Frank Wickham Hall, Portland Street	1156	The Returning Officer deems this to be a suitable premises
18	HNA, HND, HNE, HNF	Hatton Jubilee Hall, Station Road	975	The Returning Officer deems this to be a suitable premises
19	HNB, HNC	Hatton Jubilee Hall, Station Road	1072	The Returning Officer deems this to be a suitable premises
20	HLA, HLB	C. of E. (Controlled) Primary, School	479	The Returning Officer deems this to be a suitable premises
21	HLC	Scropton Riding School, The Riding Centre, Watery Lane	490	An alternative venue is under consideration at Scropton Village Hall
22	HLF, HLD	Hatton Jubilee Hall, Station Road	208	The Returning Officer deems this to be a suitable premises
23	HLE	Hilton Village Hall, Peacroft Lane	1893	The Returning Officer deems this to be a suitable premises
24	HLE	Hilton Village Hall, Peacroft Lane	1923	The Returning Officer deems this to be a suitable premises
25	HLE, HLG	Hilton Village Hall, Peacroft Lane	1934	The Returning Officer deems this to be a suitable premises
26	HLH	Sutton-on-the-Hill Village Hall, School Lane	113	The Returning Officer deems this to be a suitable premises
27	LTA	Castle Court Care Home, Linton Road	1489	The Returning Officer deems this to be a suitable premises
28	LTB, LTD	Linton Village Hall, Winchester Drive	843	The Returning Officer deems this to be a suitable premises
29	LTC, LTF	Rosliston Village Hall, Main Street	769	The Returning Officer deems this to be a suitable premises
30	LTD, LTE	Linton Village Hall, Winchester Drive	1139	The Returning Officer deems this to be a suitable premises
31	MLA	Scout & Guides H.Q., Packhorse Road	1175	The Returning Officer deems this to be a suitable premises
32	MLA	Scout & Guides H.Q., Packhorse Road	1072	The Returning Officer deems this to be a suitable premises
33	MLB	Melbourne Assembly Rooms, High Street	1000	The Returning Officer deems this to be a suitable premises
34	MLB	Melbourne Assembly Rooms, High Street	969	The Returning Officer deems this to be a suitable premises
35	MLC	Stanton-by-Bridge Village Hall, Ingleby Road	209	The Returning Officer deems this to be a suitable premises
36	MWA	Newhall Village Hall, Bretby Road	882	The Returning Officer deems this to be a suitable premises
37	MWB	Midway Community Centre, Rowan Drive	805	The Returning Officer deems this to be a suitable premises
38	MWC	Elmsleigh Infant School, Queens Drive	1810	An alternative venue is under consideration at Midway Community Centre and is being used for the UKPGE 2019
39	MWD	Rowland Memorial Church, Community Hall, James Street	1654	The Returning Officer has been advised that this venue is due to be closed, alternative venue being sought.
40	MWE	Eureka Primary School, Dunsmore Way	1201	The Returning Officer deems this to be a suitable premises, and arrangements have been put in place to allow the school to remain open

**POLLING PLACE REVIEW 2019 RETURNING OFFICER COMMENTS**

Reference	District(s)	Polling Place	Elector Count	Returning Officer's Comments
41	NSA	Newhall Scout Hall, Higgins Road	1681	The Returning Officer deems this to be a suitable premises
42	NSB	Royal Oak Boxing Club, Off Orchard Street	755	The Returning Officer deems this to be a suitable premises
43	NSC	Newhall Centre, Meadow Lane	1117	The Returning Officer deems this to be a suitable premises
44	NSC	Newhall Centre, Meadow Lane	932	The Returning Officer deems this to be a suitable premises
45	NSD	Newhall United Football Club, St. John's Drive	1327	The Returning Officer deems this to be a suitable premises
46	NSE	Stanton Village Hall, Woodland Road	465	The Returning Officer deems this to be a suitable premises
47	RTA, RTB	St Wystan's Church, The Green	708	An alternative venue (Keepers Cottage Lodge) is being used for UKPGE 2019 due to availability
48	RTJ, RTC	Ticknall Village Hall, Ingleby Lane	566	The Returning Officer deems this to be a suitable premises
49	RTH, RTD, RTE	Milton Village Hall, Main Street	311	The Returning Officer deems this to be a suitable premises
50	RTF	Newton Solney Village Hall, Repton Road	561	The Returning Officer deems this to be a suitable premises
51	RTG	Repton Village Hall, Askew Grove	960	The Returning Officer deems this to be a suitable premises
52	RTG	Repton Village Hall, Askew Grove	894	The Returning Officer deems this to be a suitable premises
53	RTI	Smisby Village Hall, Main Street	211	The Returning Officer deems this to be a suitable premises
54	SLA, SLF	Walton-on-Trent Village Hall, Main Street	719	The Returning Officer deems this to be a suitable premises
55	SLB	Community Centre, Elms Road	688	The Returning Officer deems this to be a suitable premises
56	SLC	Lullington Village Hall, Main Street	100	The Returning Officer deems this to be a suitable premises
57	SLD	Netherseal Village Hall, Main Street	762	The Returning Officer deems this to be a suitable premises
58	SLE	Overseal Village Hall, Woodville Road	1090	The Returning Officer deems this to be a suitable premises
59	SLE	Overseal Village Hall, Woodville Road	862	The Returning Officer deems this to be a suitable premises
60	STA	Stenson Fields Primary Community School	1555	The Returning Officer deems this to be a suitable premises, as the School is able to remain open
61	STA	Stenson Fields Primary Community School	1506	The Returning Officer deems this to be a suitable premises, as the School is able to remain open
62	SWA	Swadlincote Catholic Social Club, Darklands Road	1038	The Returning Officer deems this to be a suitable premises
63	SWB	Emmanuel Church Hall, Church Street	1001	The Returning Officer deems this to be a suitable premises
64	SWC, SWF	Town Hall, The Delph	1296	The Returning Officer deems this to be a suitable premises
65	SWD	Pennine Way Junior Academy, Pennine Way	1900	The Returning Officer deems this to be a suitable premises
66	SWE	Emmanuel Church Hall, Church Street	871	The Returning Officer deems this to be a suitable premises
67	WFA	Willington Village Hall, Twyford Road, Willington	1338	The Returning Officer deems this to be a suitable premises
68	WFA	Willington Village Hall, Twyford Road, Willington	1284	The Returning Officer deems this to be a suitable premises
69	WFB	Findern Village Hall, Castle Hill	1523	The Returning Officer deems this to be a suitable premises
70	WVA	Community Room, Kendricks Close	949	The Returning Officer deems this to be a suitable premises
71	WVB	Goseley Community Centre, Hartshill Road	842	The Returning Officer deems this to be a suitable premises
72	WVC	Woodville Youth & Community Centre, Moira Road	969	The Returning Officer deems this to be a suitable premises
73	WVC	Woodville Youth & Community Centre, Moira Road	937	The Returning Officer deems this to be a suitable premises
74	WVD	Woodville Snooker and Social Club, High Street	1040	The Returning Officer deems this to be a suitable premises
75	WVD	Woodville Snooker and Social Club, High Street	1039	The Returning Officer deems this to be a suitable premises
76	WVE	Woodville Scout Hall, Rose Hill	994	The Returning Officer deems this to be a suitable premises
77	WFB1	Mobile Unit, Tutbury Avenue, Highfields	735	The Returning Officer deems this to be a suitable premises
78	STA, STB	Stenson Fields Primary Community School	992	The Returning Officer deems this to be a suitable premises, as the School is able to remain open

ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE

26<sup>th</sup> September 2019

OPEN

PRESENT:-

Conservative Group

Councillor Mrs Haines (Vice-Chairman) and Councillors Billings, Mrs. Brown, Dawson, Fitzpatrick, Mrs. Patten, Roberts (substituting for Councillor Macpherson), and Whittenham.

Labour Group

Councillors Mrs. Heath, Shepherd (substituting for Councillor Dunn), Singh, Taylor and Tilley.

EDS/39 APOLOGIES

Apologies for absence were received from Councillor Macpherson (Chairman), and Councillor Dunn.

EDS/40 DECLARATIONS OF INTEREST

The Committee was informed that no declarations of interest had been received.

EDS/41 QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER COUNCIL PROCEDURE RULE NO 10

The Committee was informed that no questions from Members of the Public had been received.

EDS/42 QUESTIONS BY MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11

The Committee was informed that no questions from Members of the Council had been received.

EDS/43 REPORTS OF THE OVERVIEW & SCRUTINY COMMITTEE

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

EDS/44 GOVERNMENT CONSULTATION PROPOSED REFORMS TO PERMITTED DEVELOPMENT RIGHTS TO SUPPORT THE DEPLOYMENT OF 5G AND EXTEND MOBILE COVERAGE

The Head of Planning and Strategic Housing presented the report to the Committee including views on the rollout of 5G and the potential loosening of permitted development rights. Committee was advised that the consultation period covered works related to telecoms, particularly the erection of telephone masts, where there was currently a 15m height restriction which would, under the proposals be unlimited. The Head of Planning and Strategic Housing highlighted that whilst this Council may have an input in the design issues, this may not be the case when deciding on the location of the masts. For this reason, the recommendation in the report requested that Members object to further liberalisation of consents for telecoms masts. It was further noted that whilst the intention would not be to hinder the rollout of 5G, some control over the location of the masts would be required.

Councillor Billings requested that the opportunity to submit detailed comments be taken, particularly in relation to where broadband coverage needs improvement.

Councillor Singh expressed concern in relation to the location of masts and potential low-level radiation, particularly near schools, and sought further information on this subject. The Head of Planning and Strategic Housing advised that any effects on health would not be assessed by this Council, but a separate government department deals with such issues.

Councillor Southerd noted that as telecommunications operators choose sites, it would be valuable to this Council to obtain the knowledge in order to constructively challenge such applications. The Head of Planning and Strategic Housing acknowledged this point, commenting that currently this is not possible. Further comment was raised in relation to requesting further information on health effects. Members were advised that health effects from telecom masts are not be considered to be a material planning consideration. In response to a query regarding resources, The Head of Planning and Strategic Housing responded that currently approximately 1500 applications are received annually and this would be kept under review.

In order to address the Committee's concerns, an amendment to the recommendation was carried; where as part of the feedback to the government's consultation, a request would be made for the latest research available on the potential effects of 5G networks., which would then be made available to the residents of South Derbyshire.

**RESOLVED:**

***That the Committee, in response to the consultation, objects to all proposals relating to new permitted development rights on the grounds that all such telecom developments require careful consideration in the light of the specific merits of the context of individual sites on a case by case basis. Deemed consent would not be appropriate for development particularly in conservation areas and for masts above 25m high, both of which could be harmful to the significance of heritage assets and visual amenity generally. These issues can then be weighed against the acknowledged government objective for the improvement of mobile phone coverage and the enhancement of networks in pursuit of accommodating 5G.***

***The Committee approved to delegate authority to the Head of Planning and Strategic Housing, upon liaison with the Vice-Chairman of Environmental and Development Services Committee, to formulate a full technical response to the government consultation and as part of the feedback, request the latest research available on the potential effects of 5G networks. which would then be made available to the residents of South Derbyshire.***

EDS/45 **DESIGNATION OF NEIGHBOURHOOD AREA**

The Head of Planning and Strategic Housing presented the report to Committee.

Councillor Taylor commented that the area would include Willington Power Station and sought clarification if any communications had been received from the landowners in terms of their future plans for the site. The Head of Planning and Strategic Housing responded that the site still possesses power generation consent and a pipeline consent for gas to serve the site. Members were advised that although attempts had been made to secure a power generation allocation for the site, no future plans had been confirmed.

**RESOLVED:**

***The Committee approved to formally designate the Willington Neighbourhood Area in accordance with the application from Willington Parish Council.***

EDS/46 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) advised Members work is ongoing with further details to be included at the next Committee.

**RESOLVED:**

***The Committee considered and approved the updated work programme.***

EDS/47 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

***The Committee was informed that no exempt questions from Members of the Council had been received.***

The meeting terminated at 6.30 pm.

COUNCILLOR MRS HAINES

VICE-CHAIRMAN

FINANCE AND MANAGEMENT COMMITTEE

10<sup>th</sup> October 2019

**PRESENT:-**

**Conservative Group**

Councillor Watson (Chairman), Fitzpatrick (Vice-Chairman) and Councillors Angliss, Billings, Bridgen (substituting for Cllr Brown), Ford, Macpherson and Wheelton (substituting for Cllr Roberts).

**Labour Group**

Councillors Dr. Pearson, Rhind, Richards, Southerd and Taylor.

FM/59 **APOLOGIES**

Apologies were received from Councillor Mrs Brown and Roberts.

FM/60 **MINUTES**

The Minutes of the Finance and Management Committee held on 25<sup>th</sup> July were noted and approved.

FM/61 **DECLARATIONS OF INTEREST**

Councillor Ford declared an interest in relation to Agenda Item 10, by virtue of being a County Councillor.

FM/62 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed no questions from members of the public had been received.

FM/63 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed no questions from Members of the Council had been received.

FM/64 **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed no reports had been received.

**MATTERS DELEGATED TO COMMITTEE**

**FM/65 UPDATE TO THE MEDIUM TERM FINANCIAL POSITION**

The Head of Finance presented the report updating the Committee on the Council's medium-term financial position. This is based on a Medium Term Financial Plan (MTFP) which sets out a financial projection for 5 years on the General Fund and 10 years on the HRA. The Head of Finance outlined the changes that affect the Council's medium-term financial position, highlighting the Growth provision, the uncertainty in the continuation of the New Homes Bonus, income from Industrial Units, and the approved contribution to the Community Partnership Scheme. In relation to the Housing Revenue Account (HRA), the Head of Finance highlighted the changes made to the MTFP and that it reflected the transfer of staffing from the HRA to the General Fund, and an increase in investment income. Highlighted risks included the continuation of right-to-buys and the rollout of Universal Credit as it is likely to increase debt levels.

Councillor Dr. Pearson raised comment in relation to the impact of Universal Credit and the level of monitoring of that impact by Overview and Scrutiny Committee. The Strategic Director (Corporate Resources) responded that Overview and Scrutiny Committee have been engaged in reviewing the rollout of Universal Credit for the last couple of years through the submission of reports on the number of claimants and level of arrears.

Councillor Macpherson sought reassurance on the handling of debt collection and that it be ensured that the customer interface continues to be positive and supportive, The Head of Housing Services responded to this, by highlighting the internal and multi-agency work being conducted to ensure that residents are fully supported.

**RESOLVED:**

- 1.1 That the update to the Medium-term Financial Plan (MTFP) to 2025 on the General Fund and to 2030 on the Housing Revenue Account as detailed in the report and summarised in Appendix 1 and Appendix 2 be approved.***
- 1.2 That the risks and assumptions detailed in the report for the General Fund and Housing Revenue Account be noted and that the Council continues its cautious approach to maintain financial stability ahead of the Government's Spending Review in 2020/21.***
- 1.3 That this strategy is reviewed half-yearly to ensure that potential budget deficits are addressed at the earliest opportunity.***
- 1.4 That efficiencies and budget savings continue to be pursued where opportunities arise to sustain the current financial position.***
- 1.5 That the financial projections provide the basis for planning and for setting the Base Budget for the General Fund and HRA for 2020/21.***

**FM/66 THE LOCAL AUTHORITIES' PROPERTY FUND**

The Strategic Director (Corporate Resources) presented the report to the Committee.

Councillor Richards sought clarification and reassurance on where the investment is made in relation to property. The Strategic Director (Corporate Resources) advised that a hyperlink in the report directs Members to a full breakdown of investments.

Councillor Southerd commented on the receipt of dividends and the Strategic Director (Corporate Resources) responded that any dividends are not reinvested but paid to the Council on a quarterly basis. Councillor Dr. Pearson, whilst noting the reasons to invest, sought clarification on whether there would be any risk of overexposure to a fund and whether a limit would be imposed to mitigate such a risk. The Strategic Director (Corporate Resources) advised that while there was no limit, ongoing consultation with Treasury advisors on such matters would ensure prudence. The Director also highlighted that by increasing the total investment to £4m, this would still only account for approximately 10% of the Council's investments and would ensure a balanced portfolio.

