

Date: 19 May 2021

Dear Councillor,

Environmental and Development Services Committee

A Meeting of the **Environmental and Development Services Committee** will be held at **Grove Hall**, on **Thursday, 27 May 2021 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Labour Group**

Councillor Taylor (Chairman), Councillor Heath (Vice-Chairman) and
Councillors Dunn, Singh and Tilley.

Conservative Group

Councillors Brown, Corbin, Ford, Haines and Patten.

Independent Group

Councillors Fitzpatrick and MacPherson.

AGENDA

Open to Public and Press

- | | | |
|-----------|---|------------------|
| 1 | Apologies and to note any Substitutes appointed for the Meeting. | |
| 2 | To note any declarations of interest arising from any items on the Agenda | |
| 3 | To receive any questions by members of the public pursuant to Council Procedure Rule No.10. | |
| 4 | To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11. | |
| 5 | CORPORATE PLAN 2020-24 PERFORMANCE REPORT (2020-2021 QUARTER 4 – 1 JANUARY TO 31 MARCH | 4 - 39 |
| 6 | SERVICE PLANS 2021-22 | 40 - 85 |
| 7 | ANNUAL ENFORCEMENT AND COMPLIANCE REPORT 2020-21 | 86 - 96 |
| 8 | CLIMATE EMERGENCY ACTION PLANNING | 97 - 144 |
| 9 | STRATEGIC PLANNING FRAMEWORK FOR DERBY AND DERBYSHIRE | 145 - 202 |
| 10 | CHANGING THE FREQUENCY OF THE COUNCIL'S PLANNING COMMITTEE | 203 - 206 |
| 11 | COMMITTEE WORK PROGRAMME | 207 - 211 |

Exclusion of the Public and Press:

- 12** 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.

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

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM:5
DATE OF MEETING:	27th MAY 2021	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	FRANK MCARDLE (EXT. 5700) ALLISON THOMAS (EXT. 5775)	
SUBJECT:	CORPORATE PLAN 2020-24: PERFORMANCE REPORT (2020-2021 QUARTER 4 – 1 JANUARY TO 31 MARCH)	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

- 1.1 That the Committee considers progress against performance targets set out in the Corporate Plan 2020 - 2024.
- 1.2 That the Risk Register for the Committee's services are reviewed.

2.0 Purpose of the Report

- 2.1 To report progress against the Corporate Plan under the priorities of Our Environment, Our People and Our Future.

3.0 Executive summary

- 3.1 The Corporate Plan 2020 – 2024 was approved following extensive consultation into South Derbyshire's needs, categorising them under three key priorities: Our Environment, Our People and Our Future. The Corporate Plan is central to the Council's work – it sets out its values and vision for South Derbyshire and defines its priorities for delivering high-quality services.
- 3.2 This Committee is responsible for overseeing the delivery of the key priorities and the following key aims:

Our Environment

- *Improve the environment of the District*
- *Tackle climate change*
- *Enhance the attractiveness of South Derbyshire*



Our People

- *Supporting and safeguarding the most vulnerable*

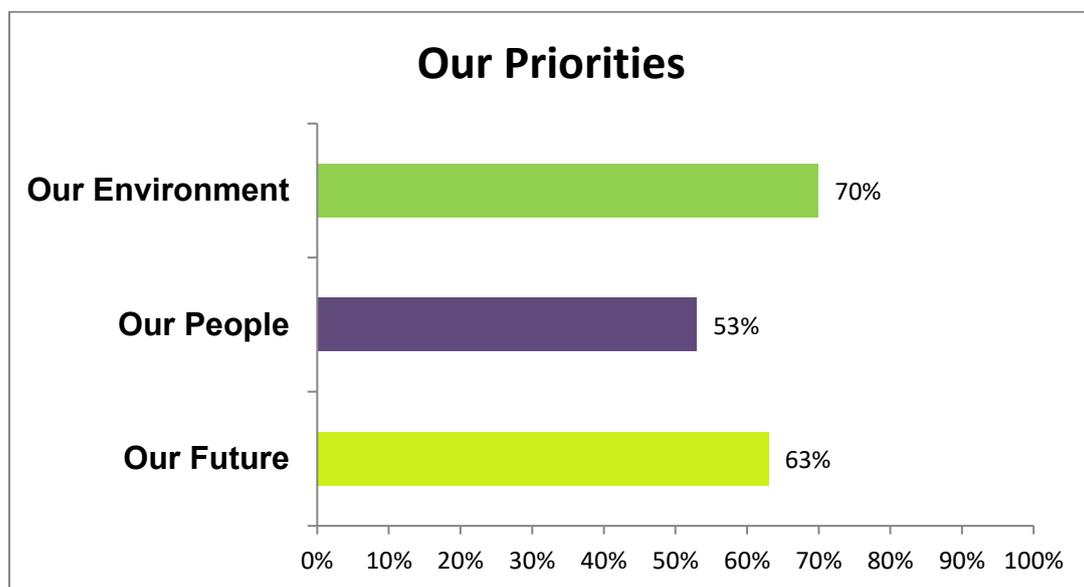
Our Future

- *Support economic growth and infrastructure*

4.0 Detail

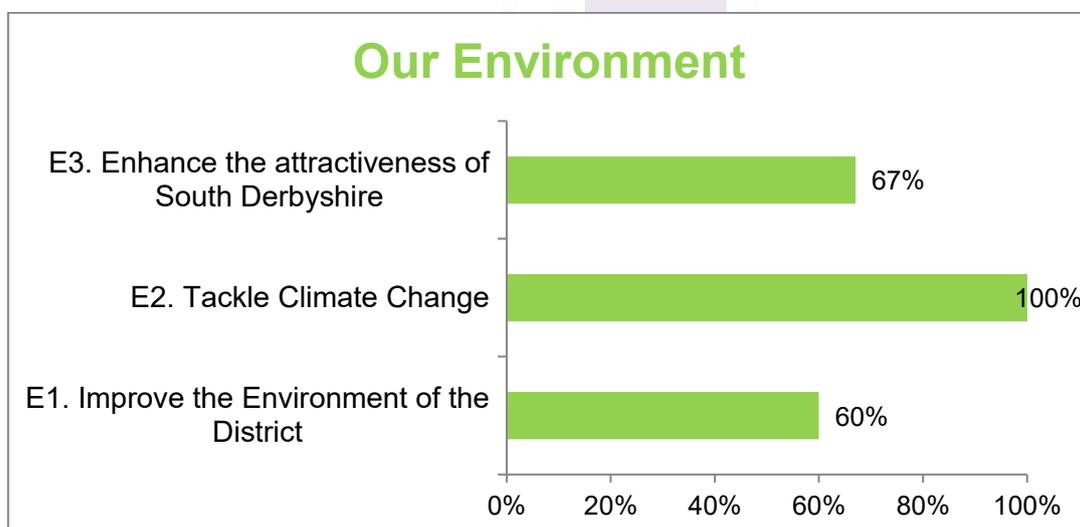
4.1 Overall Council performance against the priorities – Quarter 4 2020-2021.

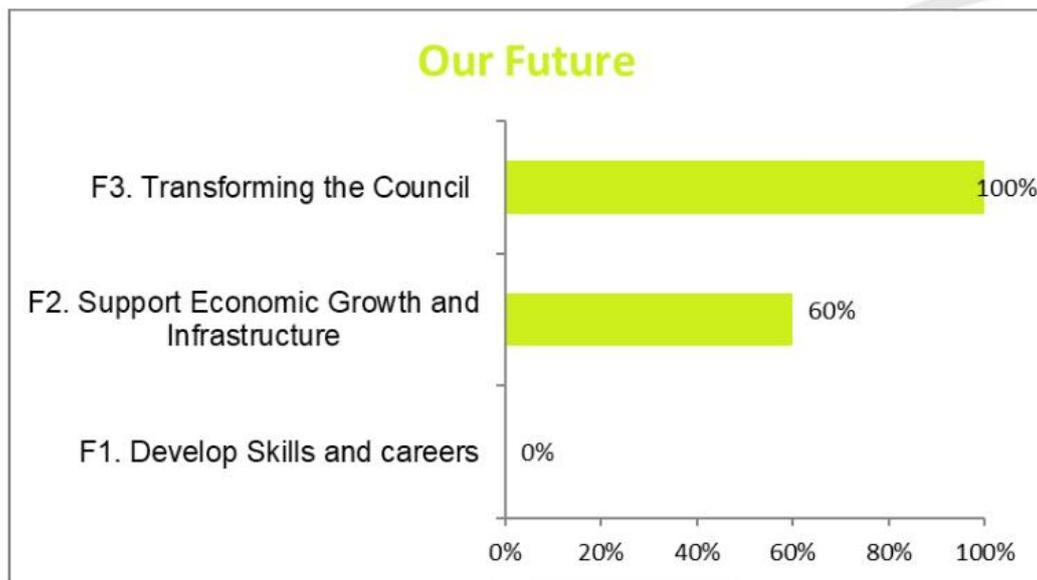
The below chart provides an overview for the percentage of measures that are on track to achieve the annual target.



4.2 Overall Council performance against key aims – Quarter 4 2020-2021.

The below charts provide an overview for the percentage of measures that are on track to achieve the annual target within each key aim of the Corporate Plan.





4.3 Of the 35 measures which support the progress of the Corporate Plan 20-24, 17 are green, one is amber, 14 are red and three are grey.

Overall, 60% of the key aims within the Corporate Plan are on track. 70% are on track for Our Environment, 53% are on track for Our People and 63% are on track for Our Future.

4.4 This Committee is responsible for overseeing the delivery of 12 Corporate measures.

Below outlines the seven measures for this Committee that are on track (green) for the quarter:

- % of waste recycled and composted



- Improve the quality of the District through the Local Environmental Quality Survey
- Reduce South Derbyshire District Council carbon emissions
- % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day
- Speed of decision on discharging conditions for housing applications
- % of planning applications determined within the statutory period
- Secure new facilities and contributions through Section 106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions

4.5 Below outlines the four measures for this Committee that are not on track (red) for the quarter:

- Household waste collected per head of population.
- Number of fly tipping incidents.
- Continue to undertake interventions per year to keep families out of fuel poverty
- Proportion of good quality housing development schemes

The Covid-19 pandemic during 20-21 has had an impact on the annual overall Council performance. However, this should not detract from the positive work that continues to be undertaken.

There have been a lot of successes over the past year, and these should be recognised.

- **E1.1B - % of collected waste recycled and composted.**
- ✓ All waste collection services have continued to operate throughout the pandemic and when a significant number of Council's suspended various aspects of waste collection, South Derbyshire has been one of the very few to maintain full-service levels.
- ✓ One of the impacts of the various lockdowns, requiring people to stay at home, has been the increase in waste generated and presented for collection by households. During 2020/21 Operational Services collected 47,055 tonnes of waste an increase of 16% overall on the 2019/20 tonnages and equivalent to an extra one and a half trucks per day, 52% of the additional waste has been recycled or composted. This led to an increase of 7% of waste recycled or composted and added three percentage points to the Council's outturn for 2020/21.
- ✓ **E2.1A Reduce South Derbyshire District Council carbon emissions.**
- ✓ One of the key actions this year to deliver against the above measure was to enforce new laws requiring private rented properties to meet legal minimum standards for energy efficiency which came into effect on 1 April 2020, just as the first lockdown came into effect. Despite the many problems caused by Covid-19, all but eight of the estimated 5,000 or more private rented properties in South Derbyshire have been



brought up to standard. This number would have been far higher without the efforts of the Public Protection and Housing Standards Team in Environmental Services.

Some excellent work which staff implemented in those areas which did not quite achieve green status include:

- **E1.2A Number of fly tipping incidents.**
 - ✓ This saw the Community Safety Enforcement Team make major adaptations to its processes for carrying out fly tipping investigations when it was faced with a 40% increase in fly tipping offences and the constraint of not being able to undertake face to face interviews with suspects under caution. The successful adaptation of the approach to investigations resulted in the Team issuing nearly five times the number of £400 fixed penalty notices for offences compared to previous years.

- **P1.2A - Number of ASB interventions by type.**
 - ✓ Covid caused a doubling of anti-social behaviour complaints over the year. In response, the Council and the Police established a weekly tasking group to identify and target Covid related anti-social behaviour. The Council's Business Compliance Team developed an innovative outbreak mapping process to link outbreaks with Covid Regulation breaches which was recognised by the Local Government Association (LGA) as an example of national excellence.

- **F2.2B - % of planning applications determined within the statutory period.**
 - ✓ Continued year on year increase in planning decisions made and new dwellings built including 174 affordable homes.
 - ✓ Adopted the Local Green Spaces Plan.
 - ✓ Assisted Parish Council's with their Neighbourhood Plans with the Hilton Neighbourhood plan at examination stage and Melbourne at formal submission.
 - ✓ Good appeal success throughout the year particularly for the larger schemes with a non-policy compliant housing scheme for 28 homes dismissed at Weston on Trent.

For more detailed information please refer to **Appendix B**, Performance Measure Report Index.

- 4.6 An overview of performance can be found in the Performance Dashboard in **Appendix A**. A detailed description of each performance measure including mitigating actions and actions to sustain and improve performance is included in the detailed Performance Measure Report Index in **Appendix B**.

- 4.7 Questions regarding performance are welcomed from the Committee in relation to the Corporate performance measures that fall under its responsibility and are referenced in the detailed Performance Measure Report Index in **Appendix B**

- 4.8 The Risk Register for the Committee's services is detailed in **Appendix C**. This includes the register and risk mitigation plans for the relevant departmental Risk Register. Each risk has been identified and assessed against the Corporate Plan aims



which are considered to be the most significant risks to the Council in achieving its main objectives. The Risk Register(s) detail a risk matrix to summarise how each identified risk has been rated.

5.0 Financial and Implications

None directly.

6.0 Corporate Implications

6.1 Employment Implications

None directly.

6.2 Legal Implications

None directly.

6.3 Corporate Plan Implications

This report updates the Committee on the progress against the key measures agreed in the Corporate Plan and demonstrates how the Council's key aims under the priorities, Our Environment, Our People and Our Future contribute to that aspiration.

6.4 Risk Impact

Key risks impacting on this Committee are detailed in **Appendix C**, alongside the treatment and mitigating actions in place to manage these risks.

The following provides a summary of the risks that have changed since the last quarter for this Committee:

- SD14- Performance of kerbside recycling contractor – the risk rating and current position has been amended from red to green and the mitigating actions have been updated.
- SD8 - Failure of IT infrastructure that supports Planning Systems, LLPG and Land Charges. This risk has been removed from the Service Delivery Risk Register during quarter 4. The Planning system is now fully embedded.

Please refer to the Service Delivery Risk Register in **Appendix C** for further detail.

7.0 Community Impact

7.1 Consultation

None required.

7.2 Equality and Diversity Impact



Not applicable in the context of the report.

7.3 Social Value Impact

Not applicable in the context of the report.

7.4 Environmental Sustainability

Not applicable in the context of the report.

8.0 Appendices

Appendix A – Performance Dashboard 2020-2024
Appendix B – Performance Measure Report Index
Appendix C – Service Delivery Risk Register



Priority	Key Aim	Outcome	PI Ref	How success will be measured	(Q4) Jan 20 - Mar 20 Outturn	April 20 - June 20 (Qtr. 1)	April 20 - September 20 (Qtr. 2)	April 20 - December 20 (Qtr. 3)	April 20 - March 2021 (Qtr. 4)	Annual Target 2020-2021	Head of Service	Strategic Lead	Committee	
Our Environment	Keeping a clean, green District for future generations	E1.1 Reduce waste and increase composting and recycling	E1.1A	Household waste collected per head of population	Cumulative (Apr-Mar) 404 kgs Q4 (Dec-Mar) 90kgs	126 kgs	250 kgs	355 kgs	460kgs	Sustain during Yr1 (404kgs)	Adrian Lowery, Head of Operational Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
			E1.1B	% of collected waste recycled and composted	Cumulative (Apr-Mar) 45% Q4 (Jan-Mar)39%	53%	52%	49%	47%	Sustain during Yr1 (45% or >)	Adrian Lowery, Head of Operational Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
		E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate	E1.2A	Number of fly tipping incidents	714 (total figure for 2019/20)	Q1 - Target ≤ 179 Actual - 260	Q1-2 Target ≤ 357 Actual - 528	Q1-3 Target < 536 Actual - 732	Q1-4 Target < 714 Actual - 1003	< 714	Matt Holford, Head of Environmental Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
			E1.2B	Improve the quality of the District through the Local Environmental Quality Survey	The first survey was completed in January 2020 the result was 89.67% above grade C+.	Reported Bi-Annually in Q1 and Q3	Survey to be undertaken in Q4 20-21.	A full report will be provided in Q1 21-22.	Report survey in Q1 21/22	>95%	Adrian Lowery, Head of Operational Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
		E1.3 Enhance biodiversity across the District	E1.3A	% of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the sites pre development baseline	Not possible to provide as outputs not held in software until April 2020. Monitoring underway and baseline data to be provided Q1 and Q2.	First Report due October 2020. No qualifying decisions in Q1.	66.7%	66.7%	66.7%	85%	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS	
	E2. Tackle climate change	E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030	E2.1A	Reduce South Derbyshire District Council carbon emissions	No update required for Q4. First update to be provided Q1 2020-21.	The three targeted C&EAP actions for Q1 are all complete	Six targeted C&EAP actions for Q1-2. Three have been completed. Three are long term projects which are all now in progress and on-track	Nine targeted C&EAP actions for Q1-3. Four have been completed. Five are long term projects which are all now in progress and on-track	Zero further actions for Q4. All actions for the year have been completed or are long term actions which are on-track	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)	Matt Holford, Head of Environmental Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
		E2.2 Work with residents, businesses and partners to reduce their carbon footprint	E2.2A	% of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day	Baseline figure of 50% based on 18 qualifying decisions in Q4.	78%	89%	100%	100%	85%	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS	
	E3. Enhance the attractiveness of South Derbyshire	E3.1 Enhance the appeal of Swadlincote town centre as a place to visit	E3.1A	Increase Swadlincote Town Centre visitor satisfaction	49% of respondents would recommend Swadlincote Town Centre - May 2019.	Update due Q3	Update due Q3	55% of respondents would recommend Swadlincote Town Centre - Sep/Oct 2020	Updated in Q3	50%	Mike Roylance, Head of Economic Development and Growth	Frank McArdle, Chief Executive	F&M	
		E3.2 Improve public spaces to create an environment for people to enjoy	E3.2A	The number of Green Flag Awards for South Derbyshire parks	2	Action planning scheduled for later in the year	Dialogue commenced about potential and preferred sites.	Swadlincote Woodlands and Newhall Park identified as most likely new sites. Management plan for Swadlincote Woodlands to be updated in Q4 to aid future submission.	Three sites have been submitted for the award. Maunce Lea and Eureka parks and Swadlincote Woodlands which is a new site.	Four Year Target - 4	Mary Bagley, Head of Cultural and Community Services	Allison Thomas, Strategic Director, Service Delivery	H&CS	
			E3.2B	Proportion of good quality housing development schemes	92%	Reported Annually in Q4	Reported Annually in Q4	Reported Annually in Q4	Data unavailable due to post being vacant since August 2020.	90.0%	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS	
	Our People	P1. Engage with our communities	P1.1 Support and celebrate volunteering, community groups and the voluntary sector	P1.1A	Number of new and existing Community Groups supported	36	28	66	113	153	Proxy	Mary Bagley, Head of Cultural and Community Services	Allison Thomas, Strategic Director, Service Delivery	H&CS
			P1.2 Help tackle anti-social behaviour & crime through strong and proportionate action	P1.2A	Number of ASB interventions by type	Cumulative (Apr-Mar) 2,893 ASB reports	ASB reports in Q1: Target ≤ 849 Actual - 1776	ASB reports in Q2: Target <800 Actual - 1084 Cumulative Target <1649 Actual - 2860	ASB reports in Q3: Target <540 Actual - 960. Cumulative Target <2893 Actual - 3820	ASB reports in Q4: Target <704 Actual - 1413. Cumulative Target <2893 Actual - 5233	'Moderate' or 'High'	Matt Holford, Head of Environmental Services	Allison Thomas, Strategic Director, Service Delivery	H&CS
P2. Supporting and safeguarding the most vulnerable		P2.1 With partners encourage independent living and keep residents healthy and happy in their homes.	P2.1A	Number of households prevented from Homelessness	103 cases	64	127	203	265	Proxy	Paul Whittingham, Head of Housing	Allison Thomas, Strategic Director, Service Delivery	H&CS	
			P2.1B	Continue to undertake interventions per year to keep families out of fuel poverty	Numbers of interventions in 2019/20 were not recorded	Q1 Target - 125 interventions Actual - 108	Q1&2 Target - 210 interventions Actual - 216 (Data not yet complete)	Q1-3 Target - 245 interventions Actual - 247	Q1-4 Target - 300 interventions Actual - 276	300 interventions	Matt Holford, Head of Environmental Services	Allison Thomas, Strategic Director, Service Delivery	E&DS	
		P2.2 Promote health and wellbeing across the District	P2.2A	Deliver the objectives identified in the South Derbyshire Health & Wellbeing Group	Not applicable for Q4	Draft plan tabled at H&W Group and approved by the group	Ongoing delivery of the action plan by partners	Ongoing delivery of the action plan by partners and support across partners to support the Covid response	Ongoing delivery against the action plan across the partnership.	100% of actions delivered	Mary Bagley, Head of Cultural and Community Services	Allison Thomas, Strategic Director, Service Delivery	H&CS	
		P2.3 Improve the condition of housing stock and public buildings.	P2.3A	Deliver the Planned Maintenance Housing programme over four years	£2,717,193.80	35%	88.95%	95.60%	114.10%	100% against the annual plan 2020-21	Paul Whittingham, Head of Housing	Allison Thomas, Strategic Director, Service Delivery	H&CS	
			P2.3B	Develop and deliver the Public Buildings programme over four years	Project Plan for 2020-21 developed	Software tested and calibrated	Condition surveys on the five largest assets have been completed	Carried out further surveys on 12 more of the Public Buildings portfolio.	Carried out further surveys on 12 more of the Public Buildings portfolio.	Planned maintenance programme for phase one to be created.	Steve Baker, Head of Corporate Property	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M	
		P2.3C	Average time taken to re-let Council homes	Q4 157 days YTD 122 days	Q1 Target 21 days Q1 Actual 206 days	Q2 Target 21 days. Q2 Actual 209 days	Q3 Target 21 days. Q3 Actual 192 days	Q4 Target 21 days Q4 actual days 200	Median Quartile Performance (Benchmark via Housemark)	Paul Whittingham, Head of Housing	Allison Thomas, Strategic Director, Service Delivery	H&CS		
P2.4 Support social mobility to ensure people have the opportunity to access skilled jobs, higher and further education.		P2.4A	South Derbyshire's ranking in the Social Mobility Commissions Social Mobility Index increases	311	Reported Annually in Q4	Reported Annually in Q4	Reported Annually in Q4	No new data available	Ranked >311 on the Social Mobility Index	Mike Roylance, Head of Economic Development and Growth	Frank McArdle, Chief Executive	F&M		
P3.1 Ensuring consistency in the way the Council deal with service users		P3.1A	Increase the number of customers who interact digitally as a first choice	1,219 Covid-19 business grants forms, 1,282 council tax & benefits forms and 12,343 online web form submissions. 14,844 in total (annual figure).	4,474	10,174	16,103	22,242	Upward Trend	Elizabeth Barton, Head of Customer Services	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M		

Priority	Key Aim	Outcome	PI Ref	How success will be measured	(Q4) Jan 20 - Mar 20 Outturn	April 20 - June 20 (Qtr. 1)	April 20 - September 20 (Qtr. 2)	April 20 - December 20 (Qtr. 3)	April 2020 - March 2021 (Qtr. 4)	Annual Target 2020-2021	Head of Service	Strategic Lead	Committee				
C	Working with commu	P3. Deliver Excellent Services	P3.2 Have in place methods of communication that enables customers to provide and receive information.	P3.2A	Reduce face-to-face contact to allow more time to support those customers who need additional support	2,463 enquiries dealt with at Customer Services Desk. Visitors to office 4,490. Please note this was up to 20 March 2020, when offices closed due to Covid 19. Quarter 4 figures.	No visitors due to Covid-19	No visitors due to Covid-19	No visitors due to Covid-19	No visitors due to Covid-19	Downward trend in Face to Face interactions	Elizabeth Barton, Head of Customer Services	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M			
			P3.3 Ensuring technology enables us to effectively connect with our communities.	P3.3A	Number of customer telephone calls answered by Customer Service	Total Calls 95,896 (cumulative April-March)	22,387	44,701	69,812	98,099	Downward Trend	Elizabeth Barton, Head of Customer Services	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M			
			P3.3B	Increase digital engagement (Twitter, Instagram, Facebook)	Total FACEBOOK fans: 22,440, total TWITTER followers: 11,448, No Instagram account yet, total ALL SOCIAL MEDIA fans: 33,888. Social Media queries: 287	Total FACEBOOK fans: 26,369, total TWITTER followers: 7,971, No Instagram account yet, total ALL SOCIAL MEDIA fans: 34,340. Social Media queries: 182	Total FACEBOOK fans: 27,919, total TWITTER followers: 12,005, No Instagram account yet, total ALL SOCIAL MEDIA fans: 39,924. Social Media queries: 190	Total FACEBOOK fans: 30,157, total TWITTER followers: 12,566, No Instagram account yet, total ALL SOCIAL MEDIA fans: 42,723. Social Media queries: 206	Total FACEBOOK fans: 31,222, total TWITTER followers: 12,628, No Instagram account yet, total ALL SOCIAL MEDIA fans: 43,850. Social Media queries: 245	Upward Trend	Fiona Pittam, Head of Organisational Development & Performance	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M				
			P3.4 Investing in our workforce	P3.4A	Increase the level of staff engagement.	No Q4 Update. First Staff survey to take place in 20/21.	Reported annually in Q4	The employee survey has been postponed until early 2021	The employee survey has been postponed until 2021/22	The employee survey has been postponed until 2021/22	No target for Yr1.Baseline Data only	Fiona Pittam, Head of Organisational Development & Performance	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M			
			P3.4B	Number of apprenticeships	4 (1.2% of head count)	4 (1.2% head count) (3 vacancies currently, one advertisement active, mitigating factors updated)	4 (1.2% head count) (actions taken towards funding new apprenticeships despite Covid hardships)	5 (1.5% head count) (New Business Admin L3 in HR, planning in place for apprentice opportunity in Operation Services)	5 (1.47% head count)(New ICT Apprentice, plans in place for others detailed in linked document)	>2.3% of head count	Fiona Pittam, Head of Organisational Development & Performance	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M				
			P3.4C	Average number of staff days lost due to sickness	10.65 (cumulative April - March)	3.68	8.01	11.6	12.93	Downward Trend	Fiona Pittam, Head of Organisational Development & Performance	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M				
			P3.4D	% of employees that consider that the Council has a positive health and safety culture	No Q4 update for 19/20. First Staff survey to take place in 20/21.	Reported annually in Q4	Reported annually in Q4	The employee survey has been postponed until 2021/22	The employee survey has been postponed until 2021/22	No target for Yr1.Baseline Data only	Fiona Pittam, Head of Organisational Development & Performance	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M				
			O U R F U T U R E	Growing our District and our skills base	F1. Develop skills and careers	F1.1 Attract and retain skilled jobs in the District	F1.1A	Increase the number of employee jobs in South Derbyshire	32,000	Reported Annually in Q4	Reported Annually in Q4	32,000	More than Q4 2019/20	Mike Roylance, Head of Economic Development and Growth	Frank McArdle, Chief Executive	F&M	
						F1.2 Support unemployed residents back into work											
					F2. Support economic growth and infrastructure	F2.1 Encourage and support business development and new investment in the District	F2.1A	Annual net growth in new commercial floorspace (sqm)	2885 sqm	Reported Annually in Q4	Reported Annually in Q4	Reported Annually in Q4	4,140 sqm	12,269.5 sqm	Mike Roylance, Head of Economic Development and Growth	Frank McArdle, Chief Executive	F&M
							F2.1B	Total Rateable Value of businesses in the District	£67,486,786	£67,528,690 (NB. This is the Total Rateable Value of premises rather than the income received through the collection of Business Rates)	£67,316,577 - Total Rateable Value fallen, arising from a change in national regulations relating to cashpoints and surgeries	£67,379,221 - Q3 is an increase on Q2, but remains below levels prior to the change in national regulations	£67,341,926 - Total Rateable Value decreased from last quarter which in the main was due to a large number of appeals that have now been processed by the Valuation Office Agency	More than Q4 2019/20	Mike Roylance, Head of Economic Development and Growth	Frank McArdle, Chief Executive	F&M
						F2.2 Enable the delivery of housing across all tenures to meet Local Plan targets	F2.2A	Speed of decision on discharging conditions on housing applications	80%	100%	100%	100%	100%	90% within 8-13 weeks or as agreed with the applicant	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS
F2.2B	% of planning applications determined within the statutory period	93%					94%	99%	98%	98%	>90%	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS			
F2.3 Influence the improvement of infrastructure to meet the demands of growth.	F2.3A	Secure new facilities and contributions through Section106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions			No Q4 update for 19/20. New indicator, data will be collected from April 2020 onwards as retrospective data is not possible to collect.	Reported Annually in Q4	Reported Annually in Q4	Reported Annually in Q4	94%	90%	Steffan Saunders, Head of Planning and Strategic Housing	Allison Thomas, Strategic Director, Service Delivery	E&DS				
F3. Transforming the Council	F3.1 Provide modern ways of working that support the Council to deliver services to meet changing needs.	F3.1A			Deliver against the Transformation Action Plan	No Q4 update for 19/20. Transformation plan to report from Q1 onwards	All projects on track and have enjoyed some focused attention and a few large projects in particular have had major milestones reached.	Committee report (F&M 29th April) outlines details of the year end position.	Deliver 100% against action plan	Anthony Baxter, Head of Business Change and ICT	Kevin Stackhouse, Strategic Director, Corporate Resources	F&M					
	F3.2 Source appropriate commercial investment opportunities for the Council	F3.2A			Develop our approach towards the commercialisation of services which include grants, sponsorship, fees and charges and operating models and increase the income generated from these activities	Preliminary discussion between Operational Services and Finance have taken place, working group and action plan not yet established	See progress in detailed performance report.	See progress in detailed performance report.	Form a working group & Action Plan	Adrian Lowery, Head of Operational Services	Allison Thomas, Strategic Director, Service Delivery	F&M					

Corporate Plan 2020-2024

Performance Measure Report Index

Environmental and Development Services Committee

Team: Organisational Development and Performance

Date: May 2021

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Our Environment | Our People | Our Future

www.southderbyshire.gov.uk

Performance Measure Report Index

Corporate Plan 2020-2024

Summary

The Corporate Plan 2020-2024 has 35 Corporate Measures which underpin the Council's three priorities Our Environment, Our People, Our Future.

The following Committees are responsible for overseeing the delivery of the following key aims and outcomes:

Environmental and Development Services Committee (E&DS) are responsible for 12 Corporate measures under the key aims:

- E1. Improve the environment of the District
- E2. Tackle climate change
- E3. Enhance the attractiveness of South Derbyshire
- P2. Supporting and safeguarding the most vulnerable
- F2. Support economic growth and infrastructure

Housing and Community Services Committee (H&CS) are responsible for seven Corporate measures under the key aims:

- E3. Enhance the attractiveness of South Derbyshire
- P1. Engage with our communities
- P2. Supporting and safeguarding the most vulnerable

Finance and Management Committee (F&M) are responsible for 16 corporate measures under the key aims:

- E3. Enhance the attractiveness of South Derbyshire
- P2. Supporting and safeguarding the most vulnerable
- P3. Deliver Excellent Services
- F1. Develop skills and careers
- F2. Support economic growth and infrastructure
- F3. Transforming the Council



Environmental and Development Services Committee (E&DS) are responsible for the following 12 Corporate measures

Our Environment

Measure

- Household waste collected per head of population
- % of collected waste recycled and composted
- Number of fly tipping incidents
- Improve the quality of the District through the Local Environmental Quality Survey
- % of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the site's predevelopment baseline.
- Reduce South Derbyshire District Council carbon emissions
- % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day
- Proportion of good quality housing development schemes

Our People

Measure

- Continue to undertake interventions per year to keep families out of fuel poverty

Our Future

Measure

- Speed of decision on discharging conditions on housing applications
- % of planning applications determined within the statutory period
- Secure new facilities and contributions through Section 106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions



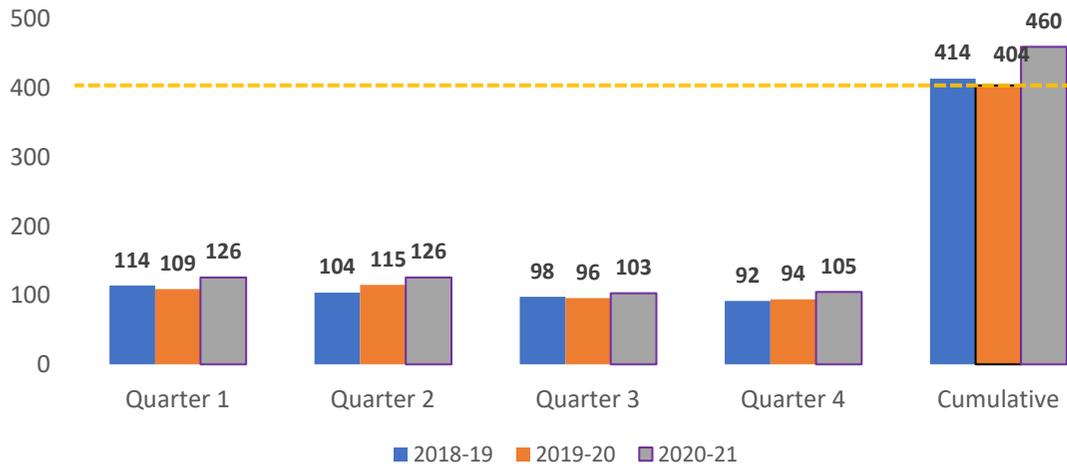
PRIORITY: OUR ENVIRONMENT

OUTCOME: E1.1 Reduce the amount of waste sent to landfill

Measure and Ref	E1.1A- Household waste collected per head of population (kg)			Committee	E&DS
Definition	This indicator is the number of kilograms of household waste collected per head of population. 'Household waste' means those types of waste which are to be treated as household waste as defined by the Environmental Protection Act 1990.			Why this is important	To measure the change in household waste disposal levels as a result of householders' waste reduction and recycling activities
What good looks like	Top performing authorities outturn <400kgs per year				
History with this indicator	The Council employs 40 staff and utilises 15 vehicles and a number of external contractors to deliver waste collection services.			Mitigating actions	A consultation is being considered to review the way the Council collects household waste, to encourage more recycling in the District.
2019/20 baseline data		The estimated figure reported in Q4 was 407 kgs. This figure has now been validated and the confirmed out turn for Q4 is 404 kgs.			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	Sustain Current levels	126 kgs	250kgs	355kgs	460kgs
2021/22	Sustain Current levels				
2022/23	Downward Trend				
2023/24	Downward Trend				
<u>Performance Overview – Quarterly update</u>				<u>Actions to sustain or improve performance</u>	
The figure of 460 kgs is well above the figure reported this time last year. The target for 2021/22 is to sustain the current levels. The increase directly relates to the lockdown measures put in place due to the Covid 19 pandemic, in particular more waste being generated at home.				The review of waste collection services completed in quarter 2 identified a number of service delivery options and identified removal of bring banks and the Saturday freighter service to reduce the amount of	



E1.1A Household waste collected per head of population (kgs)



waste collected. Consultation on removal of bring banks to commence in May.

Benchmarking

Annual benchmarking will be provided when available through the Government's Wastedataflow reporting tool.



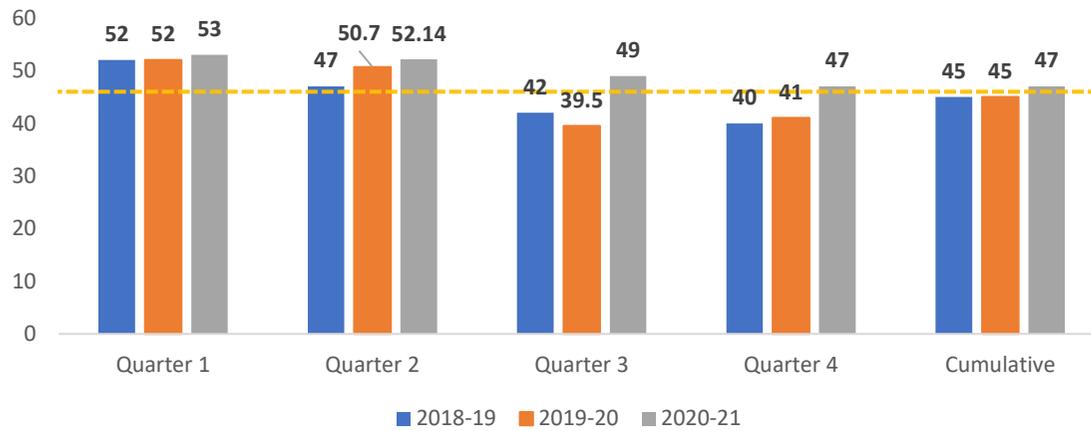
PRIORITY: OUR ENVIRONMENT

OUTCOME: E.1.1 Reduce waste and increase composting and recycling

Measure and Ref	E1.1B - % of collected waste recycled and composted			Committee	E&DS
Definition	Kerbside collected household waste is waste presented for collection by households in the black, green and brown bins and the normal alternate week collections. Recycled or composted is waste presented in the green and brown bins.			Why this is important	To establish the success of the Council's recycling scheme and to ensure the compost scheme continues to perform
What good looks like	The top performing authorities achieve >60%, the top 25% achieve >50%				
History with this indicator	Currently on a downward trend, the tonnages collected have remained stable, however increasing residual waste is pushing the percentage down.			Mitigating actions	The current contract expires in 2021 and full waste service review will be undertaken in 2020 to establish future delivery standards and delivery model.
2019/20 baseline data		The estimated figure reported in Q4 was 46%. This figure has now been validated and the confirmed out turn for Q4 is 45%.			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	>45%	53%	52%	49%	47%
2021/22	>45%				
2022/23	>45%				
2023/24	60%				
Performance Overview – Quarterly update				Actions to sustain or improve performance	
The outturn for Q4 of 47% is a significant increase compared with 2019/20 of 41%. This is mainly due to the increased tonnages collected on the kerbside recycling scheme during to the pandemic and further lockdowns. Unfortunately, residual waste tonnages have also risen.				The review of waste collection services completed in quarter 2 identified a number of service delivery options and identified removal of bring banks and the Saturday freighter service to reduce the amount of	



E1.1B % of collected waste recycled and composted



waste collected. Consultation on the removal of the bring banks will commence in May.

Benchmarking

Annual benchmarking will be provided when available through the Government's Wastedataflow reporting tool.