**RESOLVED:**

***That the Council invests an additional £2m into the CCLA Lamit Property Fund for an indefinite period, subject to quarterly review.***

***That progress on the value of the cash deposit together with dividend returns is reported to the Committee on a quarterly basis.***

FM/67 **REVIEW and PROPOSED USE OF EARMARKED RESERVES**

The Head of Finance presented the report advising that due to Section 106 funding being made available for works completed in Hilton, this funding would be put back into the General Fund.

**RESOLVED:**

***That amounts received under S106 agreements for Hilton are transferred to the General Reserve as detailed in the report.***

***That a sum of £250,000 is transferred from the Growth Reserve to the Public Buildings Maintenance Reserve.***

FM/68 **DISABLED FACILITIES GRANTS AND ADAPTATIONS TO COUNCIL HOMES UPDATE**

The Head of Housing Services presented the report to the Committee explaining that adaptations to Council properties are carried out under the Council's own adaptations policy, which was agreed by Housing and Community Services Committee on 6th June 2019 and that funding for DFGs

is received by the Council as part of the Better Care Fund (BCF), which supports a range of services and functions designed to help people with a disability remain in their own home. The Head of Housing Services clarified that adaptations paid for through the BCF are delivered in partnership with Derbyshire County Council (DCC) and subject to a formal referral from the Occupational Therapy Service.

Whilst Members welcomed the report, Cllr Rhind sought clarification on the current underspend and the possibility of the funding being clawed back as a consequence. The Head of Housing Services advised that although this could be a possibility, the work that this Council has undertaken with the County Council has been proactive and been received positively.

Councillor Richards welcomed the report and that awareness of this scheme would be raised through communications so that more residents can engage in the process where required. Councillor Fitzpatrick requested a timescale on the implementation of the post of occupational health and was advised by the Head of Housing that once the job evaluation process had been completed, a further report would be submitted in the new year.

Councillor Macpherson sought clarification on the process of means-testing particularly in relation to those who do not qualify for funding but are able to fund the scheme themselves. The Head of Housing Services advised that the scheme is implemented in line with the government and County Council's guidance which stipulates a means-testing approach. Members were advised that the use of Communications would not only raise awareness but also assist residents by educating them on the process involved.

**RESOLVED:**

- 1.1 That the current position regarding expenditure and timescales for the provision of adaptations be noted.***
- 1.2 That the extension of the contract for the Technical Officer funded through the Better Care Fund (BCF) be approved.***
- 1.3 That the Committee agree to providing the public with further information regarding the availability of Disabled Facilities Grants.***
- 1.4 That the possibility of creating an in house "Occupational Therapist" role is explored further as part of the Better Care Fund project.***

FM/69 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the report to the Committee.

**RESOLVED:**

***Members considered and approved the updated work programme.***

FM/70 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

*That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.*

**MINUTES**

*The Exempt Minutes of the Meetings held on the 25<sup>th</sup> July 2019 were received.*

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

*The Committee was informed no questions had been received.*

**BAD & DOUBFUL DEBTS**

*The Committee approved the recommendation in the report.*

**STRUCTURE REVIEW CORPORATE PROPERTY SERVICES UNIT**

*The Committee approved the recommendation in the report.*

The meeting terminated at 6.50 pm.

COUNCILLOR P WATSON

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

16<sup>th</sup> October 2019

**PRESENT:-**

**Conservative Group**

Councillors Hewlett (Chairman), Brady (Vice-Chairman), Atkin, Corbin and Dawson

**Labour Group**

Councillors Bambrick, Gee and Mrs Stuart

**In Attendance**

Councillor Shepherd

OS/21 **APOLOGIES**

The Committee was advised that no apologies had been received.

OS/22 **MINUTES**

The Open Minutes of the Meeting held on 19<sup>th</sup> June 2019 were taken as read, approved as a true record and signed by the Chairman.

OS/23 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee was informed that no declarations of interest had been received.

OS/24 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

The Committee was informed that no questions from members of the Public had been received.

OS/25 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

The Committee was informed that no questions from Members of the Council had been received.

**OS/26 SOUTH DERBYSHIRE PLAY AUDIT ACTION AND IMPROVEMENT PLAN INCLUDING RURAL PLAY AREAS**

The Cultural Services Manager outlined the report to Committee and advised the Committee on the contents and implications of the Play Audit and Action Plan. The audit was conducted by an independent consultant and included preliminary recommendations for improvements in an Action Plan. The report was based on the auditor's criteria. Parish Councils were encouraged to add local intelligence on the state of parks in their areas to enhance the report and associated action plan.

Members raised queries relating to the frequency of the inspections, the audit criteria and the funding arrangements. The Cultural Services Manager responded the inspections were monthly and that the independent auditor had set the criteria. Councillor Gee raised comment on fund raising in his Ward for works at the Woodville Recreation Park, the Officer responded that funding options would be reviewed, specifically, for the Woodville Ward,

The Vice-Chairman asked for advice on parks that do not appear in the report. The Strategic Director (Service Delivery) responded that this had been investigated and an Asset Register was being created. The timescale for the Asset Register may be up to 18 months and it was confirmed that the Head of Business Change is looking at this in terms of a wider assessment.

Councillor Shepherd noted this was a comprehensive and excellent report. Councillor Shepherd voiced concern that a play area on a new estate in his Ward was not included in the report as the developer had not handed over the public open spaces and play areas to the local authority. Councillor Shepherd identified the issue of play areas that had not been adopted and that this should be addressed through the Environmental and Development Services Committee.

The Cultural Services Manager noted this point and advised that the original scope of the report included some non-local authority sites for example The National Trust and Severn Trent Water Authority. Members were advised that the next audit would map all sites and also provide a view of where new sites may be needed. The Chairman congratulated the Cultural Services team for their contributions and good work.

The Strategic Director (Service Delivery) clarified that a report would be submitted to a future Housing and Community Services Committee for future funding and updates.

**RESOLVED:-**

***That the Committee noted the Action Plan following on from completion of the District-wide play audit and considered the implications for play provision across the District.***

OS/27 **COMMITTEE WORK PROGRAMME**

Councillor Atkin asked if the Strategic Director (Service Delivery) could encourage Digital Derbyshire to return to talk to Members about rural broadband. The Strategic Director responded that the Service Director would be contacted and invited to the Committee.

**RESOLVED:**

***That the Committee considered and approved the updated work programme including Annexe 'A'.***

OS/28 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

***The Committee was informed that no exempt questions from Members of the Council had been received.***

The Meeting terminated at 7.00 pm.

COUNCILLOR HEWLETT

CHAIRMAN

HOUSING AND COMMUNITY SERVICES COMMITTEE

21st November 2019

**PRESENT:-**

**Conservative Group**

Councillor Roberts (Chairman) Councillor Pegg (Vice-Chairman) and Councillors Atkin, Corbin, Churchill, MacPherson (substituting for Councillor Haines), Dr Perry and Mrs Wheelton

**Labour Group**

Councillors Mrs Heath, Mulgrew, Rhind, Richards, and Shepherd

HCS/44 **APOLOGIES**

The Committee was informed apologies for absence had been received from Councillor Mrs Haines (Conservative Group)

HCS/45 **MINUTES**

The Open Minutes of the Meetings held on 22<sup>nd</sup> August 2019 and 3<sup>rd</sup> October 2019 were noted and approved as a true record and signed by the Chairman.

HCS/46 **DECLARATIONS OF INTEREST**

Councillor Atkin declared a personal interest in Items 9 and 11 on the Agenda by virtue of being a County Councillor.

HCS/47 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/48 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/49 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

**MATTERS DELEGATED TO COMMITTEE****HCS/50 CORPORATE PLAN 2016-21; PERFORMANCE REPORT (QUARTER 2 – 1<sup>st</sup> JULY TO 30<sup>th</sup> SEPTEMBER)**

The Strategic Director (Service Delivery) presented the report, updating Committee that the new plan was adopted by Council on 31<sup>st</sup> October 2019 and highlighted achievements in the second quarter including improvements in introductory tenancies; performance participation at Rosliston Forestry Centre and the reduction in anti-social behaviour in Swadlincote town centre due to the newly appointed town centre Community Safety Enforcement Officer. The Strategic Director (Service Delivery) outlined areas which required further action including the increase in rent arrears which was due to the rise in new claimants of Universal Credit and in relation to re-lets where the appointment of a new contractor would address the delay in the delivery.

Councillor Richards raised two concerns; firstly that the spike in rent arrears could increase in the year as any change in circumstance pushes families to Universal Credit resulting in an eight to eleven-week wait before receiving payment. Secondly, the feedback received in relation to the quality of the work of the new contractor. The Head of Housing Services responded that with the introduction of a robust signing off system for all completed works, the situation has improved and consequently, positive comments have also been received.

Councillor Churchill questioned why from quarter to quarter there had been an increase in the average time taken to re-let a property. The Head of Housing Services explained that any repairs are carried out while the property is empty prior to being re-let.

**RESOLVED:-**

***That the Committee considered progress against performance targets set out in the Corporate Plan.***

***That the Committee reviewed the Risk Register and Action Plan for the Committee's services.***

**HCS/51 PUBLIC SPACE PROTECTION ORDER CONSULTATION – MAURICE LEA PARK AND MARKET STREET**

The Anti-Social Behaviour (ASB) Officer presented the report highlighting the need for a protection order at Maurice Lea Park due to there being an increase in anti-social behaviour in the last 12 months. The Order would give police and authorised officers' additional powers in addressing this matter.

Councillor MacPherson informed the Committee that the PSPO Orders had been well received at Area Forums. Councillor Atkin highlighted the need for such an order at Eureka Park, and the Committee agreed that evidence would be required before consultation of the order would be considered.

**RESOLVED:-**

***The Committee accepted the recommendation to undertake the formal consultation process for a Public Space Protection Order (PSPO) to be made on Maurice Lea Park and Market Street, Church Gresley.***

HCS/52 **NEW ARRANGEMENTS FOR THE DELIVERY OF DERBYSHIRE COUNTY COUNCIL CONTRACTS FOR TELECARE (CARELINE) AND INDEPENDENT LIVING SERVICES**

The Head of Housing Services presented the report explaining that due to changes in the funding arrangements for Careline, action needed to be taken to address the shortfall. The Head of Housing Services sought approval from the Committee to initiate a collaborative project with Trent and Dove Housing on the future provision of such services.

Councillor Churchill raised concern about current vulnerable customers who could be lost in the gap and cease to get funding. The Head of Housing Services reassured the Committee that work was being undertaken to help those, whose circumstances may change, ensuring they return into the system. Councillor McPherson enquired if the Council had any other partners. The Head of Housing Services explained that there are other partners in Derbyshire, but they may have a vested interest.

**RESOLVED:-**

***The Committee approved a joint study with Trent and Dove Housing on the future provision of Careline/Telecare services***

***The Committee noted the arrangements for the changes in funding for new users of the Careline service.***

HCS/53 **HOUSING ENVIRONMENTAL IMPACT PROJECT**

The Head of Housing Services presented the report to Committee explaining that, if approved by Housing and Community Services Committee, the report would be submitted to Finance and Management Committee.

Councillor Wheelton welcomed the report but noted that £63,000 was not a small figure. The Head of Housing Services informed the Members that previous stock condition surveys cost £123,000. Councillor Richards suggested that the tendering recommendation be waived.

Councillor Rhind asked if the £63,000 should come out of the General Fund rather than the HRA. The Strategic Director (Service Delivery) informed the Committee that the money will come from the HRA, as it relates specifically to housing stock.

Councillor Churchill requested that as the process had not been formally tendered, additional information be submitted with the report when submitted to Finance and Management Committee. Councillor McPherson enquired

why all properties have not been surveyed. The Head of Housing Services informed Members that not all properties are surveyed as the focus is to survey property types. In this regard, 10% of stock had been surveyed and all new properties were now being issued with an Energy Performance Certificate (EPC).

**RESOLVED:-**

***That the Committee approved the appointment of Nottingham City Council to complete an assessment of the energy efficiency and environmental impact of the Council's Housing stock.***

***The Committee agreed that the outcomes and recommendations of this work are reported back to the Housing and Community Services Committee.***

***That the Committee agreed the proposal to directly award the work (to Nottingham City Council) to the Finance and Management Committee, subject to evidence relating to the competitiveness of the quote is also provided to the Finance and Management Committee.***

HCS/54 **THE BETTER CARE FUND PLANNED SPEND**

The Strategic Housing Manager presented the report to the Committee which proposed to adopt the revised Private Sector Housing Association Policy and create four new posts. The intended outcome would be to speed up the Disability Facility Grants process and enable Officers to address poor housing and rogue landlords.

Councillor Mrs Wheelton welcomed the report and mentioned that at the previous Committee, cards were requested to enable Members to use them to promote the scheme. The Head of Housing Services agreed that an email would be sent outlining the criteria and informed the Committee that a wider communications campaign is being discussed to raise awareness of the scheme with residents.

**RESOLVED:-**

***The Committee approved the establishment of the new funding streams within the Better Care Fund (BCF) allocation as detailed in this report.***

***The Committee ratified the revised 'Private Sector Housing Assistance Policy 2019-22', as detailed in Appendix 1 to the report, to enable alignment between the newly created schemes and the Council's adopted policy.***

***The Committee approved the creation of four new temporary two-year posts onto the establishment that will enable the co-ordination of BCF scheme delivery and enhance front-line services in both the Private Sector Enforcement and Housing Services Teams as follows:***

- ***Health and Housing Co-ordinator – expected grade PO1***

- **Public Health (Housing) Officer – expected grade PO1**
- **Occupational Therapist – expected grade P02**
- **SAIL (Staying Active and Independent for Longer) Co-ordinator (TBC)**

**The Committee approved the grades for the posts to be subject to job evaluation in line with the Council's procedure.**

**The Committee agreed that the report be brought before the Finance and Management Committee for subsequent ratification of the financial elements contained within this report.**

HCS/55 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

**The Committee considered and approved the updated work programme.**

HCS/56 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

**That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.**

**MINUTES**

**The Exempt Minutes of the Meeting held on 22<sup>nd</sup> August 2019 were received.**

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

**The Committee was informed that no questions had been received.**

**UNITED KINGDOM RESETTLEMENT SCHEME**

**Members approved the recommendations in the report.**

**SERVICES AND SUPPORT FOR HOMELESS PEOPLE**

**Members approved the recommendations in the report.**

**ACQUISTION OF TWO RIGHT TO BUY PROPERTIES**

***Members approved the recommendations in the report.***

The Meeting terminated at 7.00 pm.

COUNCILLOR A ROBERTS

CHAIRMAN

**SOUTH DERBYSHIRE AREA FORUM**

**MELBOURNE – AREA 3**

Wednesday, October 2, 2019 at Barrow-on-Trent Village Hall

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Jim Hewlett (Chair), Councillor Martin Fitzpatrick (Vice Chair),  
Councillor Neil Atkin, Councillor Peter Watson

Allison Thomas – Strategic Director, Service Delivery  
Chris Smith – Communities Manager  
Debbie Ward – Service Assistant (Taking Notes)

**Derbyshire County Council representatives**

Councillor Neil Atkin, Councillor Linda Chilton

**Derbyshire Police representatives**

PCSO Emma Guest, PCSO Andrea Thompson, Sergeant David Walker,  
PCSO Supervisor Kerry Wallington-Waite

**Parish Council/ Meeting representatives**

James Bates (Barrow on Trent Parish Council), Catherine Blackmore (Barrow  
on Trent Parish Council), Nancy Hawksworth (Shardlow & Great Wilne Parish  
Council), David Smith (Melbourne Parish Council)

**Members of the public**

Frank Hughes, Tash Hyde, Alicia Mitchell, Margaret Sharp, Paul Thomas

MA/8 **Open meeting**

• **Introductions and apologies**

Siobhan Burton, Councillor Daniel Corbin, Councillor Edward Hicklin,  
Councillor Terry Summerlin

- **Declarations of interest**

None

- **Chair's announcements**

Councillor Jim Hewlett proposed Councillor Martin Fitzpatrick as Vice Chair, all were in favour.