PRIORITY: OUR ENVIRONMENT

OUTCOME: E1.2 - Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate

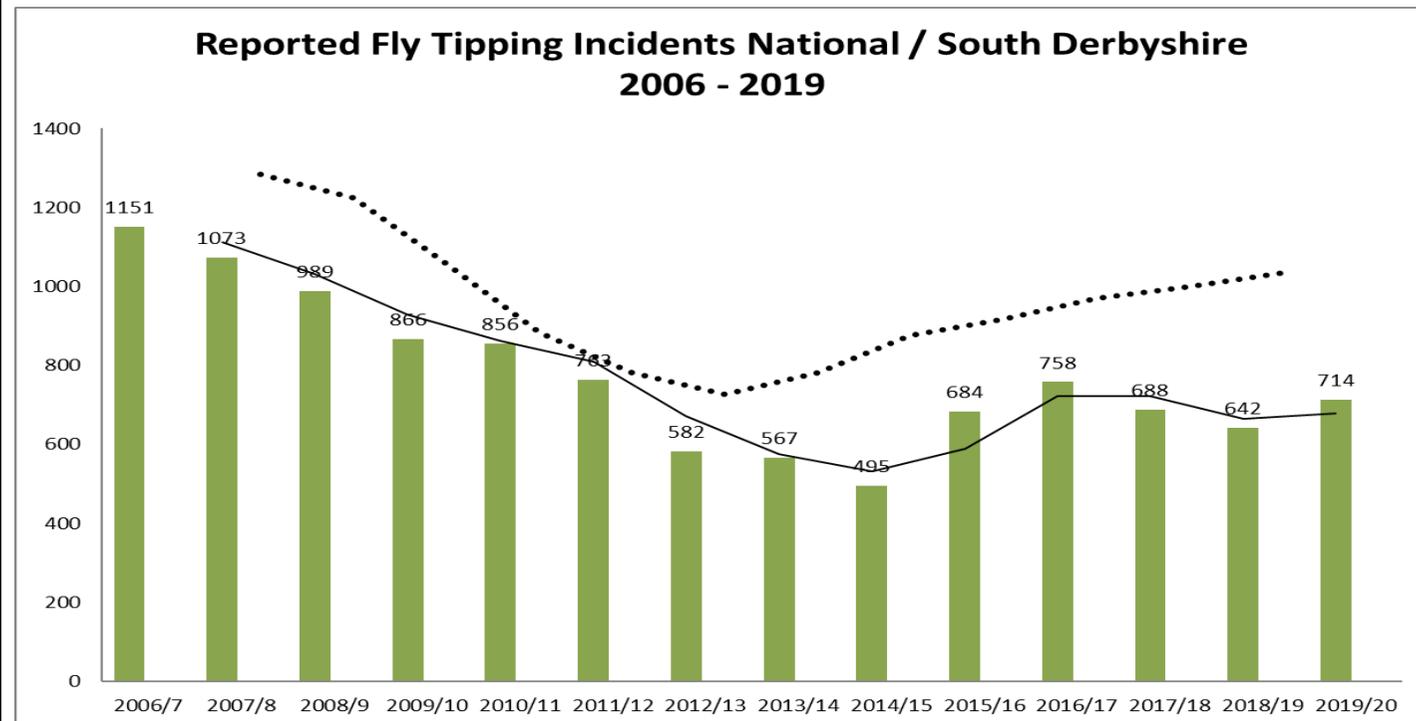
Measure and Ref	E1.2A - Number of fly tipping incidents					Committee	E&DS			
Definition	A reduction in fly-tipping incidents is defined as a numerical reduction in the sum of the number of fly tipping incidents reported to the Council, plus the number of fly tips proactively collected by Council staff while performing their duties, compared to the reference period.					Why this is important	Prevent an increase in fly-tipping incidents through education, engagement and enforcement action where appropriate			
What good looks like	The purpose of this Indicator is to see a downward trend in fly tipping incidents as a rolling average over the four-year period of the Corporate Plan.					Mitigating actions	A new gate to finally implement the PSPO at Lowes Lane, Swarkestone was installed in August 2020.			
History with this indicator	There have been long term reductions in fly tipping incidents both nationally and locally since 2000, however this trend has reversed in very recent years. Between 2016 and 2019 fly tipping incidents nationally have increased.									
2019/20 baseline data		714 reported incidents								
	Annual target	Q1 Target (Apr-June)	Q1 Outturn (Apr – Jun)	Q2 Target (Apr - Sept)	Q2 Outturn (Apr - Sept)	Q3 Target (Apr - Dec)	Q3 Outturn (Apr - Dec)	Q4 Target (Apr 20 - Mar 21)	Q4 Outturn (Apr 20 - Mar 21)	
2020/21	Downward trend	<179 incidents	260	<357 incidents	528	<536 incidents	732	<714 incidents	1003	
2021/22	Downward trend									
2022/23	Downward trend									
2023/24	Downward trend									
Performance Overview – Quarterly update						Actions to sustain or improve performance				
Fly tipping incidents have markedly increased during COVID-19 and anecdotally officers understand that this is a trend which has occurred across the UK. Incidents increased significantly at the start of lock-down (March 2020) and then again in September, November and from January to March 2021. Analysis of the location and type of fly tipped material has not identified any clear cause or set of causes which can be readily						Officers have reviewed the locations and nature of fly tipping incidents over the last two years to identify locations for possible further interventions. A capital bid has been approved for the procurement of mobile surveillance equipment to assist officers				



addressed. Based on the investigations of the Community Safety Enforcement Team an estimated 75% of fly tipping sources and offenders are from outside South Derbyshire.

with investigations. The procurement process to identify and acquire the most appropriate surveillance equipment has started. £400 fixed penalties issued to offenders increased from 5 in 2019/20 to 23 in 2020/21.

There is no formal benchmarking process for fly tipping. The Council provides long-term comparisons in local fly tipping trends compared to national trends which is summarised in the graph below. Until 2016/17 fly tipping trends in South Derbyshire broadly followed the same trend line as the national data (dotted line) with a one-year lag. In 2017/18 fly tipping incidents in South Derbyshire reduced, and then again in 2018/19, which bucked the national trend. This should give the Council some confidence that the concerted efforts to address fly tipping over the course of the previous Corporate Plan has been having positive outcomes.



Benchmarking



PRIORITY: OUR ENVIRONMENT

OUTCOME: E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate

Measure and Ref	E1.2B - Improve the quality of the District through the Local Environmental Quality Survey	Committee	E&DS														
Definition	Percentage of inspected areas above a grade C for cleanliness as defined in the government code of Practice for Litter and refuse.																
What good looks like	<p>>95% above grade C</p> <p>This table below provides an overview of the grading:</p> <table border="1" data-bbox="349 587 1285 1015"> <tr> <td>Grade A</td> <td>No issues present</td> </tr> <tr> <td>Grade B+</td> <td>No formal description</td> </tr> <tr> <td>Grade B</td> <td>Predominantly free with some minor instances of the issue</td> </tr> <tr> <td>Grade B-</td> <td>No formal description</td> </tr> <tr> <td>Grade C</td> <td>Widespread with some accumulations of the issue</td> </tr> <tr> <td>Grade C-</td> <td>No formal description</td> </tr> <tr> <td>Grade D</td> <td>Heavily affected by the issue</td> </tr> </table> <p>In order to present a fair picture plus and minus grades are used where a location is better than the lower grade but not sufficiently to attain the higher grade.</p>	Grade A	No issues present	Grade B+	No formal description	Grade B	Predominantly free with some minor instances of the issue	Grade B-	No formal description	Grade C	Widespread with some accumulations of the issue	Grade C-	No formal description	Grade D	Heavily affected by the issue	Why this is important	Gives assurance that the cleansing regimes and resources deployed are delivering the Council's service standards.
Grade A	No issues present																
Grade B+	No formal description																
Grade B	Predominantly free with some minor instances of the issue																
Grade B-	No formal description																
Grade C	Widespread with some accumulations of the issue																
Grade C-	No formal description																
Grade D	Heavily affected by the issue																
History with this indicator	New indicator	Mitigating actions	To be determined following confirmation of baseline data														
2019/20 baseline data		89.67% above grade C															



	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	>95%	Reported in Q4	Reported in Q4	Reported in Q1 21/22	Reported in Q1 21/22
2021/22	>95%				
2022/23	>95%				
2023/24	>95%				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
<p>The first survey was completed in Jan 2020. A report went to Committee recommending a survey is undertaken in October 2020 and the target is increased from >90% to >95% for 20/21.</p> <p>Some service measures have been developed to assist the overall performance and have been built into the Service Plans for 2021/22.</p> <p>The October survey was unable to be undertaken due to Covid restrictions and was postponed and undertaken between 19th and 27th January 2021. The results will be reported in Q1 21/22.</p>					
Benchmarking					



PRIORITY: OUR ENVIRONMENT

OUTCOME: E1.3 - Enhance biodiversity across the District

Measure and Ref	E1.3A - % of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the sites predevelopment baseline.			Committee	E&DS
Definition	Policy BNE3 of the Local Plan and Chapter 15 of the National Planning Policy Framework seeks to ensure that the impacts of development on biodiversity are minimised and preferably provide net gains. This would be negotiated during the application process			Why this is important	It is likely that soon this will be a statutory requirement. It demonstrates that the Council is being proactive in delivering an aspiration of the Local Plan.
What good looks like	The purpose of the PI is to see the pursuit of net biodiversity gains on all eligible sites otherwise suffering a net loss.				
History with this indicator	Notwithstanding the Council's 'encouragement' of biodiversity gains in the Local Plan, this will be a new government initiative that would make it a statutory requirement.			Mitigating actions	The Council is currently investigating how best to source the expertise necessary.
2019/20 baseline data		Insufficient baseline data available			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	85%	No data	66.7%	66.7%	66.7%
2021/22	85%				
2022/23	85%				
2023/24	85%				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
Quarter 4 Update: A handful of qualifying applications were decided during Q3 (requires major application with ecology survey and not a variation of a previously approved scheme where a biodiversity impact has been previously accepted). Of these, one of the schemes can presently only be said to achieve a 'no net loss' until the detailed stage of the application is received. The other qualifying schemes cannot be assessed at this stage until the discharge of conditions has taken place i.e. full ecological mitigation schemes quantified. The Council is reliant on Derbyshire Wildlife Trust performing metrics calculations until ecologist is appointed in Cultural and Community Services as part of the implementation of the Service restructure.				Requires recruitment of ecologist within Cultural and Community Services to carry out assessments. Requires legislation/guidance to be issued for methodology. Derbyshire Wildlife Trust using established methodology in interim.	
Benchmarking		No data			



PRIORITY: OUR ENVIRONMENT

OUTCOME: E2.1- Strive to make South Derbyshire District Council carbon neutral by 2030

Measure and Ref	E2.1A- Reduce South Derbyshire District Council carbon emissions			Committee	E&DS
Definition	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)			Why this is important	To enable emissions from all relevant identified Council sources to be controlled over the Corporate Plan timeframe
What good looks like	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)				
History with this indicator	No previous targets to achieve carbon neutrality have been set			Mitigating actions	
2019/20 baseline data		The baseline carbon emissions from SDDC activities have been calculated as 2,500 tonnes of CO ₂ e in 2018/19			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	9 actions complete	3 actions complete	6 actions complete	9 actions all in progress and on track	9 actions all in progress and on track
2021/22	10 actions complete				
2022/23	10 actions complete				
2023/24	10 actions complete				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
<p>Nine targeted C&EAP actions for Q1-4. Four have been completed. Five are long term projects which are all now in progress and on-track.</p> <p>The Healthy Homes Assistance Fund has been launched and is progressing well, The Derbyshire Healthy Homes Programme has also been launched and is progressing well. The Housing Environmental Impact Project has been commissioned and has started. The Council’s new electricity contract is produced from 100 per cent renewable, non-nuclear sources (wind, hydro, geo-thermal and solar), Carbon neutrality has been embedded into the Civic Hub project brief. The revised Procurement Strategy and Guidance Manual 2020-24 was approved on 28/8/2020 to include improved carbon neutral questions and scoring criteria.</p>				<p>The new Climate and Environment Officer started in January and now provides additional resources to drive the delivery of the Climate and Environment Plan actions and review, as necessary.</p> <p>A revised Climate and Environment Plan has been prepared and will be reported to Committee in May.</p>	
Benchmarking		Not applicable			



PRIORITY: OUR ENVIRONMENT

OUTCOME: E2.2 - Work with residents, businesses and partners to reduce their carbon footprint

Measure and Ref	E2.2A - % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day			Committee	E&DS
Definition	Part G of the Building Regulations sets out an optional standard for potable water conservation which is reiterated in Policy SD3 of the Local Plan. A planning condition will be attached to all new permissions to pursue adherence to this standard (where relevant)			Why this is important	Local infrastructure and environmental constraints require the need for the Council to contribute to the suppression of water demand and hence waste water discharges across the District.
What good looks like	This is designed to ensure that going forward all new developments comply with the optional Part G standard				
History with this indicator	No history			Mitigating actions	Through the use of planning conditions attached to planning permissions
2019/20 baseline data		50% based on 2019/20 Q4			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	85%	78%	89%	100%	100%
2021/22	85%				
2022/23	85%				
2023/24	85%				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
Improving approach to application of standard conditions with room for improvement particularly on minor applications. Delegated and Committee decisions are scrutinised for the existence of this condition where appropriate, with the target met in this quarter as a consequence.				Officer training combined with further software development to automate inclusion of conditions.	
Benchmarking		No data.			



PRIORITY: OUR ENVIRONMENT

OUTCOME: E3.2 - Improve public spaces to create an environment for people to enjoy

Measure and Ref	E3.2B - Proportion of good quality housing development schemes			Committee	E&DS
Definition	The % of new residential developments that score well against the Council's quality criteria based on latest Building for Life standards and the National Design Guide, which measure several aspects of the quality of a development (including the provision and quality of public spaces).			Why this is important	This PI directly measures how good the quality of developments are and therefore whether it is more likely to result in an improvement to the quality of open and other spaces.
What good looks like	The purpose of this PI is to see an upward trend in higher quality developments and their immediate environment.				
History with this indicator	This PI will differ from the similar PI which only looked at an earlier Building for Life standard. In previous years, the 90% target was often met and where not, only marginally missed.			Mitigating actions	Through the employment of a design specialist in the Planning Delivery Teams and extra training for all development management (planning) staff.
2019/20 baseline data		Annual score of 92% based on old methodology – to be reported annually in Q4			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	90%				
2021/22	90%				
2022/23	90%				
2023/24	90%				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
Data unavailable due to the Senior Planning Design Officer post being vacant since October 2020. There was an initial unsuccessful recruitment effort for the Senior Design Officer role. However an appointment has now been made with a likely start date of July 2021. One of the first tasks will be to update this performance indicator.				Revisions to assessment methodology to allow for smaller schemes to be measured. Continued training and peer review of schemes.	



PRIORITY: OUR PEOPLE

OUTCOME: P2.1 - With partners encourage independent living and keep residents healthy and happy in their homes

Measure	P2.1B - Continue to undertake interventions per year to keep families out of fuel poverty				Committee	E&DS			
Definition	Number of interventions made by the Council (and partners over whom the Council has influence) to improve fuel efficiency in residential properties.				Why this is important	Fuel poverty is a public health observatory key performance indicator and reflects both the thermal efficiency of housing stock and the affluence of the population			
What good looks like	Increasing the numbers of fuel efficiency interventions in order to directly contribute to reductions in the numbers of families in fuel poverty.				Mitigating actions				
History with this indicator	The Council has never previously collated data on the different measures taken to take families out of fuel poverty.								
2019/20 baseline data		It is estimated that 7.9% (equivalent to 3,393 properties) of households in South Derbyshire are in fuel poverty (based on public health observatory statistics) and that in 2019/20 an estimated 90 interventions were made to help residents reduce fuel poverty							
	Annual target	Q1 Target (Apr-June)	Q1 Outturn (Apr-June)	Q2 Target (Apr - Sept)	Q2 Outturn (Apr - Sept)	Q3 Target (Apr - Dec)	Q3 Outturn (Apr - Dec)	Q4 Target (Apr 20 - Mar 21)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	300 interventions	125 interventions	111 interventions	85 interventions	105 interventions	35 interventions	31 interventions	55 interventions	29 interventions
2021/22	To be set at year end 2020								
2022/23	To be set at year end 2020								
2023/24	To be set at year end 2020								



Performance Overview – quarterly update

148 legal notices have been issued to private sector landlords requiring the energy performance of their properties to meet legal standards. 26 Property Level Flood Resilience Grants are being processed following the damage caused in February 2020 by Storms Ciara and Dennis. Following the launch of a new Healthy Home Assistance Fund (HHAF) in May, £116,000 has been spent in 24 properties making improvements to private homes occupied by vulnerable people, plus a further 23 improvements to domestic homes have been made through referrals to Derbyshire County Council's Healthy Homes Programme. Finally, a total of 55 improvements to reduce fuel poverty have been made by Council officers using powers under the Housing Act.

Actions to sustain or improve performance

This was the first year that these interventions have been recorded and tracked and therefore the annual target was a best estimate. The outturn for 2020/21 should be seen as a baseline.

Benchmarking



PRIORITY: OUR FUTURE

OUTCOME: F2.2 - Enable the delivery of housing across all tenures to meet Local Plan targets

Measure and Ref	F2.2A - Speed of decision on discharging conditions for housing applications			Committee	E&DS
Definition	The purpose of the performance indicator is to measure the percentage of planning condition applications determined in the statutory period of eight or 13 weeks or as may be otherwise agreed with applicants.			Why this is important	Unnecessary delays in the determination of applications holds up the delivery of development and therefore a potential disincentive to inward investment
What good looks like	All applications determined as soon as possible without compromising quality.				
History with this indicator	New			Mitigating actions	A recent service review introduced new and improving performance management processes and software
2019/20 baseline data		80% based on Q4 (up to 85% if including first 27 days of 2020/21 Q1, following new procedure with team)			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	90% within 8-13 weeks	100%	100%	100%	100%
2021/22	90% within 8-13 weeks				
2022/23	90% within 8-13 weeks				
2023/24	90% within 8-13 weeks				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
Despite pressures on planning delivery resources, the effect of the COVID-19 pandemic and difficulties in obtaining timely responses from consultees, proactive dialogue with applicants has seen decisions issued in time and/or with agreed extension to determination periods.				Key staff to see indicator feature in annual Personal Development Reviews. Team Leaders regularly monitoring performance. Recruitment to the Team Leader role imperative to keep up to date monitoring in place.	
Benchmarking					



PRIORITY: OUR FUTURE

OUTCOME: F2.2 - Enable the delivery of housing across all tenures to meet Local Plan targets

Measure and Ref	F2.2B - % of planning applications determined within the statutory period			Committee	E&DS
Definition	The purpose of the performance indicator is to measure the percentage of planning applications determined in the statutory period of eight or 13 weeks or as may be otherwise agreed with applicants.			Why this is important	Unnecessary delays in the determination of planning applications holds up the delivery of development and therefore a potential disincentive to inward investment
What good looks like	All applications determined as soon as possible without compromising quality.				
History with this indicator	Generally, the Council has performed well for most recent years against a notional target of 90%			Mitigating actions	A recent service review introduced new and improving performance management processes and software
2019/20 baseline data		93%			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	90%	94%	99%	98%	98%
2021/22	90%				
2022/23	90%				
2023/24	90%				
<u>Performance Overview – quarterly update</u>				<u>Actions to sustain or improve performance</u>	
Performance in determining major schemes recovered to 100% in this quarter (well above national indicator of 65%) with minors slightly below at 98%. These application types capture the largest proportion of investment within the District, so this performance is very positive. The others category achieved 99%. The reduction is as consequence of two decisions (of an overall 161) being determined outside of the statutory or agreed timeframe. Continued attainment of Corporate Performance Indicator across continuous quarters despite effects of COVID-19 continuing to cause delays beyond officer control.				Further software development to improve efficiency of processes, etc. Continued performance monitoring of individual staff and workloads. Resourcing of the Development Management Team is noted to be an emerging issue, with staff leaving the authority at the same time as a large increase in applications being received (circa 20% more compared to the same period last year).	
Benchmarking					



PRIORITY: OUR FUTURE

OUTCOME: F2.3 - Influence the improvement of infrastructure to meet the demands of growth.

Measure and Ref	F2.3A - Secure new facilities and contributions through Section 106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions			Committee	E&DS
Definition	Statute allows the Council to seek financial and other contributions from developments to mitigate the impact of the development on public infrastructure subject to viability of individual developments.			Why this is important	Without some contribution towards mitigating the impact of new developments, infrastructure would have to accommodate the extra load without direct funding to bear the burden
What good looks like	Securing all proven necessary mitigation to accommodate new developments				
History with this indicator	New			Mitigating actions	Negotiation through Section 106 agreements subject to compliance with the Community Infrastructure Levy (CIL) Regulations 2010 and Local Plan policy
2019/20 baseline data		New indicator, data will be collected from April 2020 onwards as retrospective data is not possible to collect.			
	Annual target	Q1 Outturn (Apr-June)	Q2 Outturn (Apr - Sept)	Q3 Outturn (Apr - Dec)	Q4 Outturn (Apr 20 - Mar 21)
2020/21	90%				94%
2021/22	90%				
2022/23	90%				
2023/24	90%				
<u>Performance Overview</u>				<u>Actions to sustain or improve performance</u>	
The annual target has been achieved. It should be noted however that the margins for this indicator are very tight; the numerically low number of obligations generated within a calendar year means that just one obligation can make a difference of 6% or more.				No change required to current processes.	
Benchmarking					



SERVICE DELIVERY RISK REGISTER (AS AT Q4 2020/21)

Risk	Rating and current position	Risk treatment	Mitigating actions	Change since last quarter	Risk Owner
<p>SD1 - Loss of income to the Housing Revenue Account</p>	<p>Rent reduction controls relaxed and rent increase now in place. Reduction of income through the Impact of COVID19 on Universal Credit (UC) claims is now greater.</p> <p>Likelihood is high and impact is now moderate</p>	<p>Treat the risk through continuous action and review.</p>	<p>A revised Income Management Policy has been approved by Housing and Community Services Committee and new operational/ IT procedures implemented.</p> <p>Increased focus on collection of rent and other housing debt.</p> <p>New dwellings mitigate revenue lost through Right to Buy (RTB). New Builds can still be purchased under (RTB) after three years for Secure Tenancies.</p> <p>The uptake of UC has continued to rise sharply through the pandemic. The impact on Council tenants' arrears increased and has now levelled out.</p> <p>The Housing Service has made operational changes to deal with this increase which have been subject to a successful audit review.</p>	<p>No change to rating. Mitigating actions updated</p>	<p>Housing Services</p>
<p>SD2 - Failure to collect financial contributions or to enforce the delivery of obligations within Section 106 Agreements.</p>	<p>Failure to collect financial contributions or to enforce obligations within Section 106 Agreements. Slight increase in likelihood of requests to defer payments or review viability of development schemes in response to COVID-19 impacts.</p> <p>Likelihood is unlikely but the impact is significant.</p>	<p>Treat the risk through continuous action and review.</p>	<p>Implementation of new software is now complete.</p> <p>Team Leader overseeing the process with dedicated officer monitoring and reviewing progress of agreements relating to 'live' sites.</p> <p>The Service has been recently audited and has put in place actions to address the minor recommendations.</p> <p>Continued use of District Valuer in vetting additional requests for viability review. Discretion over enforcement or payment plans can ensure collection of fees over longer period if cashflow a problem for developers.</p> <p>Page 33 of 211</p>	<p>No change to rating or mitigating actions</p>	<p>Planning and Strategic Housing</p>

			Once S106 funds are received, Planning Policy team send regular reminders to colleagues including external bodies to minimise the risk of S106 money going unspent.		
SD3 – Safety standards	<p>Failure to comply with basic safety standards in flats/blocks with communal areas.</p> <p>Work has been undertaken to put specialist fire asbestos, legionella contracts in place.</p> <p>Likelihood is medium and impact has potential to be significant.</p>	Treat the risk through continuous action and review.	<p>Revised and updated Housing Safety policies were agreed by Housing and Community Services Committee in November 2020 for safety regarding:</p> <ul style="list-style-type: none"> • Fire • Lift • Electrical • Gas • Asbestos • Legionella <p>A recent Internal Audit of Housing Safety has confirmed that the systems in place provide “reasonable assurance” in this area.</p> <p>Contracts are in place to deliver property improvements for all aspects of property safety.</p>	No change to rating, mitigating actions updated	Housing Services
SD4 – Universal Credit	<p>Loss of income to the Housing Revenue Account through full roll out of Universal Credit (UC) from November 2018.</p> <p>There is still uncertainty as to the financial impact of this, but the Council has plans in place working with internal/ external stakeholders to manage this process.</p> <p>Likelihood is high and the impact is moderate.</p>	Treat the risk through continuous action and review.	<p>Welfare Reform Group, including key internal/external partners, meets on a monthly basis to manage roll-out against an agreed action plan.</p> <p>Invested in I.T. solutions to maximise opportunities to collect income and support those in financial difficulty.</p> <p>The Impact of COVID19 on Council tenants has seen a rise in the number of UC Claimants although the rate of increase slowed as lockdown was eased.</p> <p>Delays in UC payments have led to a rise in rent arrears. The Housing Service, in partnership with the Department for Work and Pensions (DWP), has made operational changes to mitigate this risk. The increase in rent arrears during the pandemic has now begun to level out.</p>	No change to rating, mitigating actions updated	Housing Services

<p>SD5 – Reduction in funding for Cultural and Community Services</p>	<p>Reduction of Council funding into Cultural and Community Services. Unable to source external funding to service.</p> <p>There is likely to be additional funding needed to replace income lost through Covid-19.</p> <p>Likelihood is moderate and the impact is moderate</p>	<p>Treat the risk through continuous action and review of funding streams and Cultural and Community Services Restructure.</p>	<p>Forward budget planning over a number of years. Approvals for reserve spend to secure staffing positions up to March 2021 initially for Active Communities.</p> <p>Maintain current funding contribution that the Council makes towards the Active Communities service.</p> <p>The Council receives an annual agreement from the Police and Crime Commissioner (PCC) for £25,000 per year Community Safety Funding.</p> <p>The Council receives £35,000 per year Basic Command Unit funding from the Chief Superintendent. This is received annually with no long-term commitment.</p> <p>Rolls Royce new three-year sponsorship of the Environmental Education Project confirmed.</p> <p>Continually seek external funding opportunities to support service delivery. This will extend to Covid-19 new funding pots.</p> <p>Successful partnership funding has been achieved with the Green Social Prescribing Programme.</p> <p>Government Funding for the Leisure Centres has been received.</p> <p>Monthly assessment of income lost through Covid-19 restrictions on service.</p>	<p>No change to rating some success in mitigating actions</p>	<p>Cultural and Community Services</p>
<p>SD6 - Ageing infrastructure at Rosliston Forestry Centre</p>	<p>Need to upgrade Infrastructure at Rosliston Forestry Centre.</p> <p>Regular meetings held at operational and strategic levels with the Forestry Commission.</p> <p>Likelihood is moderate but the impact would be moderate.</p>	<p>Treat the risk through continuous action and review.</p>	<p>Condition survey updated as part of procurement exercise for new contractor.</p> <p>Focus on implementing infrastructure requirements identified in external consultant's report.</p> <p>Capital Programme bid successful with the majority of the projects needed supported.</p> <p>Work commenced on the delivery of capital projects.</p>	<p>No change to rating. Mitigating actions updated.</p>	<p>Cultural and Community Services</p>

			<p>Collaboration with Head of Corporate Property on improvements to the Planned Preventative Maintenance (PPM).</p> <p>Engage tenants and keep Senior Leadership Team informed</p> <p>Covid-19 pandemic has enabled an opportunity to do some minor health and safety works whilst the site was closed to the public.</p> <p>Vision for site to be reviewed in light of the pandemic.</p>		
SD7 - Failure to meet housing delivery targets set out in the five-year supply.	<p>Failure to meet housing delivery targets.</p> <p>Local Plan is in place which sets out the five-year supply. Latest monitoring for 19/20 indicates the Council was performing above target.</p> <p>Likelihood is low but could move to moderate in light of COVID-19 impacts pushing delivery back in the Plan period, but the impact would be significant.</p>	Treat the risk through continuous action and review.	<p>Monitoring/review of performance ongoing.</p> <p>Active pursuit of schemes and opportunities. Increased focus on facilitating prompt commencement of development.</p> <p>Develop action plan(s) where necessary.</p> <p>Current five-year housing land supply rate at 5.76 years - most sites started are building at a rate above that originally anticipated such that c.1300 were completed in 2019/20 - work to accelerate progress on two sites continues.</p> <p>Support government proposals to offer flexibility in supply and delivery requirements in light of COVID-19 effects.</p>	No change to rating, latest published five-year housing land supply amended from 5.92 to 5.76 years.	Planning and Strategic Housing
SD9– Melbourne Sports Park	<p>Failure to deliver against external funder requirements at the Melbourne Sports Park (MSP). Ongoing discussions with national funders.</p> <p>MSP negatively affected by Covid-19 with no income generation for 3+ months. Some external grants success to support this impact but not all.</p>	Treat the risk through continuous action and review.	<p>Regular Artificial Grass Pitch (AGP) Steering Group meetings.</p> <p>Matter under regular review at MSP Board meetings. Key funder in attendance at AGP steering group meetings.</p> <p>MSP Board not meeting business plan income targets so close monitoring required.</p> <p>Scheme to deliver additional car parking on site completed. Elements of Drainage scheme on MSP site and adjacent landowners virtually complete. Works in road making good progress. Improved rugby pitches</p>	No change to rating, mitigating actions updated.	Cultural and Community Services

	Likelihood is low /medium, but the impact would be significant.		<p>playability should increase income generation from bar and catering.</p> <p>Work started on three new tennis courts and work planned in Spring for improvements to third rugby pitch and training area. These projects should aid future viability.</p>		
SD11– Tree Management	<p>Failure to manage the Council's tree stock in line with adopted Tree Management policy.</p> <p>Likelihood is low but the impact would be significant.</p>	Treat the risk through continuous action and review.	<p>Review of approved Tree Management Policy completed. New Tree Strategy and Policy planned to go to Committee in summer 2021.</p> <p>Implementation of the Cultural and Community Services restructure will enable greater staff resources for tree work.</p>	No change to rating or mitigating actions.	Cultural and Community Services
SD12 –Ageing Infrastructure at Greenbank Leisure Centre	Infrastructure at Greenbank Leisure Centre including pipework to pool and roof structure needs investment.	Treat the risk through continuous action and review	<p>Building condition survey is being updated and a planned maintenance programme put in place by Head of Corporate Property.</p> <p>Complete the necessary works identified in external consultant's report.</p> <p>Improvements made to pool pipework and roof.</p> <p>Ensure that there is capital funding to complete the necessary works.</p>	No change to rating, mitigating actions updated.	Cultural and Community Services
SD14- Performance of kerbside recycling contractor	The sub-contractor collecting materials on behalf of the recycling contractor went into liquidation in February. The Council implemented contingency plans and the collections are now being delivered by the Council. The recycling contractor continues to deal with the collected materials and is committed to	Treat the risk through continuous action and review	<p>The Council has stepped-in to deliver the collection element of the contract at short notice. Additional vehicles have been hired and agency workers employed. Contingency Plans should be sufficient to deliver the service with minimal disruption for the foreseeable future. Interim arrangements beyond the current contract term are being developed as per Committee's endorsement. The uncertainty around recycle reprocessing costs could result in costs to the Council escalating. Progress is being made on the tender process for a replacement contractor.</p>	<p>Rating changed from red to green.</p> <p>Actions updated</p>	Operational Services

	undertake this role until the contract end date.				
SD15 Leisure Centres	Due to the National Lockdowns and control of coronavirus measures there is a risk that the Council's Leisure Centre provider can no longer sustain its business.	Treat the risk through continuous action and review	Application to Government for National Leisure Recovery Fund successful and distribution being arranged. Monthly assessment of Leisure Provider's finances and assessment of Council support through monthly contract meetings. Contingency plans are also being developed should the contractor not be in a position to deliver the contract at short notice.	No change to rating. Mitigating actions updated.	Cultural and Community Services

SERVICE DELIVERY RISK MATRIX				
Likelihood				
4 High		SD1, SD4, SD15		
3 Medium		SD5	SD3, SD12,	
2 Low		SD6	SD7, SD9, SD11	
1 Unlikely		SD14	SD2	
	1 Minor	2 Moderate	3 Significant	4 Catastrophic
	Impact			

Risk Description

SD1 Loss of income to the Housing Revenue Account

SD2 Failure to collect financial contributions/enforce obligations within S106 Agreements.

- SD3** Safety standards
- SD4** Universal Credit
- SD5** Reduction in funding for Cultural and Community Services
- SD6** Ageing infrastructure at Rosliston Forestry Centre
- SD7** Failure to meet housing delivery targets set out in the five-year supply.
- SD9** Melbourne Sports Park
- SD11** Tree Management
- SD12** Green Bank Leisure Centre
- SD14** Performance of kerbside recycling contractor
- SD15** Leisure Centres

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 6
DATE OF MEETING:	27th MAY2021	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	ALLISON THOMAS (EXT. 5775)	
SUBJECT:	SERVICE PLANS 2021/22	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the service plans Service Delivery Directorate be approved as the basis for overall service delivery over the period 1 April 2021 to 31 March 2022.

2.0 Purpose of Report

2.1 To consider the Service Plan for Service Delivery, attached at **Appendix A**.

3.0 Detail

3.1 Service Plans are a key part of our Performance Management Framework, acting as an important link between high-level plans and strategies, such as the Corporate Plan and Equality, Diversity and Inclusion Strategy as well as performance objectives established for employees.

3.2 The Service Plan contains information about:

- The Directorate
- Service performance, including key measures and projects
- Equality, diversity and inclusion actions
- Workforce and budget information
- Partnerships.

3.3 The Service Plan reflect the current priority themes and outcomes within the Corporate Plan 2020-24 and Sustainable Community Strategy 2009-29.

3.4 The Plan for Service Delivery is presented to the Housing and Community Services Committee and the Environmental and Development Services Committee.

3.5 The Service Plan covers a one-year period and will be reviewed in March 2022 to link in with the Corporate Plan and Sustainable Community Strategy.

3.6 Progress reports on the Service Plans will be made to elected members as part of the Performance Management Framework monitoring process.

4.0 Financial and Corporate Implications



4.1 All implications are detailed in the Service Plan.

5.0 Community Implications

5.1 All implications are detailed in the Service Plan.





South
Derbyshire
District Council



Service Plan 2021/22

Service Delivery Directorate

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Introduction

The Corporate Plan

The Corporate Plan 2020-2024 sets out the values and vision for South Derbyshire District Council and outlines its priorities for delivering services.

The three key priorities are:

- Our environment
- Our people
- Our future.

The Plan sets out how the Council can make South Derbyshire a great place to live, visit and invest.

The Corporate Plan focuses on the issues that are important to residents, on national priorities set by the Government and on the opportunities and challenges resulting from the changing social, economic, health and environmental aspects of South Derbyshire.

It links the Council's strategic priorities and objectives directly to the activities of each service area through annual service plans that are subject to ongoing monitoring in line with the Council's performance management framework.

The Council is divided into three directorates: Chief Executive's, Corporate Resources and Service Delivery and each produces its own annual service plan.

This plan, covers the financial year 2021/22 and demonstrates how services will be delivered, making the most effective use of available and future resources.

Our values

The Council's values show the behaviour that is expected from every employee in everything it does, including how the Council works with others.

Our values are:

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 importance of service planning

While Council budgets are constrained, there are ever-increasing pressures and demands to do more with fewer resources, particularly during the response and recovery phases of the COVID-19 pandemic.

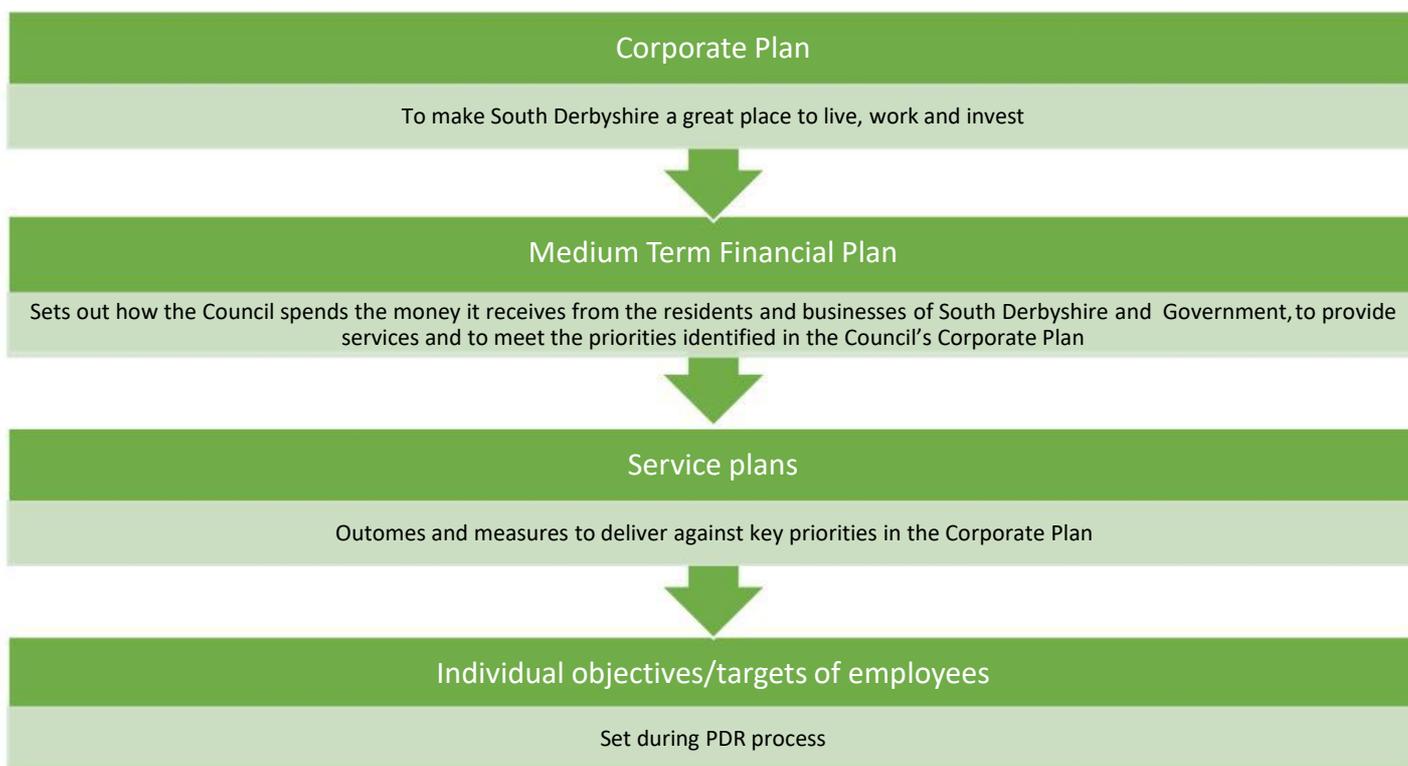
It is essential that services are well planned, with the capability to evolve to meet the needs of residents, local businesses and other stakeholders.

This allows the Council to identify requirements and resources required including technology, workforce, funding, capital infrastructure and information management.

Performance Management Framework

The Performance Management Framework enables the Council to monitor the progress it is making towards the achievement of its Corporate Plan.

The framework consists of four levels.



The Council's performance is reported on a quarterly basis and is available on the Council's website: www.southderbyshire.gov.uk/performance.

Managing risks

The Council's Risk Management Framework sets out a consistent and robust framework for managing corporate risks. From this, service risk registers are managed, monitored and reviewed on a regular basis to provide operational governance and control around the delivery of services.

Council resources are organised to deliver value for money services for residents, community groups, local businesses and stakeholders. The Council identifies and manages risks that might affect service delivery through regularly reviewing performance and taking action where required.

Monitoring and review

This plan will be monitored on a quarterly basis as part of the Council's Performance Management Framework to monitor service delivery, identify any risks and put in place any actions to develop and improve services.

Key aims

All priorities and activities carried out by the Service Delivery directorate complement the Corporate vision 'to make South Derbyshire a great place to live, visit and invest.'

Through the Service Plan, all corporate action plans and performance measures for the Directorate contribute to the corporate themes of:

Our Environment - Keeping a clean, green District for future generations

Our People - Working with communities and meeting the future needs of the District

Our Future - Growing our District and our skills base

The strategic aims for the directorate are outlined in each service area.

Equality, diversity and inclusion

The Council is committed to the principles of equality, diversity and inclusion in employment and the delivery of services and is keen to celebrate the diversity of people who live and work in South Derbyshire.

The Council's Equality, Diversity and Inclusion Strategy and Action Plan for 2021-2025 sets out commitments to equality for the next four years and outlines how the Council will ensure that all its services and employment opportunities are provided with fairness and accessible to everyone.

Following an extensive programme of consultation five key objectives have been identified for the next four years. They are to:

- Encourage and enable a skilled and diverse workforce, to build a culture of equality, diversity, and inclusion in everything we do.
- Demonstrate inclusive leadership, partnership, and a clear organisational commitment to being a leader in equality, diversity, and inclusion in the District.
- Involve and enable diverse communities to play an active role in society and put the residents' voice at the heart of decision-making.
- Deliver responsive services and customer care that is accessible and inclusive to individuals' needs and respects cultural differences.
- Understand the District's diverse communities and embed that understanding in how policy and practice are shaped across the Council.

The following actions are cross-cutting and all service areas will contribute towards:

- Continue to carry out an employee risk assessment should an employee's circumstances change in relation to any of the protected characteristics and put in place reasonable adjustments where necessary.
- Carry out an equality impact assessment when considering new or changes to existing policy, service or processes in terms of how it might impact on different groups of people.
- Develop the Council's website to signpost people to services that are delivered in partnership with other organisations.

Each service area has actions that relate to the key objectives in the Equality, Diversity and Inclusion Strategy and Action Plan. The Council will report annually on its performance and outcomes that have been achieved against each of the five objectives outlined above and communicate this to elected members, residents, community, voluntary and faith-based group groups, and partners.

COVID-19 response

2020/21 saw unprecedented challenges faced by South Derbyshire District Council and Local Government as a result of the COVID-19 pandemic.

Each service area contributed to the response and the recovery phase of the pandemic. Some of the key actions taken are listed below:

- Redeploying staff so that refuse and recycling collections in South Derbyshire were carried out rather than suspended
- Supporting elderly and vulnerable residents through the Careline and supported living services
- Supporting Council tenants and leaseholders by delivering essential repairs, maintenance, and improvements to their homes and properties
- Carrying out necessary adaptations to facilitate discharge from hospitals and to enable residents to continue living in their own homes
- Providing premises and volunteers to support the most vulnerable residents through making and delivering food parcels in partnership with volunteer organisations
- Providing premises and staff to support the rollout of the COVID-19 testing and vaccination programme
- Rolling out technology to allow agile working including allowing Council and Committee meetings to be held and allow the press and public to attend the meetings
- Continuing to support local businesses by administering and delivering more than £15 million in COVID-19 grants
- Making Test and Trace payments totalling £101,500 to people on low incomes who had to self-isolate
- Reducing residents' council tax by up to £300 per household via the Hardship Fund in appropriate cases to the sum of £503,729. This supported working age residents who claimed Council Tax Support in 2020/2021
- Expanding the environmental protection inspections to cover COVID-19 restrictions and providing advice and support for local businesses
- Providing staff and residents with the latest information on lockdown and social distancing requirements
- Providing appropriate support to schools to enable key worker parents to continue to operate.

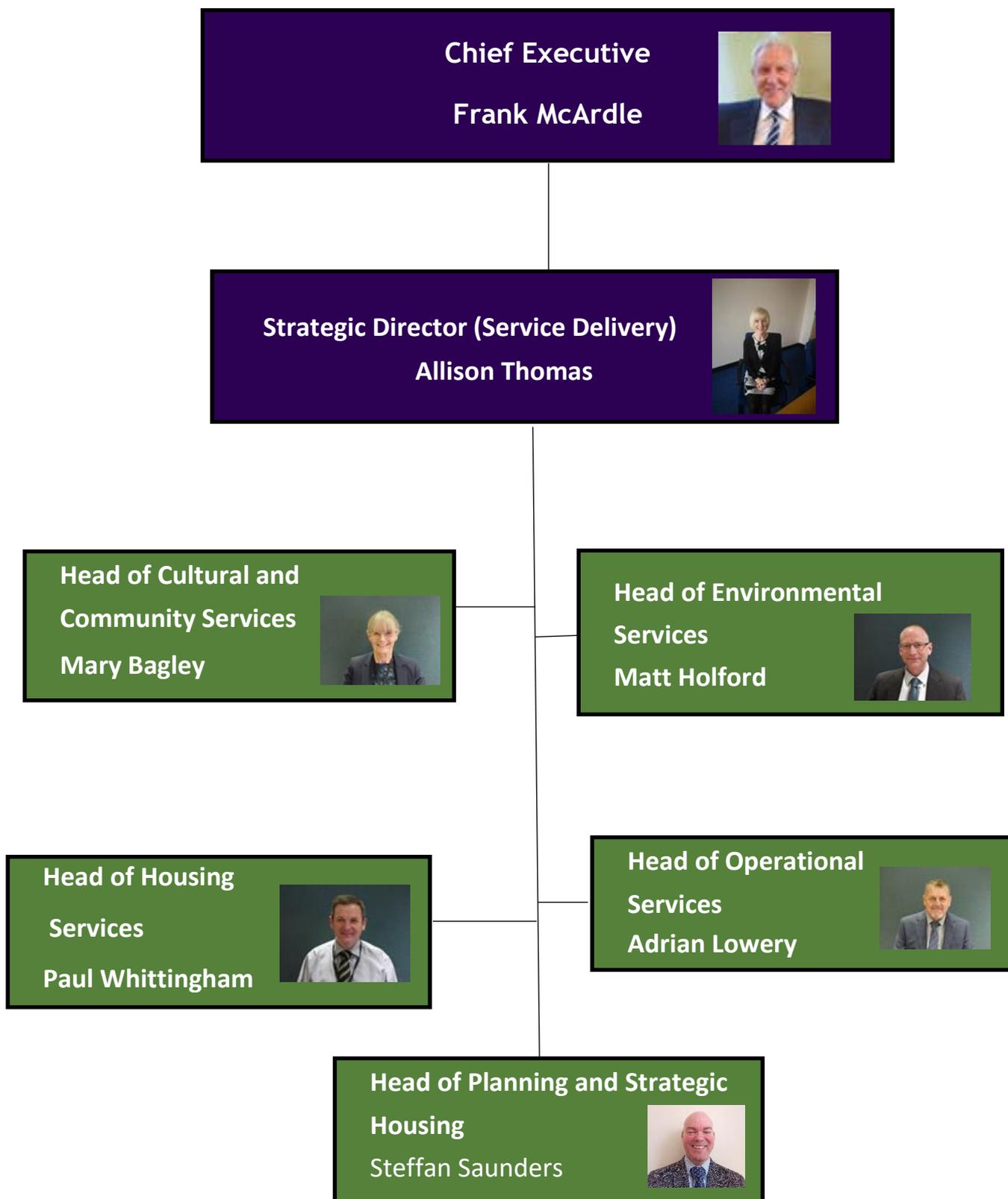
In 2021/22, the Council will continue to work on a recovery plan as and when lockdown measures are lifted.

The impact of the pandemic and other challenges to the national and local economy will mean that resources will be restricted. The Council will have to prioritise and focus actions and resources on the things that are most important for the people of South Derbyshire.

The Council will continue to respond to the pandemic, drawing on lessons learned for the future.

Service structure

The structure of the Service Delivery directorate, showing each Service area, is shown below:



Service operations

A significant part of the work carried out by the Directorate is statutory; however, non-statutory work also contributes significantly to ensure the Council operates within its statutory and regulatory powers.

A breakdown of the services carried out in the directorate is set out below:

Statutory

- Asbestos regulations (Housing Services)
- Biodiversity duty - Natural Environment and Rural Communities Act 2006 (Cultural and Community Services)
- Building Control (as part of the Central Building Control Partnership)
- Closed churchyards re Burial Act 1853 (Cultural and Community Services)
- Common Duty of Care under the Occupiers Liability Act 1957 (Cultural and Community Services)
- Conserving and enhancing the natural environment (Cultural and Community Services)
- Reducing Crime and anti-social behaviour (Cultural and Community Services)
- Safeguarding (Cultural and Community Services)
- Dangerous structures (Planning and Strategic Housing)
- Development management (Planning and Strategic Housing)
- Designated Waste Collection Authority (Operational Services)
- Disabled facilities grants (Housing Services)
- Dog control services (Environmental Services)
- Environmental Protection Act (Operational Services, Environmental Services)
- Evicting illegal encampments on South Derbyshire District Council owned land (Environmental Services)
- Fire Safety Regulations (Housing Services)
- Food hygiene compliance (Environmental Services)
- Gas safety checks on Council-owned houses (Housing Services)
- Homelessness duty (Housing Services)
- Controlling Infectious disease outbreaks (Environmental Services)
- Investigating and controlling environmental crime - fly tipping, litter, anti-social behaviour, dog fouling (Environmental Services)
- Investigating and resolving public health, noise and pollution complaints (Environmental Services)
- Legionella regulations in Council-owned homes (Housing Services)
- Maintaining the housing register (Housing Services)
- Maintaining the Council's vehicle operator's licence (Operational Services)
- Monitoring and managing air quality/land contamination (Environmental Services)
- Planning enforcement (Planning and Strategic Housing)
- Planning policy - generation of on-going policy for the control and management of development and the delivery of housing (Planning and Strategic Housing)
- Principal litter authority (Operational Services)
- Regulating health and safety legislation in lower risk businesses (Environmental Services)
- Regulating pollution from industrial sites (Environmental Services)
- Taxi testing (Operational Services)

Non-Statutory

- Providing advice on the environmental and public health impact of planning applications (Environmental Services)
- Built conservation and heritage (Planning and Strategic Housing)
- Children's play provision (Cultural and Community Services)
- Civic duties and events (Cultural and Community Services)
- Community engagement and development (Cultural and Community Services)
- Maintenance of the Council's environmental management systems (Environmental Services)
- Cultural and public events (Cultural and Community Services)
- Delivering affordable housing (Planning and Strategic Housing)
- Delivering a Homeless Strategy (Housing Services)
- Delivering a Housing Strategy (Planning and Strategic Housing)
- Delivering new Council housing (Planning and Strategic Housing)
- Electrical testing on Council-owned housing (Housing Services)
- Environmental education (Cultural and Community Services)
- Flooding and drainage (Cultural and Community Services)
- Managing and providing leisure, sport, forestry centre and community facilities (Cultural and Community Services)
- Managing the Council's Better Care Fund allocation (Strategic Planning and Housing)
- Maintaining bus shelters (Operational Services)
- Maintaining public conveniences and street furniture (Operational Services)
- Monitoring housing needs and commissioning related research (Planning and Strategic Housing)
- Monitoring and managing Section 106 agreements (Planning and Strategic Housing)
- Managing and developing parks, open space, cemeteries and trees (Cultural and Community Services) including delivering the Park Life programme
- Providing pest control treatments (Environmental Services)
- Providing compliance advice and support to the local business community to support business growth (Environmental Services)
- Providing active communities and health (Public) services (Cultural and Community Services)
- Supporting the voluntary and community sector (Cultural and Community Services)

Cultural and Community Services

This Service includes the Communities, Cultural Services and Active Communities and Health Teams.

Communities Team

The Team is responsible for delivering the work of the local statutory Community Safety Partnership (CSP) and the delivery of its 2020-23 Community Safety Partnership Plan. The South Derbyshire Community Safety Partnership brings together several partner agencies who work together to deliver projects and initiatives that will help prevent and reduce crime and disorder in South Derbyshire.

The priorities set out in the Partnership Plan are delivered in accordance with the Derbyshire Constabulary Strategic Threat and Risk Assessment. The priorities set out in the 2020-23 Partnership Plan are:

- Anti-Social Behaviour (ASB)
- Protecting those most at risk
- Organised crime

The Anti Social Behaviour Officer investigates complaints received from members of the public and uses tools and powers from the Anti-Social Behaviour, Crime and Policing Act 2014 to take enforcement and can also use a range of early intervention measures.

The Communities Team also coordinates the six local Public Area Forums attended by Derbyshire Police and Council staff and through which funding is provided for local crime reduction projects.

The Team provides support and advice to the voluntary and community sectors in relation to funding sources, bid writing and funding strategy and project development. It also administers the Council's revenue support for local communities, with a total of more than £298,000 granted to eight local organisations across the voluntary and community sector. The grants are managed through a rolling three-year service level agreement.

The Team also manages the Community and Environmental Partnership Grant scheme, through which £250,000 capital funding is available to support community-based projects until 2023.

South Derbyshire District Council is committed to safeguarding children and vulnerable adults and the Communities Team is responsible for ensuring the Council meets its statutory Safeguarding responsibilities. This includes making sure all staff receive adequate training on safeguarding and know what action to take should they have a cause for concern.

The Communities Team also ensures the Council adheres to its responsibilities around Modern Slavery, Domestic Abuse, Hate Crime and Prevent.

Cultural Services

Leisure facilities: The Team is responsible for the client management of Green Bank Leisure Centre and Etwall Leisure Centre that are operated by Active Nation. It is also responsible for the management and development of community facilities and Swadlincote Town Hall. The Service

also leads the development of projects contained within the Open Space and Facility Development Strategy.

Parks, open space and cemeteries: The Team is responsible for the management of three urban parks covering approximately 15 hectares, the 30 hectare Swadlincote Woodland Forest Park, 47 equipped play areas owned by the Council, public open space that currently occupies an area in the region of 60 hectares, six cemeteries, various closed churchyards, 11 football pitches, eight allotment sites and large areas of common land. The Team manages the tree stock on these sites and supports other services across the Council, through its involvement in the process of land adoption including consultation, design, adoption, management and use of Section 106 resources. The care of parks is supplemented by a Park Life programme that develops activities, events and community engagement within them.

Land drainage: The Team is responsible for the Council's statutory and discretionary land drainage functions as the land drainage authority, ancillary services during flooding and for investigating flooding events.

Rosliston Forestry Centre: is owned and managed in partnership with the Forestry England. It has attracted more than £3 million in external funding over the past 15 years and draws in around 190,000 daytime and overnight visitors per year. Management of the site has been taken back in-house on an interim basis while the vision for the site and the appointment of a new external contractor is being assessed.

Cultural and Public Events: Providing an annual events programme which is kept under review to ensure it continues to reflect corporate and community priorities and opportunities and this year in particular from the altered circumstances caused by the COVID-19 pandemic.

Environmental Education: Based at Rosliston Forestry Centre, the Environmental Education Partnership between the Council, Rolls-Royce plc and the National Forest develops the knowledge, understanding and respect of the environment by young people and adults. In addition to hosting school and other group visits, the Team manages events, co-ordinates the Environmental Forum and Cultural Forum, leads on the local Forest Schools initiative and delivers contracts for the Woodland Trust and others.

Active Communities and Health

Active Community Development: The Team is involved in developing infrastructure, through partnership working, to enable local people to become involved in physical activity, sport and recreation as a vehicle for health improvement, social inclusion and community development. This is principally undertaken through the Council's membership of Active South Derbyshire and Active Derbyshire. This area of work also supports capital projects to ensure that site development plans will achieve funder's outcomes, along with maximising opportunities of new and existing facilities to improve and deliver physical health and wellbeing opportunities.

Play Development and Provision: The Team delivers a range of outreach provision for young people in the District throughout the year. This is made possible by working in partnership with Parish Councils and key partners such as South Derbyshire Community Safety Partnership to provide a comprehensive offer, particularly over the school summer holidays.

Public Health Development and Improvement: The Team leads on health promotion and improvement to improve the overall health and wellbeing of residents. It also delivers a range of Public Health Contracts including "Exercise by Referral and working in partnership with the

Derbyshire County Council’s Live Life Better Service” and works with public health partners to manage the local Health and Wellbeing Group.

Get Active in the Forest is a project which engages local people in activities including walking, cycling, outdoor pursuits and archery. The Project oversees the Walking for Health Scheme across the District and manages the National Forest Walking Festival in partnership with the National Forest Company and Economic Development and Growth Team. The Get Active Project’s aim is to engage the least active in the District to increasing their physical activity levels, but also delivers social and community cohesion through a wide range of volunteers.

Active Schools Partnership: The Team is commissioned by primary and secondary schools in the District to deliver the Active Schools agenda. This includes sport competitions and festivals, curricular and extra-curricular activity, leadership and volunteering, physical activity programmes and teacher training.

Cultural and Community Services Performance

The service measures below support the delivery of the Corporate Plan 2020-2024.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E1. Improve the environment of the District	E1.3 Enhance biodiversity across the District.	Recruit to all positions in the Service following the structural review.	Complete	Not complete	c/f
		Delivery of Biodiversity Action plan through the working group.	Complete	Initial work carried out	Action Plan updated and delivered
E2. Tackle Climate Change	E 2.2 Work with residents, businesses and partners to reduce their carbon footprint	Environmental Forum - development and promotion of support network for environmental volunteering.	Development of network and forum	Adaptations to Service due to CV-19	Delivery of forum
		Environmental Education Project business and action plan.	Plan devised and delivered	Adaptations to Service due to CV-19	Delivery of action plan
		Delivery of Cycle Initiatives including Bikeability and Learn to Ride. Target 515 Bikeability places, 200 Balanceability places.	500 Bikeability 300 Balanceability	95 Bikeability 278 Balanceability (affected by Covid)	500 Bikeability 200 Balanceability (changes to funding)
		Take up of Modeshift Stars Active Travel programme to all schools.	N/A	New for 21-22	30% take up
E3. Enhance the attractiveness of South Derbyshire	E3.1 Enhance the appeal of Swadlincote town centre as a place to visit.	Anti-Social Behaviour (ASB) in the Swadlincote Town Centre Lower Super Output Area (LSOA).	<200 reported Police incidents	178 reported Police Incidents	<170

	3.2 Improve public spaces to create an environment for people to enjoy.	Devise a South Derbyshire standard for parks and open spaces based on the green flag award.	Develop a basic park standard	Basic Standard in development. two new parks have been added to the Green Flag standard for 2021/22	Complete basic park standard
		Encourage businesses to sponsor floral displays on traffic islands in the District	Delayed due to CV-19	Delayed due to CV-19	100%
		Deliver a range of Capital Projects across the District	N/A	New for 21-22	100% plan completed

Our People

Working with communities and meeting the future needs of the District

Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
P1. Engage with our communities	P1.1 Support and celebrate volunteering, community groups and the voluntary sector.	Number of hours that volunteers work directly for South Derbyshire District Council (Annual measurement).	Not available	1,693 hours	Upward Trend
		Financial support through Community Partnership Scheme and Safer Neighbourhood Grants - Number of Community Organisations to receive financial support - to show an upward trend.	Baseline	14 Community Organisations received Grant funding (5 through Community Partnership Scheme and 9 through Safer Neighbourhood Grants)	TBC
		South Derbyshire Awards to celebrate voluntary sector. Number of volunteers celebrated through nominations- to show an upward trend. (Baseline 118).	Awards delivered	Awards delayed due to CV-19. Taking place in Q1 of new year	Community Heroes Awards delivered
		Number of active volunteers in the District	proxy	CVS currently do not record number of the volunteers	Not being carried forward
	P1.2 Help tackle anti-social behaviour & crime through strong and proportionate action.	Number of ASB Police Calls for Service (per 1,000 population) Figure to be shown in comparison with other Derbyshire Districts.	Baseline for 20/21	37.92 per 1000 population	37.00 ASB Calls per 1000 population
		Level of crime rate (Total Crime) (per 1,000 population) Figure to be shown in comparison with other Derbyshire Districts.	Baseline for 20/21	51.28 per 1000 population	50 crimes per 1000 population

P2. Supporting and safeguarding the most vulnerable	P2.2 Promote health and wellbeing across the District.	The Health & Wellbeing action plan to include an action around the % of physically active adults in the District. May be delayed in plan creation due to CV-19 and PH lead.	Action plan evolved and delivered	Action plan adopted and evolved due to Covid -19. 100% of what could be delivered has been	Action Plan delivered
		Support delivery of the South Derbyshire Health & Wellbeing action plan. Produce health and wellbeing plan to include action around the % physically active adults in the District.			
		Develop and adopt a new Active South Derbyshire Strategy	N/A	New for 21-22	Completed
		Options appraisal on Leisure Centre management to inform future delivery linked to the Corporate Plan.	N/A	New for 21-22	Completed

Our Future

Growing our District and our skills base

Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
F1. Develop skills and careers	F1.2 Support unemployed residents back into work.	Supporting young people to access leadership and volunteering opportunities to develop their skills to enhance employment prospects and career aspirations.	No ACH leadership delivery due to Covid	0	30
		Deliver a range of education courses to support staff and voluntary groups and organisations e.g. first aid, safeguarding, mental health first aid.	N/A	New for 21-22	70
F2. Support Economic Growth and Infrastructure	F2.3 Influence the improvement of infrastructure to meet the demands of growth.	Apply for relevant funding streams to deliver opportunities across South Derbyshire.	N/A	New for 21-22	Amount of funding secured from external source- Annual return

Cultural and Community Services equality, diversity and inclusion actions 2021-2025

The Council has an Equality, Diversity and Inclusion Strategy and Action Plan 2021-2025. Progress against the Action Plan will be reported in the Equality, Diversity and Inclusion Annual Report.

Cultural and Community Services is responsible for supporting and delivering the following actions from the Plan:

- Ensure the Council delivers cultural events which are inclusive of the diverse community, inclusive of our local communities and our communities over the boundary.
- Review the effectiveness of the community grants programme for voluntary, community and faith-based groups to ensure that it meets the needs of our communities.
- Review parks and open spaces to enable access for people with a disability.
- Deliver the Safer Homes and Sanctuary Scheme services to improve home security for victims of crime and domestic abuse.
- Develop internal safeguarding information to assist Council Officers with making safeguarding referrals.
- Develop an approach with partners to use community programmes to reduce social isolation and improve mental health, particularly amongst groups that live in rural areas, are elderly or have limited access to other support networks.
- Data collected on harassment and hate crime is monitored and analysed with appropriate action taken to address the issues identified.
- Continue to monitor harassment and hate crime and analyse with appropriate action taken to address the issues identified.
- Use the older persons survey, to address the specific needs of the elderly population particularly around housing, social care and health and wellbeing.
- Continue to promote inclusion and develop support for children and young people from marginalised groups such as LGBTQ+, children with disabilities, Gypsies and Traveller communities and young carers.
- Work with partners to raise awareness and support action around digital exclusion.

Cultural and Community Services will work with Organisational Development and Performance to jointly support and deliver the following action from the Plan:

- Signpost staff, residents, customers and partners to digital support services.



Environmental Services

The Service comprises four Teams:

The **Business Compliance Team** carries out food hygiene, health and safety and infectious disease control in accordance with the Council's duties by law. This involves checking compliance in local businesses as well as offering advice to help them achieve their maximum potential.

The Team also investigates infectious disease outbreaks, accidents at work and complaints about unsafe business practices. During 2020/21 the work of the Team shifted almost entirely to dealing with the implications of COVID-19 pandemic.

The Team was a central part of the Outbreak Control Teams (OCT) investigating all COVID-19 outbreaks across South Derbyshire and helped businesses across the District to comply with the frequent change of COVID-19 regulations. The Team also took legal action against the small numbers of businesses who intentionally broke the regulations.

The **Environmental Protection Team** carries out the Council's legal duties to prevent and control environmental pollution. The Team investigates complaints about many forms of environmental pollution with the aim of finding a sustainable solution. The Team also proactively monitors local environmental conditions such as air quality, land contamination and noise levels to help influence local decision-making in a way which maintains and improves environmental standards.

The **Community Safety Enforcement Team** is on the front-line of making the District's streets safer and cleaner by enforcing laws and changing behaviour around anti-social behaviour, dog control and environmental crime. The Team investigates incidents of possible environmental crime, such as fly-tipping and dog fouling. It also works closely with the Police to directly prevent and intervene in incidents of anti-social behaviour as well as offering a reassuring uniformed presence in parks and open spaces.

The **Public Health and Private Sector Housing Team** works closely with owner-occupiers and private landlords to raise housing conditions, improve domestic energy efficiency and ensure that legal standards are being met in all private stock. The Team uses a mixture of legal interventions, grants and other funds to help home-owners make their own houses safe as well as making sure that landlords are keeping rented houses fit to live in.

The Service also provides the Council's own environmental management function which aims to ensure that all of the services provided by the Council and its suppliers meet the highest possible environmental standards and help continued certification to the ISO14001 Environmental Management standard. It also provides the central co-ordinating function of the Council's Climate Emergency response, through which the Council aspires to make all of its activities carbon neutral by 2030 and to help make all of South Derbyshire carbon neutral by 2050.

Key aims

One of the priorities of the Corporate Plan 2020-24 is 'Our Environment'. This has markedly increased prominence in a lot of the Environmental Service's work and is reflected in the Corporate and Service plans. In addition, much of the work in Environmental Services is driven by national and international law and from statutory guidance issued by various Government departments and agencies. This work over the next year will largely be determined by changes at this level.

The Service will aim to directly contribute to the Corporate Plan priorities by:

- Taking the lead in enabling the Council to become carbon neutral by 2030 and the South Derbyshire District by 2050
- Continuing to reduce fly tipping incidents
- Making a significant contribution to reducing reported levels of anti-social behaviour
- Helping take families out of fuel poverty.

The Service will also aim to:

- Take all possible measures to prevent the spread of Covid-19, through proportionate regulation of public health law and collaboration with all other agencies to investigate and respond to outbreaks
- Maximise the proportion of food businesses with the top food hygiene rating
- Continue the increase in the number of food businesses in the District
- Help local food businesses understand how to deal with new laws about food allergies
- Support and deliver litter clean-up events
- Work with Swadlincote Town Centre businesses to tackle anti-social behaviour
- Carry out further consultations to consider the need for new Public Spaces Protection Orders for controlling dogs
- Maximise the benefits of Town Centre parking in Swadlincote
- Find ways to improve air quality and to implement proposed new laws to control air pollution
- Minimise the public health impact of exposure to environmental noise
- Increase the use sustainable travel by Council staff and people accessing Swadlincote Town Centre
- Influence services across the Council to improve their environmental performance
- Improve the services offered to support vulnerable people or prevent residents falling into vulnerability to reduce the cost burden on the NHS
- Bring more long-term empty homes back into occupation
- Ensure that the energy efficiency of rented residential properties meet legal standards
- Increase income from providing consultancy services and re-invest this in improved services to residents
- Develop and improve the Civica database to drive improvements in efficiencies.

Environmental Services performance

The service measures below support the delivery of the Corporate Plan 2020-2024.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E2. Tackle climate change	E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030.	Delivery of relevant targets and actions contained in the Climate Emergency Action Plan (Jan 2020).	Four Committed Actions	Four Actions, In Progress or Complete	TBD**
	E2.2 Work with residents, businesses and partners to reduce their carbon footprint.	Delivery of relevant actions and targets in the proposed Derbyshire Environment and Climate Change Framework or its equivalent.	Five Committed Actions	Five Actions, In Progress or Complete	TBD**
E3. Enhance the attractiveness of South Derbyshire	E3.1 Enhance the appeal of Swadlincote town centre as a place to visit.	% of food businesses with a Food Hygiene Rating Score of 5.	86%	88.6%	86%
		Number of registered food businesses active in the District.	800	930	850
		Develop a Swadlincote Town Centre parking permit policy.	Get EDS approval for parking policy	No policy produced	Get EDS approval for parking policy
	3.2 Improve public spaces to create an environment for people to enjoy.	Manage complaints about noise measured as the number of complaints per 1000 head of population.	< 5.0 per 1000 head of population	6.3 per 1000 head of population	<5.5 per 1000 head of population
		Publish an Annual Status Report on compliance with national air quality standards and long-term trends in air quality across South Derbyshire.	ASR approval by DEFRA	ASR approved by DEFRA	ASR approval by DEFRA
Our People					
Working with communities and meeting the future needs of the District					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
P1. Engage with our communities	P1.2 Help tackle anti-social behaviour & crime through strong and proportionate action.	Produce an annual Enforcement and Compliance Report to publish comparative evidence of the regulatory activity carried out by the Council.	EDS approval of report	EDS approval on 6 July 2020	EDS approval of report

P2. Supporting and safeguarding the most vulnerable	P2.1 With partners encourage independent living and keep residents healthy and happy in their homes.	Number of interventions to address Category 1 HHSRS hazards in private sector households (the estimated number of households with Cat 1 hazards will soon be published in the Housing Stock Condition survey).	Stock condition survey estimates 5157 Cat 1 hazards	196 housing interventions complete	180
		Number of interventions completed to bring empty homes back into occupancy.	10	1	10
	P2.3 Improve the condition of housing stock and public buildings.	Number of EPC certificates meeting the legal standard of A to E in the private rented sector.	97.4% (147 identified as non-compliant)	99.8% (eight identified as non-compliant)	99%

** At the time of publishing the 2021 Climate and Environmental Action Plan was still in preparation and due to be published in June 2021

Environmental Services equality, diversity and inclusion actions 2021-2025

The Council has an Equality, Diversity and Inclusion Strategy and Action Plan 2021-2025. Progress against the action plan will be reported in the equality, diversity and inclusion annual report.

Environmental Services will contribute to the Council-wide equality, diversity and inclusion actions.

Housing Services

Housing Operations

The Housing Operations Team allocates and manages Council-owned properties in a fair and transparent manner, to provide landlord services that are both compliant with regulation and offer customers and tenants services that are considered to be best practice in the region.

The Team will do this through:

- Allocating Council properties transparently
- Delivering Housing advice and homelessness services that allow greater engagement with customers, in line with the Council's Homelessness and Rough Sleepers Strategy
- Providing supported housing services for vulnerable people through the Careline and other support services
- Engaging with communities to establish the needs of customers and to develop community cohesion and resilience in line with the Council's Housing Customer Engagement Strategy
- Delivering housing management services to help sustain tenancies, and make the best use of Council stock
- Enforcing tenancies to manage breaches of tenancy and anti-social behaviour
- Managing estates to ensure the upkeep of communal areas and facilities to agreed standards
- Maximising income from rent and collecting former tenant and sundry debt
- Utilising the Better Care Fund allocation to promote independence and prevent hospital admissions

Housing Services Team (repair and improvement)

This Team is responsible for the repair and improvement of Council-owned properties for rent, in line with the Council's Housing Asset Management Strategy and the provision of services to other residents who require their property to be adapted for their use.

This will be demonstrated by:

- Developing a modern day-to-day repairs service that responds to the needs of customers
- Developing a long-term evidence-based Property Improvement Plan
- Ensuring that buildings and land are safe, secure and compliant with all safety regulations
- Maximising income by minimising the time property is vacant
- Improving services to the public who require their homes to be adapted
- Ensuring that repair and maintenance services are delivered in an efficient manner to maximise value for money.
- Improving the energy efficiency and carbon footprint of Council homes.

Key aims

Over the next five years, the Service will face several challenges including changes brought about by welfare reform, climate change, the Housing and Planning Act and the Social Housing White Paper.

To manage this there is a need to ensure that income is maximised through rent collection and that the services are efficient and effective and meet the increased expectations of customers. The housing sector is seeing a channel shift towards online delivery of services and needs to modernise the services that are delivered to meet expectations.

To address these issues the Service aims to:

- Restart services for tenants including carrying out non-urgent repairs and reducing the number of VOIDS following the COVID-19 pandemic
- Address the future of Careline/supported housing
- Maximise rent collection through Universal Credit
- Provide tenants with easy access to services by modernising systems and mobilising the workforce
- Improve the use of digital technology to enhance service delivery
- Deliver against the objectives set out in the Asset Management Strategy
- Carry out research and develop a plan to improve the energy efficiency and carbon footprint of Council homes
- Develop a new model for delivering Supported Housing Services
- Deliver the Housing Community Engagement Action Plan and introduce new measures to gather customer data and feedback to inform future service delivery
- Implement upgraded allocations software to better manage the housing register
- Deliver the Homelessness and Rough Sleeping Strategy Action Plan
- Ensure funding opportunities are maximised to deliver front-line housing services
- Work with registered provider partners to ensure a consistent approach to the management of social housing is maintained across the District.

Housing Services Performance

The service measures below support the delivery of the Corporate Plan 2020-2024.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E2. Tackle climate change	E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030.	Have an energy rating of C or above by April 2030 for all Council housing Stock.	10%	24.3%	35%
Our People					
Working with communities and meeting the future needs of the District					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
P2. Supporting and safeguarding the most vulnerable	P2.1 With partners encourage independent living and keep residents healthy and happy in their homes.	Rent Collected from current and former tenants as a % of rent due (excluding arrears b/f).	>99.52%	101.16%	Benchmark 20/21 Median Q4 (HouseMark)
		Rent arrears of current tenants as a % of the rent due.	<2.5	4.81%	<2.5
		Former tenant arrears as a % of the annual rent debit.	<1.72%	0.78%	Benchmark 20/21 Median Q4 (HouseMark)
		Tenancy Welfare Visits to vulnerable tenants.	Impacted by COVID-19	Impacted by COVID-19	Impacted by COVID-19
		Total number of adaptation referrals in the pipeline.	proxy	110	proxy
		Satisfaction with Council Adaptations.	>95%	Impacted by COVID-19	>95%
		Satisfaction with Private Adaptations.	>95%	92.86%	>95%
		Council Adaptations - For extensive major works. Average time taken from the point of receiving the referral by the Housing Adaptations Officer to the completion and sign off of the adaptation work.	47 weeks	55 weeks	47 weeks

		Council Adaptations - For level access showers/stair lifts. Average time taken from the point of receiving the referral by the Housing Adaptations Officer to the completion and sign off of the adaptation work.	33 weeks	39 weeks	33 weeks
		Private Adaptations - For level access showers/stair lifts. Average time taken from the point of receiving the referral by the Housing Adaptations Officer to the completion and sign off of the adaptation work.	31weeks	20 weeks	31 weeks
		Private Adaptations - For extensive major works. Average time taken from the point of receiving the referral by the Housing Adaptations Officer to the completion and sign off the adaptation work.	55 weeks	47 weeks	55 weeks
		Average length of stay for all households in Bed & Breakfast.	proxy	2.73 weeks	proxy
		% of successful introductory tenancies.	>85%	96.26%	>85%
P2.3 Improve the condition of housing stock and public buildings.		Tenant Satisfaction with Improvement Schemes (planned maintenance, kitchens, bathrooms, re-wires, heating, roofing).	>90%	91%	>90%
		Average number of calendar days taken to complete responsive repairs (all void work is excluded).	10.15 days	17.75 days	Benchmark 20/21 Median Q4 (HouseMark)
		% of all contractor jobs completed on time.	>90%	93%	>90%
		% properties with a valid Annual Gas Safety Certificate (G15C0).	100%	99.79%	100%
		Average length of time for current voids.	<21 days	128 days	<21 days
		Average re-let time taken for major works only.	72.4 days	245 days	Benchmark 20/21 Median Q4 (HouseMark)
		Average time taken to re-let local authority homes (days) (excluding major voids).	<21 days	151 days	<21 days

		% of residents very or fairly satisfied with the quality of new home.	>90%	No data	>90%
		Tenant Satisfaction with Responsive Maintenance	New	New	>95%
		% repairs completed on time by DLO and Contractors	New	New	>85%
P3. Deliver Excellent Services	P3.1 Ensuring consistency in the way the Council deal with service users.	Housing correspondence answered within 10 working days.	>95%	97%	>95%

Following the approval of the Social Housing White Paper, the following service measures are being developed and will be introduced during 2021-2022.

Keeping properties in good repair

- Decent Homes Standard compliance

Maintaining building safety compliance with health and safety obligations

- Gas safety, electrical safety, fire safety, asbestos safety, water safety, lift safety
- Tenant satisfaction with the health and safety of their home

Effective handling of complaints - number of complaints relative to the size of the landlord

- % of complaints resolved within agreed timescale
- Tenant satisfaction with landlord's complaints handling

Respectful and helpful engagement

- Number of complaints relating to fairness and/or respect
- Tenant satisfaction that their landlord listens to their views and takes notice of them
- Tenant satisfaction with landlord's engagement with tenants

Responsible neighbourhood management

- % of communal areas meeting the required standard
- Number of complaints relating to communal areas
- Tenant satisfaction with landlord actions to keep communal areas clean and safe
- Tenant satisfaction with landlord contribution to the neighbourhood associated with their home
- Number of complaints relating to anti-social behaviour
- Tenant satisfaction with landlord's handling of anti-social behaviour
- Tenant overall satisfaction with the service their landlord provides

Housing Services equality, diversity and inclusion actions 2021-2025

The Council has an Equality, Diversity and Inclusion Strategy and Action Plan 2021-2025. Progress against the Action Plan will be reported in the Equality, Diversity and Inclusion Annual Report.

Housing Services is responsible for supporting and delivering the following actions:

- Enhance the online process for applying to join the housing register and for viewing and expressing an interest in vacant Council properties.
- Provide direct on-line access to housing rent accounts and repair ordering.
- Host the multi-agency welfare group which will continue to support tenants and other residents through the on-line Universal Credit process to minimise delays in processing claims.
- Work with partners to develop a joined-up telecare service that enables vulnerable or elderly people to retain their independence.

Operational Services

Street Scene Team

The Council is a designated Principal Litter Authority and has a statutory duty to keep public open spaces, streets and footpaths free from litter, refuse, fly-tipping and weeds. This is carried out by the Street Cleansing Service. The Team carries out various cleansing activities, from mechanical sweeping to manual removal of fly-tipping.

The Team removes graffiti from public locations and, on request, from private property. The Service aims to remove offensive graffiti within 24 hours of it being reported.

The Team also maintains, services and makes repairs to Council-owned bus shelters, public conveniences, litter bins and street furniture and the replacement/provision of street name plates.

The Team's work is subject to an independent Local Environmental Quality Survey undertaken bi-annually on behalf of the Council by Keep Britain Tidy.

Grounds Maintenance services are carried out as the Council's main contractor. Primary internal clients are Cultural and Community Services and Housing Services and the main external clients are Derbyshire County Council and local parish councils.

Maintenance services are provided on the Council's main parks, two of which currently hold Green Flag status. The Service works closely with clients to deliver a range of soft landscaping services including grass cutting, weed control, sports pitch maintenance, fine turf maintenance, grave digging and cemetery maintenance, playground equipment inspections and repairs, as well as arboriculture services.

Services are delivered, in accordance with agreed Council Service Standards, on public open spaces, highway verges, play areas, parks and recreation grounds, housing open plan areas and sheltered housing schemes.

The Team is currently trialling a number of approaches to improving biodiversity from changes to the maintenance regime of roadside verges.

Waste and transport Team

The Council is a designated Waste Collection Authority and has a statutory duty under the Environmental Protection Act 1990 to arrange for the collection of household waste and the collection of commercial waste if requested.

The statutory duties include the need to provide for the collection of a minimum of four different waste streams for the purposes of recycling, these being paper, glass, metals and plastics. This includes the duty to recycle and/or compost more than 50 per cent of all household waste collected by 2020, the Council recycled/composted 45 per cent in 2020. It is likely that this figure will be increased to 65 per cent by 2030.

An independent review of Waste services determined that there should be no changes to the core waste collection service until after the enactment of the Environment Bill around 2023 with the

exception of the removal of the Saturday Freighter Services and consultation on the removal of the remaining local recycling centres due to misuse and contamination.

In addition, the Council is a national pilot for the Podback, coffee pod recycling scheme which will commence in May 2021 and run for a three-year period alongside the household general waste and garden and food waste collections.

A three-bin collection service is provided for most households. This is made up of a green bin for dry recyclable waste; a brown bin for garden and food waste and a black bin for waste that cannot be recycled. They also provide a service to collect bulky household waste items, for which an extra charge is made, and an additional service for the collection of health care waste for residents being treated at home.

The Council provides a commercial waste service to more than 400 local businesses with a range of bin sizes/recycling options available.

The Council is required to maintain an operating licence for all vehicles over 3.5 tonnes and currently has 15 vehicles. These vehicles are subject to specific operating and maintenance regimes and the Council must satisfy the Traffic Commissioner that it complies with all requirements of its licence. Two mechanics repair, service and maintain the Transport Fleet which is made up of 82 vehicles and 85 items of small plant, used by eight different service areas within the Council.

The Council is now operating a further six recycling vehicles until October 2021. There may be a requirement to continue to operate these additional vehicles until 2023/24.

The Council is investing in route optimisation software which will assist in increasing the fuel efficiency of the services it provides. A tender exercise has been concluded and a route optimisation project will commence in April 2021. The project will optimise all current waste collection services on an as is basis. Once developed the system will then be used to constantly update and optimise routes as the property count increases.

There is an expectation that route optimisation will see around a 12.5 % reduction in fuel usage and should reduce working times and increase workforce morale.

Key aims

Over the next five years, Operational Services will ensure it is able to continue delivering services that people want and will use, against a backdrop of increased expectations and a fast-growing population.

The Service has carried out a review of waste collection services with the intention of improving recycling services and delivering the Government's Resources and Waste Strategy. The Council's Environmental and Development Services Committee has agreed in principle to a new waste collection service to be implemented sometime post 2023, upon enactment of the Environment Bill. The proposed new service will be based on the following general service standards;

- Three weekly collection of residual waste
- Weekly separate collection of food waste
- Separate alternating collections of paper and card in a wheeled bin, glass, metals and plastics in a wheeled bin on a three weekly alternating collection.

- Fortnightly collection of organic waste.

The service will continue to evolve to meet the challenges faced within the local authority sector, keeping the communities and residents of the District at the heart of what it does and aims to achieve.

The Service will aim to:

- Reduce the amount of residual waste collected
- Deliver increased recycling and composting of any waste collected
- Provide clean streets and improve the built environment
- Improve the aesthetics of the District through soft landscaping and grounds maintenance
- Maintain the vehicle fleet in accordance with industry requirements
- Deliver a trial of maintenance changes to roadside verges to increase biodiversity and encourage the growth of wildflowers
- Deliver an interim recycling service based on the current service standards from October 2021 until clearer guidance is received on the implementation of the Environment Bill
- Work towards a new Waste Collection service as agreed in principle by the Council's Environmental and Development Services Committee, including three weekly residual, weekly food waste and three bin recycling collections by 2024
- Deliver a route optimisation project to improve efficiency on waste collection services.
- Commence the collection of coffee pods for recycling as part of the Podback scheme developed by the leading coffee pod suppliers
- Conclude the Service restructure agreed by Committee in 2020
- Conclude a tender exercise for the provision of a recycling collection and processing contract from 2021 to 2023
- Remove the remaining recycling bring sites from service following local consultations.