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks.

#### New payment machines

From January 1, 2020 it will no longer be possible to make payments using cash at the Civic Offices in Swadlincote.

Alternative cash payment facilities are available through Post Offices. The "Pay Point" network, featuring a variety of independent local retailers, is also established and already well used by other people making payments to the Council. There are 10 of these locations within one mile of the Civic Offices.

Payment by cheque will still be allowed – but they must be submitted by post, not over the counter. Anyone requiring a receipt must include a stamped addressed envelope with their cheque.

#### Free Tree Scheme

Both residents of South Derbyshire District and organisations with a South Derbyshire address are eligible to apply.

Applications are welcomed between Tuesday, September 24, 2019 and Monday, October 21, 2019 (5pm) by visiting [www.southderbyshire.gov.uk/freetreescheme](http://www.southderbyshire.gov.uk/freetreescheme) or by calling Customer Services on 01283 595795. Households can apply for up to two trees per household and organisations can apply for up to ten trees.

This year's tree choices are; Cherry Plum, Hazel, Crab Apple and Holly and all trees will be around two years old.

- **To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting.

- **Matters arising from last minutes/ comments from report back**

Councillor Martin Fitzpatrick updated that since the last meeting there have been three Community Speedwatch (CSW) groups set-up and relayed thanks to the PCSO's involved. PCSO Supervisor Kerry Wallington-Waite added that the groups in question were from Melbourne, Aston and Weston and that Shardlow was in the process of being set-up.

Allison Thomas updated that further to the last meeting the Council's Local Green Spaces Plan was examined by the Planning Inspectorate on Wednesday, September 11, 2019. The Council will be presenting a report to the Environmental Development Services Committee on Thursday, November 14, 2019 with the Council's views on the Inspector's decision and further consultations.

It was noted that following the last set of minutes Alicia Mitchell was recorded as being on Shardlow and Great Wilne Parish Council however Alicia has now left the Parish Council.

MA/9 **Police Safer Neighbourhood report**

PCSO Supervisor Kerry Wallington-Waite introduced new members of the Safer Neighbourhood Team (SNT); Sergeant Dave Walker and PCSO Andrea Thompson. PC Mark Holmes has also recently joined the team but was unable to attend the meeting.

PCSO Supervisor Kerry Wallington-Waite provided the following report: -

- Community Protection Notice (CPN) issued in Melbourne for alcohol related anti-social behaviour (ASB) following breaches of a Community Protection Notice Warning (CPNW) previously issued in respect to ASB
- CPNW issued for alcohol related ASB around Jubilee Close, Melbourne
- CPN issued following a dog related incident in Melbourne
- CPNW issued for neighbour related incidents in Stanton by Bridge
- CPNW issued for ASB in Boulton Moor
- Cannabis warning issued in Stanton by Bridge
- Positive warrant issued in respect to a property on Nettlefold Crescent – five individuals are currently under investigation
- Volvo acting suspiciously in Melbourne area found by team with false plates at Calke and seized
- Arrest of Scott Taylor, now serving a sentence following a series of thefts from vehicles and attempted thefts in Boulton Moor, identified by team

- Advisory tickets given out in respect to anti-social parking at Melbourne Festival
- New Community Speed Watch schemes have been set-up in Melbourne, Weston on Trent and Aston on Trent
- Speed checks have been carried out by the team throughout the area
- Operation Sceptre patrols knife crime initiative and ASB patrols throughout all areas
- Tickets issued for parking within the Clearway outside of Elvaston Castle area
- Thomas Stark from Sandiacre found guilty of hunting hares with a dog in Weston on Trent area issued with a five year Criminal Behaviour Order (CBO), fined £3700 and dog seized and re-homed
- Team also attended on several occasions Whaley Bridge to assist with patrols and road closures
- Motorised scooter stopped by team at Robinsons Hill. Male arrested for drink driving and no insurance
- Restorative Justice (RJ) used as punishment in relation to damage caused in Melbourne. Payment to cover the cost of repair and completion of four litter picks as disposal
- Arrest following a Road Traffic Collision (RTC) involving a car on Swarkestone Bridge found with no insurance
- A Bike Marking/ Crime Prevention event was held at Sainsburys in Melbourne on Saturday, September 7, 2019
- A Crime Prevention event was held at Pool Cottage Residential Home Summer Garden Party in Melbourne on Sunday, August 8, 2019
- Ukrainian Youth Association Summer Camp talks have been held in Weston on Trent
- Career Fair talks were conducted at Shardlow Primary School

Councillor Dave Smith asked whether there would be a Police presence for Melbourne Wakes. Sgt Dave Walker confirmed that there would be a significant Police presence throughout the event.

Councillor Linda Chilton raised concerns regarding illegal parking and drug taking in Melbourne.

PCSO Supervisor Kerry Wallington-Waite responded to say that there is not a major problem with drugs in the Melbourne area based on reports received to date and encouraged residents to report any intelligence regarding drugs to the Police via 101.

Councillor Dave Smith concurred with Councillor Chilton regarding drugs and explained that it appears to be a growing problem in the area. Councillor Smith also raised concerns about speeding on Cockshut Lane.

PCSO Supervisor Kerry Wallington-Waite responded to say that issues regarding speeding should be reported directly to CREST.

A resident raised an issue of motocross bikes using the bridleway from Weston to Aston as a race track and updated that there was recently an incident where a group of six or seven bikes were racing through the centre of the village head on into traffic and that one of the vehicles gave chase to the bikes. None of the bikes had number plates.

Sgt Dave Walker suggested that the use of a drone may be useful in trying to identify the perpetrators involved. However, residents must ensure that issues are reported to the Police as there needs to be adequate justification to utilise this resource.

Councillor James Bates raised an issue with a car that has been abandoned in a ditch on Arleston Lane for the last 10 days with a Police Aware sticker on it. PCSO Supervisor Kerry Wallington-Waite advised that the Council's Community Safety Enforcement Officers (CSEO's) have been dealing with the matter in question.

**ACTION: Chris Smith to follow up on what is happening with the abandoned car on Arleston Lane with the relevant CSEO and provide an update**

Councillor Peter Watson raised an issue regarding people using Aston Recreation Ground and kicking footballs into residents' gardens.

**ACTION: Chris Smith to follow up with Councillor Watson regarding footballs being kicked into people's gardens at Aston Recreation Ground**

Councillor Peter Watson asked whether farmers could be reminded that trailers should not be overloaded and should be protected where appropriate. Also, combine harvesters are being used late at night driving down country roads without any escort and the vehicles are more than three metres wide.

PCSO Supervisor Kerry Wallington-Waite advised that this matter would be referred on to the Rural Crime Team.

**ACTION: PCSO Supervisor Kerry Wallington-Waite to inform PC Paul Russell of the issues raised regarding farmers overloading trailers and**

**combine harvesters being used late at night on country roads without an escort.**

**MA/10 Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

Chris Smith provided the following update: -

- National Hate Crime Awareness Week takes place between the 12th and 19th October. Activities taking place include a poster competition in Primary schools, Stop Hate reporting packs being issued to Private Hire Operators, a social media campaign and two public engagement events: -

Stenson Fields Community Centre, Mere Vale Way on Monday, October 14, 2019 between 5:30 - 7:30pm

Swadlincote Market Place, on Friday, October 18, 2019 between 11:00am - 1:00pm

- Swadlincote Town Centre Public Space Protection Order (PSPO) has now been extended for a further three years.
- In July the Council were successful in obtaining a five-year Criminal Behaviour Order (CBO) on a prolific street drinker and shop lifter, Daniel Singleton.
- Faraday Bags Campaign - to date, over 300 Faraday bags have been given away to help combat keyless car thefts in the district. The bags block the signal which means that the relay systems the thieves use will not work and so they cannot steal the cars.
- ASB Tasking Meeting - ASB Tasking meetings have been reintroduced involving Schools, Multi Agency Team (MAT), Police and Derbyshire County Council (DCC) to discuss young people who are causing concern in school and also outside in the community. Looking at possible interventions and/ or enforcement action to deal with the individuals concerned (or their parents/ guardians in the case of minors).
- A male and female were caught in a compromising position in a vehicle on Arleston Lane by one of the Council's CSEO's. The driver of the vehicle was subsequently issued with a CPNW.

- Safer Neighbourhoods Funding – Projects funded to date 2019-20: -

Project Name	Ref.	Project	Organisation	Amount	Total	Amount
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		<b>Lead</b>		<b>Applied for</b>	<b>Project Cost</b>	<b>Granted</b>
Lighting at Melbourne Assembly Rooms	A3:01	Andy Heathfield	Melbourne Assembly Rooms	£528	£706	£528

The above application came in prior to the last meeting but as the meeting was not quorate it could not be approved during the meeting. However, Melbourne Assembly Rooms (MAR) wanted the lights installed before the summer so the application was approved by the Chair of the meeting and the Community Safety Partnership and three motion sensor lights have since been installed on the east side of the MAR to prevent ASB and to assist the existing CCTV system in providing better quality images.

There is still £3472 left to spend. Any ideas contact Chris Smith or Debbie Ward.

#### MA/11 **Local authority update**

Allison Thomas updated: -

In spring and early summer 2019, SDDC ran two environmental awareness campaigns aimed at helping local residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months. The campaign was based on behavioural research by the Keep Britain Tidy Group which shows that a minority of dog owners act irresponsibly when they think they are not being watched.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result of feedback the Council have published a new Frequently Asked Questions webpage which deals with the many queries on dog control. Dog fouling complaints reduced by 35% during the campaign compared to previous years.

Officers intend to redeploy the **We're Watching You** luminous signs at four areas of public open space in early November when the nights are getting longer and the impact of the signs will be at their greatest. **(Locations to be confirmed)**

The **Great British Spring Clean** event was delivered to help enthusiastic members of local communities come together to clear up litter.

The Council hosted a town centre spring clean on Tuesday, April 2, 2019 to link in with the Great Britain Spring Clean campaign as well as supporting a weekend event in Castleton Park which was organised by members of the local community. 90 bags of litter were collected by 70 volunteers.

Any community organisations who want to run their own litter collection event can sign up on the Keep Britain Tidy website and can contact the Council's Operational Services team at [waste.cleansing@southderbyshire.gov.uk](mailto:waste.cleansing@southderbyshire.gov.uk) to request support such as provision of litter pickers and other equipment or ring the Council's Customer Services Team on 01283 595795.

### **Climate change**

In August 2018, the Council set up an Environmental Sustainability Group. The purpose of the Group is to develop and implement measures that demonstrably improve the Council's environmental performance and to respond to the Council declaring a Climate Emergency on June 27<sup>th</sup> 2019 to:

“Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050”.

The Group has a number of work streams to improve the Council's environmental performance, namely:

- To retain its ISO140001 (International Environmental Standard) accreditation;
- To reduce the Council's Energy Consumption;
- To improve the Council's Water Management;
- To focus on reducing Staff Travel – both miles driven by Council vehicles and miles driven on Council business using employee's own transport
- To reduce the waste the Council generates;
- To encourage our suppliers to offer environmental benefits through our Procurement process;
- To enhance biodiversity across the District.

A number of initiatives are currently being worked on to address these issues, for example:

- The Recruitment of a new Environmental Protection Officer
- A Travel Plan for the Council is being developed to encourage staff to walk, cycle and use public transport both to and from work and during the working day.
- A review of the Council's electricity and gas supply framework has been completed
- The Council has had a grant to install its first public Electric Vehicle recharge point on Council land at the Bus Station Car Park in Swadlincote
- The Council is working to improve the energy efficiency of its own properties and Council homes

- A Biodiversity Working Group has been formed to develop an Action Plan for Nature across the District which will help to improve biodiversity on Council owned land and influence developers to delivery biodiversity improvements through our planning policies.

### **Wildflower planting pilot**

A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

Hartshorne Road, Repton  
Ticknall Road, Ticknall  
The Mease, Hilton  
William Nadin Way, Swadlincote

Wildflower planting increases biodiversity and encourages wildlife; pictorial planting enhances the aesthetic appearance of otherwise bland green spaces.

Unlike the current grass cutting arrangements, wildflower plantings require a different management and mowing regime.

The Wild Flower Planting pilot project is one of a series of biodiversity measures currently being piloted by the Council. This pilot will help give the Council a better understanding of the resources, staff and equipment required and to also gauge the public's reaction to cutting the grass less in these places.

### **Corporate Plan**

The Council is currently working on producing its new Corporate Plan for 2020 – 2024.

**The Vision** for the plan will be – South Derbyshire is a *'Great place to live, visit and invest'*

**Ethical Standards/Values** will be - Respect, Honesty, Openness, Accountability, Impartiality, Selflessness, Leadership and Integrity

The Three key priorities of the council will be:

**Our Environment** - *Keeping a Clean, Green District for future generations*

**Our People** - *ensuring we deliver high quality services*

**Our Future** – *growing our District and our skills base*

Further information will be provided at future meetings.

MA/12 **Local community and voluntary sector projects/ update**

Chris Smith provided the following update on behalf of CVS: -

Home from Hospital support service – anyone can make a referral including self-referrals by calling 01283 817417 or email [home@dhhf.org.uk](mailto:home@dhhf.org.uk).

Small Grant Funds are available to support local voluntary, community and not-for-profit groups and activities: -

- (A) IMPROVING HEALTH & WELLBEING GRANT - up to £1,000 for projects or activities anywhere in South Derbyshire that reduce health inequalities, support people with dementia and other long-term conditions and their carers and/or; support people to make choices in their lifestyles that improve their physical wellbeing.
- (B) IMPROVING MENTAL HEALTH & WELLBEING GRANT - up to £1,000 for activities that improve people's mental health and wellbeing in South Derbyshire by meeting the '5 Ways to Wellbeing' programme, which includes: Connecting; Being active; Keeping learning; Giving to others and; Taking notice.
- (C) SELF-HELP GRANT - up to £1,000 to support the activities of health and wellbeing related self-help groups that support adults (18+) in South Derbyshire.

Applications can be made for up to £2,000 in total by combining funds A & C or B & C (you cannot apply for A & B together). However you only need to fill in one application form. There is no deadline for bids. To find out more email [development@sdcvs.org.uk](mailto:development@sdcvs.org.uk) for details or visit the South Derbyshire CVS website to download an application pack at [www.sdcvs.org.uk/community/funding-advice](http://www.sdcvs.org.uk/community/funding-advice)

South Derbyshire CVS Annual General Meeting (AGM) - everyone is welcome on Friday, November 15, 2019 at Don Amott Memorial Hall, Hilton. There will be a choice of morning workshops, followed by the AGM 'business' and a networking lunch.

### MA/13 **Summary of agreed priorities/ actions**

- Chris Smith to follow up on what is happening with the abandoned car on Arleston Lane with the CSEO involved and provide an update.
- Chris Smith to follow up with Councillor Watson regarding footballs being kicked into people's gardens at Aston Recreation Ground
- PCSO Supervisor Kerry Wallington-Waite to contact PC Paul Russell regarding farmers overloading trailers and combine harvesters being used late at night on country roads without an escort.
- Chris Smith to provide contact details to Councillor Nancy Hawksworth in respect to South Derbyshire CVS Small Grants Funding.

- Chris Smith to speak with Inspector Kate Bateman to find out if the Police contact details previously shared with SDDC Councillors can also be shared with Parish Councils.

**MA/14 Close and date of next meeting**

Thursday, February 6, 2020 at Melbourne Assembly Rooms.

**Councillor Jim Hewlett**  
CHAIR

The meeting terminated at 7:30pm

**SOUTH DERBYSHIRE AREA FORUM**

**SWADLINCOTE – AREA 4**

Tuesday, October 8, 2019 at Sharpe's Pottery Museum

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Steve Taylor (Chair), Councillor Malcolm Gee, Councillor Jane Perry, Councillor Trevor Southard, Councillor Steve Taylor, Councillor Neil Tilley

Frank McArdle – Chief Executive Officer  
Mary Bagley – Head of Cultural and Community Services  
Chris Smith – Communities Manager  
Debbie Ward – Service Assistant

**Derbyshire County Council representatives**

Councillor Linda Chilton, Councillor Gary Musson

**Derbyshire Police representatives**

Sgt David Walker, PC Kim Wheeldon, PCSO Reece Beattie, PCSO Jamie Gutberlet

**Parish Council/ Meeting representatives**

Jenny Burley (Hartshorne Parish Council), Maureen Mycock (Hartshorne Parish Council), Eric Parker (Woodville Parish Council)  
Stella Collishaw (South Derbyshire CVS)

**Members of the public**

Christine Allen, Eddie Bisknell, Ron Causer, Alan Clarke, Colin Dobson, M. Hine, P. Pollard, Yvonne Pollard, Rhea Turner

SA/8 **Open meeting**

• **Introductions and apologies**

Kate Allies, Councillor Mike Dawson, Councillor Vonnie Heath, Councillor Mick Mulgrew, Councillor Gordon Rhind

- **Declarations of interest**

None.

- **Chair's announcements**

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks.

#### New payment machines

From January 1, 2020 it will no longer be possible to make payments using cash at the Civic Offices in Swadlincote.

Alternative cash payment facilities are available through Post Offices. The "Pay Point" network, featuring a variety of independent local retailers, is also established and already well used by other people making payments to the Council. There are 10 of these locations within one mile of the Civic Offices.

Payment by cheque will still be allowed – but they must be submitted by post, not over the counter. Anyone requiring a receipt must include a stamped addressed envelope with their cheque.

#### Free Tree Scheme

Both residents of South Derbyshire District and organisations with a South Derbyshire address are eligible to apply.

Applications are welcomed between Tuesday, September 24, 2019 and Monday, October 21, 2019 (5pm) by visiting [www.southderbyshire.gov.uk/freetreescheme](http://www.southderbyshire.gov.uk/freetreescheme) or by calling Customer Services on 01283 595795. Households can apply for up to two trees per household and organisations can apply for up to ten trees.

This year's tree choices are; Cherry Plum, Hazel, Crab Apple and Holly and all trees will be around two years old.

#### Heritage Trails

SDDC has a new webpage to showcase heritage trails for the different parts of the District. See [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

There is a Heritage Trail 'home' page which can be used to share heritage trails from around the District. If you would like your village/ town trails or leaflets about your local heritage to feature on the website please send a link to: [communications@southderbyshire.gov.uk](mailto:communications@southderbyshire.gov.uk)

## Swadlincote and Newhall Heritage Trail

The current project is now completed, achievements include -

- The installation of four lecterns which look very impressive: two are located at Maurice Lea Memorial Park, one at The Delph and one at the Pipework's Retail Park. They are designed to give information about the town centre as well as heritage information.
- The schools programme has enabled lots of local children to be inspired by past successes and design their own plaque and career plan
- The final pavement plaques went in at the end of September. Locations of the plaques can be found on the council website.

Leaflets with details of the trails including wall and pavement plaques and the new lecterns are at [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

- **To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting.

- **Matters arising from last minutes/ comments from report back**

A resident responded to comments from the report back regarding Dinnis's clock to advised that the clock is in fact the same one from over 100 years ago and has the original winder inside (i.e. it is not electronically operated). Also, the bracket, whilst not imminently dangerous could become a danger in the future if not properly maintained and reiterated that the clock it is an iconic feature of the town. The suggestion was also made that perhaps the clock could be moved if the current owners of the building do not want it.

Frank McArdle advised that as the clock is attached to private property there is little reassurance that can be given at this time but would take back the comments made.

Following on from the issue raised during the last meeting in respect to the newly installed LED street lighting on New Road, a resident queried in what instances would street lights be dimmed or turned off altogether and suggested that the street lighting on New Road already looks to be permanently dimmed and do not provide the same level of light as previous lighting.

Councillor Gary Musson responded to say that street lighting levels are determined based on the type of road it is and in the case of New Road is set up to be operational from dusk till dawn and that DCC have confirmed that the

lighting is as it should be. However, the difference with LED lighting is that it is a more focused light and therefore will result in more dark spots.

**ACTION: Councillor Musson to report back dim lighting on New Road, Woodville to DCC.**

SA/9 **Police Safer Neighbourhood report**

PCSO Jamie Gutberlet introduced the new members of the Safer Neighbourhood Team (SNT); Sergeant Dave Walker, PCSO Reece Beattie and PC Kim Wheeldon and explained that since the last meeting there has been a large increase in staff in the SNT resulting in a total of x7 PC's and x12 PCSO's to cover the South Derbyshire District.

- Anti-social behaviour (ASB) has increased over the Summer holidays. There have been issues at Maurice Lea Park which have been dealt with by issuing CPNW's
- Bike Marking events have been taking place throughout the district
- Social Media is continuing to be used to engage with local communities
- Shoplifting has increased since the last meeting
- County lines activity has started to increase over recent weeks
- The team attended on several occasions Whaley Bridge to assist with patrols and road closures
- In July a 17 year old male was arrested in Church Gresley for possession with intent to supply found with a large amount of cannabis and cash.
- In August a Male was arrested following a burglary at a barber shop in Swadlincote and is currently in prison.

The additional Police resource was welcomed by CEO Frank McArdle.

Councillor Steve Taylor added that the additional resource is welcomed, and that the community of Woodville was very appreciative of the action that was taken as a result of the issues raised during the last meeting.

Councillor Malcolm Gee also extended thanks to the Police and PCSO Harriet Dunn in particular for their help in resolving the matters raised at the previous meeting in respect to Woodville Recreation Ground.

Councillor Taylor raised concerns on behalf of Parish Councillors in Hartshorne regarding youths on bikes causing a nuisance around the Goseley Estate area. Brookdale Road and Hartshill Road are particular hotspots.

A local resident added that there is still a problem at Woodville Recreation Ground with youths congregating on bikes at night time.

**ACTION: Sgt Walker to take back issues raised regarding nuisance cyclists around Goseley and Woodville Recreation Ground to SNT to investigate and report back.**

A local resident raised concerns regarding people flagrantly parking on the white zig zag lines outside of the schools and asked whether any authority can be given to either the schools or crossing attendants to act for themselves.

Sgt Dave Walker responded to say that the SNT would continue to carry out patrols and monitor the situation as this is a problem not only at Belmont school but also at many other schools in the area.

Chris Smith added that there is also a Derbyshire Community Road Safety Partnership who work with schools to look at schemes to help with the sorts of issues raised. Derbyshire County Council Civil Enforcement Officers can also enforce zig zag lines.

**ACTION: Councillor Musson to make enquires with DCC regarding whether there is anything more that can be done to help with parking issues at schools.**

A resident raised an issue regarding footballers openly urinating up trees at Woodville Recreation Ground during football matches.

Councillor Taylor acknowledged that this matter has already been raised with Woodville Parish Council but is yet to be discussed. However, if the issue is relating to indecent exposure then the matter needs to be raised directly with the Police.

Sgt Walker responded to say that urinating in a park and indecent exposure are two very different things however it is certainly anti-social and suggested that in the first instance the Police could write a letter to the secretaries of the football clubs in question to say that the issue has been brought to their attention and monitor.

**ACTION: Sgt Dave Walker to write a letter to the secretaries of the football clubs involved and monitor.**

A Hartshorne resident raised concerns regarding speeding along Hartshorne Road and asked whether the Police could carry out some checks in the area.

Sgt Walker advised that speeding concerns should be reported directly to CREST via their website and explained that the more reports that are made the more chance there is of something being done about it. Sgt Walker also suggested that if there is enough interest there is an option for volunteers to come forward and form their own Community Speedwatch group.

**ACTION: SNT to conduct a speed check on Hartshorne Road when time allows.**

SA/10 **Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

Chris Smith provided the following update: -

- National Hate Crime Awareness Week takes place between the 12th and 19th October. Activities taking place include a poster competition in Primary schools, Stop Hate reporting packs being issued to Private Hire Operators, a social media campaign and two public engagement events: -

Stenson Fields Community Centre, Mere Vale Way on Monday, October 14, 2019 between 5:30 - 7:30pm

Swadlincote Market Place, on Friday, October 18, 2019 between 11:00am - 1:00pm

- Swadlincote Town Centre Public Space Protection Order (PSPO) has now been extended for a further 3 years.
- In July the Council were successful in obtaining a 5 year Criminal Behaviour Order (CBO) on a prolific street drinker and shop lifter, Daniel Singleton.
- Faraday Bags Campaign - to date, over 300 Faraday bags have been given away to help combat keyless car thefts in the district. The bags block the signal which means that the relay systems the thieves use will not work and so they cannot steal the cars.
- ASB Tasking Meeting - we have reintroduced the ASB Tasking meetings involving Schools, Multi Agency Team (MAT), Police and Derbyshire County Council (DCC) to discuss young people who are causing concern in school and outside in the community.
- Safer Neighbourhoods Funding – Projects funded to date 2019/20: -

Project Name	Ref.	Project Lead	Organisation	Amount Applied for	Total Project Cost	Amount Granted
Anti-loitering Mosquito Alarms	A4:01	Bob Ellis	Gresley Old Hall	£950	£1275.99	£950

			Community Welfare Centre			
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There is still £3,050 left to spend. Any ideas contact Chris Smith or Debbie Ward.

#### SA/11 **Local authority update**

Chris Smith and Mary Bagley gave the following update: -

In spring and early summer 2019, SDDC ran two environmental awareness campaigns aimed at helping residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months. The campaign was based on behavioural research by the Keep Britain Tidy Group which shows that a minority of dog owners act irresponsibly when they think they are not being watched.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result of feedback, the Council have published a new Frequently Asked Questions webpage which deals with the many queries on dog control. Dog fouling complaints reduced by 35% during the campaign compared to previous years.

The **Great British Spring Clean** event was delivered to help enthusiastic members of our local communities come together to clear up litter.

The Council hosted a town centre spring clean on 2<sup>nd</sup> April to link in to the Great Britain Spring Clean campaign as well as supporting a weekend event in Castleton Park which was organised by members of the local community. 90 bags of litter were collected by 70 volunteers.

Any community organisations who want to run their own litter collection event can sign up on the Keep Britain Tidy website and can contact the Councils Operational Services team at [waste.cleansing@southderbyshire.gov.uk](mailto:waste.cleansing@southderbyshire.gov.uk) to request support such as provision of litter pickers and other equipment or ring the Council's Customer Services Team on 01283 595795.

## **Climate change**

In August 2018, the Council set up an Environmental Sustainability Group. The purpose of the Group is to develop and implement measures that demonstrably improve the Council's environmental performance and to respond to the Council declaring a Climate Emergency on June 27<sup>th</sup>, 2019 to:

“Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050”.

The Group has a number of work streams to improve the Council's environmental performance, namely:

- To retain its ISO140001 (International Environmental Standard) accreditation;
- To reduce the Council's Energy Consumption;
- To improve the Council's Water Management;
- To focus on reducing Staff Travel – both miles driven by Council vehicles and miles driven on Council business using employee's own transport
- To reduce the waste the Council generates;
- To encourage our suppliers to offer environmental benefits through our Procurement process;
- To enhance biodiversity across the District.

A number of initiatives are currently being worked on to address these issues, for example:

- The Recruitment of a new Environmental Protection Officer
- A Travel Plan for the Council is being developed to encourage staff to walk, cycle and use public transport both to and from work and during the working day.
- A review of the Council's electricity and gas supply framework has been completed
- The Council has had a grant to install its first public Electric Vehicle recharge point on Council land at the Bus Station Car Park in Swadlincote
- The Council is working to improve the energy efficiency of its own properties and Council homes.
- A Biodiversity Working Group has been formed to develop an Action Plan for Nature across the District which will help to improve biodiversity on Council owned land and influence developers to delivery biodiversity improvements through our planning policies.

## **Wildflower planting pilot**

A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

Hartshorne Road, Repton  
Ticknall Road, Ticknall  
The Mease, Hilton  
William Nadin Way, Swadlincote

Wildflower planting increases biodiversity and encourages wildlife; pictorial planting enhances the aesthetic appearance of otherwise bland green spaces.

Unlike the current grass cutting arrangements, wildflower plantings require a different management and mowing regime.

The Wild Flower Planting pilot project is one of a series of biodiversity measures currently being piloted by the Council. This pilot will help give the Council a better understanding of the resources, staff and equipment required and to also gauge the public's reaction to cutting the grass less in these places.

### **Corporate Plan**

The Council is currently working on producing its new Corporate Plan for 2020 – 2024.

**The Vision** for the plan will be – South Derbyshire is a *'Great place to live, visit and invest'*

**Ethical Standards/ Values** will be – Respect, Honesty, Openness, Accountability, Impartiality, Selflessness, Leadership and Integrity

The Three key priorities of the council will be:

**Our Environment** – *Keeping a Clean, Green District for future generations*

**Our People** – *ensuring we deliver high quality services*

**Our Future** – *growing our District and our skills base*

Further information will be provided at future meetings.

Councillor Linda Chilton queried whether SDDC have liaised with Highways at DCC to ensure that the verges in question will not create visibility issues for drivers.

Mary Bagley responded to say that SDDC have worked very closely with DCC and have obtained a cultivation license and have made a joint decision with DCC over which four verges would be most suitable to trial the pilot scheme. Councillor Chilton added that people should be aware that members of the public can also apply to DCC for a cultivation license to enable them to plant certain bushes etc. on verges.

Following an article printed in the Burton Mail regarding the development of a new Civic Hub a member of the public queried what associated cost would be and whether the Council would look to create a new building or seek to refurbish the existing offices.

Frank McArdle welcomed the interest and stated that in order to decide how to move forward the Council has obtained £100,000 from One Public Estate (OPE) which is an established national programme delivered in partnership by the Office of Government Property (OGP) within the Cabinet Office and the Local Government Association (LGA). The funding received will allow the Council to engage experts such as valuers, surveyors and architects to devise a scheme that will take the site where we are now and look at what is possible in terms of what we might get there in the future with an aim to creating a Civic hub that will be shared by the Council and its partners. There is also an intention to invite commercial activity such as a coffee shop etc. to share the facilities and associated running costs.

A question was also raised about the Council finding smarter ways of working and an example of a situation was given which demonstrated that mistakes appeared to have been made.

Frank McArdle responded to say that any business no matter how successful will make mistakes and encouraged members of the public to complain where expectations are not met as this will allow any issues raised to be dealt with efficiently at source and would also allow the Council to make improvements as a result.

A member of the public welcomed the Wildflower planting pilot scheme and asked whether the Council has any powers to address eyesores on private land.

Frank McArdle advised that the Council does have powers to deal with untidy sites and encouraged members of the public to report issues in the first instance to the Clean Team. Alternatively, there is a section on the SDDC website where an empty property or untidy site can be reported.

A member of the public raised concerns regarding the pedestrian access located between Ravioli Drive and Moira Road where trees were planted and are now overgrown and obstructing the pavement.

There is also a problem with nettles between Belvedere Road and Occupation Lane and between Moira Road and the Bretby Farm housing development there is overgrown vegetation causing pedestrians to have to walk on the road in order to get by.

The pavement between Vicarage Road and Occupation Lane was also raised and is overgrown with nettles and brambles.

**ACTION: SDDC/ DCC to investigate the overgrown areas mentioned and cut back where appropriate.**

A resident raised concerns regarding the height of the football netting located at the Woodville Recreation Ground due to over 10 balls being kicked into their back garden in the space of a week.

Councillor Taylor acknowledged that Woodville Parish Council were in receipt of the letter from the resident concerned and would review in due course.

Frank McArdle added that there should be a maximum height/ width behind the goal posts and that if Councillor Taylor could provide details then our Recreation Team can investigate the matter further.

**ACTION: Councillor Taylor to provide details of the complaint received in regard to the height of the football netting located at Woodville Recreation Ground for further investigation by the Cultural Services Team and report back.**

A member of the public queried what reason do the Council have for the recent flooding at the William Nadin Way roundabout and what can SDDC/ DCC do to ensure that there isn't a problem in this area with flooding in the future.

Frank McArdle advised that it is a DCC Highway Issue and would be happy to pass on the question to DCC and provide an answer in writing.