Operational Services performance

The service measures below support the delivery of the Corporate Plan 2020-2024.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E1. Improve the environment of the District	E1.1 Reduce waste and increase composting and recycling.	Number of missed collections per 100k collections.	120	71.22	70
		% of bins rejected as contaminated per 100k collections.	2.5%	3.2%	2.5%
		% of trade waste collections completed on scheduled date.	N/A	N/A	New - baseline to be established

		% of trade refuse enquiries resulting in new custom.	N/A	N/A	New - baseline to be established
	E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate.	% of fly tips cleared within 24 hours.	>60%	65%	>65%
		Average time taken to clear reported Fly-tips.	2.5 days	2.25 days	2 days
		% of streets swept in accordance with scheduled sweeps.	>90%	77%	>90%
		% of surveyed areas at grade C or above.	>90%	99%	>95%
		% of grass cutting completed in accordance with scheduled cuts.	>90%	70.92%	>90%
E3. Enhance the attractiveness of South Derbyshire	E3.2 Improve public spaces to create an environment for people to enjoy	Evaluate wildflower trials	N/A	New for 21/22	Publication in the 21/22 Annual Report
Our People					
Working with communities and meeting the future needs of the District					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
P3. Deliver Excellent Services	P3.1 Ensure consistency in the way the Council deals with its service users.	Implement Delivery Service review	N/A	New for 21/22	Complete review

Operational Services equality, diversity and inclusion actions 2021-2025

The Council has an Equality, Diversity and Inclusion Strategy and Action Plan 2021-2025. Progress against the Action Plan will be reported in the Equality, Diversity and Inclusion Annual Report.

Operational services will contribute to the Council's cross-cutting measures under the Equality, Diversity and Inclusion Action Plan 2021-25.

Planning and Strategic Housing

Planning Services

As a result of the population growth, the Planning Service has experienced significant increases in the volume and complexity of planning applications over the last five years. Despite some slowdown in progress on the largest sites due to the covid pandemic, overall housing completions remain high and these are likely to increase significantly once the economy recovers following the Covid-19 restrictions.

Preparing and monitoring the statutory Local Plan sets out the long-term growth strategy for South Derbyshire. This includes identifying how essential infrastructure will be provided and funded.

The Policy Team works closely with adjacent authorities in the wider Derby Housing Market Area (HMA) on strategic issues such as housing, employment, transport and the environment. Specialist advice and support is provided in relation to more than 700 listed buildings and 22 conservation areas and on the quality of design of major proposals to secure design excellence. The Council has an adopted Local Plan to cover development in the District through to 2028 although background work has started to look beyond this period. Following the Government's Planning White Paper proposals which were published in August 2020, work on the Local Plan review will need to include initial consultation on options.

The Development Management Team dealt with almost 1,500 planning applications in 2020. The diverse nature of the District means that a wide variety of applications are received. Officers, under the scheme of delegation, determine approximately 90% of applications. The remainder are determined at the Planning Committee.

Free, informal advice is provided to developers and householders. The Council will be implementing a pre-application charging schedule following Committee approval. Development Management also deals with planning appeals, along with Tree Preservation Orders and consent for works to trees, and diversions and stopping up of footpaths.

An average of 300 planning enforcement complaints regarding potential contravention of planning and associated legislation are investigated each year.

The Building Control service is provided by the Central Building Control Partnership (a partnership of six local authority Building Control Teams) for South Derbyshire. This Partnership is meeting its aims and objectives and has maintained income levels and market share.

Strategic Housing Team

The **Strategic Housing Team** is responsible for the delivery of new affordable housing through the planning process, the Council's own new-build programme and the direct acquisition of new-build homes for use as social housing.

The Strategic Housing function overarches all tenures (social housing, private housing and private rented sector) within the District. Through research and partnership working the Team delivers new schemes and initiatives that raise housing standards, improve the thermal comfort of homes and the quality of life for residents across the District.

In 2019/20 new evidence was commissioned in the form of a new Strategic Housing Market Assessment to provide better evidence for the Council to secure a need-led mix of housing on new developments across the District. This work has been completed and is being used to ensure development management decisions and S106 negotiations are based on up-to-date evidence on housing need.

Strategic Housing services are summarised below:

- Explore methods of delivering new affordable homes, including working in partnership
- Deliver affordable housing
- Assist in the negotiation of Section 106 agreements and planning conditions to ensure the appropriate mix of new housing is built within the District
- Commission research to inform future investment and policy decisions
- Compile and co-ordinate the delivery of the housing strategy
- Work with registered provider partners to deliver affordable housing sites across the South Derbyshire
- Tackle health inequality through housing interventions.

Key Aims

The key aims of Planning and Strategic Housing service for the coming year are:

- Continue the programme of improvements identified in the Planning Service Review including the implementation of new software.
- Deliver key supplementary planning and development plan documents and with Housing Market Area partners
- Continue the preparation for a review of the Local Plan including initial consultation on options.
- Continue the improvement of the management of Section 106 agreements.
- Increase the proactive monitoring and support of housing delivery, especially the largest strategic sites.
- Further improve the design quality of development in the District and secure environmental improvements.
- Work in conjunction with health and social care partners to deliver joined up services that tackle health and housing inequality.
- Deliver more adapted housing, supported housing and extra care housing to meet the needs of the ageing population.
- Ensure the continued success of the Central Building Control Partnership.
- Deliver 150 new affordable homes within the District.
- Produce a health and Housing Strategy for 2021-23
- Deliver schemes under Better Care Funding allocation that enable people to live independently for longer
- Deliver new Council housing through land negotiation and S106 bids.

Planning and Strategic Housing Performance

The service measures below support the delivery of the Corporate Plan 2020-2024.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E1. Improve the environment of the District	E1.3 Enhance biodiversity across the District.	Recruit a section 106 Project Officer.	In post	Recruitment to this post is incorporated in the Cultural and Community Services restructure	
		New tree planting to be 10% on all sites irrespective of location in the district	60%	Achieved on all sites withing the National Forest**	60%
		Review the S106 Guide for Developers	N/A	New for 21-22	Complete
E3. Enhance the attractiveness of South Derbyshire	E3.1 Enhance the appeal of Swadlincote town centre as a place to visit.	Commence the Swadlincote Conservation Area Character Statement Review		Impacted by COVID-19***	
Our Future					
Growing our District and our skills base					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
F1. Develop skills and careers	F1.1 Attract and retain skilled jobs in the District.	Encourage developers to utilise employees from within District and Job Training schemes/partnership with Colleges and Schools through use of informative	100%	Achieved on all relevant planning proposals****	
F2. Support economic growth and infrastructure	F2.2 Enable the delivery of housing across all tenures to meet Local Plan targets.	Speed of validating applications - applications to be processed to point of valid/not valid within a set timeframe within 10 working days	70%	26% 10 days or less 19% (11 to 15 days) 27% (16 to 20 days) 28% 21 days or more	

		Consult on the Local Plan Review issues and options	N/A	New for 21-22	
	F2.3 Influence the improvement of infrastructure to meet the demands of growth.	Annual report on S106 agreements.		This was reported to January 2021 EDS Committee.	N/A
F3. Transforming the Council	F3.2 Source appropriate commercial investment opportunities for the Council.	Investigate pre-application charging - report to E&DS Committee.		This was reported to EDS and Finance committee in March 2021. Agreed to introduce pre-application charging schedule.	NA

**Do not have complete data for the remainder of the District, however this will be available in 21/22.

***Due to current restrictions and an increase in caseloads the update still needs to be undertaken. A photographic survey of the conservation area has been undertaken in preparation of the review being undertaken which is likely to commence this summer.

****In 2021/22 a note will be included on decision notices signposting this initiative.

Planning and Strategic Housing equality diversity and inclusion actions 2021-2025

The Council has an Equality, Diversity and Inclusion Strategy and Action Plan 2021-2025. Progress against the Action Plan will be reported in the Equality, Diversity and Inclusion Annual Report.

Planning and Strategic Housing is responsible for supporting and delivering the following actions from the Plan:

- Review planning consultation practices to encourage and enable groups that are not currently engaged in the planning process.
- Use building regulation to ensure that developments meet the necessary standards for disabled access and other accessibility standards.
- Use the Council's Local Plan to develop best practice in terms of accessible homes.

- Work in partnership with transport services to improve the accessibility of the transport services to people that live in rural areas. As part of planning proposals for new development or new site allocations.

Council-wide service measures

The Tackling Climate Change actions in the 2020/21 Service Plans reflect the Staff Travel Plan actions which were approved by the Council in January 2020.

Our Environment					
Keeping a clean, green District for future generations					
Key Aim	Outcome	Service Measure	20-21 Target	20-21 Outturn	21-22 Target
E2. Tackle climate change	E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030.	Continued reduction in the 'grey' miles travelled in delivering the service compared to 2018/19 baseline.	7% reduction on grey miles 2018/19	Q3 2020/21 "grey" miles show a 60% reduction in mileage - this could be largely impacted due to COVID.**	Total 12% reduction from 2018/19 to 2021/22
		Measure and compare grey miles travelled by all relevant staff in the service for comparison against baseline mileage.	N/A	Complete	Not c/f for 2021/22
		Develop with relevant staff, appropriate actions to reduce grey mileage over the next 3 years.	Impacted by COVID-19	Impacted by COVID-19	Not c/f for 2021/22 but will be incorporated into reshaping the Council's services.
		>30% of staff in the service to be either working flexibly or travelling to work sustainably by 2021.	>30%	36%* of staff are working flexibly between home and the office. Whilst 20% envisage working from home full time after COVID	To be confirmed following review of Q4 data.
		Develop an action plan to enable as many staff members as possible to work flexibly or travel to work sustainably.	Impacted by COVID-19	Impacted by COVID-19	Not c/f for 2021/22 but will be incorporated into reshaping the Council's services.
		Reduction in the quantity of fleet diesel used compared to 2018/19 baseline.	5% reduction on 2018/19 data	4.19%	3.8% reduction in the quantity of fleet diesel used compared to 2018/19 baseline.***
		Measure and compare fleet diesel consumption by all relevant vehicles and staff in the service to baseline mileage.	N/A	Complete	Not c/f for 2021/22
		Develop an action plan to reduce diesel mileage over the next 3 years.	N/A	Complete	Action Plan will be managed through the Transformation Project

		Monthly Environmental Performance Report to be completed by each service (including environment data required for carbon reporting for relevant service areas)		New measure for 2021-22.	
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* At the time of publishing the outturn data for quarter four 2020-2021 was not available. Therefore, quarter three data has been provided (April 20 - December 2020.)

**The current trajectory for Q4 2020/21 “grey” miles is to be estimated to be around 38% reduction compared to 2018/19

***2020/21 missed target by 0.81% = Therefore adding this to 3% additional target this year = 3.8% reduction to achieve the total 10% reduction goal by 22/23 in the Staff travel plan

The impacts of COVID-19 from March 2020 has changed where and how the Council works and how staff commute to and travel for work.

The scale of this impact means the current Staff Travel Plan actions do not adequately reflect the changes in travel behaviours. The contents of the Staff Travel Plan will be revised following further staff consultations and the outcomes of reshaping the Council services following the COVID-19 pandemic.

Workforce

In terms of workforce development, an annual training and development plan is produced after Performance Development Reviews are held. Agile and homeworking opportunities are provided, that are considered crucial to motivate and engage high-performing staff.

As of April 1, 2021, 221 staff are employed in Service Delivery.

A breakdown is shown in the following table:

		Full time equivalent	Number of employees
Service Delivery	Cultural and Community Services	28	33
	Environmental Services	16	18
	Housing	57	61
	Operational Services	81	82
	Planning & Strategic Housing	23	26
	Strategic Director	1	1

Budgets

Revenue budget 2021/22

The Directorate's budget for 2021/22 is outlined in the following table:

Service	Budget (£)
Housing	-606,957
Environmental Services	776,466
Operational Services	4,261,954
Cultural and Community Services	2,281,214
Planning and Strategic Housing	793,800
Total	7,506,477

Capital budget 2021/22

The Directorate's capital budget for 2021/22 is outlined in the following table:

Service	Budget (£)
Housing	3,478,000
Environmental Services	203,000
Operational Services	114,569
Cultural and Community Services	1,760,527
Planning and Strategic Housing	130,000
Total	5,686,096

Housing Revenue account

Revenue budget 2021/22

Service	Budget (£)
Housing	-879,799
Environmental Services	0
Operational Services	0

Cultural and Community Services	0
Planning and Strategic Housing	65,735
Total	-814,064

Capital budget 2021/22

Service	Budget (£)
Housing	2,683,000
Environmental Services	0
Operational Services	36,673
Cultural and Community Services	0
Planning and Strategic Housing	0
Total	2,719,673

Partnerships

The directorate's significant partnerships are outlined below:

Partnership	Main purpose
Active Schools Partnership	Partnership approach to delivering the National, County and Local outcomes for young people's health and wellbeing across the Schools network and beyond.
Active South Derbyshire	Partnership of bodies having an interest in promoting physical activity, sport, recreation, and health in the District.
Building Control Partnership	Partnership of Local Authority Building Control Services operating in the Midlands area.
Citizens Advice South Derbyshire	Debt advice for tenants.
D2N2 Better Business Regulation Partnership	Collaboration of businesses and regulatory authorities to promote economic growth through positive regulatory outcomes.
Derbyshire Waste Partnership	Delivery of the Derbyshire Waste Management Strategy.
Derbyshire Police	Respond effectively to crime and ASB.
Derbyshire Traveller Issues Working Group	Co-ordinating a county wide approach to dealing with Gypsies and Travellers.
East Staffordshire Borough Council	Compostable waste processing contract.
Emergency Planning	Shared service delivery with Derbyshire County Council to ensure civil resilience.
Etwall Joint Management Committee	Partnership between South Derbyshire District Council, John Port School and County Council to operate the Leisure Centre.
External contractors	Delivery of planned and responsive service contracts and capital improvements.
Home Improvement Agency	Provide support to vulnerable households to improve house conditions.
Homes England	The Council has investment partner status with Homes England to deliver new build Council housing across the District.
Housing Market Area Partners	Working closely with adjacent authorities (Derby City and Amber Valley) in the wider Derby Housing Market Area on strategic issues

	such as housing, employment, transport and the Green Belt.
Local Energy Area Partnership	Provide advice and guidance on a range of carbon reduction initiatives.
Melbourne Sporting Partnership	Sports club, Parish and District Council partnership that is developing facilities and opportunities at the Cockshut Lane Recreation Ground.
Nottinghamshire Consortium	Refuse vehicle procurement framework.
P3	Provision of homelessness temporary accommodation.
Registered Providers	Working with housing organisations to develop affordable housing across the District.
Rosliston Forestry Centre Executive	Partnership with the Forestry Commission to operate the Forestry Centre.
South Derbyshire Community Safety Partnership	Statutory partnership to reduce the level of crime and disorder.
South Derbyshire CVS	Support on community projects and welfare reform.
South Derbyshire Partnership	Statutory partnership of public, private, and voluntary sector to promote the District. The Partnership has theme groups which focus on health, community safety and sustainable development.
Swadlincote Cultural Partnership	Partnership of public, private, and voluntary sector organisations that work to promote the heritage and environment of Swadlincote.

REPORT TO:	ENVIRONMENT & DEVELOPMENT SERVICES	AGENDA ITEM: 7
DATE OF MEETING:	27th MAY 2021	CATEGORY: RECOMMENDED
REPORT FROM:	ALLISON THOMAS, STRATEGIC DIRECTOR – SERVICE DELIVERY	Open
MEMBERS' CONTACT POINT:	MATT HOLFORD, matthew.holford@southderbyshire.gov.uk, 01283 595856	DOC:
SUBJECT:	ANNUAL ENFORCEMENT AND COMPLIANCE REPORT 2020-21	REF:
WARD(S) AFFECTED:	All	TERMS OF REFERENCE: EDS14, HCS10

1. Recommendations

- 1.1 That the Committee notes the contents of the report and approves that the Council is using its regulatory powers in a way proportionate to the demands for all regulatory services it provides.

2. Purpose of Report

- 2.1 To provide the Committee with details of the Council's use of its tools and powers to take appropriate enforcement action during the 2020/21 reporting period.

3. Background

- 3.1 Under the priority of 'Our Environment' in the 2020-2024 Corporate Plan, one of the key aims is "*Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate*".
- 3.2 Under the priority of 'Our People', one of the key aims is "*Help tackle anti-social behaviour and crime through strong and proportionate action*".
- 3.3 The Council is authorised to use in excess of 100 different statutes to regulate and ensure compliance in areas of work as diverse as planning, food hygiene, licensing, pollution control, anti-social behaviour, building control, public health, waste and dog control.
- 3.4 The way in which the Council utilises these powers is governed by law, statutory guidance and previous legal precedent. Some services (notably many of the functions of Licensing and Environmental Health) also have a duty to have regard to the five governing principles of the Legislative and Regulatory Reform Act 2006, namely that all regulatory interventions are *transparent, accountable, proportionate* and *consistent* and should be *targeted* only at cases in which action is needed.

3.5 This report provides a high level summary of the regulatory action over the past year and provides a comparison against historical levels of regulatory action.

Demands for services

3.6 The demand for Council services in 2020/21 compared to previous years is illustrated in Figure 1 in the report appendix.

3.7 Covid-19 had a profound effect on the demand and delivery of services throughout 2020/21.

3.8 Complaints about air pollution nearly doubled over the course of the year compared to previous years. The majority of these complaints related to smoke from domestic bonfires which increased by 300% compared to the previous year. The underlying cause appears to have been a significant upsurge in residents choosing to burn garden and domestic waste during the various periods of lockdown.

3.9 Complaints about dog offences and in particular dog fouling, increased in comparison to the previous three years. Anecdotal evidence through the year suggests that the lockdowns generated significantly increased demand nationally for pet dogs as people have sought the companionship of a pet during lockdown. As a result, there has been a big increase in the number of dog walkers. In addition, many people were only able to exercise during lockdown by going for a local walk, and therefore there are more people observing and reporting incidents of fouling.

3.10 There was a significant increase in the number of public health related complaints in 2020/21 which were 23% higher than the average of the last four years. This category was dominated by complaints leading to fly tipping investigations, investigations about littering and waste accumulations on private land.

3.11 Complaints about food establishments increased by 67% compared to the average of the last four years. However, approximately half of these specifically related to compliance with Covid-19 Regulations.

3.12 Complaints about noise nuisance have remained stubbornly high for the last three years. Complaints about noise in South Derbyshire in 2020/21 were 6.1 per 1000 population compared to an East Midlands average of 4.5 per 1000 population and an England average of 6.8 per 1000 population.

3.13 Thankfully, complaints about incidents of abandoned vehicles have continued to fall since a peak in 2016/17 and were at their lowest level in the last five years.

3.14 In addition to the historical nature of requests for service dealt with by Council officers, the Council also received over 400 requests for support and information in relation to compliance with the Covid Regulations from the public and business owners over the course of the year.

3.15 Overall (and excluding the Covid enquiries described in paragraph 3.14), demands for regulatory service in 2020/21 were 26% higher in 2020/21 than the average of the previous four years.

3.16 Specifically in relation to flytipping offences, officers report over the course of the last year an increased willingness from members of the public to come forward with information and evidence in relation to offences and offenders. Much of this is in the form of very valuable photographic or video footage or social media content. Similarly,

officers have also had successes in tracing offenders responsible for littering fast food waste through receipts left in packaging and then then marrying the information with CCTV footage at the respective drive through facility of the retailer.

- 3.17 In **Planning Enforcement**, Covid has prompted an increase in neighbour complaints relating to home working/running businesses from home, along with the erection of outbuildings for such purposes. Many more sheds/summerhouses have been erected for hobby purposes, with some investigations resulting in the submission of retrospective planning applications.
- 3.18 Workload has increased as the method of investigation has changed significantly, with more emphasis on making appointments to visit sites as opposed to previously cold calling in the first instance. On occasion, officers have seen more willingness from those allegedly in breach to provide information and remedy matters without the need to visit site. However, in others it has been increasingly difficult to establish facts, which has resulted in some reliance on social media streams to gather evidence. Visiting sites in a Covid secure manner has also presented challenges over and above the normal safety requirements.
- 3.19 Formal action through the courts or at appeal has been delayed due to postponed hearings and taking longer for the Planning Inspectorate to issue decisions following enforcement appeals.
- 3.20 The **Licensing Team** has continued to provide a high level of service despite the impact of Covid 19, which has seriously impacted on its ability to undertake inspections and site visits. Despite restrictions, however, the Team has seen an increase in the number of inspection visits this year, many of which have been Covid related. The advice and guidance provided during these visits has enabled South Derbyshire businesses to open and continue to operate in a Covid secure manner and this has been greatly appreciated by those businesses; particularly those in the licensed trade.
- 3.21 New policy documents on the Licensing Act 2003, Street Trading, Private Hire, Private Hire Fees, Animal Welfare and Safeguarding have been developed, consulted on and approved by Members.
- 3.22 Dog Breeding has seen an exponential growth during lockdown and officers have received an increasing number of complaints in this area in relation to unlicensed breeding. As a result of this a publicity campaign was developed around dog breeding and using licensed breeders only. This was extremely successful and was picked up by the press and Radio Derby.
- 3.23 The work of the Team has been vital in ensuring that Private Hire Operators have been able to continue providing vehicles and services to the most vulnerable in society throughout the pandemic. The Team has continued to ensure licensed vehicles have the appropriate paperwork and are fit for service, ensuring that vital public services are maintained.

Direct Effects of Covid 19

- 3.24 The 26% increase in overall demands for service is largely attributable to Covid-19. The pandemic also led to a significant shift in the way investigating officers have been required to operate. By necessity due to Covid restrictions, there has been less ability for officers to make cold calls or even to be able to visit the locations of complaints. There has been a far greater emphasis on the individuals who are making the complaint to supply appropriate evidence, such as video recordings or photographs.

- 3.25 In many cases this has been beneficial in that it has given the person making the complaint a greater understanding of the nature and quality of evidence required to progress a complaint.
- 3.26 In many other cases it has created significant challenges, where the person making the complaint is less willing to co-operate with the investigating officer and may perceive that the investigating officer is being obstructive or unhelpful.
- 3.27 In summer 2020, the Council employed a dedicated Business Compliance Officer to support the outbreak control investigations. The innovative outbreak mapping process developed by the Business Compliance Team was recognised by the Local Government Association (LGA) as an example of national excellence.
- 3.28 In December 2020, the Council also commissioned Red Snapper Ltd to provide Covid Marshal services. The Marshals have subsequently played a huge role in advising and assisting local businesses to follow government guidance as the economy reopens.
- 3.29 This has included over 400 visits to business premises to provide Covid compliance audits. These involve the Marshals providing structured reviews of each businesses Covid control measures and comparing them to the relevant guidance issued by government for that business sector. The audits have shown that compliance levels with all measures contained in the guidance to have consistently been above 90%.

Demands for Inspections of Businesses

- 3.30 Food hygiene law requires that businesses are risk assessed and then inspected with a frequency based on national legal guidance. Figure 2 in the appendix to this report illustrates the number of food hygiene inspections carried out.
- 3.31 Many food hygiene officers in Council's across the UK, including South Derbyshire District Council, are also tasked with fulfilling their Council's duties to prevent the spread of infectious disease under the Public Health (Control of Diseases) Act. From the early stages of the pandemic these officers were directed to deal with outbreaks and incidents of Covid-19.
- 3.32 This, along with the extensive shut-down of the hospitality industry, led the Food Standards Agency to announce in April 2020 that routine food hygiene inspections of food businesses should cease other than for existing high-risk businesses, new businesses and in response to complaints.
- 3.33 Therefore, during 2020/21, there has been a substantial reduction in the number of food hygiene inspections carried out. Typically, the Council would have expected to carry out approximately 400 food inspections each year. During 2020/21 only 146 inspections were carried out. Statutory guidance to direct Council's about how to plan the progressive catch-up with the backlog of inspections is expected during the summer.
- 3.34 As of April 2020, 86.8% of food businesses in South Derbyshire had been awarded the top score for their food hygiene. This was one of the highest figures in the UK. At April 2021 this figure had risen even further to 89.2%.
- 3.35 In April 2020 there were 856 registered food businesses in the District. In March 2021 this had increased by a record amount to 963 registered food businesses, mainly driven by a big surge in people starting new business from home during the pandemic.

3.36 Hygiene standards in 99.5% of food businesses were assessed as being 'broadly compliant' which means that the Council's food inspectors are satisfied that they can be left to manage their own hygiene practices until their next programmed inspection without any further intervention.

Proactive Measures

3.37 In January 2020, seven pre-existing Public Spaces Protection Orders (PSPO) were approved to take effect for a further three years. In addition, a further two PSPOs were approved to control anti-social behaviour around Maurice Lea Park and to prevent fly tipping at Lowes Lane, Swarkestone.

3.38 Consultations on other potential PSPOs were programmed to be carried out during 2020, however, this activity was cancelled in order to enable officers to focus on dealing the direct and indirect consequences of the pandemic.

Legal Interventions

3.39 The Council has published an [Enforcement Policy](#) which explains how it will use the various tools and powers to help the business community and residents to meet the various laws the Council is tasked with regulating. When the Council is unable to ensure compliance through persuasion it may be necessary to resort to use of more formal means. The Council has powers in the form of various compliance notices which can be issued requiring some form of action to be taken (or to be stopped) by the recipient in order to more formally require compliance than through advice and guidance.

3.40 Figure 3 in the appendix to this report illustrates the numbers of formal notices issued and in broad terms the nature of the problem which led to the notice being served.

3.41 During 2020/21 there was a significant escalation in the numbers of legal notices served by the Council in relation to three areas of work:

- 171 legal notices were served on landlords of private sector properties. This includes 166 Compliance Notices served on landlords requiring them to improve the thermal efficiency of their properties to bring them up to the legal minimum standard of an Energy Performance rating (EPC) of E. This was in response to new law which came into effect on 1 April 2020.
- 42 notices were served on people requiring them to provide the Council with information or records relating to fly tipping offences. These notices were the only way of formally obtaining information from suspected offenders during the period when officers were unable to interview suspects under caution due to Covid.
- 26 Community Protection Notices were served relating to a range of anti-social behaviour matters.

Punitive Outcomes from Offences

3.42 In a small number of cases, the Council is required to resort to the courts or other forms of judicial punishment for confirmed offences. This can be in one of three forms:

- For a limited number of offences and where the offender admits to the offence, a fixed penalty notice can be issued;

- Where the offender admits the offence and there is no fixed penalty notice option available, but prosecution is not deemed to be proportionate then the offender may be given the option to sign a formal caution;
- The most severe form of intervention is a prosecution.

3.43 Table 1 below summarises the recent numbers of each of these punitive outcomes compared to historical levels.

Table 1 – Summary of Punitive Outcomes following Offences

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Total Fixed Penalty Notices	34	91	79	72	27	59
Dog offences	23	9	6	14	4	5
Fly tipping & waste offences	0	7	7	8	5	23
Litter	8	65	54	43	13	24
Community Protection Notice / PSPO breach	3	10	12	4	4	5
Abandoned vehicles	0	0	0	3	1	0
Covid Regs (business breaches)						2
Formal Cautions	3	1	3	4	6	13
Prosecutions	3	1	5	7	5	0

3.44 The main change in 2020/21 has been a greater use of fixed penalties and formal cautions for fly tipping offences and householder duty of care offences.

3.45 The pandemic led to a cessation of the criminal courts processing low level criminal offences. Therefore, cases which investigating officers would normally have referred for prosecution had to be dealt with by other means. Fixed penalties and formal cautions were the only viable way of processing these cases and ensuring that the offender faced some level of sanction.

3.46 This impact of the pandemic is also reflected in the lack of prosecution cases taken over the last year.

Cases of Particular Note

- The Council was unable to process any prosecutions during 2020/21 due to the impacts of Covid on the processing of criminal cases.
- Three prosecutions which were originally submitted to the court during 2019/20 remain live and will be heard when court time permits.
- In April 2021, a man from Hilton was imprisoned for seven months after he breached a High Court injunction obtained by the Council and then breached a written commitment he had given to the High Court not to burn waste on his land. This is the second occasion that the man has been imprisoned for breaching the Injunction.
- The surge in demand for pets referenced at paragraph 3.9 has also created a surge in illegal dog establishments, in many cases suspected to be run through organised crime gangs. One such establishment outside Etwall was closed down in a joint

operation by Environmental Health, Licensing and Planning officers. All sixteen of the animals, with a net estimated value of £50,000, were seized. The operation of the gang was significantly disrupted, and all the animals were safely rehomed through the Council's appointed dog warden contractor at Crowfoot Kennels.

4. Financial Implications

- 4.1 The Council's regulatory services cover Environmental Health, Licensing, Community Safety and Planning. Overall, the net cost of these services is approximately £1,000,000 and the Council has progressively reduced these net costs in recent years while at the same time increasing the volumes of work activity.
- 4.2 Benchmarking the costs of the Council's regulatory services to other councils in the UK suggests that overall the services provided are at a relatively low cost. Based on benchmarking data published in 2019 by the LGA (published on LG Inform) South Derbyshire's total expenditure per head of population on environmental and regulatory services was;
- the 2nd lowest of the 40 single tier and district councils in the East Midlands (£43.90 per head compared to a regional mean of £63.70);
 - the lowest of the Council's 15 CIPFA near neighbours (£43.90 per head compared to a near neighbour mean of £64.50);
 - the 8th lowest out of all of the 192 English District Councils (£43.90 per head compared to a national mean of £67.65).

5. Corporate Implications

Employment Implications

- 5.1 The contract for the Covid Marshals has provided employment for two Marshals and one supervisor, all employed via an agency.

Legal Implications

- 5.2 None.

Corporate Plan Implications

- 5.3 The report has been produced to provide the Committee with details of how officers are delivering the "Our Environment" aim to *Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate* and the "Our People" aim to *Help tackle anti-social behaviour and crime through strong and proportionate action priority through People* in the 2020-24 Corporate Plan.

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 Implications

Consultation

- 6.1 None

Equality and Diversity Impact

- 6.2 Fair and proportionate application of the law should ensure that improvements in equality and diversity are indirectly delivered by tackling crime and anti-social behaviour.

Social Value Impact

- 6.3 Beneficial.

Environmental Sustainability

- 6.4 Beneficial. Proportionate regulation is an important feature of ensuring community cohesion. It also ensures positive economic growth by preventing businesses which operate outside the law from gaining a competitive advantage in their respective market.

7. Conclusion

- 7.1 That the Committee notes and endorses the work that officers are undertaking, using the tools and powers available, to take appropriate enforcement action where necessary.

8. Background Papers

- 8.1 None

Figure 1 - Requests for Enforcement Action

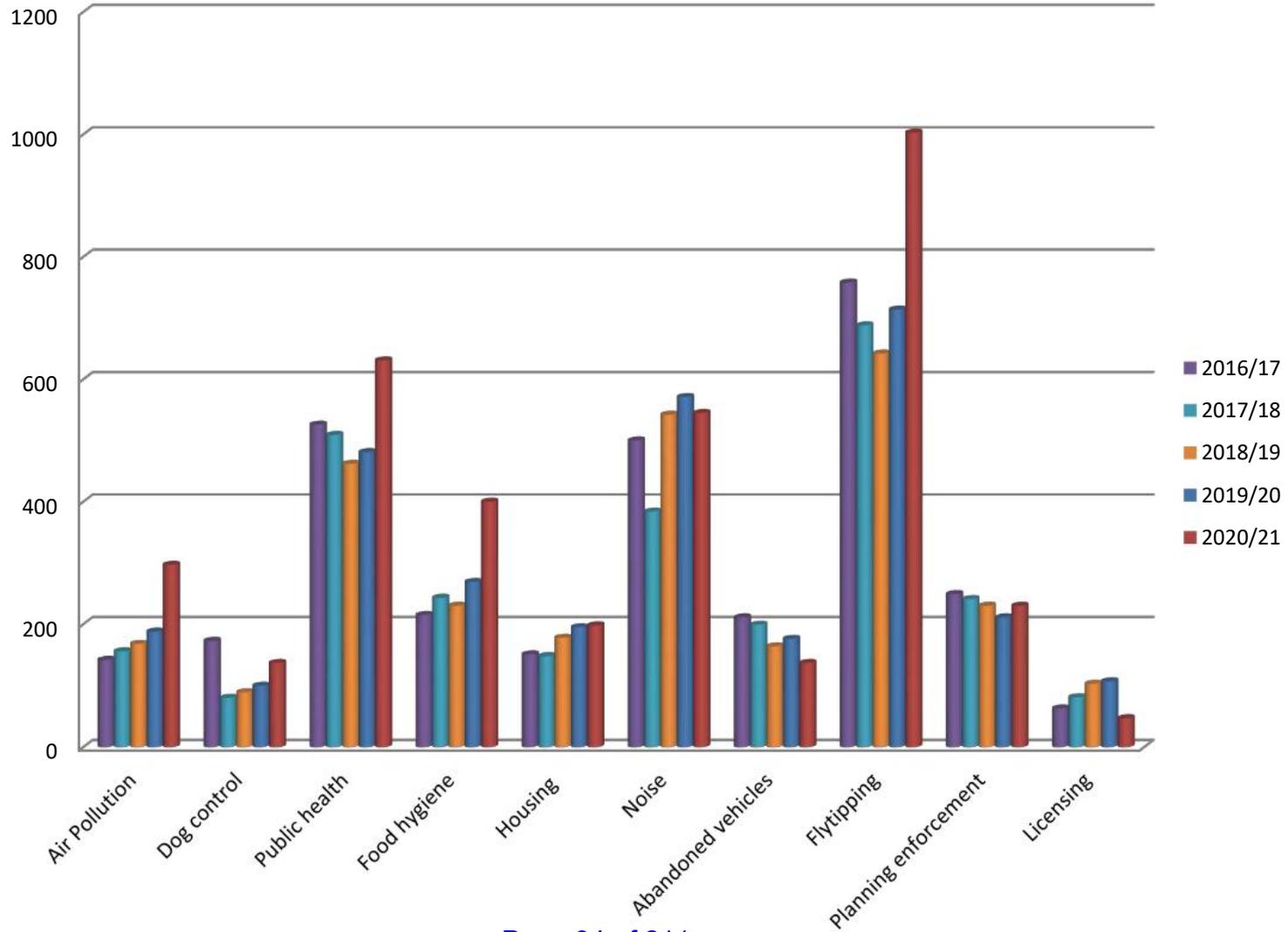


Figure 2 - Proactive Inspections of Businesses

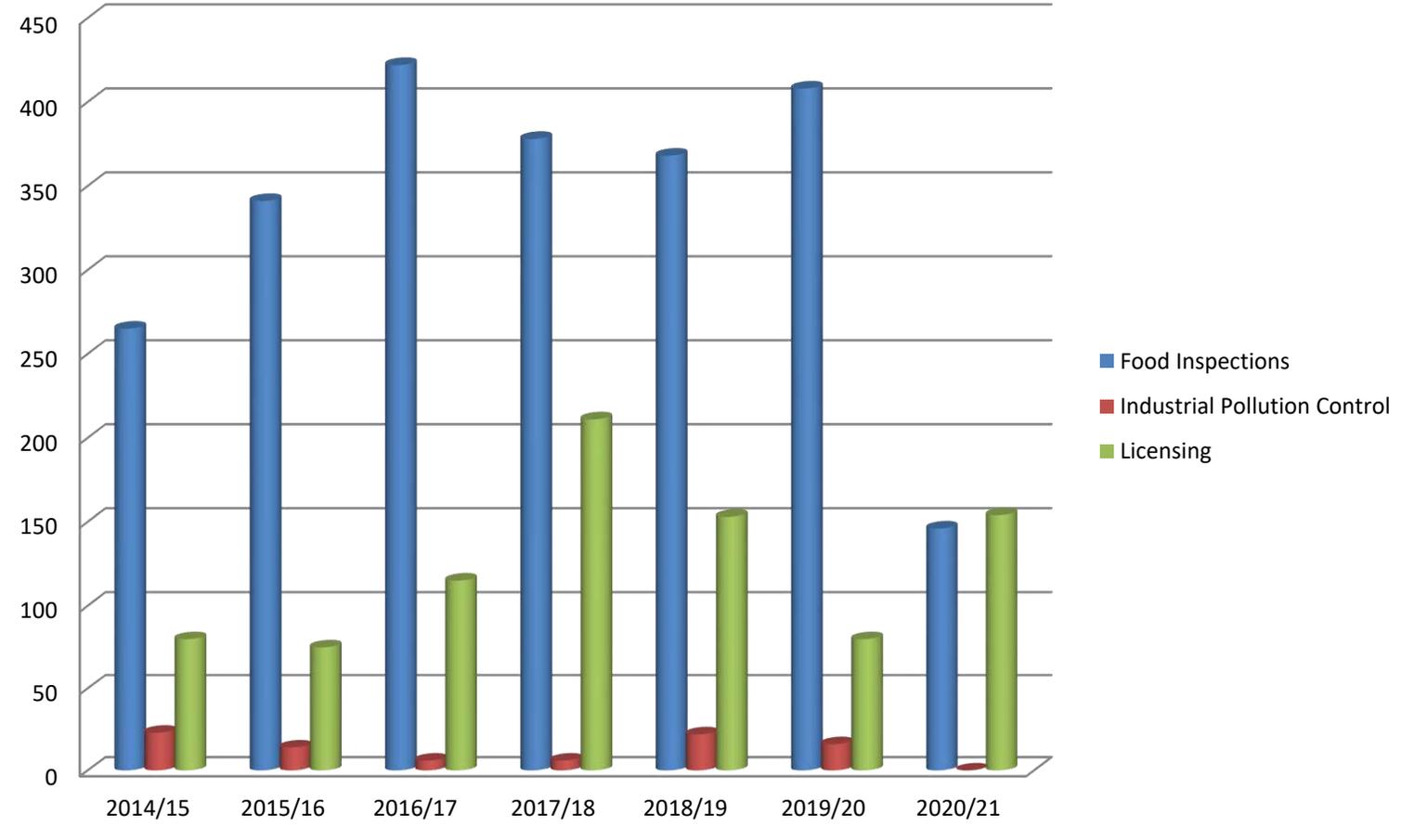
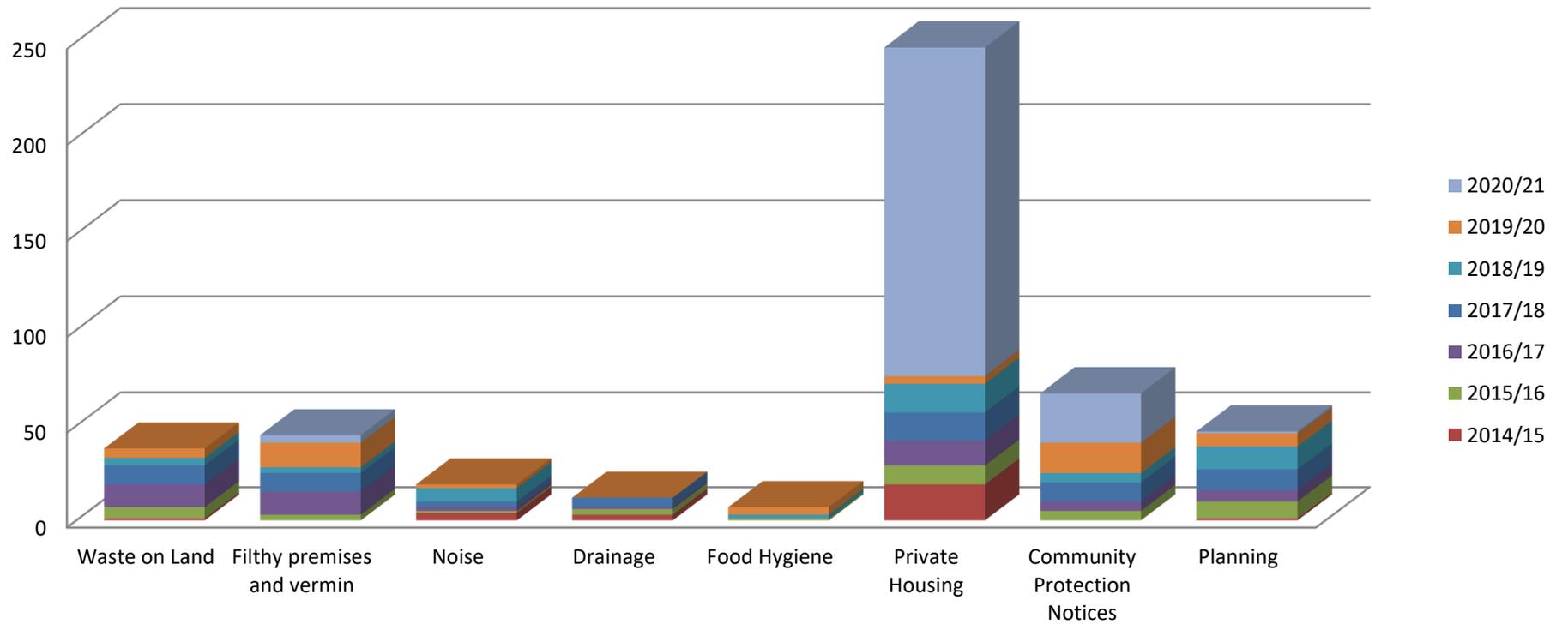


Figure 3 - Enforcement Notices Served



REPORT TO:	ENVIRONMENTAL & DEVELOPMENT SERVICE COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	27th MAY 2021	CATEGORY: RECOMMENDED
REPORT FROM:	ALLISON THOMAS, STRATEGIC DIRECTOR – SERVICE DELIVERY	OPEN
MEMBERS' CONTACT POINT:	MATTHEW HOLFORD, HEAD OF ENVIRONMENTAL SERVICES, matthew.holford@southderbyshire.gov.uk, 01283 595856	DOC:
SUBJECT:	CLIMATE EMERGENCY ACTION PLANNING	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: EDS01

1. Recommendations

- 1.1. That the Committee approves a revised Climate and Environment Action Plan 2021 – 2030, which builds on the work of the previous Plan adopted in 2020.
- 1.2. That the Committee welcomes the actions completed to date and the ambition outlined in the Plan to achieve the Council's Carbon reduction targets for the Council by 2030 and for the District as a whole by 2050, whilst recognising the scale of the challenge to achieving these outcomes.
- 1.3. That Committee acknowledges the predicted costs and timescales for the delivery of the Climate and Environment Action Plan and the potential implications of this on corporate decisions up to the end of the Medium-Term Financial Strategy and beyond.
- 1.4. That Committee refers the high-level ambition, resource and financial implications of the Climate and Environment Action Plan to Finance and Management Committee.

2. Purpose of the Report

- 2.1. To seek approval for a revised Climate and Environment Action Plan 2021 – 2030, which builds on the work of the previous Plan adopted in 2020.
- 2.2. To advise Committee of the existing carbon emissions from Council activities and from all other sources within South Derbyshire.
- 2.3. To provide Committee with the actions which will deliver the Council a route-map to becoming carbon neutral by 2030.
- 2.4. To provide Committee with indicative costs of the options to achieve carbon neutrality by 2030.
- 2.5. To particularly draw the Committees attention to the 'Transformational Actions' identified by the Climate and Environment Action Plan and to seek to ensure that

future decisions of the Council are made with due regard to the need to implement these actions in order to achieve Council's carbon reduction targets.

3. Detail

Background

- 3.1. At full Council on 27 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 for South Derbyshire 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. On 16 January 2020, full Council approved a Climate and Environment Strategy and the Council's first Climate and Environment Action Plan 2020 – 2024. The Strategy and Action Plan were the Council's first response to the Climate Emergency declaration.
- 3.3. At the time of its adoption, officers were keen to highlight that the 2020-24 Action Plan should be seen as the start of a work in progress.
- 3.4. Within this Plan there were 32 proposed actions which would contribute to carbon reductions. However, as was acknowledged at the time, the Action Plan had a number of shortcomings, most notably:
 - The Plan did not contain a clear route-map to zero carbon.
 - The Plan did not contain the costs associated with achieving zero carbon, nor any profile of spending to enable the costs of the Council declaration to be included in the Medium-Term Financial Strategy.
 - Many of the 32 identified actions were uncommitted and uncosted.
- 3.5. The Climate and Environment Action Plan 2021-30 (C&EAP) seeks to address these shortcomings as far as is reasonably possible.
- 3.6. The Council has none the less made significant progress over the last 12 months in reducing carbon emissions. Some of the highlights of progress made within the Plan to date include:
 - Negotiating a corporate energy contract with a carbon neutral provider,
 - Acquiring baseline data to identify potential future carbon reduction measures across the Council's own housing stock.
 - Revising the procurement tendering process to improve carbon neutral criteria within the scoring process, [Page 98 of 211](#)

- Creating and delivering a new “South Derbyshire Healthy Homes Assistance Fund” following a review of the Private Sector Housing Renewal Policy,
- Ensuring that 99.8% of private rented properties meet new Energy Efficiency Regulations in private rented properties
- Facilitating an on-line event in October 2020 to promote ‘deep retrofit’ energy saving and low carbon technology in all housing stock with the aim of stimulating the “green recovery” of the local economy;
- Successfully bidding for just over £1,000,000 in funding to make energy improvements to the worst performing, low income, owner-occupied properties in South Derbyshire;
- Promoting and administering approximately £100,000 spend of government grant towards a Property Flood Resilience Recovery Support Scheme for all properties flooded in South Derbyshire as a result of Storm Ciara and Dennis in February 2020;
- Installing a further 16 electric vehicle charge-points in public car parks owned by South Derbyshire District Council to help promote the transition to electric car ownership.
- Procuring two new refuse collection vehicles fitted with electric tail lifts saving £1,500 in fuel and 3000kg of carbon per vehicle per year with a 20 decibel sound reduction.
- Procuring electric rechargeable grounds maintenance equipment.
- Undertaking a successful wildflower planting pilot which has been developed further for 2021-22.
- Commissioning a Plan for Nature to deliver net biodiversity gain from future development across the District.
- Reviewing the Council’s waste collection services with proposals approved to achieve the 60 per cent recycling and composting target in the Corporate Plan by 2024.

District Council Activities - Main Carbon Emission Sources and Means of Reduction

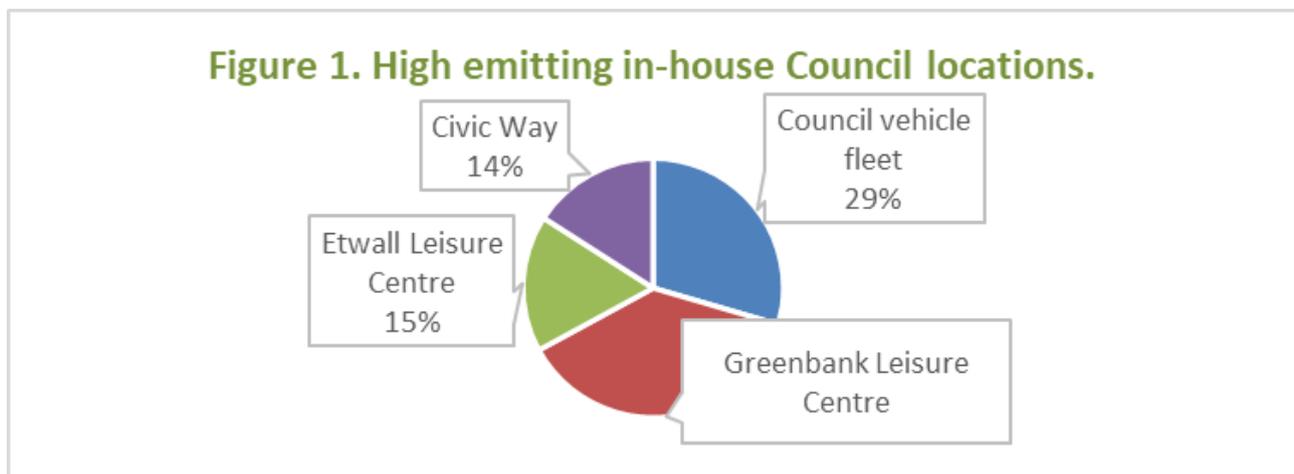
- 3.7. Since the Climate Emergency declaration in June 2019, officers have spent considerable amounts of time developing a process for mapping and measuring all significant activities and emissions which are contributing to the carbon footprint of all Council activities. This has been followed by a process of collating relevant data about all relevant activities and emissions and then converting these into a calculation of the total carbon equivalent (CO_{2e}).
- 3.8. The current annual CO_{2e} emission from the activities of South Derbyshire District Council is **approximately 2,500 tonnes per annum**. The proposed C&EAP provides a full breakdown of the sources of these emissions.
- 3.9. Currently this calculation includes carbon emissions associated with Etwell Leisure Centre, even though this is owned by John Port School. In future iterations of the Plan this may be excluded as an SDDC emissions source (due to the relatively

limited control the Council has on its operations) and be included in the District-wide 2050 emissions calculation.

3.10. Currently the calculation does not include emissions associated with SDDC owned housing stock, mainly because the Council does not have any direct control over the energy use of the tenant or energy provider selected by the tenant. These emissions are therefore included in the District-wide 2050 calculation. This may be included as an SDDC emissions source in future iterations of the Plan.

3.11. The four main carbon emissions sources from Council activities are, in order of magnitude:

- Heating, refrigerant, and lighting Greenbank Leisure Centre, 819 tonnes CO₂e per annum (33%)
- Fuel emissions from the Council's own transport fleet, 663 tonnes CO₂e per annum (29%)
- Heating, refrigerant, and lighting Etwell Leisure Centre, 383 tonnes CO₂e per annum (15%)
- Heating, refrigerant, and lighting Civic Offices, 342 tonnes CO₂e per annum (14%)



3.12. The remaining 9% of carbon emissions from SDDC sources are from Rosliston and other public buildings.

3.13. The Council has not yet quantified the 'Scope 3' emissions. These are defined as all the indirect emissions that occur in the Council's value and supply chain, such as purchased goods, emissions from third parties providing services on behalf of the Council, investments, etc. Work to calculate the Scope 3 emissions is progressing and this, along with proposed mitigating actions, will be included in future revisions of the C&EAP.

Transformation Actions

3.14. There is a relatively limited range of options available to the Council to deal with each of the four main emissions sources described in paragraph 3.10. The options for each main emission source, plus the estimated cost for each option are expressed as 'Transformation Actions' in the C&EAP. They are shown at Table 5 of the C&EAP.

3.15. In summary they are:

- T2 - Retrofit Greenbank Leisure Centre with energy efficiency measures, plus install a renewable energy system for heating and lighting.
- T4 – Replace all existing large fleet vehicles with hydrogen or electric. Replace all smaller fleet vehicles with electric.
- T5 - Install electric and / or hydrogen fuelling infrastructure at Boardman Depot which may require relocation of the depot or acquisition of additional land. Install a renewable energy source at the Depot for heating and lighting.
- T3 - Retrofit Etwall Leisure Centre with energy efficiency measures, plus install a renewable energy system for heating and lighting.
- T1 – Retrofit Civic Offices with energy efficiency measures and renewable energy system or create a carbon neutral new build.
- A further Transformation Action (T6) relates to Rosliston.
- Two additional Transformation Actions (T7 and T8) relate to improving SDDC's housing stock. Because emissions from the housing stock are included in the 2050 carbon neutral target rather than the 2030 target, the costs and carbon impacts of T7 and T8 are not discussed in detail in this report but will be covered in subsequent reports.

3.16. **The Transformation Actions are estimated to be capable of reducing SDDC carbon emissions by 80%.**

Service Plan Actions

3.17. The C&EAP also identifies a further 29 actions which will need to be implemented to enable the Council to achieve carbon neutrality.

3.18. These are a range of hard and soft measures across all Council services to either directly deliver or aid the delivery of carbon reductions.

3.19. These actions have been described in the C&EAP as 'Committed' or 'Uncommitted'. In this context 'Committed' means that the funding and staff time necessary to deliver the action has already been secured and allocated. Uncommitted items cannot be delivered without the additional funding or staff time identified.

3.20. If all of the committed and uncommitted Service Plan Actions are delivered then the proposals will take SDDC to a point of being at, or very close to, carbon neutrality.

Emissions from All South Derbyshire - Main Carbon Emission Sources and Means of Reduction

3.21. The total carbon emissions from all activities within South Derbyshire are calculated as being **695,100 tCO₂e**. The scale and complexity of carbon emissions across South Derbyshire means that the Council is not yet close to producing a route-map to carbon neutrality for the District as a whole.

3.22. The three dominant sources of emissions are;

- Transport emissions
302,700 tonnes CO₂e per annum (48%)
- Industrial / commercial energy use
203,500 tonnes CO₂e per annum (29%)

- Domestic energy use
168,800 tonnes CO2e per annum (23%)

3.23. The C&EAP sets out 18 Service Plan Actions which have been attributed to relevant Heads of Service to reduce carbon emissions in the District. As with the In-House Service Plan Actions, these have been described in the C&EAP as 'committed' or 'uncommitted'. Currently 12 of these Actions are 'committed'.

3.24. The process of calculating the carbon reductions associated with these Service Plan Actions is not yet sufficiently mature to enable the carbon savings to be estimated. A summary of the estimated sources of carbon emissions in South Derbyshire is provided at page 8-9 of the Climate and Environment Strategy.

3.25. The actions to deliver carbon neutrality across South Derbyshire by 2050 will continue to be an iterative process.

Opportunities and Co-benefits

3.26. The first impressions of the C&EAP and in particular of the Transformation Actions, is that it presents a challenge and level of cost which is unachievable.

3.27. However, the contents of the Plan not only provide a costed route-map to carbon neutrality (which is an imperative first step towards that goal), but also provides the framework and context to exploit critical opportunities that may be presented to the Council in terms of securing additional resources.

3.28. Many of the Actions within the C&EAP will need to be externally funded. It is anticipated that many government and other third-party funding opportunities will emerge over the next few years. Unless the Council can prove that it has an ambitious, coherent and approved Plan, then the probability of winning bids for this funding will be seriously impeded.

3.29. Therefore, whilst the funding for much of the Plan does not currently exist or has not been allocated, the approval of the Plan is a necessary pre-cursor to enable the Council to seek such funding.

3.30. The C&EAP also limits itself to considering just the direct financial and carbon budgeting for carbon neutrality.

3.31. Carbon neutrality also brings with it a wide array of co-benefits, such as cleaner air, more active transport, improved health and well-being, improved biodiversity and technical innovation, all of which have the capacity to deliver economic and social improvement as well as environmental gains.

3.32. Carbon neutrality will also deliver reduced energy and running costs which have not been costed in the C&EAP. These will include:

- Vehicles – it is estimated that in terms of fuel cost, electric vans are around 40% cheaper to run (diesel vans cost 5p/mile, electric vans cost 3p/mile).
- Heating of buildings – retrofitting, heat decarbonisation and smart energy efficiency technology can show energy savings of 50% to 75% of annual bills.
- Renewables – replacing electricity from the grid with renewables such as Solar PV can reduce electricity use to zero and/or make money through feed-in-tariffs.

- 3.33. Seeking carbon neutrality will also open up dialogue and collaboration with the local business community. This should lead to new opportunities around clean economic growth.
- 3.34. When the C&EAP was considered and endorsed by Senior Leadership Team in April, the prospect of a South Derbyshire Carbon Summit was proposed as a key deliverable Under Service Plan Action DSP5 – “Develop, implement, and engage local public/private partnerships to support decarbonisation across South Derbyshire”. This will enable the Council to confidently engage with the business community and to articulate its ambition to businesses and other key stakeholders across the District. As a result, the Council would seek to galvanise support and a shared investment and ownership in delivering the Plan.
- 3.35. Finally, officers are acutely aware that the C&EAP is a heavy read due to both its technical content and depth of data. This is necessary for what is a relatively complex and wide-reaching Plan.
- 3.36. In order to achieve a meaningful level of public engagement, a more accessible version(s) of the C&EAP will be developed for different stakeholders and interest groups.

4. Financial Implications

Transformation Actions Costs

- 4.1. The total cost of all Transformation Actions (excluding SDDC housing stock) is estimated to be in the range **£10 – 15 million over the course of the next eight years**. Table 5 in the C&EAP provides a full breakdown of the estimated cost.
- 4.2. However, the maintenance and improvement of all these assets, irrespective of achieving carbon neutrality, carry embedded costs and therefore an estimate of the additional costs of decarbonisation for each option has been sought.
- 4.3. The total additional cost of including decarbonisation of all the Transformation Actions is estimated to be in the range **£5.6 to 6.8million**. This figure is included in the £10 - £15 million estimate above. These estimates relate to capital costs alone and do not factor in the anticipated long-term reduction in revenue costs associated with reduced fuel use, etc.
- 4.4. Currently no direct budget has been allocated to the Transformation Actions, however, the Plan sets the ambition and framework for the Council to take full advantage of the opportunities that may arise to bid for external funding and provides the data and insight to inform future corporate decisions and spending priorities.
- 4.5. There are a number of existing capital expenditure commitments from reserves which relate to the Transformation Emission sources, and these are identified in Table 1 below.
- 4.6. Officers involved in the implementation of the C&EAP and those involved in the implementation of the projects identified in Table 1 will collaborate to ensure that the delivery of the existing commitments can be aligned as closely as possible with the carbon neutral aspirations.

Table 1 – Existing Commitments from Reserves

	FUNDING			Total	Comment
	Earmarked	Capital	General Fund		
Rosliston Forestry Centre	125,290	657,000	50,000	832,290	Started and an electric vehicle purchased
Carbon Reduction at Depot	0	50,000	0	50,000	
Town Centre Regeneration	255,665	0	44,335	300,000	Works started
Melbourne Assembly Rooms	0	260,000	0	260,000	Works started
Oversetts Road Football Facility	820,162	367,997	0	1,188,159	
Public Buildings	445,779	0	0	445,779	Scheduled programme
Vehicle Replacement (GF)	287,363	0	0	287,363	Scheduled programme
Vehicle Replacement (HRA)	64,722	0	0	64,722	Scheduled programme
	1,998,981	1,334,997	94,335	3,428,313	

Service Plan Costs

- 4.7. The estimated total cost of the Service Plan actions to make SDDC carbon neutral is £743k, with an estimated requirement of 4,780 employee hours.
- 4.8. Currently £315k and 3,350 employee hours to deliver these actions are uncommitted. This estimate does not include the cost of replacing existing fluorinated gases in air conditioning and heat pump plant for which an accurate figure is not yet available. Fluorinated gases are powerful greenhouse gases, with a global warming effect much greater than carbon dioxide.
- 4.9. The estimated cost of the Service Plan actions to start to decarbonise South Derbyshire as a District is £1,346,000, along with an estimated requirement of 6,000 employee hours.
- 4.10. Currently £43k and 2,000 employee hours to deliver these actions are uncommitted.

5. Corporate Implications

Employment Implications

- 5.1. In response to the Climate Emergency, the Council has already employed a full time, permanent Climate and Environment Officer. Additional staffing resources will almost certainly be required to enable the Transformation and Service Delivery Actions to be met.
- 5.2. For example, Action DSP4 – “Green Homes Grant/LAD funding delivery of retrofit measures to private and tenant houses” has recently secured £1,031,000 funding to insulate privately owned houses in the District and reduce their fossil fuel energy consumption. Part of the agreed funding allocation has been to employ a temporary Green Homes Grant Project Officer to assist with the project.
- 5.3. All employment implications will be reported to the relevant Committee where they result in changes to the establishment and will be dealt with in accordance with the Council’s recruitment and selection processes.

Legal Implications

- 5.4. 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.
- 5.5. Some climate action groups, such as Client Earth are also making clear signals of their intent to take civil legal action against local authorities who do not make meaningful progress with their climate emergency declarations.

Corporate Plan Implications

- 5.6. 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”.
- 5.7. A performance indicator relating to progress against the C&EAP committed actions will be reported quarterly as part of the Corporate Plan performance management framework.

Risk Impact

- 5.8. The proposals will have a beneficial mitigating action against the corporate risk of “Managing the environmental impact of incidents across the District”.
- 5.9. The proposals will also mitigate against the growing reputational risk for public sector organisations which do not have coherent carbon reduction plans.

6. Community Impact

Consultation

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

Equality and Diversity Impact

- 6.2. The existing Climate and Environment Strategy will be assessed against the Equality and Diversity assessment matrix.

Social Value Impact

- 6.3. Beneficial.

Environmental Sustainability

- 6.4. Beneficial.

7. Conclusions

- 7.1. The Council's second C&EAP provides the first clearly defined route to carbon neutrality for the Council's own emissions by 2030 and provides the Committee with a full appreciation of the practical and financial implications of the climate emergency declaration.
- 7.2. The Plan also contains actions which will enable a coherent route to carbon neutral for all of South Derbyshire by 2050 to be developed.

- 7.3. The Plan contains eight Transformation Actions for delivery over the next eight years, which will reduce SDDC emissions by 80%.
- 7.4. The Plan contains a further 27 Service Plan actions which will deliver the remaining 20% of emissions reductions.
- 7.5. The Plan contains another 18 Service Plan actions which will deliver meaningful carbon reductions in residences and businesses in South Derbyshire.
- 7.6. The adoption of the Plan will create an impetus to commence the project planning process for all eight of the Transformational Actions. The adoption of the Plan will also enable medium-term financial planning to take account of the commitments made within the Plan, as well as giving officers the opportunity to pursue relevant funding bids knowing that they have corporate strategic support.
- 7.7. The Action Plan is a vital foundation 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 August 2018.

Environment and Development Services Committee, 25 April 2019.

Council, 27 June 2019

Environment and Development Services Committee, 14 November 2019.

Council, 16 January 2020

Climate and Environment Action Plan 2021-2030

Climate and Environment Action Plan 2021-30



Executive Summary.

This Climate and Environment Action Plan is in response to the Council's Climate and Environment Strategy and their aspiration to achieve carbon neutral by 2030 across the Council controlled (in-house) operational activities. It also aims to work with partners to deliver carbon neutrality across South Derbyshire area (District-wide) before the UK Government's carbon zero target of 2050.

The initial part of this plan focuses on estimating of the Council's carbon **emission baselines**, based on the 2018/19 levels that result from Council-controlled activities (in-house emissions) and secondly resulting from the industrial, commercial, domestic and transport activities across the South Derbyshire area (District-wide emissions). The Council **in-house** annual emission baseline is estimated at **2,500 tCO₂e** and the **District-wide** emission baseline is estimated at **695,100 tCO₂e**.

The second part of this Climate and Environment Action Plan is to develop carbon mitigation, adaption, and offsetting actions across all the Council Services that will reduce the carbon emissions to the target levels to meet the Councils Climate Emergency Declaration commitments. The three categories of decarbonisation actions detailed in this plan are:

Actions Taken (2019/20) – the decarbonisation actions already taken by the Council.

Transformative Actions (2021/30) - 80% of the carbon emissions resulting from Council in-house activities are from four high emission sources that require significant high-cost Transformative Actions to tackle this high level of emissions.

Service Plan Actions (2021/22) – these actions predominately support, influence and lead to behaviour change across both in-house and District-wide activities resulting in smaller carbon emission reductions.

One of the major challenges is the cost of these actions, especially Transformative Actions that will be deliver most of the carbon neutral journey to 2030. The indicative cumulative decarbonisation costs for all in-house actions over and above 'business as usual' expense is estimated to be between **£5.8 and £7 million**.

The indicative financial cost to the Council for reducing the District-wide emissions over the longer timeframe to 2050 is much smaller in comparison, although it is estimated that a total of **5,000 hours** of employee time will be required to deliver the current District-wide actions.

The reduction of carbon emissions resulting from these actions is illustrated by the **Carbon Road Map**. This maps the Council's journey to carbon neutral by 2030 provided the annual Service Plans and the Transformative Actions are delivered in the timeframe suggested.

The decarbonisation of the **Council Housing Stock** requires specific mention as a big carbon emission source. For the purposes of this Climate and Environment Action Plan it lies outside of the in-house or District-wide carbon emission categories and the decarbonisation actions are a stand-alone Council project that is high-cost and will be ongoing until 2050.

The Council's delivery of carbon reduction and neutrality will rely heavily on the UK Government investment, funding, and support. One of the main objectives of this Climate and Environment Action Plan is to ensure that all the Service and Transformative actions are worked into '**ready-made**' decarbonisation plans ensuring the Council is prepared for when Government funding opportunities become available.

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1. Introduction.

This Climate and Environmental Action Plan outlines South Derbyshire District Council's (SDDC) actions to deliver the aspirations of the South Derbyshire Climate and Environment Strategy (STEMS-07-ST2) and the SDDC's Climate Emergency Declaration of 2019.

The Plan is intended as a working document that enables the Council to have fully prepared decarbonisation plans that are updated on a yearly basis to incorporate ongoing UK government strategy around the green economy growth, technology advances and to ensure SDDC is prepared for any decarbonisation funding opportunities that support the cost of delivering carbon neutrality.

The aspiration to become a carbon neutral Council by 2030 and a carbon zero District before the UK Governments 2050 target will require significant reduction in carbon emissions. The SDDC has two distinct and separate roles to play in this decarbonisation aspiration:

1. To identify and reduce carbon emissions that result from the activities directly and indirectly caused from ongoing Council-controlled operational activities, called Council **in-house** emissions.
2. To use the SDDC's influence to support the whole community and business sectors to reduce their own carbon footprint and carbon emissions across the whole South Derbyshire District, called SDDC **District-wide** emissions.

2. Council Climate and Environment Aspiration.

On 27th June 2019, the Council declared a Climate Emergency and made a commitment to strive to make SDDC carbon neutral by 2030 and achieve carbon neutrality before the Government target of 2050.

3. Action Plan Objectives.

From the aspiration, the SDDC Climate and Environmental Action Plan has the following objectives:

- To continually improve the monitoring and reporting of carbon emissions that result from both the Council-controlled activities (in-house) and those across the South Derbyshire area (District-wide).
- To deliver actions through annual Corporate Plan, Service Plans and Business Transformation Plans that enables SDDC to achieve carbon neutral by 2030 by reducing the emissions resulting from the council-controlled operational activities (in-house actions).
- To deliver actions through annual Corporate Plan, Service Plans and Business Transformation Plans that lead and supports carbon emission reduction across the whole of the South Derbyshire region (District-wide actions).

4. Carbon Emissions Reporting

The reporting of carbon emissions data resulting from both in-house and District-wide activities are a critical part of Climate and Environment action planning and performance monitoring.

This plan uses **tonnes of carbon dioxide equivalent (tCO₂e)** as the measure and the current levels of carbon emissions that result from in-house and District-wide activities. The estimation of in-house emissions is based on the regular monitoring of emission sources across all Council owned property and fleet vehicles. The District-wide emissions are based on UK Government statistics from the Department of Business, Energy, and Industrial Strategy (BEIS, 2018) that measures historic emissions data from the key sectors across the District. For the purposes of this plan, the 2018/19 emission data form the **emission baseline**, from which any emission reductions resulting from the decarbonising action selected are based on.

4.1 Emissions resulting from Council In-house activities.

In line with the BEIS (2020) guidance on carbon emission reporting, the emissions are divided into three categories, Scope 1, 2 and 3 as described below.

Category	Description	Example data used in this analysis
Scope 1	Emissions that the Council is directly responsible for.	<ul style="list-style-type: none"> Metered heat (gas) data for buildings where SDDC pay the heating bills. Mileage for SDDC-owned vehicle fleet and pool cars along with vehicle make/model and age.
Scope 2	Indirect emissions that the Council has some control over.	<ul style="list-style-type: none"> Metered electricity data for buildings where SDDC pay the electricity bills. Employee business mileage.
Scope 3	Indirect emissions that the Council has no direct control over but can exert an influence on.	<ul style="list-style-type: none"> Business that supplies goods to SDDC. Metered water use data. *Estimated energy data for the SDDC housing stock.

*Estimated energy data for SDDC housing stock is not currently included in the SDDC emissions baseline but is part of the decarbonisation actions detailed to be delivered as part of this Action Plan.

The Council's In-house activities emissions for 2018/19 (Scope 1 & 2) estimates the **emission baseline as 2,500 tonnes** of carbon dioxide equivalent (tCO₂e) annually, resulting from the carbon emissions activities from the Council locations shown below:

Table 1. Council in-house carbon emissions (tCO₂e) by location (Scope 1 & 2).

Location	Heat	Refrigerant	Vehicle fuel	Electricity	Total
Greenbank LC	439	230	0	150	819
Enwall LC	162	155	0	66	383
Civic Offices	49	68	134	91	342
Public Buildings	33	0	0	119	152
Rosliston	102	0	0	34	136
Boardman Depot	26	32	588	17	663
Other (waste etc)					6
Total	811	485	722	476	2,500

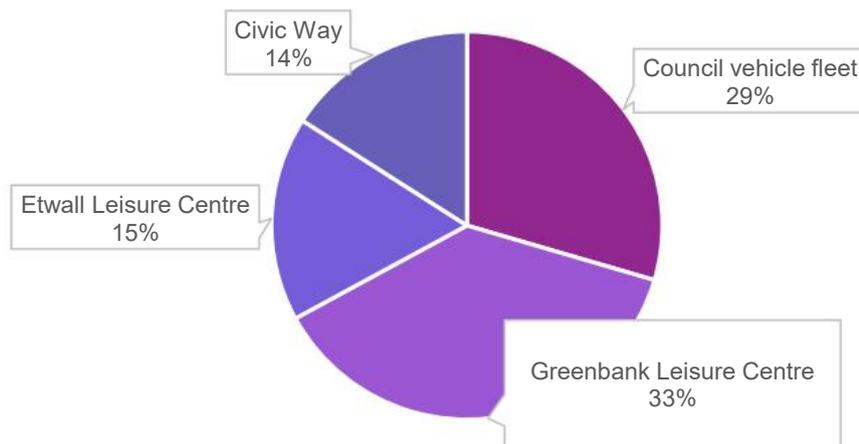
*Some Scope 3 Council in-house carbon emissions are show in Appendix 1.

Reporting carbon emissions from 'other indirect' (Scope 3) carbon emission sources such as the procurement of goods and services from third party suppliers is still unquantified and currently not included in the Councils emission baseline. It is estimated that these Scope 3 emissions could be as

much as 60% of the Council’s total carbon emissions and part of the planned actions for the future is these Scope 3 emissions are identified and monitored.

The two highest carbon emission sectors resulting from the Council’s in-house activities are from **heat** (gas) and **vehicle** (petrol and diesel fuel). This results in four specific high emission sources, which in order of magnitude are the **Greenbank Leisure Centre, Council vehicle fleet, Etwall Leisure Centre, and Civic Way Offices**, accounting for 91% of the Councils total 2,500 tCO₂e emissions.

Figure 1. High emitting in-house Council locations.



Identifying these high carbon emitters illustrates the Councils requirement for **Transformative Actions** that will tackle these high emission items.

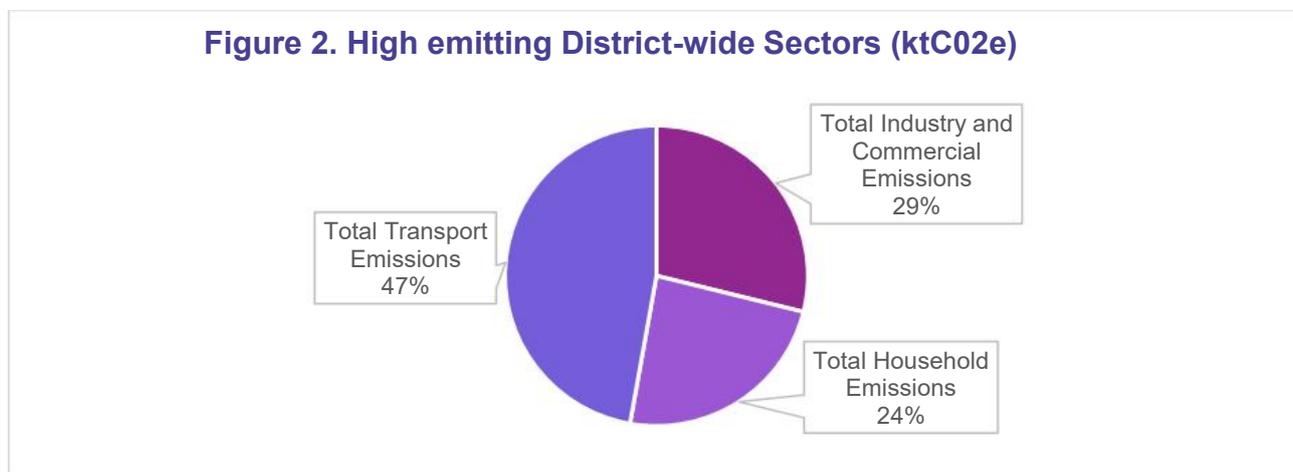
4.2 Emissions resulting from South Derbyshire Area-wide activities.

The current carbon emissions resulting from District-wide activities across the South Derbyshire are estimated using emissions data from BEIS (2018). The estimated (2018) annual **emissions baseline** for South Derbyshire is **695,100 tCO₂e** and the main sectors producing these emissions are shown below.

Table 2. District-wide carbon emissions (ktCO₂e) by sector.

District-wide Sector	Carbon emissions (ktCO ₂ e)
Road Transport	302.5
Other Transport	30.2
Household heat (gas)	100.9
Household (other)	28.8
Commercial/Industrial heat (gas)	72
Commercial/Industrial heat (other)	36.2
Household electricity	39.1
Commercial/Industrial electricity	84.2
Other	1.2
Total	695.1

These District-wide emissions can be categorised in three main sectors (illustrated below), the highest carbon emissions sector by some margin is **Road Transport**, followed by **Household Energy** and **Commercial/Industrial Energy** categories. In a similar way to Council in-house emissions, identifying these high carbon emitters supports the prioritisation process for the District-wide decarbonisation actions.



4.3 Comparisons of Emissions from across other Derbyshire Councils

As a comparison with other Council's District-wide emissions in Derbyshire, Table 3 below shows the BEIS emission comparisons on a per head of population basis.

Table 3. Comparison between all Derbyshire Councils based on emissions per head.

Local Authority	Total emissions (ktCO2e)	Population (000's)	Emissions / head
South Derbyshire	695.1	104.5	6.7
North East Derbyshire	516.1	101.1	5.1
High Peak	2,832.9	92.2	30.7
Erewash	549.6	115.5	4.8
Derbyshire Dales	545.8	72.0	7.6
Chesterfield	459.7	104.6	4.4
Bolsover	1,030.1	79.5	13.0
Amber Valley	659.0	126.7	5.2
Derby	1,148.7	257.2	4.5
Derbyshire Total	7,288.3	796.1	9.2

Source: BEIS (2020) based on 2018 data.

South Derbyshire's carbon emissions per head sit in the middle of the comparison league across the County, with the highest emissions coming from the High Peak that are largely due to the high energy usage of its large industrial installations (quarrying). The lowest emissions from Chesterfield resulting from its low transport, industrial and commercial emissions.

5. Reducing carbon emissions - Decarbonisation Actions.

The carbon emissions resulting from both Council in-house and South Derbyshire district wide activities as shown above are mainly a product of the Heating, Transport and Electricity sectors. Each of these sectors have typical established decarbonisation actions as detailed below.

5.1 Typical Decarbonisation Actions.

Heat decarbonisation – To decarbonise heating in buildings, it is necessary to reduce heat through efficiency (data, behaviour, etc), improve the building fabric to reduce heat loss (retrofit measures) and in the longer term all buildings need to switch from gas/oil (fossil fuels) to a low or zero carbon heat technology.

Transport decarbonisation – requires a planned replacement of all existing vehicles with low or zero emission vehicles and the development of an appropriate located supporting infrastructure. A key challenge here is heavier trucks, where the current new vehicle technology (electric and hydrogen) is extremely expensive because of its infancy. In addition, vehicle decarbonisation requires reduction in vehicle use and mileage through behavioural change programmes.

Electricity decarbonisation – requires the uptake of renewable energy from green utility suppliers or through renewable technology sources. These actions together with behaviour change and smart technology that optimises energy usage will lead to efficiencies. It is expected that the UK national grid will be decarbonised from around 2033 and will be producing electricity from 100% renewable sources, making electrification through the grid carbon zero.

5.2 Indicative costs of decarbonisation actions - decarbonisation cost.

The Council's route to carbon neutral through decarbonisation actions will require significant investment and funding. Each decarbonisation actions detailed in this Climate and Environment Action Plan has an indicative cost that is intended to give an overall ball-park figure of the decarbonisation costs but should in no way be used as definitive.

Some of the actions detailed have already been committed to by the Council and are highlighted as such. The costs associated with these committed actions are not included in the overall decarbonisation costs.

Where appropriate costs are allocated to actual carbon reduction actions, a good example of this is the vehicle fleet, where between now and 2030 most of the vehicle fleet will be replaced as part of the SDDC procurement/asset process. The difference in cost between replacing with a diesel vehicle and an Electric vehicle is the **decarbonisation cost** and the indicative figure used to illustrate the cost of carbon neutral.

As with the carbon emissions, the Councils decarbonisation actions are split into in-house actions and District-wide actions. They are a combination of '**Hard**' measures (H) which will lead to predicted carbon emission reductions and '**Soft**' measures (S) that will support behaviour change and engagement with the potential of carbon reduction. Soft (S) actions are recognised by the Committee on Climate Change (CCC, 2019) as being able to deliver emission reductions that average at around 10% of the carbon emissions they are focused on.

5.3 Co-benefits of decarbonisation actions.

Most decarbonisation actions have co-benefits, in addition to reducing carbon emissions they can lead to an overall significant reduction of operating costs. In terms of transport this is through the comparative cost of electricity or hydrogen per mile compared to petrol or diesel. Through heating, decarbonisation measures lead to significant efficiencies and reduction of energy used compared to fossil fuel generated heat. This type of co-benefits is noted with each action, but more work is required to quantify the cost savings resulting from decarbonisation.

6. Council In-house actions to achieve Carbon Neutral.

The in-house decarbonisation actions to achieve carbon neutral consist of:

Actions Taken (2019/20)

Transformative Actions (2021/30) required to tackle the high carbon emission sources.

Service Plan Actions (2021/22) that each Service will deliver on an annual basis to support the Climate and Environment Action Plan.

The summary of all these decarbonisation actions is shown below, more detail of each action by Service is shown in the Appendices.

6.1 Actions Taken (2019/20).

In line with its Corporate Climate and Environment Strategy, the Council has already engaged in carbon emission reduction and environmentally sustainable measures as detailed below:

Table 4. In-house Actions Taken (2019/20).

Theme	Actions already started.
Heat	Accessing and administering Green Home Grants to support retrofitting private homes. Delivering an on-line low carbon homes event to engage businesses with retrofit opportunities. Ongoing limited retrofit of Council owned commercial property on tenancy renewal.
Transport	EV charging points (18) – funding and implementing in public car parks. Implementing a Staff Travel Plan to change behaviour and reduce grey mileage. Providing technology for mobile/home working for Council employees. Promoting Environment week (2019) to promote walking/cycling to work. Securing a low emission pool car partnership with NHS Derbyshire. Purchasing and Electric utility vehicle for Rosliston. Implementing a Fleet tracker on new HGV waste vehicles to reduce fuel consumption. Delivering a Sustainable Delph day (2019) – open event to promote electric bikes and EV's.
Electricity	Securing a Corporate Green Tariff across all Council buildings (excepting Leisure Centres). Fitting LED's at Greenbank and Etwall Leisure Centres. Implementing behavioural change measures to reduce energy (heating, electricity, and water). Installing a Biomass and Thermal Solar plant at Rosliston.
Natural Environment.	Delivering a Carbon awareness briefing to Councillors. Delivering Environmental training for all Council employees (mandated) and offered to Councillors. Promoting Biodiversity week – actively engaging employees' involvement in nature, biodiversity, and environmental sustainability. Promoting World environment day (2020) - Social media campaign to raise awareness of environmental sustainability. Delivering Community Tree Planting – free tree scheme to grow native species. Implementing a wildflower planting pilot at four locations across the District. Engaging local energy partnerships to support climate change action for parish councils.
Others	Installing a water filtration system to reduce 'other' emissions at Greenbank Leisure Centre. Consolidating water suppliers to negotiate usage reduction and efficiency data. Developing a Waste hub initiative in Civic Offices to reduce waste and increase recycling awareness.

6.2 Transformation Actions 2021/30.

As shown in Fig.1 the carbon emissions from Civic Offices, Greenbank and Etwall Leisure Centres and the Council vehicle fleet contribute to 91% of the total in-house carbon emissions. These high emitters require significant and high-cost decarbonisation actions and will require specific transformational project management to deliver. In addition to the above the decarbonisation of Rosliston Forestry Centre, Boardman Depot and the Council Housing Stock are included as Transformation Actions because of their size, cost, and complexity.