**ACTION: Councillor Musson to take back the issue raised regarding flooding at the William Nadin Way roundabout to DCC to investigate further and report back.**

#### SA/12 Local community and voluntary sector projects/ update

##### CVS update

Stella Collishaw provided a brief introduction to South Derbyshire CVS and encouraged organisations to affiliate with the CVS if they haven't already. Stella also updated that the CVS are in the process of developing a couple of new networks around the environment and young people and invited anyone that was interested in these areas to get in touch.

#### SA/13 Summary of any agreed priorities/ actions

- Councillor Musson to report back dim lighting on New Road, Woodville to DCC.

- Sgt Walker to take back issues raised regarding nuisance cyclists around Goseley and Woodville Recreation Ground to SNT to investigate and report back.
- Councillor Musson to make enquires with DCC regarding whether there is anything more that can be done to help with parking issues at schools.
- Sgt Dave Walker to write a letter to the secretaries of the football clubs involved and monitor.
- SNT to conduct a speed check on Hartshorne Road when time allows.
- SDDC/ DCC to investigate the overgrown areas mentioned and cut back where appropriate.
- Councillor Taylor to provide details of the complaint received in regard to the height of the football netting located at Woodville Recreation Ground for further investigation by the Cultural Services Team and report back.
- Councillor Musson to take back the issue raised regarding flooding at the William Nadin Way roundabout to DCC to investigate further and report back.

SA/14 **Close and date of next meeting**

Wednesday, January 29, 2020 at Oakland Village

**Councillor Steve Taylor**  
CHAIR

The meeting terminated at 8:00pm

**SOUTH DERBYSHIRE AREA FORUM**

**LINTON – AREA 6**

Tuesday, October 22, 2019 at Netherseal Village Hall

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Dan Pegg (Chair), Councillor Melanie Bridgen (Vice Chair),  
Councillor Andrew Brady, Councillor Amy Wheelton

Mary Bagley - Head of Cultural and Community Services  
Ian Hey – Community Partnership Officer  
Debbie Ward – Service Assistant

**Derbyshire County Council representatives**

Councillor Martyn Ford

**Derbyshire Police representatives**

PC Joanna Saddington, PCSO Harriet Dunn, PCSO Shelley Johnson

**Parish Council/ Meeting representatives**

Councillor Andrea Barnes (Walton on Trent Parish Council), Councillor Karen Bradford (Coton in the Elms Parish Council), Councillor Sheila Jackson (Castle Gresley Parish Council), Julia Nicklin (Netherseal Parish Council), Councillor Janice Pallett (Castle Gresley Parish Council), Oliver Pallett (Castle Gresley Parish Council), Councillor John Powell (Linton Parish Council), David Savory (Netherseal Parish Council), Councillor John Taylor (Netherseal Parish Council), Councillor Kevin Tizzard (Linton Parish Council)

Cathy Miles – South Derbyshire CVS

**Members of the public**

Richard Bennett, Tim Bidder, Eddie Bisknell, Mae Cummings, John Grant, Mervyn John, Noel Lawn, Iain Liston-Brown, Tracey Midson, Paul Robinson, Chris Summers, Alison Smith, Stuart Upsall, Paul Woolaway

LA/8 **Open meeting**

- **Introductions and apologies**

Councillor Paul Marbrow (Rosliston Parish Council), Stephanie Marbrow (Rosliston Parish Council), Frank McArdle, Councillor Pat Murray

- **Declarations of interest**

None.

- **Chair's announcements**

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks, if you have not already received one.

These include full details of Christmas and New Year bank holiday collections as well as information about what goes in each bin.

Don't forget, you can check your collection dates by simply submitting your post code on the Bin Collection Dates page of our website. If there are any disruptions to collections because of winter weather, we update continually about these on our Facebook and twitter accounts.

New payment machines

From January 1, 2020 it will no longer be possible to make payments using cash at the Civic Offices in Swadlincote.

Alternative cash payment facilities are available through Post Offices. The "Pay Point" network, featuring a variety of independent local retailers, is also established. There are 10 of these locations within one mile of the Civic Offices.

Payment by cheque will still be allowed – but they must be submitted by post, not over the counter. Anyone requiring a receipt must include a stamped addressed envelope with their cheque.

Free Tree Scheme!

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This year's tree choices are; Cherry Plum, Hazel, Crab Apple and Holly and all trees will be around two years old.

### Heritage Trails

SDDC has a new webpage to showcase heritage trails for the different parts of the District. See [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

There is a Heritage Trail 'home' page which can be used to share heritage trails from around the District. If you would like your village/ town trails or leaflets about your local heritage to feature on the website please send a link to: [communications@southderbyshire.gov.uk](mailto:communications@southderbyshire.gov.uk)

- **To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting.

- **Matters arising from last minutes**

None.

### LA/9 **Police Safer Neighbourhood report**

PCSO Shelley Johnson updated that PC Joanna Saddington and herself would now be responsible for policing the Linton area (in regard to SNT) and that PC David McMillan would be returning to work in the New Year.

Current issues raised by residents whilst out on patrols include: -

- Van break ins
- School parking
- Local policing and visible patrols
- Speeding
- Bikes and mopeds on parks

Events/ other: -

- Bike Marking event due to be held 02.11.19 at Linton Village Hall between 10am - 12pm
- Van Security event due to be held 17.11.19 at Rosliston Beehive Lakes carpark between 10am - 12pm
- Suggestions were welcomed in respect to venues to host a regular 'Cuppa with a Copper' event
- Regular school patrols are ongoing across the whole of Police area 6
- Speedwatch training is scheduled to take place on 16.11.19 at 2pm – details of location will be given once you have registered your attendance

- Residents were reminded to report speeding directly to CREST via their website (www.crestderbyshire.org)
- Nuisance bikes – those that have been reported to the Police with a registration plate (VRM) have been dealt with accordingly and patrols in hotspot areas are ongoing

Cathy Miles of South Derbyshire CVS queried whether Speedwatch volunteers from a particular area could carry out Speedwatch checks in other areas once trained?

**ACTION: PCSO Shelley Johnson to take question back regarding Speedwatch volunteers and report back.**

Councillor Martyn Ford asked whether during Bike Marking events the Police encourage members of the public to be seen and safe when riding bikes.

PCSO Johnson responded to say that yes advice is given where appropriate, and reflective items such as stickers are also provided. Safety packs have also recently been issued at Bike Marking events held at local schools in the area.

A member of the public asked whether the highway code is law or just a guide book?

PC Joanna Saddington advised that the highway code is endorsable by the issue of a ticket by a Police Constable (at their discretion).

A resident raised concerns regarding the volume of traffic passing through the village of Netherseal due to the ongoing works along the A444. In particular, there has been a large increase in the number of HGV's coming through the village.

Another resident added that there was a meeting held back in March of this year with County Councillors at the Cricketts Inn, Acresford where it was agreed that a 'Unsuitable for HGVs' sign would be erected on the approach to Netherseal village and that this has not yet been done.

**ACTION: Councillor Martyn Ford to investigate why the 'Unsuitable for HGV's' sign post has not yet been erected and report back.**

A resident queried what the process is to report speeding issues to CREST.

PCSO Harriet Dunn explained that speeding issues should be reported directly to CREST via their website and added that Community Speedwatch results can also be sent to CREST which will provide further evidence of a problem.

Councillor Pegg added that there is more that needs to be done regarding speeding by working together to come up with ideas to improve the situation.

LA/10 **Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

Ian Hey provided the following update: -

- National Hate Crime Awareness Week took place last week between the 12th and 19th October. Primary schools were invited to enter a poster competition to raise awareness, Stop Hate reporting packs were also issued to Private Hire Operators alongside a social media campaign and two public engagement events.
- ASB Tasking Meetings have been reintroduced involving Schools, Multi Agency Team (MAT), Police and Derbyshire County Council (DCC) to discuss young people who are causing concern both in school and outside in the community.
- Safer Neighbourhoods Funding – Projects funded to date 2019/20: -

Project Name	Ref.	Project Lead	Organisation	Amount Applied for	Total Project Cost	Amount Granted
Stay & Spray	A6:01	Hema Mistry	People Express	£2500	£5000	£2500

There is still £1500 left to spend. Any ideas contact Chris Smith, Ian Hey or Debbie Ward.

LA/11 **Local authority update**

Mary Bagley provided the following update: -

In spring and early summer 2019, the Council ran two environmental awareness campaigns aimed at helping local residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result dog fouling complaints reduced by 35% during the campaign compared to previous years.

Officers intend to redeploy the **We're Watching You** luminous signs at four areas of public open space in early November (Locations to be confirmed).

#### Swadlincote Heroes World Clean-up Day

On Friday, September 20, 2019 25 volunteers took part in a #SwadHeroes litter pick to mark World Clean-up Day, including staff from McDonalds, and South Derbyshire District Council.

A staggering 42 bags of rubbish as well as two full wheelie bins of recycling were collected. A shopping trolley and road sign were also among the debris cleared from the town centre.

Any community organisations who want to run their own litter collection event can sign up on the Keep Britain Tidy website and can contact the Councils Operational Services team at [waste.cleansing@southderbyshire.gov.uk](mailto:waste.cleansing@southderbyshire.gov.uk) to request support such as provision of litter pickers and other equipment or ring the Council's Customer Services Team on 01283 595795.

#### **Climate change**

The Council have set up an Environmental Sustainability Group to develop and implement measures that demonstrably improve the Council's environmental performance and to respond to the Council declaring a Climate Emergency on June 27<sup>th</sup> 2019. The Council will: -

“Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050”.

The Group has a number of work streams to improve the Council's environmental performance, including: -

- To retain ISO140001 (International Environmental Standard) accreditation;
- To reduce the Council's Energy Consumption;
- To improve the Council's Water Management;
- To focus on reducing Staff Travel – both miles driven by Council vehicles and miles driven on Council business using employee's own transport
- To enhance biodiversity across the District.

A number of initiatives are currently being worked on to address these issues, including: -

- The Recruitment of a new Environmental Protection Officer
- A Travel Plan for the Council is being developed to encourage staff to walk, cycle and use public transport

- The Council has had a grant to install its first public Electric Vehicle recharge point on Council land in the Bus Station Car Park in Swadlincote
- A Biodiversity Working Group has been formed to develop an Action Plan for Nature across the District which will help to improve biodiversity on Council owned land and influence developers to delivery biodiversity improvements through our planning policies.

### **Grass cutting at Daisy Lane, Overseal**

There is an arrangement agreed that the Council will aim to cut the site twice a year, once in April and once in September. Unfortunately this year the Grounds Team was unable to make a planned cut in April due to equipment problems. The issue appears to be one of communication and resources and we will endeavour to collectively address this at our monthly service meetings.

The Cultural Services Team has engaged The Conservation Volunteers (TCV) to undertake site visits on a number of our “nature sites” (including Daisy Lane) with a view to identifying works required and as a first step towards site management plans. Hopefully in the longer term any management plans will aid our biodiversity efforts and clarify maintenance regimes and responsibilities.

### **Wildflower planting pilot**

A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

Hartshorne Road, Repton  
Ticknall Road, Ticknall  
The Mease, Hilton  
William Nadin Way, Swadlincote

Wildflower planting increases biodiversity and encourages wildlife; pictorial planting enhances the aesthetic appearance of otherwise bland green spaces.

Unlike the current grass cutting arrangements, wildflower plantings require a different management and mowing regime.

### **Corporate Plan**

The Council is currently working on producing its new Corporate Plan for 2020 – 2024.

**The Vision** for the plan will be – South Derbyshire is a *‘Great place to live, visit and invest’*

**Ethical Standards/Values** will be - Respect, Honesty, Openness, Accountability, Impartiality, Selflessness, Leadership and Integrity

The three key priorities of the Council will be:

**Our Environment** - *Keeping a Clean, Green District for future generations*

**Our People** - *ensuring we deliver high quality services*

**Our Future** – *growing our District and our skills base*

Further information will be provided at future meetings.

A member of the public queried what percentage of household waste is recycled.

Councillor Wheelton responded to say that the figure is around 52%. Mary Bagley confirmed that she would double check this figure and confirm for definite at the next meeting.

**ACTION: Mary Bagley to confirm what percentage of household waste is currently recycled and report back.**

A member of the public raised concerns regarding the traveller site situated opposite the Cricketts Inn, Acresford on the A444 and asked why when planning conditions are attached to a grant of permission are those conditions not then enforced?

Mary Bagley provided an update from Gaynor Richards, Senior Enforcement Officer, Planning advising that discussions have been held with the land owners and agent regarding a revised planning application.

Councillor Melanie Bridgen requested that the following questions be answered: -

What are the penalties available in respect of breach?

What evidence is needed to establish breach?

Why should any mitigation be accepted by the local authority?

**ACTION: Mary Bagley to take back questions regarding a breach of planning conditions in respect to the A444 Traveller Site and report back.**

Environmental concerns were also raised regarding the aforementioned traveller site in respect to the amount of rubbish that is currently present and the potential for contamination of the river situated at the bottom of the site.

A resident added that the sewage trench that was put in across the A444 to service the traveller site is sinking.

**ACTION: Councillor Martyn Ford to take back the issue raised regarding the sinking trench situated by the A444 traveller site to DCC Highways and report back.**

Andrea Barnes of Walton Parish Council asked whether there was any update regarding the Walton bypass.

Mary Bagley updated that Planning have advised that the developers haven't been able to build enough houses yet in order to pay for the bridge using the agreed section 106 money and that there is a meeting scheduled to take place with the developers to look at future timescales.

**ACTION: Mary Bagley to speak with Planning regarding timescales in regard to the Drakelow housing development and associated Walton bypass and report back.**

Matt Comings, a resident of Drakelow raised the following questions: -

For DCC – Waste Plant and Access

- When the last two or three amendments were considered why were residents on Drakelow Park, by that time in residence, not specifically advised or even covered by a statutory roadside notice as guidelines require?
- In the knowledge that the Walton Bridge project was already effectively dead in the water how could DCC describe in 2019, 200 HGV movements a day (3 a minute) and SDDC, ESBC and SCC have no objections to the plans on this basis given that the official and only route to the plant would be via the already overloaded Rosliston Road though Stapenhill and the railway bridge to Walton Road which cannot handle a HGV and on-coming traffic simultaneously?

For SDDC - Drakelow Park

- How does the local authority square its original planning for Drakelow Park, which originally insisted 'no start' on public safety grounds until the Walton Bridge project started, with its later decisions made to allow 100 and then 400 houses to be completed and sold before the bridge was built and with no mention of the public safety issues aforementioned?

For All

- Who if anyone is at the helm of the Walton Bridge project DCC/SCC/SDDC/ESBC?
- How does Mr McArdle for SDDC square his public appeals to get on with the bridge with the decision of his own planners, who I imagine report to him, and who by passing amendments to the Drakelow Park permissions effectively delayed the bridge?
- How do we protect the lives of people on the HGV route for the years until the bridge is built?

Councillor Wheelton responded to say that the current state of play is that no developer will take on the site due to it being a brown field site and that a request has been made to Homes England to try and obtain funding through them to get the bridge built.

Another resident asked what can be done over the next three years about the dangerous level of HGV traffic that will pass through Stapenhill and can anything be done to stop these traffic movements in the interim?

Councillor Amy Wheelton suggested providing a full update in readiness for the next Area Forum meeting.

Mary Bagley also suggested inviting Tony Sylvester, Head of Planning to the next meeting.

**ACTION: Councillor Amy Wheelton to take back the questions raised in respect to the Walton bypass bridge and Mary Bagley to invite Tony Sylvester to attend the next Linton Area Forum meeting.**

#### **Local community and voluntary sector projects/ update**

Cathy Miles provided a brief introduction to CVS and the services it offers which include (but are not limited to) the following: -

- Safer Home scheme
- Home from Hospital scheme
- Community Fridge and Food Bank
- Active Travel
- Befriending
- Linking people to each other
- Business advice
- Payroll services
- Small Grants funding

Current projects that are being worked on by the CVS include tackling social isolation.