Table 5. Transformation Actions 2021/30

Committed Actions – costs included in existing Service Budget				Uncommitted Actions – costs unallocated.					
H – hard measures that lead to direct carbon emission reduction.				S – soft measures that will create opportunities or behaviours that will reduce emissions.					
Action Ref.	Decarbonisation Actions.	Total Indicative £Cost of Action	Decarbon £cost of Action	Hours	Current tCO ₂ e	tCO ₂ e Reduction	Start	Finish	Co-benefit
T1	H – Carbon Neutral Civic Hub 1. Retrofit of existing Civic Way. 2. Energy efficient new build design.	1. £2m-£3m 2. £6 m-£8m	1. £1.2m - £1.8m 2. £2.4m - £3.2m	0	208	208	2024	2030	Reduce energy
T2	H – Carbon Neutral Greenbank Leisure Centre · Energy efficient retrofit. · Renewable energy source.	£750k	£750k	0	589	589	2024	2030	Reduce energy
T3	H – Carbon Neutral Etwall Leisure Centre · Energy efficient retrofit. · Renewable energy source.	£280k	£280k	0	228	228	2024	2030	Reduce energy
T4	H – Decarbonisation of Council Vehicle Fleet								
T4A	A. Boardman Depot Waste Fleet o EV replacement of small vans. (38) o EV/Hydrogen replacement of trucks (13)	£1.3m £5.2m	£325k £2.6m						
T4B	B. Housing Fleet o EV replacement of small vans. (13)	£422k	£110.5k	0	722	722	2021	2030	Reduce fuel costs
T4C	C. Other Fleet. o Other small vans. (6)	£204k	£51k						
T5	H - Carbon neutral infrastructure for Boardman Depot o Renewable energy source - heating o Installation of Hydrogen/EV infrastructure o Potential Depot relocation	£200k £120k £1m plus?	£200k £120k £1m plus?	0	75	75	2021	2030	Reduce energy Reduce fuel
T6	H - Carbon neutral infrastructure at Rosliston o Biomass repair or replace o Renewable energy for site	£117k £?	0 £?	0 0	102 36	102 36	2024 2024	2030 2030	Reduce energy
	T1 to T6 Transformative Totals.	£10m-£15m	£5.6m - £6.8m		2,500	2,020	2021	2030	N/A
T7*	H - Develop a programme to decarbonise housing stock	£43m	tbc	0	8,000*	tbc	2021	2050	Reduce energy
T8*	H - Develop a programme to decarbonise worst performing housing stock	£3m	tbc	0	1,200*	tbc	2021	2050	Reduce energy

Collectively the 6 Transformation Actions (excluding the two relating to Council Housing Stock) have an indicative decarbonisation cost in the range of £5.6m to £6.8m and would reduce the annual Council in-house carbon emissions by 2,020 tCO₂e (80% of the Council's total in-house carbon emissions).

6.3 Council In-house Service Plan Actions 2021/30

The Service Plan Actions are specific to the individual Service activities and are a combination of hard and soft actions. The majority are relatively low-cost actions, or their costs are already committed and part of the Service budget.

Table 6. In-house Service Plan Action Summary 2021/30.

Action Ref.	Decarbonisation Action	Total indicative £cost of Action	Decarbon £cost of Action	Hours	Current tCO ₂ e	tCO ₂ e Reduction	Start	Finish	Co-Benefit
	Buildings and Heat decarbonisation								
ISP1*	S - Housing Stock Efficiency Impact Assessment.	£80k	0	0	9200*	0	2021	2021	None
ISP2	S - Maintenance programme for all public building estate.	£300k	£150k	0	152	tbc	2021	2022	Energy reduction
ISP3	S - Embed carbon neutral in new SDDC Local Plan	0	0	300	tbc	tbc	2021	2022	None
	Transport and Fleet decarbonisation								
ISP4	H – Delivery of Staff Travel Plan	£40k	0	300 pa	26	2	2021	2022	None
ISP5	S – Review fleet Procurement to integrate decarbonisation.	0	0	300	722	0	2021	2022	None
ISP6	H – Route optimisation software for waste fleet	£57k	0	0	441	131	2021	2022	Fuel reduction
ISP7	H – Commission vehicle tracking device for all fleet	£10k	£10	0	722	72	2021	2022	Fuel saving
	Energy decarbonisation								
ISP8	H – Machinery decarbonisation on replacement - Boardman	£250k	0	0	tbc	10	2021	2022	Fuel saving
ISP9	S – Install Smart metering at all Council buildings	£5k	£5k	0	477	48	2021	2025	Electricity saving
ISP10	S - L/Centre electricity reduction and review	0	0	50	216	22	2021	2022	Electricity saving
ISP11	S – L/Centre maintenance plan for emission reduction	tbc	0	50	1202	120	2021	2022	Energy saving
SPI12	H – F gas replacement across Council buildings*	tbc	tbc	0	485	242	2021	2030	None
ISP13	H –Introduce ‘Green Energy’ lease in void tenancies	0	0	50	tbc	0	2021	2022	Electricity saving
	Finance and Procurement decarbonisation								
ISP14	S – Carbon review of tendering process	0	0	30	tbc	tbc	2021	2022	None
ISP15	S – Investment review to embed decarbonisation	0	0	50	0	0	2021	2022	Higher returns
ISP16	S - Review of costings and financing of Transformative Actions	0	0	500	0	0	2021	2024	None
ISP17*	S – Review of Housing Revenue Account (HRA)	0	0	500	9,200*	0	2021	2024	None
	Community Engagement								
ISP18	S – Mandated Carbon Literacy training	0	0	400 pa	0	0	2021	2022	None
ISP19	S – Develop decarbonisation local partnerships across South Derbyshire	0	0	300 pa	0	0	2021	2022	None
ISP20	S - Rosliston Exemplar Sustainable Hub Plan	0	0	500	136	0	2021	2022	Revenue channel
	Biodiversity								

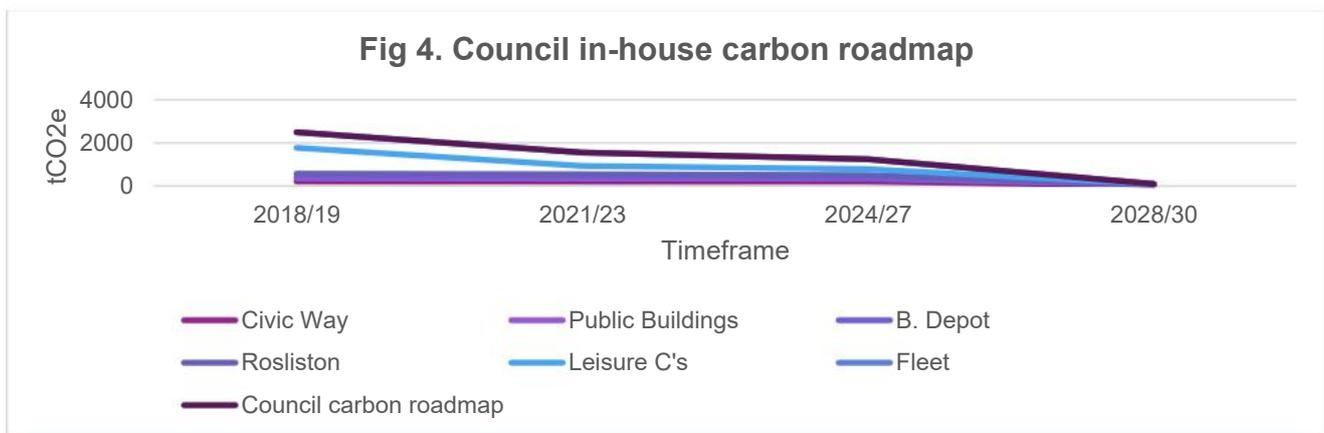
ISP21	H – Alteration to grounds maintenance practices	0	0	50	tbc	tbc	2021	2022	Fuel/time reduction
Performance and Governance									
ISP22	S – Continuous Review of funding and grants	£1k	0	100 pa	0	0	2021	2022	None
ISP23	S – Carbon review of suppliers (Scope 3)	0	0	200	tbc	tbc	2021	2022	None
ISP24	S – Monitoring and reporting of carbon emissions	0	0	300 pa	2,500	125	2021	2022	Reduce energy
ISP25	S – Review of all Council policies/strategies to embed carbon neutral	0	0	50	2,500	0	2021	2022	None
ISP26	H - Create a new SDDC employee working model post COVID-19	0	0	500	tbc	tbc	2021	2022	Reduce employee costs
ISP27	S – Annual review of SDDC Climate and Environment Action Plan (2021/30)	0	0	50pa	2,500	0	2022	2030	None
ISP28	S – Implementation of the Waste Collection Service Review.	tbc	tbc	tbc	tbc	tbc	2021	2023	None
Communications									
ISP29	S – Develop a Climate and Environment Communication Plan	0	0	200	2,500	0	2021	2022	None
In-house Totals.		£743k	£165k uncommitted	4,780	2,500	772	2021	2022	N/A

*This estimate does not include the F gas replacement, for which an accurate figure is not yet available.

Collectively the 29 Council In-house Service Plan actions have an indicative decarbonisation cost of £165k, reduce the carbon emissions by 772 tCO2e (30% of the Council’s total in-house carbon emissions) and have 4,780 employee hours allocated to them. Currently the cost of £355k and 3,700 employee hours to deliver these actions are uncommitted.

6.4 Council Carbon Reduction Road Map.

The resulting carbon reductions of the Transformation and the Service Plan Actions (ongoing through to 2030) can be plotted on the Carbon Reduction Road Map Calculator (see Carbon Reduction Roadmap in Appendix) and illustrated below to show the Council’s in-house journey from the 2018/19 carbon emission baseline to carbon neutral by 2030.

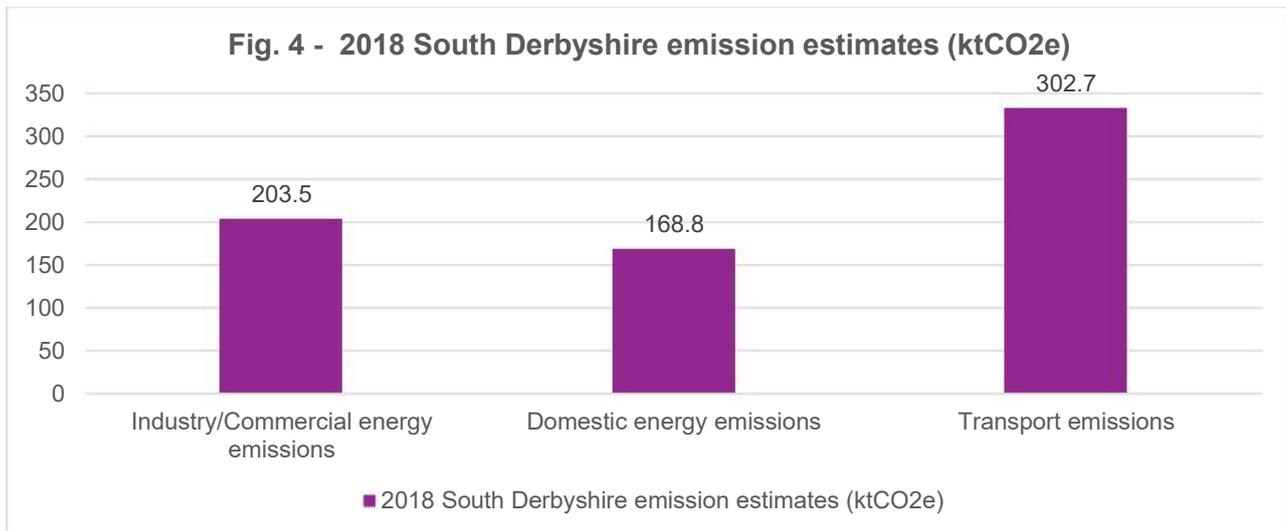


This shows the estimated cumulative carbon reduction from both Transformative and Service Plan Actions have the potential to deliver the Councils aspiration of Carbon Neutrality by 2030 with a total indicative decarbonisation cost of £5.8m - £7m and allocated employee hours of 4,780 hours.



7. Council District-wide actions to reduce carbon emissions.

The second part of the Climate and Environment Action Plan is to reduce District-wide carbon emissions resulting from activities across the whole of the South Derbyshire. The District-wide carbon emission baseline has been established as **695,100 tCO₂e** (BEIS, 2018) and the main emission sources are heat and electricity for domestic, industrial, and commercial use and transport as shown below.



To achieve the SDDC’s District-wide aspiration of reducing carbon emissions across South Derbyshire to achieve the UK Governments 2050 carbon zero target will require a collaborative approach from businesses, households, and communities along with Derbyshire County Council. The District-wide decarbonisation actions need a measure of alignment to Derbyshire C strategies to ensure effectiveness of carbon reduction methods.

7.1 Derbyshire County Council actions – Derbyshire County-wide strategies.

The Derbyshire County Council Environment and Climate Change Framework sets out seven County-wide strategies that are interlinked with this SDDC Climate and Emergency Action Plan 2020/30.

DCC Strategy Categories	Detail of DCC strategy.
Derbyshire Energy Strategy (2020 – 2030)	The ambition to use 100% clean energy for power, heat and transport supporting strong and resistant communities.
Low Emission Vehicle Infrastructure Strategy (2019 – 2029)	To promote the uptake and deployment of low emission vehicles, including electric, hydrogen and e-bikes. The development of a public charging network to provide the confidence for low emission use in Derbyshire.
Derbyshire Local Transport Plan (2011 – 2026)	To achieve a transport system that is fair and efficient, promotes healthier lifestyles, safer communities, safeguards and enhances the natural environment and provides better access to jobs and services.
Dealing with Derbyshire’s waste. (2013 – 2026)	Work with the District Councils to reduce waste, reuse, recycle and compost as much material as possible and find the most sustainable solutions to deal with any waste produced.
Air Quality Strategy (2020 – 2030)	To facilitate travel behavioural change, reduce sources of air pollution and mitigate against health impacts of air pollution.
Good Growth Strategy (2020 – 2030)	To provide a framework to ensure economic growth is linked to protection of the natural environment, emission reduction and the generation of renewable energy.
Natural Capital Strategy (2020 – 2030)	To ensure the Natural Capital assets remain in good order to positively impact on the economy and residents and deliver clean air, clean water, food, and recreation. Examining opportunities for carbon capture and storage and increasing tree coverage. Page 120 of 211



7.2 Council District-wide Service Plan Actions 2021/22

The Council District-wide actions to reduce carbon emissions across South Derbyshire are aligned to the main carbon emission sources (shown in Fig 4) and the DCC strategy categories detailed above.

In a similar way to the Council In-house actions, they are a combination of 'hard' and 'soft' measures. The individual District-wide Service Plan actions are detailed in Appendix 4 and a summary is shown below.

Table 7. Council District-wide Service Plan Action Summary 2021/22.

Action Ref.	Decarbonisation Actions	Total Indicative £costs of Action	Decarbon £cost of Action	Hours	Current tCO2e	tCO2e Reduction	Start	Finish	Co-benefit
	Energy decarbonisation								
DSP1	H – SDDC Healthy homes assistance funding programme for private domestic housing energy efficiency, retrofit and decarbonisation.	£200k	0	2000	Tbc	Heating decarbonisation	2021	2022	Reduce energy
DSP2	H– Energy efficiency regulations – effective enforcement programme across private rented housing.	0	0	500 pa	Tbc	Heating decarbonisation	2021	2022	Reduce energy
DSP3	S – Identify opportunities for Mine Water- District Heating Network for Swadlincote	£23.1k	0	200	Tbc	Renewable energy sources	2021	2022	Eliminate energy costs
DSP4	H- Green Home Grant/LAD funding delivery of retrofit measures to private and tenanted houses.	Phase 1= £568k Phase 2= £425k	0	1,500	Tbc	Renewable energy sources	2021	2022	Eliminate energy costs
	Transport decarbonisation								
DSP5	S – EV funding and infrastructure programme for South Derbyshire	£100k	0	200	Tbc	Transport decarbonisation	2021	2024	None
DSP6	S – Promotion of broadband rollout to reduce business travel	0	0	100	Tbc	Transport decarbonisation	2021	2030	Reduce fuel costs
DSP7	S – Review of hydrogen fuel production and infrastructure across South Derbyshire	0	0	500	Tbc	Renewable energy source	2021	2022	Share hydrogen refuelling costs
	Natural Capital								
DSP8	H – Utilise Free Tree Schemes	0	0	100 pa	Tbc	Carbon sequestration	2021	2022	None
DSP9	S – Develop a Nature/Biodiversity Plan for South Derbyshire.	0	0	200	Tbc	Carbon sequestration	2021	2022	None
DSP10	S - Plan to support the National Forest as an exemplar sustainable environment	0	0	100	Tbc	Carbon sequestration	2021	2050	Increase tourism
	Good Growth strategy								
DSP11	S – Work in partnership with Derbyshire CC to create a collaborative pathway to carbon zero across Derbyshire	£10k	£0	500 pa	Tbc	Reduce all emission sources	2021	2022	Share costs
DSP12	S – Partner with Derbyshire CC to engage with UK Government for resource, funding, and relevant powers to deliver Climate and Environment Plans.	0	0	100 pa	Tbc	n/a	2021	2022	None

DSP13	H - Create and promote a Sustainable Travel to work Plan for job creation (e.g., East Midlands Freeport)	0	0	100	Tbc	Transport decarbonisation	2021	2025	Improve economy
DSP14	S – Freeport Plan for influencing, promoting, and partnering with local business to deliver green innovation and technology	0	0	200	Tbc	Transport decarbonisation	2020	2025	Improve economy
DSP15	S – Identify business support funding opportunities for decarbonisation projects	0	0	200 pa	Tbc	n/a	2021	2030	None
DSP16	S – Create a community engagement programme around Climate Change	£20k	£20k	500	Tbc	Carbon footprint reduction	2021	2030	None
DSP17	S - Support the implementation of the community engagement programme (SD18)	tbc	tbc	tbc	Tbc	Carbon footprint reduction	2021	2030	None
DSP18	S – Feasibility study to embed Active Travel in Swadlincote town centre access plan.	0	0	tbc	Tbc	Transport decarbonisation	2021	2025	None
	District-wide Totals	£1,346k	£20k	7,000	Tbc	N/A	2021	2022	N/A

Out of the 18 District-wide Service Plan actions above, 14 are soft actions that will influence or support behavioural change across South Derbyshire stakeholders.

Collectively the 18 proposed District-wide Service Plan actions have a total cost of £1.346 million, although all but £53.1k of these are funded from government bids.

Currently 11 of these district-wide Service Plan actions are committed, with an additional £43.1k and 1,300 employee hours required to deliver.

The decarbonisation costs associated with the actions have a net indicative cost to the Council of £20k and 5,000 employee hours.

8. Performance Management of Climate and Environment Action Plan

Table 8. Climate and Emergency Action Plan Performance Summary.

Actions	Number of actions.	Carbon reduction (tCO ₂ e)	Decarbonisation cost (£)	tCO ₂ e reduction per £k	Employee hours
Transformation Plans	6*	2,020	£5.6m - £6.8m	0.36 tCO ₂ e/£1k	0
In-house Service Plans	29	722	£743k	0.97 tCO ₂ e/£1k	4,780
District-wide Service Plans.	18	tbc	£20k	tbc	7,000

*excludes the Council Housing Stock decarbonisation programme.

The overall delivery of the Transformative and Service Plan actions will be monitored to ensure progress is made, decarbonisation plans are on track and both the Councils in-house and District-wide carbon emissions reduce and the aspirations of SDDC Climate and Environment Strategy are met.

The performance management process for each element of the Action Plan will be specific:

8.1 Service Plan Actions 2021/22.

- All Service Plan Actions have been discussed with the Heads of Service prior to the sign off process for this Climate and Environment Action Plan.
- All Service Plan Actions have been allocated a SDDC Head of Service who is responsible for the implementation and delivery of the decarbonisation action.
- Environmental Services as overall custodian of the Climate and Environment Action Plan will implement and manage a monthly review template that will be completed by the relevant Heads of Service.
- It is intended the Service Plan Actions have a yearly timeframe and on their annual review will be completed, renewed, or replaced as part of the normal Service Plan process.

8.2 Transformative Action Plans 2021/30.

- Each individual Transformative Action will be developed as a stand-alone corporate project to be included in the Corporate Transformation Plan. This will ensure that each of the Transformative Actions is supported by a clear project management framework with direct reporting line through to the Senior Leadership Team.

8.3 Overall Climate and Environment Action Plan 2021 – 2030.

The Climate and Environment Action Plan is intended as a working document that will evolve from 2021 through to the carbon neutral date of 2030. The ongoing upkeep and maintenance of the overall Action Plan will be managed by Environmental Health Service with an updated version produced annually.

- Corporate carbon emissions data will be updated on a quarterly and annual basis.
- The overall Council carbon emission Route Map to Carbon Zero will be updated on an annual basis.

- Any drift or divergence on Service Plan or Transformative Actions will be recorded as part of the quarterly Corporate Plan progress report to Environmental and Development Services Committee (EDS).
- An Annual report to EDS will be completed that will detail progress of the overall Climate and Environment Action Plan to reflect local and national changes.

8.4 Corporate Climate and Environment Strategy 2021 – 2030.

- Performance Indicators measured and monitored by Organisational Development and Performance Management.

9. Version Control

Version	Changes	Date
1	Version 1 - Interim Action Plan	07/01/2019
2	Climate and Environment Action Plan 2021 - 30	17/05/2021

APPENDICIES

SDDC

Climate and Environment Action Plan 2021-30

Appendix 1.

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South Derbyshire Our Environment, Our People, Our Future

Carbon Emissions (tCO2e) from individual Council buildings (Scope 1, 2 and3).

Location	Heat (Direct)	Refrigerant (Direct)	Fleet (Direct)	Electricity (Indirect)	Grey Fleet (Indirect)	Grid T&D** (Indirect)	Heat (indirect)	Fuel (Indirect)	Waste	Water (indirect)	Commuting (Indirect)
Greenbank	439	230	0	150	0	13.2	63.8	0	0.5	14	0
Etwall	162	155	0	66	0	5.8	23.1	0	0.5	3.2	0
Civic Offices	49	68	134	91	55	18.4	11.6	0	1.7	0.7	26
Public Buildings	33	0	0	119	0	23.8	0	0	0	0	0
Rosliston	102	0	0	34	0	3	22	0	0.2	7.8	0
Boardman	26	32	588	17	0	1.5	3.7	167.7	0.5	0.9	0
Total	811	485	722	477	55	41.9	124.2	167.7	3.4	26.6	26

**Grid Transmission and Distribution emissions

Appendix 2 - Transformative Actions

	Action Ref: T1	Embed decarbonisation in Civic Hub Project	
Timeframe	2021 -2023	2024 - 2027	2028 - 2030
Action	Continued review and decision of the two planned options (New build or Retrofit of existing). Carbon reduction measures identified for existing building: <ul style="list-style-type: none"> • Behavioural actions. • Energy reduction initiatives • Energy reduction investment 	Planning of new build or retrofit. Cost/benefit analysis on carbon reduction measures embedded in plans.	Implement decision. New build or existing retrofit established with carbon neutral footprint.
Reduction	8-10% reduction on total emissions.	0	208 tCO2e (100% reduction to carbon neutral)
Indicative Total Cost	200 hours	200 hours	Retrofit £2m - £3m. New build £6m - £8m
Decarbonisation Costs	0	0	Retrofit: £1.2m – £1.8m (Approx. 60% of total cost) New build: £2.4m - £3.2m (Approx. 40% of total cost).

	Action Ref: T2	Greenbank Leisure Centre decarbonisation
Timeframe	2021 -2023	2024 - 2030
Action	Current Interim actions on reducing emissions. Feasibility study of renewable energy source options. Decision made on emission reduction plan.	Transition from natural gas to renewable source for heating. Or transition to renewable source for heating and electricity.
Reduction	Interim actions = 8-10% emission reduction	Heating renewable source= 439 tCO2e (100% reduction) F Gas reduction = 148 tCO2e (64.5% reduction) Heating and electricity renewable source = 589 tCO2e (100% reduction)
Indicative Total Cost	500 hours	£750k
Decarbonisation Costs	0	£750k
Notes	Indicative costs based on similar project for Derbyshire Dales	Included retrofit measures and installing renewable energy source.

	Action Ref: T3	Etwall Leisure Centre decarbonisation
Timeframe	2021 -2023	2024 - 2030
Action	Current Interim actions on reducing emissions. Feasibility study of renewable energy source options. Decision made on emission reduction plan.	Transition from natural gas to renewable source for heating. Or transition to renewable source for heating and electricity.
Reduction	Current emissions = 383 tCO2e Reduction of Interim actions = 31 tCO2e (8 -10%)	Current heating and electricity emissions = 228 tCO2e Refrigerant emissions = 155 tCO2e Reduction from Transformation actions should lead to carbon neutral for Etwall



Indicative Total Cost	500 hours	£280k plus
Decarbonisation Costs	0	£280k plus
Note	<ol style="list-style-type: none"> 1. John Port School own Etwall Leisure Centre, so partnership approach required. 2. Understanding of technical capability of hydrogen/gas mix by 2027 and other renewable sources (Solar, ground or air source pumps, decarbonisation of grid, etc) 3. New equipment made be needed to integrate with renewable energy source. 	

	Action Ref: T4A	Decarbonisation of Boardman Depot Vehicle Fleet.	
Timeframe	2021 - 2023	2024 - 2027	2028 - 2030
Action	Electrification – Phased replacement of depot vehicles (cars, vans, etc).	Hydrogen Fuel mix conversion for refuse trucks = £45k/truck	Full electrification or 100% Hydrogen for refuse trucks + electrification of depot vehicles.
Reduction	100% reduction of depot vehicle emissions only.	40% reduction of current refuse truck emissions only.	100% reduction of fleet emissions (588 tCO ₂ e)
Total Indicative Cost	38 EV vans = £1.22m EV charging points = £80k Total cost = £1.3m	13 x truck conversion = £585k Hydrogen filling station = £120k? Total cost = £705k	13 x EV/Hydrogen trucks = £5.2m EV charge point = £50k Total cost = £5.2m or Hydrogen filling station =£120k plus Total cost = £5.3m Or Potential Depot relocation?
Decarbonisation Cost	£325k	£705k	£2.7m
Note	EV infrastructure required.	Depot Hydrogen refilling station	Full EV or Hydrogen infrastructure.
Challenges	Current site is viable for limited electric infrastructure.	Refuse truck hydrogen infrastructure not viable at current site.	Current size of site is restrictive for hydrogen solution. Alternative is to invest with partners for a hydrogen refilling station or new larger depot required to accommodate.

Action Ref:	T4B - Decarbonisation of Housing vehicle fleet.
Emission Source	Carbon emissions from Housing fleet fuel = 134 tCO ₂ e
Owned by	Head of Housing
Dates	Start: 2021 Finish: 2030
Emission Impact	Complete electrification or hydrogen fuelled housing vehicle fleet = carbon neutral
Notes	EV infrastructure needed for home charging. Or change in work behaviour and EV's 'return to grid' infrastructure' requiring overnight parking. Partner with DCC on 'on-street parking'.
Indicative Total Costs	13 x small EV vans = £422k + 10 x Charge points = £22k Total costs = £444k
Decarbonisation Costs	EV vans = £110.5 + charge points = £22k Decarbonisation costs = £132.5k

Action Ref:	T4C – Decarbonisation of EH vehicle fleet.
Emission Source	Carbon emissions from other fleet (Environmental Health)
Owned by	Head of Environmental Health
Dates	Start: 2021 Finish: 2030
Emission Impact	Complete electrification or hydrogen fuelled small fleet by 2030.
Notes	Electric infrastructures need for Civic Way Offices and Roslistion – awaiting decision on One public estate 2021/22
Indicative Total Costs	6 x EV vans = £204k + 2 x Charge point = £5k Total costs = £209k
Decarbonisation Costs	EV vans = £51k + charge points = £5k Decarbonisation costs = £56k

	Action Ref: T5	Boardman Depot
Timeframe	2021 -2023	2024 - 2030
Action	Current Interim actions on reducing emissions. Feasibility study of renewable energy source options. Decision made on emission reduction plan. Feasibility study of Hydrogen/Electric fuelling station &/or Depot relocation.	Transition from natural gas to renewable source for heating and electricity. Installation of low carbon fuelling infrastructure (Hydrogen &/or EV) Potential Depot relocation.
Reduction	Interim actions = 8-10% emission reduction	Heating and electricity renewable source = 42 tCO2e (100% reduction) Installation of low carbon fuelling infrastructure Depot relocation – carbon neutral
Total Indicative Costs	500 hours	£200k renewable energy source £120k plus for Hydrogen/EV fuelling station. £? Relocate depot
Decarbonisation Costs	0	100% of total costs and dependant on option

	Action Ref: T6	Rosliston (Visitor Centre and Enterprise building)
Timeframe	2021 -2023	2024 - 2030
Action	Current Interim actions on reducing emissions. Feasibility study of renewable energy source options. Decision made on emission reduction plan.	Biomass repair option Renewable energy infrastructure for complete Rosliston site (holiday homes, visitor centre, etc)
Reduction	Interim actions = 8-10% emission reduction	Heating and electricity renewable source = 136 tCO2e (100% reduction)
Total indicative Costs	200 hours	Repair of Biomass boiler = £117k Renewable energy source (solar pv or heat source pumps) = £100k

Action Details	T7 – Develop a programme to decarbonise the SDDC housing stock through respecifying the existing Housing Maintenance and Heating Contract specifications.
Emissions Source	Council owned housing stock
Owned by	Head of Housing
Dates	Start: 2021 Finish: 2050
Emission Impact	TBD
Cost	£43m (based on £15k each for 3,000 properties)

Action Details	T8 – Develop a specific programme to decarbonise the worst performing SDDC housing stock using the baseline data (Action S1)
Emissions Source	200 of the worst performing Council owned housing stock
Owned by	Head of Housing
Dates	Start: 2021 Finish: 2050
Emission Impact	TBD
Cost	£3m (based on £15k each property)

Appendix 3 -Service Plan Actions by Service.

Key:

Committed Actions	Uncommitted Actions
H = Hard actions	S = Soft actions
Types of proposed carbon neutral actions:	
<ul style="list-style-type: none"> • T – Transformation Actions • ISP – In-house Service Plan Actions • DSP – District-wide Service Plan Actions 	

All Services – Service Plan Actions 2021/22.

Action Details	ISP4 - Delivery of current Staff Travel Plan
Emissions Source	Employee vehicle commuting fuel emissions at all SDDC locations = 26 tCO ₂ e
Owned by	All Heads of Service
Dates	Start: 2021 Finish: 2022 (review results)
Emission Impact	Targeted reduction of H1 carbon emissions = 7% (1.8 tCO ₂ e)
Cost	£40,000 & 300 hours

Action Details	ISP24 – Reporting and monitoring of all carbon emission sources from Council in-house controlled activities and feedback of carbon reduction actions by Service.
Emissions Source	All carbon emission sources: Heat, Refrigerant, Vehicle fuel and Electricity = 2,500 tCO ₂ e
Owned by	All Heads of Service
Dates	Start: April 2021 Finish: Ongoing
Emissions Impact	Estimated reduction of all carbon emissions = 5% (125 tCO ₂ e)
Cost	300 hours

Corporate Property - Service Plan Actions 2021/22

In-house actions

Action Details	ISP2 – Decarbonisation of Council public buildings aligned to the planned maintenance/retrofit programme as part of the Corporate Asset Management Strategy to achieve carbon neutrality of the overall SDDC property estate.
Emissions source	Heat and electricity emissions from all Public and SDDC owned Commercial buildings.
Owned by	Head of Corporate Property
Dates	Start: April 2021 Finish: April 2030
Emission Impact	Reduction of Public buildings emissions (152 tCO ₂ e) to achieve carbon neutral
Cost	£300k – additional costs in addition to the ongoing maintenance programme.

Action Details	ISP9 - Commissioning of smart metering for electricity usage and implementation in all Council owned buildings
Emissions Source	Electricity emissions from all Council buildings
Owned by	Head of Corporate Property
Dates	Start: April 2021 Finish: April 2025
Emission Impact	Up to 10% reductions in energy use through accurate emission reporting, increased awareness, and accountability for carbon emissions from Council energy activities
Cost	£5K

Action Details	ISP12 – F gas ongoing maintenance and update/replacement where necessary across the SDDC estate
Emissions Source	Scope 1 refrigerant emissions at Greenbank Leisure centre, Civic Way and Boardman Road depot.
Owned by	Head of Corporate Property
Dates	Start: 2021 Finish: 2030
Emission Impact	242 tCO ₂ e based on a 50% reduction in total F gas emissions
Cost	To Be Confirmed

Cultural Services - Service Plan Actions 2021/22

In-house actions

Action Details	ISP20 – Rosliston Exemplar - Create an action plan to position Rosliston Forestry Centre as a pioneer of environmental sustainability education. To include renewables, carbon sequestration, biodiversity and improve natural capital.
Emissions Source	Heat and electricity sources plus tree and plant carbon sequestration.
Owned by	Head of Cultural and Community Services
Dates	Start: April 2021 Finish: April 2022
Emission Impact	To make Rosliston nett carbon positive
Cost	500 hours

Action Details	ISP10 – Complete ongoing energy reducing actions plans from the Active Nation Report.
Emissions Source	Heat and electricity at Greenbank and Etwall Leisure Centres = 1,202 tCO ₂ e
Owned by	Head of Cultural and Community Services
Dates	Start: June 2021 Finish: April 2022
Emissions Impact	Behavioural change heat and electricity emissions reductions of 120 tCO ₂ e (10%)
Cost	50 hours

Action Details	ISP11 – Ongoing maintenance plan for reducing current carbon emissions at Leisure Centres from the Lifecycle Analysis (should include maintenance of existing plant, retrofit measures and investment requirements to reduce emissions).
Emissions Source	Energy/heat/electricity at Greenbank and Etwall Leisure Centres = £1202 tCO ₂ e
Owned by	Head of Cultural and Community Services
Dates	Start: April 2021 Finish: April 2022
Emissions Impact	Reduction of current energy emissions of 120 tCO ₂ e (10%)
Cost	50 hours, Maintenance, retrofit, and investment requirements need to be costed as part of the plan.

Action Details	ISP21 – Alteration of grounds maintenance practices to maximise biodiversity gain
Emissions Source	Carbon sequestration from all sectors across South Derbyshire
Owned by	Head of Cultural and Community Services/ Head of Operational Services
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Improves biodiversity, which increase soil ability to sequester carbon.
Cost	50 hours

District-wide Actions

Action Details	DSP8 – Utilise all Free Tree planting schemes
Emissions Source	Carbon sequestration from all sectors across South Derbyshire
Owned by	Head of Cultural and Community Services
Dates	Start: 2021 Finish: 2022
Emissions Impact	Estimated 6.2 tCO ₂ e per year per hectare sequestered
Cost	100 hours

Action Details	DSP9– Development of SDDC Action Plan for Nature to maximise biodiversity, carbon sequestration and climate adaption
Emissions Source	Carbon sequestration from all sectors across South Derbyshire
Owned by	Head of Cultural and Community Services
Dates	Start: 2021 Finish: 2022
Emissions Impact	TBD
Cost	200 hours

Economic Development and Growth Services – Service Plan Action 2021/22

In-house actions

Action Details	ISP19 – Engage and develop local public/private partnerships to support the reduction of carbon emissions across South Derbyshire as part of the SDDC Economic and Development Growth Plan.
Emissions Source	All In-house and District-wide emissions
Owned by	Head of Economic Development & Growth/Head of Env Health
Dates	Start: April 2021 Finish: April 2025
Emissions Impact	Engage public and private sector expertise to help deliver SDDC emissions reductions
Cost	300 hours

District-wide actions

Action Details	DSP6 – Promotion of the rollout of broadband to all locations in South Derbyshire and demonstrating data that shows the specific location needs.
Emissions Source	Reduction in road transport and transport (other) by improving working from home.
Owned by	Head of Economic Development and Head of Planning and Strategic Housing
Dates	Start: 2021 Finish: Ongoing
Emission Impact	1000 – 3000 tCO ₂ (based on a 0.3 to 1% saving in road traffic)
Cost	100 hours

Action Details	DSP14 – Plan on Influencing, promoting, and partnering with local business to deliver green innovation and technology at the East Midlands Inter-Modal Park 'Freeport'.
Emissions Source	Road and Rail transport
Owned by	Head of Economic Development/Head of Planning and Strategic Housing Services
Dates	Start: 2021 Finish: 2025
Emission Impact	Creation of green technology hubs to reduce emissions
Cost	TBD

Action Details	DSP13 – Create and promote a sustainable travel to work plan (public transport) for job creation/growth areas across South Derbyshire (e.g., East Midlands Freeport)
Emissions Source	Vehicle
Owned by	Head of Economic Development and Head of Strategic Planning
Dates	Start: 2021 Finish: 2025
Emission Impact	Reduce vehicle mileage and promote public transport
Cost	100 hours

Action Details	DSP15 – Identification of business support funding opportunities to support energy efficiency and decarbonisation projects.
Emissions Source	All carbon sources
Owned by	Head of Environmental Services/Head of Economic Development
Dates	Start: 2021 Finish: Ongoing
Emission Impact	All sources across South Derbyshire
Cost	100 hours

Action Details	DSP10 – Supporting the promotion of Green Tourism throughout South Derbyshire and specifically National Forest as an exemplar sustainable environment
Emissions Source	None
Owned by	Head of Economic Development
Dates	Start: 2021 Finish: 2050
Emission Impact	Increasing carbon offsetting across South Derbyshire.
Cost	100 hours

Environmental Services – Service Plan Actions 2021/22

In-house Actions.