Cathy also updated that their Annual General Meeting (AGM) will be held on the 15.11.19 to include workshops around writing a successful funding bid and effective minute writing and announced that the new look South Derbyshire Awards are due to be held at Toyota Manufacturing UK in February 2020.

**LA/13 Summary of any agreed priorities/ actions**

- PCSO Shelley Johnson to take question back regarding Speedwatch volunteers and report back.
- Councillor Martyn Ford to investigate why the 'Unsuitable for HGV's' sign post has not yet been erected and report back.
- Mary Bagley to confirm what percentage of household waste is currently recycled and report back.
- Mary Bagley to take back questions regarding a breach of planning conditions in respect to the A444 Traveller Site and report back.
- Councillor Martyn Ford to take back the issue raised regarding the sinking trench situated by the A444 traveller site to DCC Highways and report back.
- Mary Bagley to speak with Planning regarding timescales in regard to the Drakelow housing development and associated Walton bypass and report back.
- Councillor Amy Wheelton to take back the questions raised in respect to the Walton bypass bridge and Mary Bagley to invite Tony Sylvester to attend the next Linton Area Forum meeting.

**LA/14 Close and date of next meeting**

Tuesday, January 21, 2020 at Linton Brick Room.

**Councillor Dan Pegg**  
CHAIR

The meeting terminated at 8:30pm

**SOUTH DERBYSHIRE AREA FORUM**

**NEWHALL – AREA 5**

Wednesday, October 23, 2019 at Stanton Village Hall

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Paul Dunn (Chair), Councillor Sean Bambrick (Vice Chair),  
Councillor Kevin Richards, Councillor Linda Stuart

Allison Thomas – Strategic Director, Service Delivery  
Mary Bagley – Head of Cultural and Community Services  
Ian Hey – Community Partnership Officer  
Debbie Ward – Service Assistant

**Derbyshire County Council representatives**

Councillor Sean Bambrick

**Derbyshire Police representatives**

Sgt Dave Walker, PCSO Karen Coldicott, PCSO Shelley Johnson

**Parish Council/ Meeting representatives**

Councillor Jim Seaton (Hartshorne Parish Council)

Elsbeth Frudd (South Derbyshire CVS)

**Members of the public**

Pat Bambrick, Ian Bottrill, Lucy Felthouse, Pam Foy, Jill Goodall, Ian Haynes, Paul Hedges, Alan Hillier, Richard House, David James, Mary Richards, Barry Woods, Joan Woods

NA/8 **Open meeting**

**a. Introductions and apologies**

Councillor David Angliss, Councillor Mick Mulgrew, Councillor Gary Musson,  
Councillor Robert Pearson, Bill Parker, Steve Davis, Frank McArdle, Lucy Felthouse, Pamela Foy, Howard Foy, Ian Bottrill

**b. Declarations of interest**

**None.**

### **c. Chair's announcements**

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks, if you have not already received one.

These include full details of Christmas and New Year bank holiday collections as well as information about what goes in each bin.

Don't forget, you can check your collection dates by simply submitting your post code on the Bin Collection Dates page of our website. If there are any disruptions to collections because of winter weather, we update continually about these on our Facebook and twitter accounts.

#### New payment machines

From January 1, 2020 it will no longer be possible to make payments using cash at the Civic Offices in Swadlincote.

Alternative cash payment facilities are available through Post Offices. The "Pay Point" network, featuring a variety of independent local retailers, is also established. There are 10 of these locations within one mile of the Civic Offices.

Payment by cheque will still be allowed – but they must be submitted by post, not over the counter. Anyone requiring a receipt must include a stamped addressed envelope with their cheque.

#### Free Tree Scheme

Residents of South Derbyshire District and organisations with a South Derbyshire address are eligible to apply.

Households can apply for up to two trees per household. Applications are welcomed between Tuesday, September 24, 2019 and Monday, October 28, 2019 (5pm) by visiting the Council Website or by calling Customer Services on 01283 595795.

This year's tree choices are; Cherry Plum, Hazel, Crab Apple and Holly and all trees will be around two years old.

#### Heritage Trails

South Derbyshire District Council (SDDC) has a new webpage to showcase heritage trails for the different parts of the District. See [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

There is a Heritage Trail 'home' page which can be used to share heritage trails from around the District. If you would like your village/ town trails or

leaflets about your local heritage to feature on the website please send a link to: [communications@southderbyshire.gov.uk](mailto:communications@southderbyshire.gov.uk)  
Swadlincote and Newhall Heritage Trail

The current project is now completed, achievements include -

- The installation of four lecterns which look very impressive: two are located at Maurice Lea Memorial Park, one at The Delph and one at the Pipeworks Retail Park. They are designed to give information about the town centre as well as heritage information.
- The schools programme has enabled lots of local children to be inspired by past successes and design their own plaque and career plan
- The final pavement plaques went in at the end of September. Locations of the plaques can be found on the council website.

Leaflets with details of the trails including wall and pavement plaques and the new lecterns are at [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

**d. To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting.

**e. Matters arising from last minutes**

Councillor Jim Seaton advised that there are some issues with the response received from Derbyshire County Council (DCC) in respect to the Sandcliffe Road speeding issues raised at the last meeting which will be taken up passed on to Councillor Gary Musson to take back to DCC outside of this meeting.

Councillor Paul Dunn provided a verbal update in respect to the action raised at the last meeting in regard to Community Speedwatch and advised that Councillor Pearson had previously hand delivered 300 leaflets in the area and received only three responses. The suggestion was therefore made that it would make sense to pool volunteer resource so that people who are interested and have the time to dedicate to conducting Community Speedwatch checks can operate on a rotational basis across various hotspots throughout the District.

**ACTION: Communities Team to enquire whether it would be possible to pool volunteer resource in respect to Community Speedwatch.**

NA/9 **Police Safer Neighbourhood report**

PCSO Karen Coldicott introduced Sgt Dave Walker and provided the following update: -

- Area 5 (Newhall) now has two PC's; PC Leanne Bull and PC Joanna Saddington, and three PCSO's; PCSO Amanda Beer, PCSO Karen Coldicott, and PCSO Harriet Dunn.
- Positive warrant conducted on South Drive, following intelligence received from the community
- Bike marking events
- Regular patrols at Newhall following concerns raised by the public
- Regular patrols around the Salisbury Drive area following concerns raised by the public
- Regular school patrols
- Careers event at William Allitt School
- Knife crime talks across all secondary schools in the area
- Moped seized on Parliament Street for having no insurance
- Derbyshire Alert – next week will be going live with Derbyshire Talking which highlights what you feel are the issues in your local area
- Trick or Treat leaflets are available.

A member of the public raised concerns over bad language on Newhall Park on Remembrance Sunday last year and queried whether there would be Police in attendance this year.

Sgt Walker confirmed that that there would be Police in attendance on the day.

**ACTION: SDDC to take up the complaints of foul language with the Football Team(s) concerned.**

A member of the public raised concerns about speeding near to Stanton Primary School located on the A444.

PCSO Karen Coldicott advised that the Police are trying to increase their presence around schools in the area around drop-off/ pick-up times and issues of speeding should continue to be reported directly to CREST Derbyshire via their website ([www.crestderbyshire.org](http://www.crestderbyshire.org)).

**ACTION: Communities Team to refer the issue raised in respect to speeding on the A444 by Stanton Primary School on to CREST.**

A member of the public raised concerns regarding school children lifting up goal posts and breaking branches off trees at Newhall Park, usually at around 4pm (when on their way home from school).

Councillor Paul Dunn suggested that the Police need to get involved and patrol the area at key times. Sgt Dave Walker confirmed that the Police will try and up their presence in the area around the times mentioned

**ACTION: Councillor Paul Dunn to report issue to Jackie Cooper, Head Teacher of The William Allitt School.**

A member of the public raised an issue regarding the staking of the Cherry trees in Newhall Park which is damaging the trees.

**ACTION: Mary Bagley to take back issue raised regarding the staking of Cherry Trees on Newhall Park to the Parks Team.**

NA/10 **Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

Ian Hey provided the following update: -

- National Hate Crime Awareness Week took place last week between the 12<sup>th</sup> and 19<sup>th</sup> October. Primary schools were invited to enter a poster competition to raise awareness, Stop Hate reporting packs were also issued to Private Hire Operators alongside a social media campaign and two public engagement events.
- Swadlincote Town Centre Public Space Protection Order (PSPO) has now been extended for a further three years.-
- ASB Tasking Meetings have been reintroduced involving Schools, Multi Agency Team (MAT), Police and DCC to discuss young people who are causing concern both in school and outside in the community.
- Safer Neighbourhoods Funding – Projects funded to date 2019/20: -

Project Name	Ref.	Project Lead	Organisation	Amount Applied for	Total Project Cost	Amount Granted
Tuesday Night Club	A5:01	Kalila Storey	People Express	£2500	£5500	£2500
Ball Stop Netting	A5:02	Steve Davies	The Friends of the Hawfields	£1500	£2135.14	£1500

The total amount allotted to the Newhall area has now been spent (as detailed above). However, any unused funding across other areas is pooled together following the last October/ November Area Forum meeting which then goes into a 'Big Pot' which any area can then apply for. Any ideas contact Chris Smith or Debbie Ward.

NA/11 **Local authority issues**

Allison Thomas provided the following SDDC update: -

In spring and early summer 2019, the Council ran two environmental awareness campaigns aimed at helping residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result dog fouling complaints reduced by 35% during the campaign compared to previous years.

Officers intend to redeploy the **We're Watching You** luminous signs at four areas of public open space in early November (Locations to be confirmed).

#### Swadlincote Heroes World Clean-up Day

On Friday, September 20, 2019 25 volunteers took part in a #SwadHeroes litter pick to mark World Clean-up Day, including staff from McDonalds, and SDDC.

A staggering 42 bags of rubbish as well as two full wheelie bins of recycling were collected. A shopping trolley and road sign were also among the debris cleared from the town centre.

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A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

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**The Vision** for the plan will be – South Derbyshire is a *‘Great place to live, visit and invest’*

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Further information will be provided at future meetings.

Allison Thomas updated that DCC has publicised today that they have struck a deal with East Midlands Airport to provide additional bus services to the area. Pickup points covering the Newhall and Swadlincote areas are located at The Old Post, Newhall, Swadlincote Bus Park - Bay 1, Swadlincote, Sainsbury's Local (was the Masons Arms), Midway, Tollgate and Butt Lane, Woodville. Midland Classic will be operating the service and a timetable will be published on Monday, October 28, 2019.

**ACTION: Debbie Ward to incorporate the new timetable into the report back in readiness for the next meeting.**

A member of the public asked whether the Council would look at giving away wildflower seeds to South Derbyshire residents to further enhance the wildflower planting pilot scheme.

**ACTION: Mary Bagley to explore the suggestion of free wildflower seeds and report back.**

A member of the public praised the wildflower planting pilot scheme but raised the loss of tree cover and hedgerow along the A444 by the new housing development.

Councillor Bambrick explained that the splay was considered a potential danger due to visibility issues entering and exiting the new housing development.

Allison Thomas added that for every new planning scheme the Council negotiates an associated landscape scheme to go with it. However, where there are traffic and safety concerns the Council will consult with the Highway Authority who provide advice regarding sight lines and ingress to the site.

Councillor Jim Seaton queried how the new electric charging point would work.

Councillor Dunn advised that you can buy a card which you top up and insert at the machine.

A member of the public queried whether the wildflowers being used in the pilot scheme are native.

Mary Bagley advised that the Countryside flowers will be native but the ones in the town will be more like cornfield wheats and poppies which look attractive and also have a long flowering season.

Allison Thomas explained that the approach SDDC is taking may not be appropriate everywhere and that the pilot scheme will enable the Council to inform and plan for the future.

A member of the public queried whether the owner of Newhall Wood (currently overgrown and unsightly) could be encouraged to plant wildflowers on their grass verge (situated next to Garden King, Newhall).

**ACTION: Allison Thomas to check on whether SDDC or DCC are under any obligation to cut back the verge next to Newhall Wood and report back.**

A member of the public raised dog fouling and people leaving dog mess in bags on trees.

Allison Thomas encouraged people to report hotspots to SDDC Customer Services so that evidence can be gathered and acted on accordingly.

A local resident raised an issue regarding the unsightly area located at the corner of Parliament Street and Oversetts Road and asked whether the Council can put pressure on the owner of the land to smarten up the area.

Councillor Sean Bambrick advised that Gaynor Richards, Senior Enforcement Officer had previously been in touch with the family of the owner of the land who had at that point recently passed away.

**ACTION: Councillor Sean Bambrick to follow up with Gaynor Richards regarding the land situated at the end of Parliament Street and Oversetts Road and report back.**

Concerns were also raised in respect to the old mining buildings situated on Stanton Road as not only are they an eyesore but it is also understood that there is an open mine shaft still available and the security around the site is considered inadequate.

**ACTION: Councillor Kevin Richards to follow up the issue raised in respect to the security around the old mining site situated on Stanton Road and report back.**

A member of the public queried whether recycling makes the council money.

Allison Thomas responded to say that it doesn't and that the Council pays a contractor to deal with recycling.

Councillor Paul Dunn added that whilst recycling doesn't make the Council money it does save money. Recycling waste is around half the cost of disposing of waste to landfill.

A resident asked how long Newhall has to have Newhall Tip. Allison Thomas stated that it should be seen as a positive to have the tip situated locally.

Allison Thomas advised that the site is currently leased by DCC but if further information is required then residents can contact DCC Waste Management direct on 01629 538120 or email [wastemanagement@derbyshire.gov.uk](mailto:wastemanagement@derbyshire.gov.uk).

A member of the public asked who pays for and erects the poppies that are displayed in and around the Newhall area.

Councillor Richards advised that Councillors Sean Bambrick, Linda Stuart and himself both pay for and erect the poppies.

Thanks were extended to the Councillors involved for their personal contribution.

### **NA/12 Local community and voluntary sector projects/ update**

Elsbeth Frudd provided a brief introduction to CVS and the services it offers which include (but are not limited to) the following: -

- Annual General Meeting (AGM) is due to be held on Friday, November 15 at Don Amott Memorial Hall, Hilton. There will be a choice of morning workshops including writing a successful funding bid/ minute taking made simple/ ISLAND (Isolation and Loneliness Action Network Derbyshire) community friends to help tackling isolation and loneliness, followed by the AGM 'business', then a networking lunch
- Looking for volunteers – specifically drivers, befrienders and home from hospital
- Looking for volunteer opportunities; i.e. Community Speedwatch
- South Derbyshire Awards at Toyota – nominations close on Friday, November 22, 2019
- Social Connectiveness project coming soon – funding will be available.

For more information regarding South Derbyshire CVS you can get in touch by calling 01283 550163 or visit their website ([sdcvs.org.uk](http://sdcvs.org.uk)).

### **NA/13 Summary of agreed priorities/ actions**

- Communities Team to enquire whether it would be possible to pool volunteer resource in respect to Community Speed watch.
- SDDC to take up the complaints of foul language with the Football Team(s) concerned.
- Communities Team to refer the issue raised in respect to speeding on the A444 by Stanton Primary School on to CREST.
- Councillor Paul Dunn to report issue to Jackie Cooper, Head Teacher of The William Allitt School.
- Mary Bagley to take back issue raised regarding the staking of Cherry Trees on Newhall Park to the Parks team.
- Debbie Ward to incorporate the new timetable into the report back in readiness for the next meeting.
- Mary Bagley to explore the suggestion of free wildflower seeds and report back.

- Communities Team to check on whether SDDC or DCC are under any obligation to cut back the verge next to Newhall Wood and report back.
- Councillor Sean Bambrick to follow up with Gaynor Richards regarding the land situated at the end of Parliament Street and Oversetts Road and report back.
- Councillor Kevin Richards to follow up the issue raised in respect to the security around the old mining site situated on Stanton Road and report back.

NA/14 **Close and date of next meeting**

Wednesday, January 22, 2020 at St. Johns Church.