Action Details	ISP23 – Review of all ‘Scope 3’ third party carbon emissions to quantify the carbon impact of existing suppliers and supply chains.
Emissions Source	All sources.
Owned by	Head of Environmental Services
Dates	Start: April 2021 Finish: April 2022
Emissions Impact	Identify emission reduction opportunities with contractors and suppliers
Cost	200 hours

Action Details	ISP14 – Monitoring the tendering process to implement carbon neutral supplier questions and carbon neutral scoring/awarding criteria
Emissions Source	All
Owned by	Head of Environmental Services
Dates	Start: April 2021 Finish: April 2022
Emissions Impact	Increase the importance of carbon accounting and reduce carbon emissions through future procurement decisions and supplier selection.
Cost	30 hours

Action Details	ISP18 – Ongoing environmental training (Climate and Biodiversity) for SDDC councillors, managers, and staff
Emissions source	All
Owned by	Head of Environmental Services
Dates	Start: April 2021 Finish: Ongoing
Emissions Impact	Higher awareness for all staff of the importance of reducing personal and corporate carbon impact and carbon footprint
Cost	400 hours

Action Details	ISP22 – Continuous identification of funding and grants, identifying carbon reduction opportunities for the Council and Partners.
Emissions source	All
Owned by	Head of Environmental Services
Dates	Start: April 2021 Finish: Ongoing
Emissions Impact	Funding decarbonisation actions
Cost	£1,000 and 100 hours

Action Details	ISP25 - Review all internal SDDC policies and strategies to embed carbon neutral considerations into them at their next review
Emissions source	All
Owned by	Head of Environmental Services
Dates	Start: April 2021 Finish: Ongoing
Emissions Impact	Align corporate strategies, policies, and actions with carbon neutral target.
Cost	50 hours

Action Details	ISP7 - Commissioning and use vehicle tracking device for use in all fleet vehicles across Operational, Housing and Environmental Services.
Emissions Source	Council vehicle fleet (petrol and diesel) = 722 tCO2e
Owned by	Head of Operational Services (supported by Head of Housing Services, Head of Environmental Services, Cultural Services and Corporate Services)
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Reduction in Council fleet fuel emissions through driver behaviour = 72 tCO2e (10%)?
Cost	£150 per year

Action Details	ISP27 - Annual review of SDDC Climate and Environment Action Plan (2021/30) to update and verify content using ASPE checklist for Council Plans and in alignment to ISO accreditation.
Emissions source	All
Owned by	Head of Environmental Health and all Heads of service
Dates	Start Development: 2022 Finish Development: 2022 Implementation: ongoing on an annual basis.
Emissions Impact	Ongoing support of reduction of all emissions from in-house and district-wide emissions
Cost	50 hours

Action Details	ISP29 – Develop and create a Climate and Environment Communication Plan to inform, educate and make all stakeholders aware of Environmental Sustainability, Climate Change, Carbon emission sources, decarbonisation measures and carbon neutral journey. Stakeholders – SDDC employees, Councillors, Residents (climate activists and deniers), specific demographics, Businesses, other Local Authorities, and third-party organisations
Emissions source	All
Owned by	Head of Organisational Development and Performance/Head of Environmental Health
Dates	Start Development: 2021 Finish Development: 2022 Implementation: ongoing.
Emissions Impact	Ongoing support of reduction of all emissions from in-house and district-wide emissions
Cost	200 hours staff time per year

District-wide Actions

Action Details	DSP4 – Green Homes Grant/LAD funding delivery of retrofit measures to private and tenant houses.
Emissions Source	Domestic heating for private and tenanted houses
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: 2022
Emissions Impact	TBD
Cost	Phase 1b=£568k, Phase 2 = £425k

Action Details	DSP1 – Healthy Homes Assistance Fund for private and tenant housing
Emissions Source	Domestic heating for private and tenanted houses
Owned by	Head of Environmental Services
Dates	Start: March 2021 Finish: March 2022
Emissions Impact	TBD
Cost	£200k

Action Details	DSP2 – Effective enforcement of the Energy Efficiency Regulations
Emissions Source	Private rented housing stock
Owned by	Head of Environmental Services
Dates	Start: 2020 Finish: Ongoing
Emissions Impact	TBD
Cost	300 hours officer time

Action Details	DSP5 – Public EV infrastructure expansion – Planning and Implementing of EV charging points across the District, through OZEV funding
Emissions Source	Non-HGV transport
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: 2024
Emissions Impact	TBD
Cost	£100k (depending on successful bid for external funding) & 200 hours

Action Details	DSP5 – Develop, implement, and engage local public/private partnerships to support decarbonisation across South Derbyshire.
Emissions Source	All
Owned by	Head of Environmental Services/Head of Economic Development and Growth
Dates	Start: 2021 Finish: 2025
Emissions Impact	Unknown
Cost	300 hours staff time per annum

Action Details	DSP11 – Work in partnership with Derbyshire Councils to create a collaborative pathway to carbon zero across Derbyshire.
Emissions Source	All
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: Ongoing
Emissions Impact	Unknown
Cost	100 hours

Action Details	DSP12 - Work with Derbyshire Councils in partnership to call on the UK government to provide relevant powers and resources to enable the Climate and Emergency Plan.
Emissions Source	All
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: Ongoing
Emissions Impact	Unknown
Cost	100 hours

Action Details	DSP7 – A review of Hydrogen fuel production and distribution infrastructure development proposals across South Derbyshire.
Emissions Source	Transport
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: 2022
Emission Impact	Reduction in fleet carbon emissions
Cost	200 hours

Action Details	DSP3 – Consultant feasibility review of Mine Water District Heating opportunities for Swadlincote.
Emissions Source	Heating and energy sources
Owned by	Environmental Services
Dates	Start: 2021 Finish: 2022
Emission Impact	Reduction of carbon emission through renewable energy sources
Cost	Potential £23.1k of external funding (44% match from SDDC)

Action Details	DSP 15– Identification of business support funding opportunities to support energy efficiency and decarbonisation projects.
Emissions Source	All carbon sources
Owned by	Head of Environmental Services/Head of Economic Development
Dates	Start: 2021 Finish: Ongoing
Emission Impact	All sources across South Derbyshire
Cost	100 hours

Action Details	DSP18 – Feasibility plan to embed Active Travel (walk/cycle pathways and public transport connectivity) for Swadlincote town centre access.
Emissions Source	Transport
Owned by	Head of Environmental Services
Dates	Start: 2021 Finish: 2022
Emission Impact	Transport reduction and increasing walking and cycling.
Cost	£40k & 100 hours

Action Details	DSP17 – Support the development and implementation of the community engagement program (SD18) for Climate and Biodiversity across South Derbyshire supporting the decarbonisation of South Derbyshire.
Emissions Source	All sources across South Derbyshire
Owned by	Head of Environmental Health and Organisational Development and Performance
Dates	Start: 2021 Finish: 2022
Emission Impact	Encouraging carbon footprint reduction
Cost	TBD

Finance – Service Plan Actions 2021/22

In-house actions.

Action Details	ISP15 – Review of Council finance and investments to embed in carbon neutrality
Emissions Source	De-investment in fossil fuel sector
Owned by	Head of Finance
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Investment in green economy
Cost	50 hours plus a potential improved return on investment.

Action Details	ISP17 – Review of the Housing Revenue Account (HRA) and Business Plan for all Council Housing Stock to create a delivery finance model for carbon reduction programme.
Emissions Source	Heat and electricity emissions across the SDDC housing stock.
Owned by	Head of Housing Services/Head of Finance
Dates	Start: April 2021 Finish: April 2024
Emission Impact	Current heat and electricity emission estimate is 9,200 – 13,200 tCO ₂ e
Cost	500 hours

Action Details	ISP16 – Review of costing/finance of Climate and Environment Transformative actions to establish/verify current and future funding sources to implement these actions.
Emissions Source	All high emission sources and locations identified.
Owned by	Head of Finance /Head of Environmental Health
Dates	Start: 2021 Finish: 2024
Emission Impact	All high emission sources.
Cost	500 hours

Housing Services - Service Plan Actions 2021/22

In-house actions.

Action Details	ISP1 – Complete the SDDC Housing Environmental Impact Assessment Project to acquire baseline energy data to assess energy efficiency of SDDC's housing stock and identify potential future carbon reduction actions.
Emissions Source	Heat and electricity - this is outside of the SDDC's controlled emissions and not part of the 2030 carbon neutral target.
Owned by	Head of Housing Services
Dates	Start: September 2020 Finish: July 2021
Emission Impact	Current heat and electricity emission estimate is 9,200 – 13,200 tCO ₂ e
Cost	£80,000

Action Details	ISP17 – Review of Revenue Account (HRA) for all Council Housing Stock to create delivery model for carbon reduction using the above (Action S1) baseline data.
Emissions Source	Heat and electricity emissions across the SDDC housing stock.
Owned by	Head of Housing Services/Head of Finance
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Current heat and electricity emission estimate is 9,200 – 13,200 tCO ₂ e
Cost	500 hours

Action Details	ISP13 – Implement a 'Green Lease' void programme where SDDC homes without tenancies move on to a green energy tariff as a default.
Emissions Source	Electricity in void SDDC housing stock
Owned by	Head of Housing
Dates	Start: April 2021 Finish: April 2022
Emissions Impact	Reduction in electricity emissions as National Grid decarbonises to 2030.
Cost	50 hours to implement.

Action Details	ISP7 - Commissioning and use vehicle tracking device for use in all fleet vehicles across Operational, Housing and Environmental Services.
Emissions Source	Council vehicle fleet (petrol and diesel) = 722 tCO ₂ e
Owned by	Head of Operational Services (supported by Head of Housing Services and Head of Environmental Services)
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Reduction in Council fleet fuel emissions through driver behaviour = 72 tCO ₂ e (10%)?
Cost	£150 per year

Operational Services - Service Plan Actions 2021/22

In-house actions.

Action Details	ISP8 – Continued phased replacement of plant (105 x mowers, grass-cutters, etc) at Boardman Depot with electric alternatives.
Emissions Source	Fuel at Boardman Road depot
Owned by	Head of Operational Services
Dates	Start: June 2021 Finish: April 2022
Emission Impact	Reduction of H2 carbon emissions = 10 tonne CO ₂ e (estimated)
Cost	£250,000 for completed replacement (indicative).

Action Details	ISP5 - Review of the Fleet Procurement Plan to identify and detail the options, cost, and timeframe to decarbonise the Council's vehicle fleet at Boardman Depot (EV's, Hydrogen/diesel mix and Hydrogen). This review will include the infrastructure and storage requirements of decarbonising the fleet.
Emissions Source	Vehicle fuel (diesel) at Boardman Depot = 588 tCO ₂ e
Owned by	Head of Operational Services
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Reduction Operational fleet emissions to carbon neutral = 588 tCO ₂ e
Cost	300 hours

Action Details	ISP6 - Commissioning and use of route optimisation software for use in waste fleet vehicles
Emissions Source	Waste truck fuel (diesel) at Boardman Depot = 441 tCO ₂ e (75% of Operational fleet)
Owned by	Head of Operational Services
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Reduction in waste truck emissions = 131 tCO ₂ e (30%)?
Cost	£57k for software.

Action Details	ISP7- Commissioning and use vehicle tracking device for use in all fleet vehicles across Operational, Housing and Environmental Services.
Emissions Source	Council vehicle fleet (petrol and diesel) = 722 tCO ₂ e
Owned by	Head of Operational Services (supported by Head of Housing Services and Head of Environmental Services)
Dates	Start: April 2021 Finish: April 2022
Emission Impact	Reduction in Council fleet fuel emissions through driver behaviour = 72 tCO ₂ e (10%)?
Cost	£150 per vehicle = £10k

Action Details	ISP28 - Implementation of the waste collection service review to support the reduction in waste collected per head of population and to increase the percentage of waste recycled or composted.
Emissions Source	Waste,, household and transport carbon emissions
Owned by	Head of Operational Services
Dates	Start: October 2021 Finish: October 2023
Emission Impact	TBD
Cost	TBD

Organisational Development and Performance – Service Plan Actions 2021/22

In-house actions.

Action Details	ISP29 – Develop and create a Climate and Environment Communication Plan to inform, educate and make all stakeholders aware of Environmental Sustainability, Climate Change, Carbon emission sources, decarbonisation measures and carbon neutral journey. Stakeholders – SDDC employees, Councillors, Residents (climate activists, pragmatists, and deniers), specific demographics, Businesses, other Local Authorities, and third-party organisations
Emissions source	All
Owned by	Head of Organisational Development and Performance/Head of Environmental Health
Dates	Start: 2021 Finish: 2022
Emissions Impact	Ongoing support of reduction of all emissions from in-house and district-wide emissions
Cost	200 hours staff time per year

Action Details	ISP26 - Review and create a different SDDC employee working model that is relevant, productive and leads to both carbon and working time efficiencies post Covid-19.
Emissions Source	Vehicle travel, building space, energy, and heat.
Owned by	Head of Organisational Development and Performance
Dates	Start: 2021 Finish: 2022
Emission Impact	Ongoing emission reductions of Civic Offices.
Cost	500 hours

District-wide Actions

Action Details	DSP16 – Create a community engagement program for Climate Change across South Derbyshire that will engage and consult with different sectors and communities with the SDDC's carbon neutral journey and the specific actions that are required to deliver the 2030 target.
Emissions Source	All sources across South Derbyshire
Owned by	Head of Organisational Development and Performance
Dates	Start: 2021 Finish: 2030
Emission Impact	Encouraging carbon footprint reduction
Cost	£20k + additional 0.5 FTE

Action Details	DSP17 – Support the development of the community engagement program (SD18) for Climate and Biodiversity Change across South Derbyshire supporting the decarbonisation of South Derbyshire.
Emissions Source	All sources across South Derbyshire
Owned by	Head of Environmental Health and Organisational Development and Performance
Dates	Start: 2021 Finish: 2022
Emission Impact	Encouraging carbon footprint reduction
Cost	TBD

Planning and Strategic Housing Services – Service Plan Actions 2021/22

In-house actions.

Action Details	ISP3 – Embed carbon neutrality in the new SDDC Local Plan.
Emissions Source	Energy efficiency, Gas, electricity, and water supply from all sources and into all buildings. Includes Heat, electricity, and transport emission sources.
Owned by	Head of Planning and Strategic Housing
Dates	Start: 2021 Finish: 2024
Emission Impact	Reduction in carbon emissions in all new build
Cost	300 hours

District-wide actions.

Action Details	DSP6– Promotion of the rollout of broadband to all locations in South Derbyshire and demonstrating data that shows the specific location needs.
Emissions Source	Reduction in road transport and transport (other) by improving working from home.
Owned by	Head of Economic Development and Head of Planning and Strategic Housing
Dates	Start: 2021 Finish: 2030
Emission Impact	1000 – 3000 tCO ₂ (based on a 0.3 to 1% saving in road traffic)
Cost	100 hours

Action Details	DSP13 – Create and promote a sustainable travel to work plan (public transport) for job creation/growth areas – East Midlands Freeport
Emissions Source	Vehicle
Owned by	Head of Economic Development and Head of Planning and Strategic Housing
Dates	Start: 2021 Finish: 2025
Emission Impact	Reduce vehicle mileage and promote public transport
Cost	100 hours

Action Details	DSP14 – Plan on Influencing, promoting, and partnering with local business to deliver green innovation and technology at the East Midlands Inter-Modal Park 'Freeport'.
Emissions Source	Road and Rail transport
Owned by	Head of Economic Development/Head of Planning and Strategic Housing Services
Dates	Start: 2021 Finish: 2025
Emission Impact	Creation of green technology hubs to reduce emissions
Cost	TBD

Appendix 4

Council In-house Carbon Reduction Road Map Calculator - Carbon Neutral by 2030.

Area	Source of Emissions	Key Action	Emissions (tonnes CO2e)				Emission reductions (2021-30)
			Actual emissions (2018/19)	Projected emissions (2021-23)	Projected emissions (2024-27)	Projected emissions (2028-30)	
			Direct & Indirect emissions	Direct & Indirect emissions	Direct & Indirect emissions	Direct & Indirect emissions	% of reduced emissions
Civic Way	Civic Way Offices	Behavioural change programme		-7.0	-4.2	-2.8	
		Retrofit or Civic Hub new build. (100% renewable energy heat + electric)	139.9			-125.9	
		Refrigerant reduction scheme (average 64.5%)	68.4	3.4	3.4	-48.7	
	Total tCo2e.	208.3	204.7	203.9	26.5	-87.3%	
	"Other" Public Buildings, car parks, etc	Behavioural change programme		-3.0	-7.6	-4.6	
		Renewable energy (75% heat + electric)	151.8			-98.7	
Total tCo2e.	151.8	148.7	141.2	37.9	-75.0%		
Overall Council buildings Sub-total tCO2e			360.0	353.43	345.06	64.49	-82.1%
Depot	Boardman Depot Building	Behavioural change programme		-1.3	-1.3		
		Renewable energy (100% heat + electric)	42.7		-40.1		
		Refrigerant reduction scheme (average 64.5%)	32.4	-8.4		-15.5	
	Total tCo2e.	75.1	65.4	24.0	8.5	-88.7%	
Overall Boardman Depot Sub-total tCO2e			75.1	65.42	66.70	8.48	-88.7%
Rosliston	Visitor Centre	Behavioural programme		-4.0	-4.0	-4.0	
		Biomass repair option (10%)				-13.5	
		Renewable energy (100% heat + electric)	134.8			-122.67	
	Total tCo2e.	134.8	130.8	126.7	0.0	-100.0%	
	Enterprise building	Behavioural programme		-0.03	-0.03	-0.03	
		Biomass efficiency	1.11	0.07	0.07	0.07	
Total tCo2e.	1.1	0.03	0.03	0.03	-100.0%		
Overall Rosliston Sub-total tCO2e			135.9	130.79	126.75	0.03	-100.0%
Leisure Centres	Greenbank	Behavioural programme		-17.7	-17.7	-17.7	
		Energy efficiency programme		-29.5	-88.4		
		Renewable energy (100% electric + heat)	589.3			-447.8	
		Refrigerant reduction scheme (average 64.5%)	230.1	-56.5		-112.4	
	Total tCo2e	819.5	715.86	609.78	31.91	-96.1%	

	Etwall (Note: John Port School owns this facility)	Behavioural programme		-6.8	-6.8	-6.8	
		Energy efficiencies			-11.4		
		Renewable energy (100% electric + heat)	228.0		-65.7	-162.3	
		Refrigerant reduction scheme (average 64.5%)	154.5			-100.0	
	Total tCo2e		382.5	375.66	291.76	22.62	-94.1%
Overall Leisure Centres Sub-total tCO2e			1202.0	375.66	280.36	22.62	-98.1%
	Use of fuel for grounds and cleansing	Renewables (e.g.,100% heat + electric)	50.9	0.5	1.5	-53.0	
		Total tCo2e	50.9	51.46	52.99	0.00	-100%
Transportation	Operational Fleet	Route Optimisation programme Zero emission Vehicle (Electric and/or hydrogen)	536.6	-67.1	-164.3	-305.2	
		Dynamic Tool System (Phase 2 of Route Optimisation) Zero emission Vehicle (Electric and/or hydrogen)	67.1		-8.4	-58.7	
	Housing Fleet	Zero emission Vehicle (Electric and/or hydrogen)	67.1	-20.1	-23.5	-47.0	
	All other fleet	Zero emission Vehicle (Electric and/or hydrogen)	67.1	-20.1	-23.5	-47.0	
	Total tCo2e		670.7	583.52	410.81	0.00	-100%
Overall Fleet Sub-total tCO2e			721.7	634.98	463.80	0.00	-100%
	Council Emission Source Totals	Direct and indirect Emissions tCO2e	2494.7	1133.2	949.3	73.0	-97.1%
	% emission reduction			-54.6%	-38.1%	-7.7%	

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM:9
DATE OF MEETING:	27th MAY 2021	CATEGORY:
REPORT FROM:	ALLISON THOMAS – STRATEGIC DIRECTOR – SERVICE DELIVERY	OPEN
MEMBERS’ CONTACT POINT:	STEFFAN SAUNDERS, 07971 604326, steffan.saunders@southderbyshire.gov.uk	DOC:
SUBJECT:	STRATEGIC PLANNING FRAMEWORK FOR DERBY AND DERBYSHIRE	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: EDS03

1.0 Recommendations

- 1.1 That the Committee to resolves that South Derbyshire District Council will not become part of the Strategic Planning Framework in its present form.
- 1.2 That the Committee requests that a letter be written to Derbyshire County Council, setting out the points made in the Conclusion below, appending this report.

2.0 Purpose of the Report

- 2.1 To inform the Committee of the creation of the Derby and Derbyshire Strategic Planning Framework, its role within the wider planning system and to advise on this Council’s response to it.

3.0 Executive Summary

- 3.1 Derbyshire County Council (DCC) is seeking endorsement from the County’s local planning authorities, together with Derby City, for the production of a new, non-statutory, strategic planning document and individual Derbyshire authorities’ inclusion within it. The primary stated role of the Strategic Planning Framework (SPF) would be to set out a consensus amongst the Derby and Derbyshire (D2) partners around common key strategic objectives and priorities through an overarching spatial planning vision for the County covering the period 2020 to 2050.
- 3.2 Whilst there are benefits to collaborative working across the County to address strategic planning issues, the introduction of a high-level, non-statutory strategy undermines the statutory development plan process, upon which the production of a sound Local Plan relies. Housing Market Areas (HMAs), as opposed to county boundaries, have been the bedrock of strategic planning for the best part of 20 years;

the Government consultations referred to in paragraph 4.3 below have not altered this fundamental basis of planning, which is rooted in the Duty to Cooperate.

- 3.3 As a local planning authority, the Council's priority must be the timely production of a local plan; resources, including that of officer time, must be used effectively to that end. The Council will continue to cooperate with the County Council as a key partner whilst addressing cross-boundary strategic planning issues that extend beyond Derbyshire.

4.0 Detail

- 4.1 Since the abolition of regional spatial strategies in 2010, strategic planning has been carried out nationally and within Derbyshire through a mechanism known as the 'Duty to Co-operate' (DtC) that was introduced through The Localism Act in 2011. The DtC applies both to the relationship between upper and lower tier authorities as well as across lower tier neighbouring authorities. The term 'strategic planning' in this context refers to policies that address larger than local issues that cannot be dealt with by one local planning authority working alone, and that are addressed and delivered through a local plan¹.
- 4.2 There is a successful history of effective joint working between the Derby and Derbyshire (D2) local planning authorities on strategic plan making, including through a range of officer groups such as the Heads of Planning Group, Planning Policy Officer Group, Heads of Development Management Officer Group and Planning Information Monitoring Officer Group as well as various topic-based County-wide officer meetings. DCC collaborates with local planning authorities (LPAs) in the drafting of Statements of Common Ground on cross-boundary planning and highways matters as part of local plan preparation and examination.
- 4.3 DCC considers that the need for a SPF for Derby and Derbyshire emerged in 2018/early 2019 in the context of the, then recent, Government consultations 'Fixing our Broken Housing Market', 'Planning for the Right Homes in the Right Places' and the draft (revised) National Planning Policy Framework (NPPF) consultation. DCC intends the SPF to facilitate more effective and collaborative joint working on strategic planning and infrastructure matters. More recently the SPF is being progressed to link in with the ongoing collaborative working the D2 partners are undertaking on climate change as part of Vision Derbyshire, non-structural reform and addressing the impacts of the Covid-19 crisis on the D2 economy.
- 4.4 The proposed SPF would be non-statutory and is intended to complement the adopted or emerging local plans of the districts and boroughs. DCC states that the SPF would become a material consideration in the preparation of future local plan reviews and in the determination of planning applications, whilst recognising that as a non-statutory document, it would not usurp or take precedence over the relevant local plan or raise any conformity issues.
- 4.5 DCC's intention is that the primary role of the SPF would be to set out a consensus amongst the D2 partners around common key strategic objectives and priorities through an overarching spatial planning vision for the County, covering the period 2020 to 2050. It would be a key tool to help manage 'green growth' and provide important evidence to demonstrate that co-operation on strategic matters has been

an integral part of local plan preparation, a key requirement in the local plan examination process.

- 4.6 Although the document would be non-statutory, it is proposed that its development would follow the format of a 'formal process' to ensure meaningful consultation and engagement – for example, stages for the publication of issues and objectives, preferred approach and publication plan - plus extensive stakeholder engagement through a series of workshops and consultation events.
- 4.7 The Council, as local planning authority, is required to produce and maintain a statutory development plan; The Planning and Compulsory Purchase Act 2004 sets out that each local planning authority must identify its strategic priorities and have policies to address these in their development plan documents (when read as a whole). The Council works closely with its Derby HMA partners, Amber Valley Borough Council and Derby City Council, together with DCC on cross-boundary issues. HMAs were established through regional plans as the basis for developing policy, particularly regarding housing and employment provision, and remain the building blocks for local plan production, particularly in relation to addressing housing need. Derbyshire is split into five HMAs; in the current round of adopted local plans, it is only within the Derby HMA that LPAs have agreed to meet another authority's housing need.
- 4.8 Following the government consultations referred to above, the latest version of the NPPF was published in February 2019 and the requirements under the DtC on local planning authorities are set out in paragraphs 24 to 27; extracts are set out below:

“25. Strategic policy-making authorities should collaborate to identify the relevant strategic matters which they need to address in their plans. They should also engage with their local communities and relevant bodies including Local Enterprise Partnerships, Local Nature Partnerships... county councils, infrastructure providers... and combined authorities.

26. Effective and on-going joint working between strategic policy-making authorities and relevant bodies is integral to the production of a positively prepared and justified strategy. In particular, joint working should help to determine where additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere.

27. In order to demonstrate effective and on-going joint working, strategic policymaking authorities should prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these...”

- 4.9 The NPPF places the onus for collaboration on the policy-making authorities, stating that they should engage with county councils along with the other bodies listed in paragraph 25. The outworking of this cooperation should be demonstrated through the preparation of statements of common ground. Whilst the NPPF (para. 17) allows for local planning authorities to produce strategic policies through joint or individual local plans, these are to be through the statutory development plan process.
- 4.10 The Council is meeting these requirements first and foremost through frequent and regular meetings with its Derby HMA partners. The first iteration of the Derby HMA

Statement of Common Ground (SCG) has been approved by the Derby HMA Joint Advisory Board and the SCG will be updated and expanded upon throughout this round of local plan production.

- 4.11 Whilst endorsement in principle was given at both Derbyshire Chief Executives' Group and D2 Joint Committee for Economic Prosperity (D2JC) (May and June 2019 respectively) for commencement of work to develop a non-statutory SPF, and furthermore at D2JC an agreement that D2JC itself would provide strategic oversight and governance for the development and delivery of the SPF, officers from this Council, including the then Head of Planning and Strategic Housing, made clear to DCC that the Council as local planning authority requires the approval of this Committee in order for the SPF to include South Derbyshire in its vision to 2050.
- 4.12 More recently however, at the D2JC meeting of 4 March 2021, Leaders and Chief Executives sought clarification on the background and purpose of the SPF and how it would relate to the local plans prepared by each of the partner authorities. D2JC leaders agreed that they needed more time to consider the implications set out in the report (attached at Appendix 3) and to discuss the SPF in detail with their own key officers. The Leaders agreed, therefore, that in consultation with their key officers they would then send a letter back to the County Council indicating whether they endorsed the key recommendations in the report (ii, iii and iv) and importantly, whether they endorsed the continued participation of their local authority to progress further joint working to progress the Framework.
- 4.13 The draft Terms of Reference for the D2JC Committee, setting out its key roles and responsibilities for providing strategic oversight and governance for the delivery of the SPF, is attached at Appendix 1.
- 4.14 The draft Statement of Common Ground to guide and underpin the development of the SPF, referred to in the D2JC report of 4 March 2021, is attached at Appendix 2 which in itself contains numerous undertakings that this Council has not had the opportunity to fully consider, and seems to blur the boundaries between what is agreed 'common ground' and what are aims and objectives. Topics covered in the SCG are: housing, economic growth, environment, highways and transport, climate change, Green Belt, education, health and minerals and waste. The proposed undertakings relating to housing are that the parties [signed up to the SPF] agree to:
- Continue to work collaboratively to assess and seek to meet housing need (both market and affordable housing) beyond 2035 through a strategic and cooperative process.
 - Work collaboratively to assess and seek to meet growth needs beyond 2035 through a strategic and cooperative process, taking account of housing market geographies and agreements between individual authorities as necessary, and addressing unmet housing need where appropriate.
 - Work collaboratively to deliver existing and identify new key strategic cross boundary housing sites.
- 4.15 DCC acknowledges that in order to deliver the SPF, the preparation will need to be appropriately resourced, the primary resource being officer time. Between September 2019 and January 2020, a series of meetings took place between D2 officers and with officers of DCC's key service areas to inform the production of the SPF, exploring the likely strategic issues, objectives and priorities across a range of topic areas. From these discussions, a series of 'Emerging Themes' papers have been developed relating to Housing, Economic Development and Regeneration;

Infrastructure; Climate Change and the Environment; Minerals and Waste; and Health and Well-being.

- 4.16 The next round of work on the SPF will include the drafting of topic papers and then subsequently the initial Issues, Objectives and Priorities Consultation Document, which DCC anticipates commencing in Autumn 2021. The SPF's Terms of Reference states that: *"It is recognised that much joint working is taking place between individual local authorities at a Housing Market Area level, including the development of strategies to inform individual local plans. The SPF will be developed in harmony with these HMA strategies, reflecting their priorities, objectives and the broad thrust of policy and providing the basis for a co-ordinated approach across the County and beyond."* The concern and reality is, given the timescale set by DCC to progress the SPF, this undertaking will not be possible because the cart will inevitably be put before the horse. Furthermore, the priority for this Council is for officer resources to be utilised for reviewing our own local plan, in order to maintain and plan for a five-year supply of housing land, thereby fulfilling the NPPF's requirement that the planning system be "genuinely plan-led" (para.15).
- 4.17 It is also possible that some limited financial resource may be required from the D2 partners (on an equal share basis), particularly to fund the commissioning of key County-wide evidence. There are advantages to the joint commissioning of evidence to underpin local plans where individual LPAs would need to commission that evidence regardless of whether it suited other authorities to be involved. It is not prudent, however, for Council resources to fund evidence that this Council does not need, nor would benefit its residents, and this would be borne in mind by each LPA involved. It has not been suggested that non-participation in the SPF would preclude the Council from the joint commissioning of County-wide evidence in the future.
- 4.18 Whilst there are benefits of the work contained within the SPF, as set out below, there are further concerns related to how the SPF will be viewed, both in relation to local plan production and the determination of planning applications. There is the risk that the SPF could be construed, by those for whom it would be an advantage to make the case, as a replacement county structure plan which could conflict with the local plan. Furthermore, the existence of the SPF could 'muddy the waters' of the statutory local plan process, resulting in a no-win situation: if the Council was to include policies in line with the SPF in its next local plan, the objection could be levied that the local plan was simply following a non-statutory, unexamined strategy, which was not part of the democratic process; conversely, if it were necessary for the next local plan to deviate from the SPF, the opposite criticism could be made at the local plan's examination of ignoring an overarching strategy that we had formally signed up to as a Council.
- 4.19 There is a positive role for DCC in assisting in local plan production for the individual LPAs. Indeed, there is merit in producing a County-wide document that knits together what local plans are already saying, facilitates joint working without creating unnecessary extra work for LPAs and works from the HMA-level up to align strategic planning aims. Such a 'living document' could be produced in tandem with the progression of DCC's new Strategic Growth and Infrastructure Framework (SGIF), that will set out comprehensive details of all the national, regional, sub-regional and local strategic infrastructure projects that are being planned or are in the pipeline across the County, where DCC has an involvement as either a consultee, enabler or delivery agent. DCC intends that the SGIF will set out a considered approach towards the identification and prioritisation of investment across a range of infrastructure to accommodate planned growth. The information and data within the

SGIF have been drawn from a range of sources, including the Derbyshire district/borough local plans and Infrastructure Delivery Plans.

5.0 Financial Implications

5.1 None immediately arising from this report. The Council always seeks to commission evidence on a cost-effective basis, partnering with other LPAs wherever feasible, whilst balancing the need to progress its own local plan in a timely manner.

6.0 Corporate Implications

Employment Implications

6.1 None immediately arising from this report.

Legal Implications

6.2 None immediately arising from this report.

Corporate Plan Implications

6.3 To enable the delivery of housing across all tenures to meet Local Plan targets is a priority within the Corporate Plan.

Risk Impact

6.4 Impact on timely local plan production.

7.0 Community Impact

Consultation

7.1 None at this time.

Equality and Diversity Impact

7.2 None identified as a direct consequence of this report however local plans have a role to play, for example through facilitating the delivery of affordable homes.

Social Value Impact

7.3 None identified as a direct consequence of this report however, again, local plans have a role to play in delivering services and meeting the needs of local communities.

Environmental Sustainability

7.4 Local plans are key to the delivery of sustainable development across the District.

8.0 Conclusions

- 8.1 DCC has a role to play in facilitating joint working across the County, aligning strategic planning aims through involvement in the formation of statements of common ground between authorities, and maintaining the DtC. Aspects of the work required for the SPF's production are, in themselves, welcome, for example the coordination of evidence gathering.
- 8.2 However, there are concerns over other aspects of the SPF, for example those relating to housing need, as well as the manner and scale of the SPF's production and the destabilisation of the local plan process that could lead to. Housing Market Areas (HMAs), as opposed to county boundaries, have been the bedrock of strategic planning for the best part of 20 years; the Government consultations referred to in paragraph 4.3 above have not altered this fundamental basis of planning, which is rooted in the Duty to Cooperate. Furthermore, the Statement of Common Ground (see Appendix 2) contains numerous undertakings which have not yet been individually appraised by the Council as to their achievability. For these reasons, and those set out in paragraphs 4.9 and 4.16 – 4.19 above, it is recommended that the Council does not formally become part of the SPF in its current form. The Council will continue to cooperate with the County Council as a key partner whilst addressing cross-boundary strategic planning issues that extend beyond Derbyshire.

9.0 Background Papers

- Appendix 1: Draft Terms of Reference for the Derby and Derbyshire Strategic Planning Framework
- Appendix 2: Draft Statement of Common Ground for the Derby and Derbyshire Strategic Planning Framework
- Appendix 3: Report to D2 Joint Committee for Economic Prosperity Report, 4 March 2021

**D2 Joint Committee for Economic Prosperity
Proposal to Develop a Strategic Planning
Framework for Derby and Derbyshire
(Draft) Terms of Reference**

November 2020

D2 Joint Committee for Economic Prosperity

Proposal to Develop a Strategic Planning Framework for Derby and Derbyshire

Terms of Reference

1 Purpose of Terms of Reference

- 1.1 These Terms of Reference (ToR) have been prepared to set out the roles and responsibilities of the D2 Joint Committee for Economic Prosperity (hereafter referred to as the D2 Joint Committee) in providing strategic oversight and governance for the development and delivery of a non-statutory strategic planning framework for Derby City and Derbyshire.

2 Background

- 2.1 At its meeting on 4 June 2019, the D2 Joint Committee considered a report by the Executive Director of Economy, Transport and Environment for Derbyshire County Council that set out a proposal for joint and collaborative working across all D2 Derbyshire authorities listed below to prepare a non-statutory strategic planning framework for Derby and Derbyshire, as described in section 4 of the report:

- Amber Valley Borough Council
- Bolsover District Council
- Chesterfield Borough Council
- Derby City Council
- Derbyshire County Council
- Derbyshire Dales District Council
- Erewash Borough Council
- High Peak Borough Council
- North East Derbyshire District Council
- Peak District National Park Authority
- South Derbyshire District Council

- 2.2 The report referred to recent Government guidance as set out in the revision to the National Planning Policy Framework (NPPF) in July 2018, and carried over into the further revised version of the NPPF of February 2019. The guidance highlights the importance of a strategic approach by local planning authorities in preparing for their statutory development plans, particularly

working on cross-boundary strategic planning matters including collaborative working involving county councils.

- 2.3 As, paragraph 24 of the NPPF acknowledges, district / borough councils and county councils (in two tier areas) and National Park Authorities (in respect of their areas) are each subject to a duty under section 33A of the Planning and Compensation Act 2004, to cooperate' with other councils/authorities and prescribed bodies and persons in maximising the effectiveness with which development plan document preparation so far as relating to a strategic matter and other related preparatory and supporting activities are undertaken. This statutory duty is widely referred and is referred to hereinafter as the 'Duty to Cooperate'. The meaning of "strategic matter" in this context is set out in subsection (4) of section 33A; it covers broadly any sustainable development or use of land that would have an impact that would extend across the administrative boundaries between two or more local planning authorities. Paragraph 25 of the NPPF emphasises that strategic policy makers should collaborate to identify the relevant strategic matters they need to address in their plans. Paragraph 26 of the NPPF indicates that effective and ongoing joint working between strategic policy making authorities is integral to the production of a positively prepared and justified strategy. In particular, joint working should help to determine where additional infrastructure is necessary and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere.
- 2.4 The report included the recommendation of a number of action points in respect of the proposal that were subsequently approved by the D2 Joint Committee at the meeting on 4 June 2019, including:
- The commencement of work to develop a non-statutory Strategic Planning Framework for Derby and Derbyshire;
 - The preparation of a detailed project plan (including governance, timescales, evidence, process and consultation arrangements) for the Framework – to be subject to further discussion and endorsement by the D2 Joint Committee; and
 - The D2 Joint Committee providing the strategic oversight and governance for the development and delivery of the Strategic Planning Framework.

3 The D2 Joint Committee

- 3.1 The D2 Joint Committee comprises councillors appointed by each of the local authorities in Derbyshire which is a local planning authority (the D2 partner authorities). Its purpose is: *To bring together the City Council, County Council and all District and Borough Councils in Derbyshire into a robust, formally constituted arrangement to deliver regeneration and economic prosperity across the whole geographical county of Derbyshire.* It is stated within its existing statement of purpose that it "*intends to pursue an economic growth*

strategy through a balanced approach, with economic social and environmental sustainability at its heart”.

- 3.2 Each of the D2 partner authorities, for the wellbeing of its area and to facilitate the effective future performance of the “Duty to Co-operate”, is willing for the D2 Joint Committee to provide so far as it is able the strategic oversight and governance required for the development and delivery of a non-statutory Strategic Planning Framework for Derby and Derbyshire, as set out in the report. These Terms of Reference therefore set out appropriate terms on which the D2 Joint Committee is expected to carry out this role. The Strategic Planning Framework is envisaged to provide a focus for cooperation and joint working between the D2 local authorities to meet the requirements of the Duty to Cooperate. It is recognised that much joint working is taking place between individual local authorities at a Housing Market Area level, including the development of strategies to inform individual local plans. The Strategic Planning Framework will be developed in harmony with these HMA strategies, reflecting their priorities, objectives and the broad thrust of policy and providing the basis for a co-ordinated approach across the County and beyond.
- 3.3 For the avoidance of doubt, the D2 Joint Committee cannot itself exercise any of the functions of a planning authority, such as setting development plan policy or taking planning decisions, or discharging the Duty to Co-operate, nor can it amend any decisions made by a planning authority.
- 3.4 Its recommendations would not be binding on the actions of any of the partner authorities.

4 Specific Roles and Responsibilities

- 4.1 The D2 Joint Committee will in response to relevant invitations or requests made from time to time on behalf of the D2 partner authorities which are introduced through its meeting agenda:
- Provide strategic oversight on behalf of the D2 partner authorities for the joint commissioning and preparation of evidence necessary to underpin the preparation of the Framework and inform the formulation of issues, objectives and priorities;
 - Consider and endorse a detailed project plan to be drawn up by the County Council on behalf of the D2 partner authorities for preparing and delivering the Strategic Planning Framework, to include governance, timescales, evidence, process and consultation arrangements;
 - Consider and endorse documentation to support the preparation of the Strategic Planning Framework that will be subject to further consideration and agreement by the D2 partners for subsequent public

and/or stakeholder consultation, including any documents produced on behalf of the D2 Partner Authorities to provide :

- Issues, Objectives and Priorities consultation;
 - Draft Strategic Planning Framework consultation;
 - A final version of the Framework for publication on behalf of the D2 partner authorities.
- Provide a forum for discussing and seeking to resolve any conflicts of approach or opinion amongst the D2 partner authorities regarding the preparation of the Framework;
 - Recommend any actions to the D2 partners and others insofar as this may help the partners to discharge the Duty to Cooperate and to reach a consensus where possible on the key strategic trans-boundary planning considerations that will inform the Framework;

5 Desired Outcomes

- 5.1 The timely and collaborative preparation and delivery by the D2 partner authorities of a non-statutory Strategic Planning Framework for Derby and Derbyshire setting out strategic objectives and priorities for the D2 area, which may potentially relate to:
- Housing (including affordable housing and Gypsies and Travellers);
 - Economic development and regeneration (including employment, town centres and retailing, tourism and leisure and good / green growth);
 - Infrastructure for transport, schools, waste management, telecommunications and utilities;
 - Environment and climate change (including Green Belt, green / blue infrastructure, landscape and landscape character, ecology, heritage, flood risk, air quality and development of a Trent Valley Vision);
 - Minerals and waste; and
 - Health and well-being.
- 5.2 The timely commissioning and publication of an evidence base to underpin the preparation of the Framework sufficiently to identify and inform key strategic issues in the D2 area and cross-boundary issues beyond the D2 area.
- 5.3 The publication of Statements of Common Ground on behalf of, and as agreed by, the D2 partners.
- 5.4 The commissioning and publication of a Sustainability Appraisal and Habitats Regulation Assessment to inform the development of the Framework and ensure that its strategic objectives and priorities promote sustainable

development to achieve relevant environmental, economic and social objectives.

6 Resources

6.1 To deliver the desired outcomes as set out above, the preparation of the Framework will need to be appropriately resourced, as set out below.

Officer Resource

6.2 All of the partner authorities have agreed to work jointly and collaboratively to deliver the Framework. Meetings with Planning Policy Managers and other officers of all the partner authorities took place between September 2019 and January 2020 and key officers were identified at each of the partner authorities who would contribute to delivering the Framework. It was further agreed that officers at Derbyshire County Council would provide a coordinating and facilitating role for various work streams that will be required to deliver the Framework.

6.3 Key work streams that have been identified by the partner authorities include:

- Development of a Statement of Common Ground (being developed by officers for completion end 2020)
- Drafting of Emerging Themes Papers (being developed by officers for completion December 2020 / January 2021)
- Assembling a Strategic Evidence Base (completed by officers Autumn 2020)
- Drafting of Topic Papers (to be commenced by officers early 2021)
- Drafting of Issues, Objectives and Priorities Consultation Document (likely to be commenced by officers Autumn 2021)

6.4 To facilitate the drafting of the Topic Papers and Issues, Objectives and Priorities Consultation Document, task and finish groups comprising of key officers from each of the partner authorities will be established in early 2021.

Financial Resource

6.5 The main financial requirement to prepare the Framework is the need to fund the commissioning of appropriate evidence and studies to inform the development of key objectives and priorities in the Framework.