**Councillor Paul Dunn**  
CHAIR

The meeting terminated at 7:50pm

**SOUTH DERBYSHIRE AREA FORUM**

**ETWALL – AREA 1**

Thursday, October 24, 2019 at Hilton Village Hall

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Lisa Brown (Chair), Councillor David Muller (Vice Chair), Councillor Andy Roberts

Kevin Stackhouse – Strategic Director of Corporate Resources  
Claire Rawlins – Anti Social Behaviour Officer  
Debbie Ward – Service Assistant

**Derbyshire County Council representatives**

Councillor Julie Patten

**Derbyshire Police representatives**

PCSO Supervisor Kerry Wallington-Waite

**Parish Council/ Meeting representatives**

Councillor Geoff Allen (Burnaston Parish Council), Councillor Sir Henry Every (Egginton Parish Council), Councillor Norman Ireland, Councillor Anne du Celliee Muller, (Etwall Parish Council), Councillor Robert Brooks (Hatton Parish Council), Councillor Suzanne Champion, Councillor Mark Coney, Councillor Sian Davies (Hilton Parish Council)

Helen Frudd (South Derbyshire CVS)

**Members of the public**

Eddie Bisknell, Steve Cooper, Colin Ford

EA/8 **Open meeting**

• **Introductions and apologies**

Ian Bennett, Councillor Andrew Billings, Councillor Martyn Ford

- **Declarations of interest**

None.

- **Chair's announcements**

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks, if you have not already received one.

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This year's tree choices are; Cherry Plum, Hazel, Crab Apple and Holly and all trees will be around 2 years old.

#### Heritage Trails

SDDC has a new webpage to showcase heritage trails for the different parts of the District. See [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

There is a Heritage Trail 'home' page which can be used to share heritage trails from around the District. If you would like your village/ town trails or leaflets about your local heritage to feature on the website please send a link to: [communications@southderbyshire.gov.uk](mailto:communications@southderbyshire.gov.uk)

### **To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting with the exception of one minor amendment to be made re. page three/ paragraph five where the road name should have read Carriers Road (A5132) not Egginton/ Etwall Road.

- **Matters arising from last minutes**

Councillor Brown updated that that the rural/ urban taskforce has now been set up and that there has been one meeting to date with another due to be planned for around the end of March 2020.

Councillor Lisa Brown updated that further to the last meeting the Council's Local Green Spaces Plan was examined by the Planning Inspectorate on Wednesday, September 11, 2019. The Council will be presenting a report to the Environmental Development Services Committee on Thursday, November 14, 2019 with the Council's views on the Inspector's decision and further consultations.

Councillor Sir Henry Every queried the response received from Councillor Martyn Ford in respect to the Etwall/ Egginton Crossroads and asked when the speed derestriction signs were replaced and disputed that the other road signs have been adjusted to the correct height. A suggestion was also made for the crossroad signs which are currently hidden beneath hanging trees to be put onto a swan neck style post to increase visibility.

**ACTION: Councillor Martyn Ford to investigate further with DCC the matters raised in regard to the Etwall/ Egginton Road signage and provide an email response to both Egginton Parish Council and Councillor Lisa Brown.**

Councillor David Muller added that the Carriers Road flashing road sign also needs to be looked at, due to it flashing whether there is a car on the approach or not.

EA/9 **Police Safer Neighbourhood report**

PCSO Supervisor Kerry Wallington-Waite provided the following report: -

- Attended Nestle coffee morning in Hatton
- Hilton Youth Club talk
- Hatton carnival
- Bike marking event in Hatton
- Dealt with a dog related incident in Hilton and issued a Community Protection Notice Warning (CPNW)
- Knife crime patrols conducted around Operation Sceptre
- Tickets issued outside Etwall Leisure Centre for parking on zig zigs
- Speed checks at the Mease in Hilton
- Community Speedwatch set-up in Egginton (which has now folded)
- Nursery talk at Brookfield's Day Nursery in Hatton
- Bike marking at John Port school
- Joined in with World Re-start Heart Day, teaching year seven CPR together with NHS and Fire colleagues
- Knife crime talk for year seven
- Hare coursing patrols with the new Rural Crime Team
- Halloween and fire patrols in place
- New SNT staff covering the Etwall area include Sgt Matt Ladd, PC Mark Holmes, PC Paul Trussell and PCSO Andrea Thompson

Councillor Julie Patten asked whether there was any update re. 'crash for cash'.

PCSO Supervisor Kerry Wallington Waite advised that there is no further update as the incidents are not being reported to the Police to investigate.

PCSO Supervisor Kerry Wallington Waite added that if people have dash-cams moving traffic offences can be uploaded on the Derbyshire Capture website (<https://snap.derbyshire.police.uk/>).

Councillor Anne du Celliee Muller raised concerns regarding youths smoking cannabis in the shelter at Etwall.

PCSO Supervisor Kerry Wallington Waite advised that the issue needs to be reported via. 101. Patrols around the area are happening but no evidence of youths smoking cannabis has been found to date.

Councillor David Muller queried whether the Police are doing anything about dangerous parking around Etwall Leisure Centre.

PCSO Supervisor Kerry Wallington Waite advised that yes the Police have been issuing tickets where appropriate.

PCSO Supervisor Kerry Wallington Waite updated that the new Rural Crime Team is now in place, dealing specifically with rural crime. Contact details for the Rural Crime Team can be found on the main Police website.

Sir Henry Every queried what help/ training is available in regard to Neighbourhood Watch.

PCSO Kerry Wallington Waite responding to say that Dan Beadell is the Neighbourhood Watch Co-ordinator for South Derbyshire.

**ACTION: Debbie Ward to check on the contact details for Neighbourhood Watch and forward on to Suzanne Champion at Hilton Parish Council.**

An Etwall resident raised concerns regarding thieves trying car doors in the area and asked how it should be reported.

PCSO Supervisor Kerry Wallington Waite advised that if you see people actively trying car doors then you should report at the time it is happening by calling 999.

EA/10 **Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

Claire Rawlins provided the following update: -

- ASB Tasking Meeting - ASB Tasking meetings have been reintroduced involving Schools, Multi Agency Team (MAT), Police and Derbyshire County Council (DCC) to discuss young people who are causing concern in school and also outside in the community. Looking at possible interventions and/ or enforcement action to deal with the individuals concerned (or their parents/ guardians in the case of minors).
- Swadlincote Town Centre Public Space Protection Order (PSPO) - has now been extended for a further 3 years.
- Criminal Behaviour Orders (CBO) – we have been successful in obtaining a 5-year Criminal Behaviour Order on prolific street drinkers and shop lifters, Daniel Singleton and Mark McVey.
- Operation Sceptre - the Police will be carrying out knife sweeps alongside a social media campaign and a questionnaire for schools is being developed.
- Faraday Bags Campaign - to date, over 300 Faraday bags have been given out to help combat Keyless Car thefts that have been on the increase nationwide in recent years. The bags will block the signal which

means the relay systems the thieves use will not work and so they cannot steal the cars.

- Safer Neighbourhoods Funding - there is currently £4000 available for the community to spend on projects which look to address crime, disorder and anti-social behaviour in the area.

#### EA/11 **Local authority update**

Kevin Stackhouse updated: -

In spring and early summer 2019, the Council ran two environmental awareness campaigns aimed at helping local residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result dog fouling complaints reduced by 35% during the campaign compared to previous years.

Officers intend to redeploy the **We're Watching You** luminous signs at four areas of public open space in early November (Locations to be confirmed).

Kevin Stackhouse encouraged residents to report any hotspots to Matt Holford, Head of Environmental Services.

A resident suggested the use of dog fouling stencils.

**ACTION: Debbie Ward to feedback the suggestion of dog fouling stencils to Environmental Services.**

Swadlincote Heroes World Clean-up Day

On the 20<sup>th</sup> September 25 volunteers took part in a #SwadHeroes litter pick to mark World Clean-up Day, including staff from McDonalds, and South Derbyshire District Council.

A staggering 42 bags of rubbish as well as two full wheelie bins of recycling were collected. A shopping trolley and road sign were also among the debris cleared from the town centre.

Any community organisations who want to run their own litter collection event can sign up on the Keep Britain Tidy website and can contact the Council's Operational Services team at [waste.cleansing@southderbyshire.gov.uk](mailto:waste.cleansing@southderbyshire.gov.uk) to request support such as provision of litter pickers and other equipment or ring the Council's Customer Services Team on 01283 595795.

### **Climate change**

The Council have set up an Environmental Sustainability Group to develop and implement measures that demonstrably improve the Council's environmental performance and to respond to the Council declaring a Climate Emergency on June 27<sup>th</sup> 2019. The Council will: -

“Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050”.

The Group has a number of work streams to improve the Council's environmental performance, including: -

- To retain ISO140001 (International Environmental Standard) accreditation;
- To reduce the Council's Energy Consumption;
- To improve the Council's Water Management;
- To focus on reducing Staff Travel – both miles driven by Council vehicles and miles driven on Council business using employee's own transport
- To enhance biodiversity across the District.

A number of initiatives are currently being worked on to address these issues, including: -

- The Recruitment of a new Environmental Protection Officer;
- A Travel Plan for the Council is being developed to encourage staff to walk, cycle and use public transport;
- The Council has had a grant to install its first public Electric Vehicle recharge point on Council land in the Bus Station Car Park in Swadlincote.

A Biodiversity Working Group has been formed to develop an Action Plan for Nature across the District which will help to improve biodiversity on Council owned land and influence developers to delivery biodiversity improvements through our planning policies.

### **Wildflower planting pilot**

A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

- Hartshorne Road, Repton
- Ticknall Road, Ticknall
- The Mease, Hilton
- William Nadin Way, Swadlincote

Wildflower planting increases biodiversity and encourages wildlife; pictorial planting enhances the aesthetic appearance of otherwise bland green spaces.

Unlike the current grass cutting arrangements, wildflower plantings require a different management and mowing regime.

### **Corporate Plan**

The Council is currently working on producing its new Corporate Plan for 2020 – 2024.

**The Vision** for the plan will be – South Derbyshire is a *‘Great place to live, visit and invest’*

**Ethical Standards/Values** will be - Respect, Honesty, Openness, Accountability, Impartiality, Selflessness, Leadership and Integrity

The three key priorities of the Council will be:

**Our Environment** - *Keeping a Clean, Green District for future generations*

**Our People** - *ensuring we deliver high quality services*

**Our Future** – *growing our District and our skills base*

Further information will be provided at future meetings.

An Etwall resident raised concerns regarding underpowered LED street lighting and the potential opportunities it provides to criminals as a result.

Kevin Stackhouse advised that more information regarding LED lighting can be found on the Derbyshire County Council website <https://www.derbyshire.gov.uk/transport-roads/roads-traffic/street-lighting/led-street-lighting/led-street-lighting.aspx>

Another Etwall resident added that the pavements in Lawn Avenue and Sandpits Road are not in good repair which is a health and safety concern, particularly at night due to the dim lighting provided by the LED street lights.

**ACTION: Councillor Julie Patten to feedback the question regarding LED street lighting and the comments regarding the disrepair of pavements at Lawn Avenue and Sandpits Road to DCC and report back.**

Mary Bagley introduced herself and her role within South Derbyshire District Council.

Councillor Norman Ireland of Etwall Parish Council asked whether the Council has any means of offering Parish Councils help in regard to conducting risk assessments for employees.

Kevin Stackhouse responded to say that the Council may be able to provide advice for voluntary organisations but would depend on the availability of the Health & Safety Officer. Enquiries regarding this should be forwarded to Kevin Stackhouse in the first instance.

An Etwall resident queried what can and can't go in the recycling bin.

Kevin Stackhouse updated that there is a full explanation on the SDDC website however most packaging now incorporates recycling information so that the user can easily identify whether or not it can be recycled.

A member of the public asked how often the containers at the Hilton Recycling Centre are emptied as they are usually full which results in both the abuse of facilities and subsequent fly-tipping.

Concerns were also raised in respect to ongoing issues with A50 diversions on Main Street, Hilton and the question was raised as to what support DCC can offer to resolve these issues.

**ACTION: Issues raised regarding the Recycling Centre at Hilton to be forwarded on to Adrian Lowry, Head of Operational Services at SDDC and report back/ Issue raised in respect to the A50 diversions on Main Street, Hilton to be taken back to DCC for further investigation and report back.**

A member of the public asked whether anything can be done regarding the flooding which occurs beneath the railway bridge along Heage Lane, Etwall.

Councillor Lisa Brown responded to say that DCC are the local lead flood authority so we could take back the issue raised to them and request an up to date summary.

A member of the public added that there is no signage at the entrance to Heage Lane warning of a low bridge.

**ACTION: Request a summary from DCC in respect to what is known about the cause of the flooding on Heage Lane and flag up that there is no low bridge signage at the entrance to Heage Lane to warn lorry drivers of a potential hazard and report back.**

#### EA/12 Local community and voluntary sector projects/ update

Helen Frudd provided a brief introduction to South Derbyshire CVS and the services it offers.

- Foodbank/ Community Fridge
- Active Travel
- Connect befriending

- Community development for anyone interested in setting up a community group
- Annual General Meeting (AGM) is due to be held on Friday, November 15 at Don Amott Memorial Hall, Hilton. There will be a choice of morning workshops including writing a successful funding bid/ minute taking made simple/ tackling isolation and loneliness, followed by the AGM 'business', then a networking lunch
- South Derbyshire Awards at Toyota – nominations close on Friday, November 22, 2019
- ISLAND – Isolation and Loneliness Action Network Derbyshire – Countywide project

For more information regarding South Derbyshire CVS you can get in touch by calling 01283 550163 or visit their website ([sdcvs.org.uk](http://sdcvs.org.uk)).

#### EA/13 **Summary of agreed priorities/ actions**

- Councillor Martyn Ford to investigate further with DCC the matters raised in regard to the Etwall/ Egginton Road signage and provide an email response to both Egginton Parish Council and Councillor Lisa Brown.
- Debbie Ward to check on the contact details for Neighbourhood Watch and forward on to Suzanne Campion at Hilton Parish Council.
- Debbie Ward to feedback the suggestion of dog fouling stencils to Environmental Services.
- Councillor Julie Patten to feedback the question regarding LED street lighting and the comments regarding the disrepair of pavements at Lawn Avenue and Sandpits Road to DCC and report back.
- Issues raised regarding the Recycling Centre at Hilton to be forwarded on to Adrian Lowry, Head of Operational Services at SDDC and report back/ Issue raised in respect to the A50 diversions on Main Street, Hilton to be taken back to DCC for further investigation and report back.
- Request a summary from DCC in respect to what is known about the cause of the flooding on Heage Lane and flag up that there is no low bridge signage at the entrance to Heage Lane to warn lorry drivers of a potential hazard and report back.

#### EA/14 **Close and date of next meeting**

Tuesday, January 28, 2020 at Sutton on the Hill Village Hall.

**Councillor Lisa Brown**  
CHAIR

The meeting terminated at 8:00pm

**SOUTH DERBYSHIRE AREA FORUM**

**REPTON – AREA 2**

**Thursday, November 7, 2019 at Milton Village Hall**

**PRESENT: -**

**South Derbyshire District Council representatives**

Councillor Andrew MacPherson (Chair), Councillor Andrew Churchill,  
Councillor Kerry Haines, Councillor David Shepherd

Kevin Stackhouse – Strategic Director of Corporate Resources  
Mary Bagley – Head of Cultural and Community Services  
Claire Rawlins – Anti-Social Behaviour Officer  
Debbie Ward – Service Assistant

**Derbyshire County Council representatives**

Councillor Linda Chilton

**Derbyshire Police representatives**

Sergeant Matt Ladd, PCSO Supervisor Kerry Wallington-Waite, PCSO Claire Robbins

**Parish Council/ Meeting representatives**

Councillor Paul Collishaw (Ticknall Parish Council), David Dickson (Repton Parish Council), Mary Goodall (Findern Parish Council), Amanda Lees, Mel Thomas (Repton Parish Council), Councillor Cliff Warner (Willington Parish Council)  
Liz Gumbley – South Derbyshire CVS

**Members of the public**

Eddie Bisknell, Sue Carter, Brian Dodson, John Clay, Lynne Clay, Polly Faulkner, Heather Hall, Avril Skipper

RA/8 **Open meeting**

- **Introductions and apologies**

Councillor Martyn Ford (Vice Chair), Councillor Neil Atkin, Tony Bates, Councillor Steve Toone (Bretby Parish Council), Mrs. J.E. Griffiths, Councillor Fred Hill (Newton Solney Parish Council), Councillor Lakhvinder Singh

- **Declarations of interest**

None.

- **Chair's announcements**

New waste and recycling calendar booklets are currently in production and will be delivered in the next few weeks.

These include full details of Christmas and New Year bank holiday collections as well as information about what goes in each bin.

Don't forget, you can check your collection dates by simply submitting your post code on the Bin Collection Dates page of our website. If there are any disruptions to collections because of winter weather, we update continually about these on our Facebook and twitter accounts.

#### New payment machines

From January 1, 2020 it will no longer be possible to make payments using cash at the Civic Offices in Swadlincote.

Alternative cash payment facilities are available through Post Offices. The "Pay Point" network, featuring a variety of independent local retailers, is also established. There are 10 of these locations within one mile of the Civic Offices.

Payment by cheque will still be allowed – but they must be submitted by post, not over the counter. Anyone requiring a receipt must include a stamped addressed envelope with their cheque.

#### Heritage Trails

SDDC has a new webpage to showcase heritage trails for the different parts of the District. See [www.southderbyshire.gov.uk/heritagetrails](http://www.southderbyshire.gov.uk/heritagetrails)

There is a Heritage Trail 'home' page which can be used to share heritage trails from around the District. If you would like your village/ town trails or leaflets about your local heritage to feature on the website please send a link to [communications@southderbyshire.gov.uk](mailto:communications@southderbyshire.gov.uk)

- **To receive the minutes of the last meeting**

The minutes were approved as a true and correct record of the meeting.

- **Matters arising from last minutes**

Following the last Repton Area Forum meeting Councillor Martyn Ford was going to invite Derbyshire County Council Highways Department to the next meeting. However, on this occasion there was nobody available to attend but any highway specific issues can be fed back directly to Richard Hanbury who will then forward on to the relevant section at DCC in order to provide a response prior to the next meeting.

RA/9 **Police Safer Neighbourhood report**

Sgt Matt Ladd introduced himself and explained that he has recently joined the Swadlincote Safer Neighbourhood Team (SNT).

PCSO Supervisor Kerry Wallington-Waite and PCSO Claire Robbins provided the following report: -

Since the last meeting the SNT have seen an increase in staffing to cover Policing Areas 1 (Etwall), 2 (Repton) and 3 (Melbourne) including two additional PC's; PC Mark Holmes and PC Paul Trussell and an additional PCSO; PCSO Andrea Thompson.

Sgt Matt Ladd added that between now and March next year Derbyshire Police are looking to recruit a further 50-85 officers which are extra and above to what have already been recruited so far this year. A proportion of this number is expected to come to South Derbyshire.

Events held since the last meeting: -

Crime Prevention Surgery (Stenson) 16.06.19  
Stenson Fields Fun Day (Stenson) 17.08.19  
Bike Marking Event (Repton) 18.09.19  
Hate Crime Event (Stenson) 14.10.19  
Bike Marking Event (Willington Primary School & John Port Etwall)  
Van Security Event (Willington) 06.11.19

Good news/ upcoming events: -

- Male issued with a formal cannabis warning following community intelligence which led to the team finding a small cannabis grow in Willington
- Cannabis grow located in Ingleby
- Youth caught smoking cannabis by officers in Willington

- Cannabis warnings given at both Willington Road, Findern and Bretby
- x2 arrests, one offender has been charged and one released under investigation following vehicle crime and burglary in Stenson Fields
- Community Protection Notice Warning (CPNW) issued following a dog related incident at Bretby
- Community Protection Notice (CPN) x2 issued to residents in Littleover
- Operation Sceptre patrols and designated ASB patrols (Halloween & Bonfire) – no issues
- Speed Checks conducted by officers in both Ticknall and Repton
- Vehicle seized Deep Dale Road, Stenson, no insurance and no driving license
- Following an increase in van thefts the Police are working in partnership with the Cadets to offer crime prevention advice and leaflets to people with vans.
- Twitter updates for areas 1, 2 and 3 have now been merged together on to the one account; @SouthDerbysSNT.

Derbyshire Alert: -

Residents were encouraged to sign up to Derbyshire Alert and complete the Derbyshire Talking survey for your area.

Councillor Andrew Churchill raised concerns regarding a drug taking hotspot at the top of Greysich Lane, Bretby. This has previously been reported online two months ago.

**ACTION: SNT to include Greysich Lane, Bretby in future patrols.**

A member of the public queried whether the 50-85 additional officers is a net or gross number.

Sgt Ladd advised that the number is gross as it cannot be predicted as to how many officers may leave in the meantime.

A resident queried whether CCTV cameras are admissible in court. Sgt Ladd confirmed that CCTV is most definitely admissible in court.

A resident queried what a CPNW is.

Claire Rawlins, Anti-social Behaviour Officer for SDDC explained that CPNW stands for Community Protection Notice Warning which can be given to any individual that causes anti-social behaviour (ASB). Within the warning it is stated what the related anti-social behaviour is and that the individual

concerned must immediately cease to cause any further incidents of ASB. If the warning is not adhered to then a formal Community Protection Notice (CPN) will be served which will contain restrictions such as who the individual can associate with and where they can/ cannot go. If the notice is not adhered to a Fixed Penalty Notice (FPN) can be issued or the case can go straight to prosecution.

A member of the public queried the length of time it takes for 101 calls to be answered. PCSO Kerry Wallington-Waite advised that incidents can be reported via 101 or the main Police website or Facebook page.

Sgt Ladd explained that the contact centre is now under one roof and that a large majority of staff are trained to take both 101 and 999 calls therefore during busy periods staff that are trained on both 101 and 999 may have to concentrate on 999 calls which is why the waiting time can sometimes be extended.

A Willington resident raised concerns regarding break-ins around both Willington and Hilton and asked whether Police presence is adjusted during darker nights.

Sgt Ladd responded to say that the SNT are aware of the potential issues highlighted during the winter months and are looking at proactive ways of dealing with them together with the local proactive team such as plain clothes patrols to catch people in the act and high visibility patrols to create a deterrent.

A member of the public asked who should take responsibility for reporting matters such as obscured speed restriction signs and signs that are facing the wrong way.

PCSO Supervisor Kerry Wallington-Waite responded to say that the general public has a responsibility for reporting such matters to either DCC Highways Dept or your local County Councillor.

Councillor Kerry Haines raised concerns on behalf of Newton Solney Parish Council following reports from parishioners regarding drug related ASB taking place down by the river on the common land during the Summer and asked where and how these incidents should be reported?

PCSO Kerry Wallington-Waite advised that there have been no ASB reports received to date in respect to the area mentioned and encouraged residents to report matters so that the Police are aware and can investigate accordingly.

A Findern resident requested an update from PCSO Claire Robbins regarding two vehicles that were parked up on Sunday, November 3, 2019 at Common Piece Lane with their headlights on full beam between the hours of three and five in the morning.

PCSO Claire Rawlins advised that the registration number provided by the resident had been checked out and that there were no concerns from a Police point of view.

Councillor David Shepard raised concerns regarding ASB and drug related activity in Stenson Fields to the north of Witton Court/ Glenmore Drive area.

KWW advised that the issue needs to be reported through the correct channels so that it can be investigated accordingly.

### **Police Priorities**

- Regular patrols in the evening now that the nights are drawing in
- Speeding through villages – speed checks need to increase in frequency

### **RA/10 Safer South Derbyshire Partnership update and Safer Neighbourhood grants**

- ASB Tasking Meeting - ASB Tasking meetings have been reintroduced involving Schools, Multi Agency Team (MAT), Police and Derbyshire County Council (DCC) to discuss young people who are causing concern in school and also outside in the community. Looking at possible interventions and/ or enforcement action to deal with the individuals concerned (or their parents/ guardians in the case of minors).
- Swadlincote Town Centre Public Space Protection Order (PSPO) - has now been extended for a further 3 years.
- Criminal Behaviour Orders (CBO) – we have been successful in obtaining a 5-year Criminal Behaviour Order on prolific street drinkers and shop lifters, Daniel Singleton and Mark McVey.
- Faraday Bags Campaign - to date, over 300 Faraday bags have been given out to help combat Keyless Car thefts that have been on the increase nationwide in recent years. The bags will block the signal which means the relay systems the thieves use will not work and so they cannot steal the cars.
- National Hate Crime Awareness Week took place last week between the 12<sup>th</sup> and 19<sup>th</sup> October. Primary schools were invited to enter a poster

competition to raise awareness, Stop Hate reporting packs were also issued to Private Hire Operators alongside a social media campaign and two public engagement events.

- Safer Neighbourhoods Funding - there is currently £4000 available for the community to spend on projects which look to address crime, disorder and anti-social behaviour in the area. Contact Chris Smith or Debbie Ward for more info.

#### RA/11 Local authority update

Kevin Stackhouse updated: -

In spring and early summer 2019, the Council ran two environmental awareness campaigns aimed at helping local residents positively influence their local environmental standards.

The **We're Watching You** campaign was delivered in the District's parks and open spaces to encourage responsible owners to pick up after their dog and to apply peer pressure to less responsible owners.

The campaign used glow in the dark signs to promote a positive message to all dog walkers about picking up after their animal. It was supported by an active social media campaign over the two months.

The social media campaign resulted in over 62,000 residents seeing the content on Facebook and Twitter and nearly 4,000 residents engaging with the content. As a result dog fouling complaints reduced by 35% during the campaign compared to previous years.

Officers intend to redeploy the **We're Watching You** luminous signs at four areas of public open space in December (Locations to be confirmed).

#### Repton Neighbourhood Plan Referendum

At the Meeting of Council held on 19th September 2019, it was approved that the Parish of Repton Neighbourhood Development Plan should proceed to referendum following receipt of the Independent Examiner's Report.

The referendum will be held on Thursday 14 November 2019 between the hours of poll from 7am and 10pm. The polling stations will be located at Milton Village Hall and Repton Village Hall.

The question being asked at this Referendum will be:

"Do you want South Derbyshire District Council to use the Neighbourhood Plan for Repton to help it decide planning applications in the neighbourhood area?"

All the related documents and information regarding the Neighbourhood Plan and the referendum can be found on the South Derbyshire District Council Website (search for Repton Neighbourhood Plan)

### **Climate change**

The Council have set up an Environmental Sustainability Group to develop and implement measures that demonstrably improve the Council's environmental performance and to respond to the Council declaring a Climate Emergency on June 27<sup>th</sup> 2019. The Council will: -

“Strive to make South Derbyshire District Council carbon neutral by 2030 and achieve Carbon Neutrality before the Government target of 2050”.

The Group has a number of work streams to improve the Council's environmental performance, including: -

To retain ISO14001 (International Environmental Standard) accreditation;

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To improve the Council's Water Management;

To focus on reducing Staff Travel – both miles driven by Council vehicles and miles driven on Council business using employee's own transport

To enhance biodiversity across the District.

A number of initiatives are currently being worked on to address these issues, including: -

- The Recruitment of a new Environmental Protection Officer;
- A Travel Plan for the Council is being developed to encourage staff to walk, cycle and use public transport;
- The Council has had a grant to install its first public Electric Vehicle recharge point on Council land in the Bus Station Car Park in Swadlincote;
- A Biodiversity Working Group has been formed to develop an Action Plan for Nature across the District which will help to improve biodiversity on Council owned land and influence developers to delivery biodiversity improvements through our planning policies.

### **Wildflower planting pilot**

A pilot scheme for pictorial wildflower planting at four locations within the District has been approved. The proposed pilot areas for pictorial meadows are as follows:

Hartshorne Road, Repton

Ticknall Road, Ticknall

The Mease, Hilton

William Nadin Way, Swadlincote

Wildflower planting increases biodiversity and encourages wildlife; pictorial planting enhances the aesthetic appearance of otherwise bland green spaces.

Unlike the current grass cutting arrangements, wildflower plantings require a different management and mowing regime.

### **Corporate Plan**

The Council is currently working on producing its new Corporate Plan for 2020 – 2024.

**The Vision** for the plan will be – South Derbyshire is a ‘*Great place to live, visit and invest*’

**Ethical Standards/Values** will be - Respect, Honesty, Openness, Accountability, Impartiality, Selflessness, Leadership and Integrity

The three key priorities of the Council will be:

**Our Environment** - *Keeping a Clean, Green District for future generations*

**Our People** - *ensuring we deliver high quality services*

**Our Future** – *growing our District and our skills base*

Further information will be provided at future meetings.

A Findern resident raised an issue in regard to a dog waste bin located on the Nadee Bridge next to the Nadee Indian Restaurant in Findern. The bin has been hit by a vehicle and the lid now won't fit on it properly and is continually overflowing with dog waste.

**ACTION: Communities Team to report the damaged dog waste bin located on the Nadee Bridge, Findern to Operations so that a replacement bin can be obtained.**

Concerns were also raised in respect to a property on Longlands Lane, Findern where the residents are allegedly using the footpath between their house and the footpath next to it as a storage area for building materials which not only looks unsightly but is also causing an obstruction on the footpath.

**ACTION: Communities Team to look into the situation regarding the issue raised regarding the footpath located between 29 and 31 Longlands Lane.**

A Repton resident raised an issue following numerous instances of flooding in Repton; specifically, outside Brook House and along Mathews Jitty (also known as Path 25). The issue has been reported repeatedly to DCC Highways and to date an adequate response is yet to be received. DCC came

out once a month after the initial report by which time the flooding has dispersed.

**ACTION: Communities Team to take back to DCC Highways the issues raised in connection with flooding in Repton.**

A member of the public asked how to get in touch with the Clean Team and raised concerns regarding the waiting time when trying to get through to reception using the main Council contact telephone number following a recent call which took almost 20 minutes to get through.

**ACTION: Communities Team to feedback the comments made regarding telephone call waiting times to SDDC.**

Claire Rawlins requested that the resident provide details at the end of the meeting regarding the fly-tipping so that the matter can be referred on to the Clean Team on their behalf.

Councillor Shepherd raised an issue previously mentioned at the last Repton Area Forum meeting regarding the amount of road works around the Stenson area and commented that a more joined up approach is needed between DCC and Severn Trent Water.

**ACTION: Councillor Linda Chilton to feedback to DCC the repeated request for a more joined up approach in relation to future planned roadworks between DCC and Severn Trent Water.**

#### RA/12 Local community and voluntary sector projects/ update

Liz Gumbley provided the following CVS update: -

- Small Grants Funds £1-2k available to support local voluntary, community and not-for-profit groups and activities
- Social Car
- Safer Homes
- ISLAND – Isolation and Loneliness Action Network Derbyshire – Countywide project
- Looking for volunteers and volunteer opportunities
- Stenson Fields Community Centre – Volunteers are needed to start up a Mother and Toddler Group and Youth Club
- Foodbank/ Community Fridge
- Home from Hospital service
- Children and Young Peoples Network – x4 forums per year

Councillor Kerry Haines queried if there is a minimum age for volunteering.

Liz Gumbley advised that the minimum age for volunteering with the CVS is 18.

RA/13 **Summary of any agreed priorities/ actions**

- SNT to include Greysich Lane, Bretby in future patrols.
- Communities Team to report the damaged dog waste bin located on the Nadee Bridge, Findern to Operations so that a replacement bin can be obtained.
- Communities Team to look into the situation regarding the issue raised regarding the footpath located between 29 and 31 Longlands Lane.
- Communities Team to raise with DCC Highways the issues raised in connection with flooding in Repton.
- Communities Team to feedback the comments made regarding telephone call waiting times to SDDC.
- Councillor Linda Chilton to feedback to DCC the repeated request for a more joined up approach in relation to future planned roadworks between DCC and Severn Trent Water.

RA/14 **Close and date of next meeting**

Tuesday, February 11, 2020 at Findern Village Hall.

**Councillor Andrew MacPherson**  
CHAIR

The meeting terminated at 8:00pm