6.6 A comprehensive strategic evidence base for the whole County has already been compiled by partner authorities through the preparation of their recent Local Plans, with a time horizon up to around 2034/2035. However, a number of additional key studies and evidence have also been identified by the partner authorities that would be required to cover the longer-term period up to 2050. These studies could have the dual benefit of informing both the preparation of the Strategic Planning Framework and future District and Borough Local Plan Reviews to include:

- Longer-term economic forecasts to 2050 (already commissioned by Derbyshire Local Economic Partnership from Hatch Regeneris to inform preparation of the Derbyshire Economic Recovery Strategy and Plan and Strategic Planning Framework);
- Strategic Transport Study (potential to be funded wholly / partly through preparation of the Review of the Derbyshire Local Transport Plan);
- Cleaner Greener Energy Study (consideration being given to jointly funded County-wide study by partner authorities to inform the Strategic Planning Framework, Derbyshire Environment and Climate Change Framework and future District and Borough Local Plan Reviews);
- Gypsy and Traveller Accommodation Assessment Update (already jointly funded and commissioned by partner authorities in November 2019 from RRR Consultancy with final assessment expected by end of 2020);
- Derbyshire Landscape Sensitivity Study (work in progress by Derbyshire County Council to develop county-wide GIS based sensitivity study – pilot already developed for Amber Valley Borough);
- Derbyshire Strategic Flood Risk Assessment (funding sources would need to be investigated by partner authorities to commission study but potential to be carried out in-house by officers);
- Sustainability Appraisal and Habitats Regulations Assessment (funding sources would need to be investigated by partner authorities to commission studies but potential to be carried out in-house by officers).

6.7 Any evidence or studies commissioned on behalf of the partner authorities would be coordinated by Derbyshire County Council. All tender documents would be drafted jointly by the partner authorities.

6.8 In 2018, the Government invited bids for its Planning Delivery Fund Programme to support joint working by local planning authorities. Although a bid on behalf of the Derby and Derbyshire local authority partners to support the development of the Strategic Planning Framework was not successful at that time, the partner authorities may be able to submit bids to any future Government funding streams that are announced to facilitate joint working on strategic planning matters.

Technical and Administrative Resource

6.9 Derbyshire County Council will provide the technical and administrative resource to deliver the Framework. Key tasks would include:

- Organising and hosting meetings - Derbyshire County Council will organise, host, chair, draft agendas and meeting notes for any meetings organised for the framework;
- Hosting the Framework on Derbyshire County Councils website – work to commence in early 2021 to develop new webpage to host all documentation for the Framework. Any consultation to be carried out

on Framework would be facilitated through the webpage potentially via SNAP and /or Microsoft Excel forms;

- All documentation on the Framework will be coordinated and drafted by the County Council based on a standard template;
- Organising consultation events – Derbyshire County Council will organise any consultation workshops or public consultation events to promote the Framework;
- Consultation responses – Derbyshire County Council will provide the administrative and technical resource to acknowledge and record responses to consultations; circulate to partner authorities for any necessary actions; and draft a Statement of Community Consultation in collaboration with partner authorities.

7 Frequency and Format of D2 Joint Committee Meetings

7.1 The D2 Joint Committee meets every two months to consider a wide range of economic prosperity, infrastructure and regeneration related matters. Matters specifically relating to the strategic oversight and governance for the development and delivery of the Strategic Planning Framework will be considered, as and when necessary, by the D2 Joint Committee as part of its regular bi-monthly cycle of meetings.

7.2 Committee papers relating to the Strategic Planning Framework will be drafted and circulated to Committee members prior to the meeting and action notes and points of agreement reached will be recorded at each meeting. Representatives of other bodies, including consultants, may attend and present at the meeting by invitation by the Committee.

8 Secretariat

8.1 The secretariat for matters relating to the Strategic Planning Framework for consideration by the D2 Joint Committee, will be provided by Derbyshire County Council.

Key Signatories

For and on behalf of Amber Valley Borough Council	Signature Title
For and on behalf of Bolsover District Council	Signature Title
For and on behalf of Chesterfield Borough Council	Signature Title
For and on behalf of Derby City Council	Signature Title
For and on behalf of Derbyshire County Council	Signature Title
For and on behalf of Derbyshire Dales District Council	Signature Title
For and on behalf of Erewash Borough Council	Signature Title
For and on behalf of High Peak Borough Council	Signature Title
For and on behalf of North East Derbyshire District council	Signature Title
For and on behalf of Peak District National Park Authority	Signature Title
For and on behalf South Derbyshire District council	Signature Title

DRAFT

**Derby and Derbyshire Strategic Planning
Framework
Statement of Common Ground**

DRAFT

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1. Introduction

Local authorities across Derby and Derbyshire, including the Peak District National Park Authority, have agreed to collaborate in the production of a non-statutory strategic planning framework to develop and deliver a vision for how Derby and Derbyshire will grow up to 2050 and to meet their responsibilities for mitigating the impacts of climate change and meeting carbon reduction budgets.

The requirement for Statements of Common Ground was introduced through the revised National Planning Policy Framework (NPPF) 2019¹ to promote effective joint working across local authority boundaries when preparing or supporting the preparation of policies which address strategic matters. NPPF Paragraph 27 has introduced the requirement to record all co-operation activities in a Statement of Common Ground, this is a record of any on-going joint working documenting the cross-boundary matters being addressed and progress in cooperating to address these.

This Statement fulfils the requirements of the NPPF (2019) and has been developed in accordance with the Government's Planning Policy Guidance. It has been prepared jointly between the following local planning authorities, to support the production of the Strategic Framework for Derby and Derbyshire:

- Amber Valley Borough Council
- Bolsover District Council
- Chesterfield Borough Council
- Derby City Council
- Derbyshire County Council
- Derbyshire Dales District Council
- Erewash Borough Council
- High Peak Borough Council
- North East Derbyshire District Council
- Peak District National Park Authority
- South Derbyshire District Council

The Derby and Derbyshire Strategic Planning Framework is a non-statutory framework which will not contain any policies. As such a Statement of Common Ground is technically not required, however it has been agreed by the local authority partners that this document will be produced, to document and demonstrate the collaborative nature of the development of the Derby and Derbyshire Strategic Framework.

Future iterations of this Statement of Common Ground will be prepared through joint working between the plan making authorities and as new and updated

¹ National Planning Policy Framework – February 2019

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/810197/NPPF_Feb_2019_revised.pdf

strategic evidence is commissioned and becomes available. The key strategic issues are set out in Section 4, each containing a summary of the issues and the matters on which the parties agree. More detailed information and supporting information is provided in the attached appendices.

2. Background

Since the abolition of County Structure Plans in 2004, and more recently the regional plans in 2010, strategic planning has been carried out through a voluntary mechanism between neighbouring authorities and upper and lower tier authorities known as the 'Duty to Co-operate'. It is widely recognised, that the Duty to Co-operate has not been as effective as intended in delivering well-coordinated strategic planning and to this end, the NPPF 2019 now offers a more flexible approach to strategic planning.

Derbyshire's Local Planning Authorities (LPA), Derby City and Derbyshire County Council have a long track record of working together to achieve shared strategic planning objectives. Following early and extensive engagement across all the Derbyshire LPAs and Derby City, in 2019 the D2 Joint Committee for Economic Prosperity endorsed the collaborative preparation of a strategic framework to cover Derby and Derbyshire up to 2050 and agreed to provide strategic oversight and governance for the development and delivery of the framework.

The aim of producing the framework is to:

- Demonstrate compliance with the duty to co-operate and consistency with the NPPF (2019);
- Through the commissioning of shared evidence, effectively identify common long term priorities on a wider spatial geography up to 2050;
- Agree mutual objectives and strategic priorities to improve identified outcomes for Derbyshire and to provide a context for more detailed local work to help inform the preparation of future Local Plans;
- Maximise the opportunities to secure external funding to deliver against agreed objectives.

The Derbyshire Strategic Framework will provide the strategic context (objectives and priorities, not policies) to inform the preparation of detailed Development Plan Documents (DPDs) which will provide more detailed planning policies and perform an essential place-shaping role on the ground.

Task and Finish groups comprising local authority officers have been established to jointly commission and assemble a shared evidence base as identified in the following chapters and jointly develop a series of Topic Papers to help identify key strategic issues, objectives and priorities that will form the key basis of the Framework. The Task and Finish groups consist of a core of Local Authority officers assisted by other key organisations as required, including the

Environment Agency, Natural England, Historic England, Highways England, Severn Trent and Yorkshire Water, relevant UK Power Networks, Homes England and the D2N2 Local Enterprise Partnership.

3. Geography

This Statement of Common Ground covers solely Derby and Derbyshire and encompasses eight District/Borough Councils, one County Council, one Unitary Authority and one National Park Authority (for that area which falls within Derbyshire).

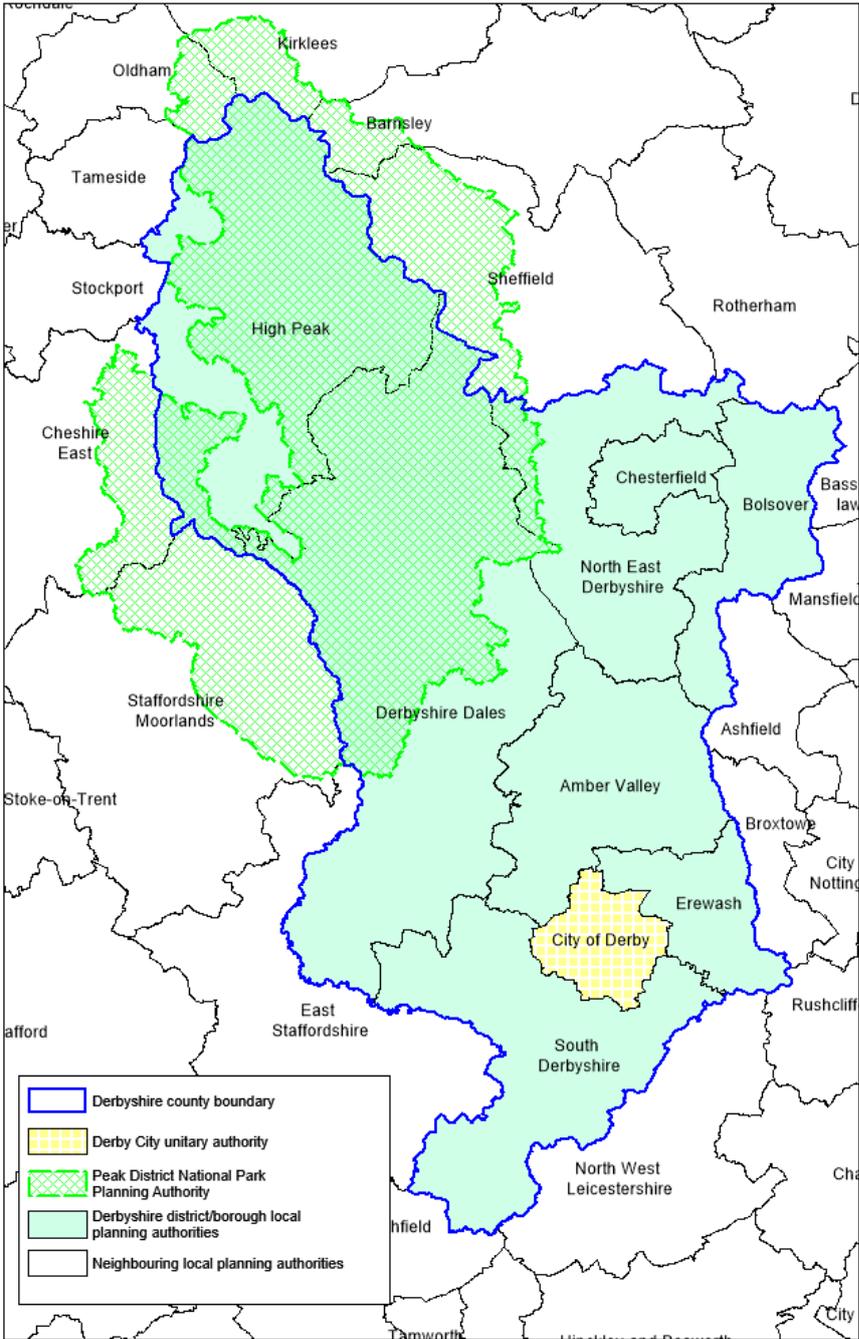


Figure 1 - Derbyshire and neighbouring local planning authorities

4. Local Plan context

Erewash Borough has an adopted Core Strategy aligned with other authorities which make up the Greater Nottingham Housing Market Area. These aligned core strategies are currently under review.

Derby City, South Derbyshire District and Amber Valley Borough which make up the Derby Housing Market Area are also looking towards developing aligned strategic policies to be included within their respective local plan reviews.

Bolsover District, Chesterfield Borough and North East Derbyshire District (together with Bassetlaw District in Nottinghamshire) form a Northern Housing Market Area and have developed separate Local Plans with a significant joint evidence base which have recently progressed through the examination process.

Derbyshire Dales District and High Peak Borough have existing adopted Local Plans, which comprise two separate Housing Market Areas. High Peak is close to being a self-contained HMA. However some wards in the Borough overlap with neighbouring HMAs, including Stockport, Tameside and Cheshire East.

Further information on the HMAs is included at Appendix 2.

Adjoining areas outside Derbyshire have a particularly significant impact on the County in terms of providing employment, associated travel-to-work patterns and housing requirements, especially South Yorkshire, Nottinghamshire, Greater Manchester, and East Staffordshire impacting on key highway and public transport networks and other infrastructure.

5. Key Strategic Cross-Boundary Issues

5.1 Climate Change

The carbon budgets for Derbyshire show that an immediate and rapid programme of decarbonisation is needed if the county is to make its fair contribution to delivering the Paris Agreement's commitment to staying 'well below 2°C and pursuing 1.5°C global temperature rise.

Carbon emissions in the City have reduced over the past decade from 42904 CO₂e to 30608 CO₂e but it was considered that a stronger approach was required. Consequently, on 22nd May 2019, Derby City Council declared a Climate Emergency; identifying four actions ranging from closer working with local authorities, the private sector and voluntary partners to securing the necessary resources to ensure the City can contribute to the UK's Carbon Reduction targets. Further information is provided in Appendix 1.

Tackling countywide emissions requires joint action by communities, businesses, all local authorities and other public sector organisations. All Councils across Derbyshire have been working closely together to develop the Derbyshire Environment and Climate Change Framework to support a co-ordinated approach to reducing carbon emissions, in line with carbon budgets, across all local authorities in Derbyshire. The Peak District National Park Authority and Derby City Council are key partners. Further information is provided at Appendix 1. The planning process has an important role in delivering sustainable development, which contributes considerably to mitigating the impacts of climate change.

The parties agree to:

- Support opportunities for joint working between all local authorities across Derby and Derbyshire to create a coordinated and effective approach to tackling climate change.

5.2 Housing

As set out above, Derby and Derbyshire is split into 5 Housing Market Areas (HMA) which illustrates the complexity of the housing market geography as well as the close relationships between neighbouring authority areas. A considerable amount of joint or aligned planning work is undertaken by local authorities at the HMA level and will inform the Strategic Planning Framework. Further information is provided at Appendix 2.

In the current round of local plans, Planning Authorities in Derbyshire are, on the whole, ensuring that their housing need is met within their own boundaries. Amber Valley Borough Council and South Derbyshire District Council however committed to meeting part of Derby City's unmet housing need, and South Derbyshire District have allocated additional housing sites to meet this need. Amber Valley Borough has previously also proposed additional housing allocations to contribute to this unmet need, but these proposals were included within an emerging local plan which has subsequently been withdrawn.

The basic assessment of local housing need in Derby and Derbyshire will be calculated using the Government's standard methodology which will inform Local Plans or plan reviews. This however does not take into account existing Local Plan targets, aspirations for growth or accommodation of unmet need from authorities outside the county.

In line with the Housing Delivery Test and meeting their five year housing land supply targets, the Local Planning Authorities throughout Derby and Derbyshire are working to maximise the delivery of new homes, particularly on key strategic allocation sites. Local Planning Authorities have also been working to meet their affordable housing targets, although shortages in supply remain in a number of

areas of the City and County, particularly rural areas and the National Park, which will remain a key challenge well into the future.

The parties agree to:

- Continue to work collaboratively to assess and seek to meet housing need (both market and affordable housing) beyond 2035 through a strategic and cooperative process.
- Work collaboratively to assess and seek to meet growth needs beyond 2035 through a strategic and cooperative process, taking account of housing market geographies and agreements between individual authorities as necessary, and addressing unmet housing need where appropriate.
- Work collaboratively to deliver existing and identify new key strategic cross boundary housing sites.

5.3 Economic Growth

The County is geographically, economically and socially diverse incorporating heavily built-up areas as well as sparsely populated rural areas, with contrasting levels of economic performance. Appendix 3 provides further background information.

Derbyshire's central location means that residents and businesses contribute to, and benefit from, neighbouring economies.

Derby is the focus for economic activity within the Derby HMA sub-region but also the wider County. Derby is the UK leader in advanced manufacturing employment and is home to global companies such as Rolls-Royce and Bombardier, as well as their supply-chain industries. A key challenge is to continue to support these businesses and maintain their presence over the long term.

Like many town and city centres, Derby City Centre is facing unprecedented challenges due to structural and behavioural changes that have been exacerbated by the Covid-19 pandemic. Footfall has declined significantly and vacancy rates have increased. There is a clear need to regenerate and re-purpose parts of the city centre in the medium to longer term in order to bolster vitality and viability and halt the decline.

Each local authority within the county plays an important role in the economy and contributes to the economic ambitions of the D2N2 Strategic Economic Plan (SEP). Following the Government's 'Strengthened Local Enterprise Partnership' (LEP) review which sought to eliminate areas of overlap between LEPs, from April 2020, the councils of Chesterfield, North East Derbyshire, Derbyshire Dales

and Bolsover have agreed to become 'non-constituent' members of Sheffield City Region Mayoral Combined Authority to ensure cross boundary matters between authorities and LEPs are aligned.

The need to identify new good quality employment land to meet the requirements of expanding growth sectors in the future close to an appropriate skills base, will be a key challenge over the next 30 years.

However given the issues identified in 4.1 above and the county's carbon budget, economic growth should be considered in light of the climate change agenda.

The parties agree to:

- Work collaboratively to move towards a low carbon future by putting good growth at the forefront of economic growth.
- Work collaboratively to assess and seek to meet employment land needs beyond 2035 through a strategic and cooperative process.
- Work collaboratively to support existing business and associated supply chains and to adopt a coordinated approach to pursuing inward investment opportunities.
- Share analysis of the health of city and town centres as well as high streets across Derbyshire to inform a collaborative approach to their future vitality and viability.
- Work together to identify local area skills base and future skills base aspirations to enable targeted employment allocations

5.4 Environment

Derby and Derbyshire are areas of high quality natural and built heritage. The intrinsic importance of these assets is recognised in conjunction with their contribution towards quality of life, tourism and the economy. Please see Appendix 4 for further information. This natural and built heritage will continue to be subject to increased pressure from development growth in the future, particularly from housing, employment and new infrastructure needs and growth in tourism and leisure activities.

The introduction of the Environment Bill which is currently proceeding through Parliament will have a substantial impact on the Derby and Derbyshire authorities with regard to the management of the environment

The parties agree to:

- work collaboratively, through the use of up to date shared studies and strategies, to identify and safeguard the natural and built heritage of Derby and Derbyshire as appropriate.
- Work irrespective of borders to deliver and monitor biodiversity net gain at a strategic level

5.5 Green Belt

There are 4 areas of Green Belt within Derbyshire.

- Derby/Nottingham Green Belt
- North East Derbyshire Green Belt (also known as the Sheffield / South Yorkshire Green Belt)
- North West Derbyshire Green Belt
- South Derbyshire Green Belt

The NPPF recognises the importance attached to Green Belt by Government and its fundamental aim of to prevent urban sprawl by keeping land permanently open. The extent of the Green belt is shown at Appendix 5.

Green Belt boundaries should only be altered where exceptional circumstances are fully evidenced and justified, through the preparation or updating of plans.

The various Green belt boundaries have been reviewed in both completed and emerging local plan reviews, on an individual local authority basis. Given the evidential need for housing and employment land to be allocated through the preparation of local plans and local plan reviews, collaborative cross boundary working where required with regard to the areas of Green Belt across Derby and Derbyshire may be beneficial in contributing towards the demonstration that all other reasonable options have been considered.

The parties agree to:

- Work collaboratively with neighbouring authorities to consider if there is a need to review respective Green Belt boundaries, taking into account likely future housing and employment growth needs.

5.6 Education

Derbyshire County Council and Derby City Council as the respective Local Education Authorities have a statutory duty to make education provision available for each young person and seek to ensure that there are sufficient school places available for children arising from new development through the development plan and planning process accordingly. Further information is provided at Appendix 6.

The LEAs agree:

- To continue to work together on school place planning matters covering cross boundary normal areas.
- To meet demand from new housing development.

The parties agree to:

- Consult the two education authorities at early stages in the formulation and review of Local Plans / Core Strategies to ensure the timely provision of school infrastructure in response to spatial patterns of development.

5.7 Highways and Transport

Derbyshire County Council and Derby City Council are the Highways Authority for their respective areas. Over recent years the County and City Councils have worked collaboratively to design, plan and implement strategic and local transport improvements and are both responsible for the production of Local Transport Plans for their respective administrative areas. Derbyshire County Council is commencing a refresh of its Local Transport Plan to reflect a number of significant changes in context which have emerged since its preparation including HS2, low emission vehicles and infrastructure and the emergence of Sub National Transport Bodies. Current transport strategy is outlined at Appendix 7.

The parties agree to:

- Work collaboratively towards the identification and delivery of sustainable transport measures required to support growth including public transport, and strategic cycling and walking infrastructure to minimise the impact of car movements.
- Work jointly to enable the delivery of an efficient, low carbon transport network, using alternative technology and travel options to contribute towards the delivery of the UK's net zero carbon target of 2050 including reducing the need to travel in the first instance, where possible.

5.8 Health

The responsibility for public health transferred to local authorities in April 2013 giving councils new opportunities to improve joint working between public health and planning as well as related disciplines such as housing, transport planning, leisure, environmental services and regeneration, in order to improve health and reduce health inequalities locally. These links are covered further in Appendix 8.

The parties agree to:

- Work collaboratively across Derbyshire County and Derby City to develop an Air Quality Strategy as part of the Derbyshire Air Quality Forum (DAQF) to provide strategic direction to tackle air pollution.
- Through the planning process seek to deliver the principles outlined in the 'Strategic Statement Planning and Health across Derbyshire and Derby City' (2016) and strive to integrate healthy placemaking principles into local plan making and decision making.

5.9 Minerals and Waste

Derby City and Derbyshire County Council are currently preparing joint Minerals and Waste Plans for which there is separate governance.

As sand and gravel workings have developed over a wider area, the site specific approach to restoration has resulted in a landscape which has become progressively fragmented. Work is ongoing across the public and private sector to develop and realise a long term strategy for the restoration of sand and gravel workings in the Trent, Derwent and Lower Dove Valleys.

Discussions between the waste planning authorities and the borough and district councils in Derbyshire have been ongoing regarding the potential availability and suitability of existing and proposed industrial areas for the development of waste treatment facilities.

Please see Appendix 9 for further information.

The parties agree to:

- Work collaboratively across Derby and Derbyshire to ensure the important minerals resource is safeguarded; that a sufficient supply of minerals will be maintained across the County to meet building and construction needs;
- Ensure that waste is managed / recycled in accordance with the principles of the waste hierarchy and that sufficient waste capacity is provided in the future, including landfill capacity.
- Work collaboratively to help ensure a coordinated approach is taken in the preparation and development of the detail of the Trent Valley Vision strategy.
- Ensure the opportunities presented by the restoration of quarries has regard to economic, social and environmental opportunities that support sustainable economic growth where appropriate.

6. Key Signatories

	Signed on behalf of:
	Name/position Amber Valley Borough Council
	Name/position Bolsover District Council
	Name/position Chesterfield Borough Council
	Name/position Derby City Council
	Name/position Derbyshire County Council
	Name/position Derbyshire Dales District Council
	Name/position Erewash Borough Council
	Name/position High Peak Borough Council
	Name/position North East Derbyshire District Council
	Name/position Peak District National Park Authority
	Name/position South Derbyshire District Council

7. Governance

The D2 Joint Committee for Economic Prosperity has agreed to provide the strategic oversight and governance for the development and delivery of a Strategic Planning Framework for Derby and Derbyshire. The Committee will provide a forum for cooperation and joint working between the D2 local authorities to meet the requirements of the Duty to Cooperate.

The D2 Joint Committee however cannot exercise any of the functions of a local planning authority, such as setting formal policy or exerting control over planning decisions, nor can it amend any decisions made by a local planning authority.

The committee will recommend actions to the D2 partner authorities and others in so far as this is necessary to discharge the Duty to Cooperate and aim where possible to reach a consensus in relation to the strategic issues, objectives and priorities that will be set out in the Strategic Planning Framework. Its recommendations are not binding on the actions of any of the partners.

Statutory decision-making powers will remain with the individual Local Planning Authorities who will be asked to make decisions, based on recommendations by the D2 Joint Committee at key stages in the plan's preparation (see key milestones in Paragraph 4.7).

A Terms of Reference has been jointly developed by the Derby and Derbyshire partners setting out the key roles and responsibilities of the D2 Joint Committee.

Climate Change

Significant work has been carried out following the United Nations Framework Convention on Climate Change Paris Agreement (2015) to calculate the cumulative amount of carbon dioxide (CO₂) emissions permitted to keep the earth within a global temperature rise of 2°C above pre-industrial levels. This is known as the global carbon budget. The global carbon budget has been divided amongst individual countries, including the UK.

Further work undertaken by The Tyndall Centre, on behalf of the Government, allocates the UK carbon budget amongst local authority areas. In September 2019 local carbon budgets were made available at district and borough level. To support work at a county level, local carbon budgets have subsequently been aggregated to produce a carbon budget for the county and are shown in the table below².

The carbon budgets for Derbyshire show that an immediate and rapid programme of decarbonisation is needed if the county is to make its fair contribution to delivering the Paris Agreement's commitment to staying 'well below 2°C and pursuing 1.5°C global temperature rise.

Tackling countywide emissions requires joint action by communities, businesses, all local authorities and other public sector organisations. Councils across Derbyshire have worked closely to develop Derbyshire Climate and Carbon Reduction Manifesto (May 2019) to support a co-ordinated approach to reducing carbon emissions, in line with carbon budgets, across all local authorities in Derbyshire.

Both the Peak District National Park Authority (PDNPA) and Derby City Council are key partners. It is difficult to calculate a carbon budget for the PDNPA as it sits within six different counties. However, managing emissions from agriculture, transport and quarrying are fundamental to the work in Derbyshire. Derby City, as a unitary council has its own carbon budget which is also included within the figures shown in the table below.

On 22nd May 2019, Derby City Council declared a Climate Emergency in the city. The City council was asked to:

- Establish a Derby Climate Change working group to respond to this challenge
- Consider recommendations from the proposed working group, and set a target for Derby to be carbon neutral

² Derbyshire Environment and Climate Change Framework <https://www.derbyshire.gov.uk/site-elements/documents/pdf/environment/climate-change/derbyshire-environment-and-climate-change-framework.pdf>

- Work with other local authorities and public, private and voluntary sector partners on carbon reduction projects to ensure the UK is able to deliver on its climate commitments
- Ensure the Government provides the necessary resources and powers so that Derby can make its contribution to the UK's Carbon Reduction targets

Further information regarding the City Council's approach to climate change can be found at: <https://www.derby.gov.uk/environment-and-planning/climate-change-and-energy-management/climate-change/>

LPA Area	Energy only recommended carbon budget (million tonnes CO ₂)							Total 2018- 2100
	2018- 2022	2023- 2027	2028- 2032	2033- 2037	2038- 2042	2043- 2047	2048- 2100	
Amber Valley	2.8	1.4	0.7	0.3	0.2	0.1	0.1	5.5
Bolsover	4.2	1.9	0.8	0.4	0.2	0.1	0.1	7.5
Chesterfield	1.9	1.0	0.5	0.2	0.1	0.1	0.1	3.8
Derby City	4.6	2.4	1.2	0.6	0.3	0.1	0.1	9.3
Derbyshire Dales	2.4	1.2	0.6	0.3	0.1	0.1	0.1	4.7
Erewash	2.3	1.1	0.3	0.3	0.1	0.1	0.1	4.5
High Peak	8.4	3.7	1.6	0.7	0.3	0.1	0.1	14.8
North East Derbyshire	2.2	1.1	0.6	0.3	0.1	0.1	0.1	4.4
South Derbyshire	3.0	1.5	0.7	0.3	0.1	0.1	0.1	5.7

Source: Tyndall Centre for Climate Change Research

Please note minor discrepancies due to rounding.

Housing

A Housing Market Area (HMA) is a geographical area in which the majority of people, who move, will move within. It also reflects functional relationships between where people live and work. However defining housing market areas is an inexact science and there is no single source of information that will clearly identify housing market areas.

Derbyshire is split into 5 Housing Market Areas (HMA) which illustrates the complexity of the housing market geography as well as the close relationships between neighbouring authority areas. The HMAs are listed below with the Derbyshire authorities shown in bold:

- Derby HMA – incorporating **South Derbyshire District, Derby City** and **Amber Valley Borough**.
- North Derbyshire and Bassetlaw HMA – incorporating **Bolsover District, North East Derbyshire District** and **Chesterfield Borough** and Bassetlaw.
- Nottingham Core HMA: **Erewash Borough**, Broxtowe Borough, Gedling Borough and Nottingham City Council. Due to its location, there is also a relationship between western Erewash and the Derby HMA.
- High Peak HMA – **High Peak Borough**, is close to being a self-contained HMA, with almost 70% self-containment when long distance moves are excluded. It however overlaps with the wider HMAs of Manchester and Sheffield.
- **Derbyshire Dales** (including the Peak District National Park) – there is no clear HMA or Functional Economic Market Area (FEMA) boundaries defined which include all of Derbyshire Dales District. Derbyshire Dales, including the Peak District National Park, is straddled by different HMAs please see Figure 2 below. The southern part of the District, including Ashbourne and Wirksworth relates to the Derby HMA. The northern part, primarily within the Peak District National Park (PDNP), gravitates towards the Sheffield-focused HMA. The central area around Matlock falls within overlapping HMAs with influences from Chesterfield, Sheffield and Derby. The Local Plan notes that as part of future Local Plan reviews, it is desirable to review the existing arrangements with a view to either defining a wider strategic HMA or pursuing joint working and plan preparation across district boundaries.

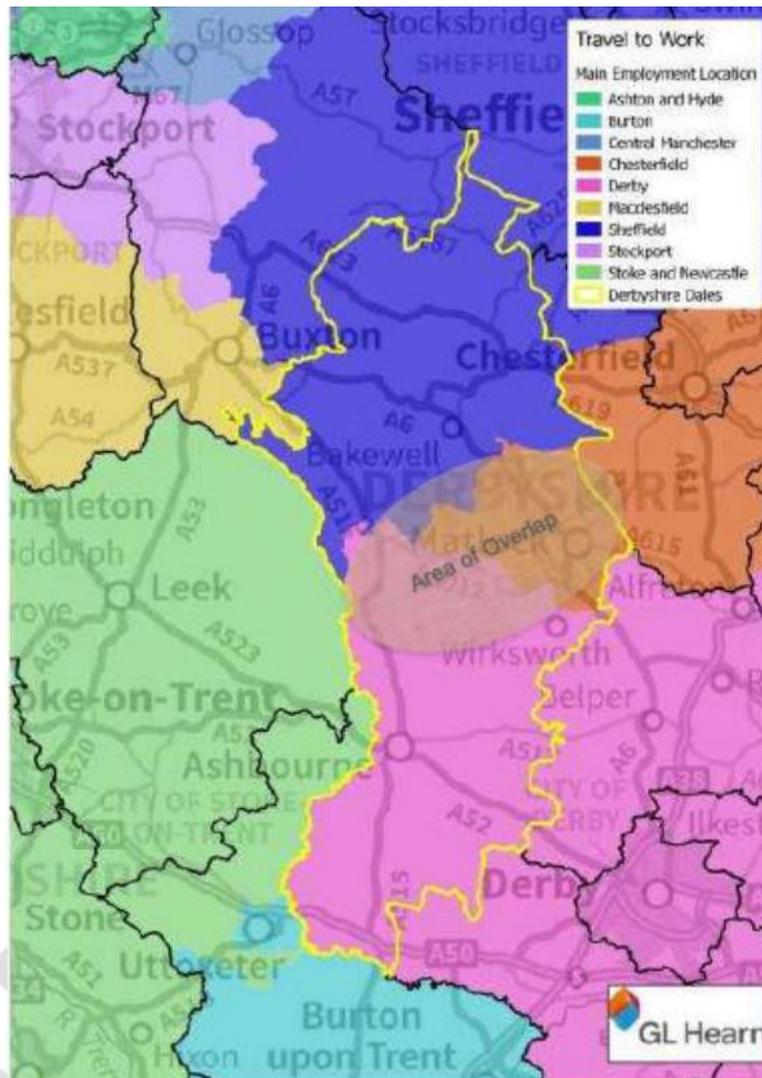


Figure 2: Derbyshire Dales HMA³

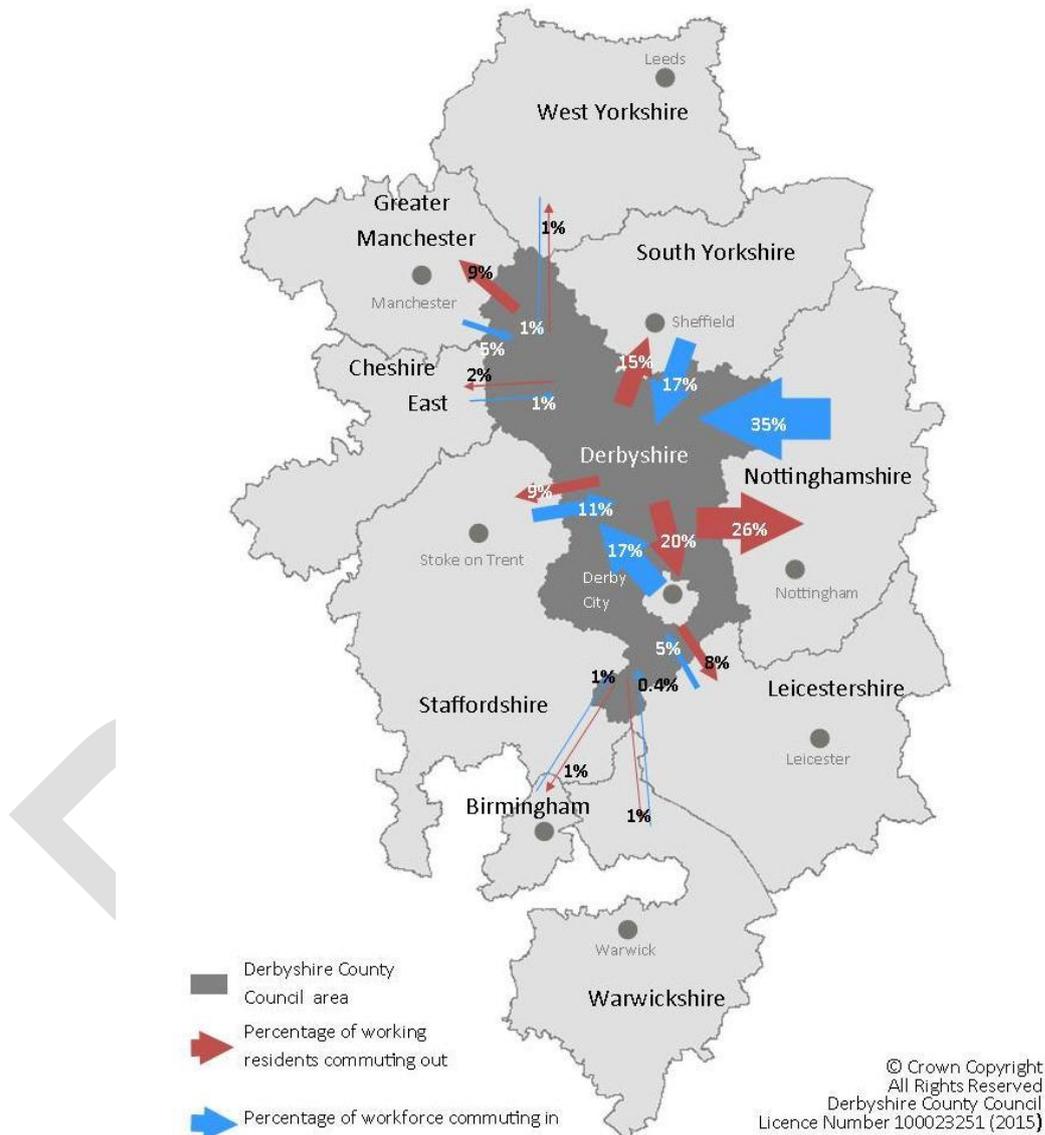
In the current round of local plans, Planning Authorities in Derbyshire are, on the whole, providing that their housing need is met within their own boundaries. South Derbyshire District Council has allocated additional housing sites to contribute to the delivery of the unmet housing need arising in Derby. Amber Valley Borough Council has previously also proposed to allocate additional housing sites on a similar basis, but this provision has not been made following the withdrawal of the emerging Local Plan in May 2019.

³ From: GL Hearn Assessment of Housing and Economic Needs (September 2015)
https://www.derbyshiredales.gov.uk/images/documents/C/Committee/Local_Plan_Advisory/DDDC_HEDNA_Final_Report_18.09.2015.pdf

Economic Growth

Derbyshire's central location means that residents and businesses contribute to, and benefit from, neighbouring economies, particularly those of the Manchester conurbation, Nottingham and Sheffield, with around 37,000 people living in Derbyshire but working in these areas.

Derbyshire Inward & Outward Commuting Percentages, 2011



The County is geographically, economically and socially diverse incorporating heavily built-up areas as well as sparsely populated rural areas, with contrasting levels of economic performance.

The City and County however retains a strong manufacturing base; developing modern engineering excellence and an entrepreneurial rural economy which offers considerable growth potential.

Derby is the focus for economic activity within the Derby HMA sub-region but also the wider County. Derby is the UK leader in advanced manufacturing employment and is home to global companies such as Rolls-Royce and Bombardier, as well as their supply-chain industries. A key challenge is to continue to support these businesses and maintain their presence over the long term.

In addition to Derby and Derbyshire's strong manufacturing base, there are also clusters of activity which are specific to Derby and Derbyshire and include:

- The aggregates industry which continues to utilise the County's wealth of natural assets through the provision of high quality building stone and minerals.
- Creative and digital industries, focused principally High Peak, Derbyshire Dales and Amber Valley, and continues to provide growth opportunities for the County and support entrepreneurialism.
- The Visitor Economy remains an important sector across Derbyshire with the Peak District, The National Forest, and numerous heritage, cultural, historical and leisure-based attractions which offer growth and employment potential across the whole county.
- Retail is an important employer across the County, the main retail employment centred in Derby, with Chesterfield functioning as the sub-regional service centre of north eastern Derbyshire providing a focus for a range of employment, retail, leisure and cultural activities. Developing opportunity and responding to rapid changes in retail patterns will be important to maintain and enhance the individuality, vibrancy and vitality of our towns and safeguard employment.
- Health and social care is the third largest sector in employment terms across the County. With an ageing population the sector provides an important local service function, the demand for which is expected to increase.

Whilst retail remains an important employer, structural and behavioural changes have meant that shopping habits have shifted resulting in impacts on city and town centres as well as local highstreets.

Like many town and city centres, Derby City Centre is facing unprecedented challenges exacerbated by the Covid-19 pandemic. Footfall has declined significantly and vacancy rates have increased. There is a clear need to regenerate and re-purpose parts of the city centre in the medium to longer term in order to bolster vitality and viability and halt the decline.

Derby and Derbyshire's economy has continued to improve despite the current uncertain economic landscape. The capacity for growth and the nature of growth

will vary across Derby and Derbyshire and there are common issues and challenges, however the solutions to addressing these may differ. The priorities for growth are identified within the [Derbyshire Strategic Economic Statement](#), an extract showing the local economic assets and priorities for each area is shown below.

Each local authority within the county and the City Council plays an important role in the economy and contributes to the economic ambitions of the Strategic Economic Plan (SEP). There are a number of investment sites across the county to provide both premises and employment potential for local firms, and are identified on Page 12 of the [Local Economic Assessment 2019](#)

However given the issues identified in section 4.1 above and the county's carbon budget, economic growth should be considered consistent with the climate change agenda.

High Peak: Economic assets include the Peak District National Park and a diverse rural economy; vibrant market towns; entrepreneurialism and a high proportion of micro-businesses; the University of Derby at Buxton; and, a highly educated and skilled workforce. The area has a strong manufacturing and advanced manufacturing base, and a close relationship to Greater Manchester and the North West economy.

Priorities include: investment in employment and regeneration sites including The Crescent at Buxton, Ferro Alloys and Wood Mill sites in Glossop; and developing the visitor economy.

Derbyshire Dales: Economic assets include the natural landscape and Peak District National Park supporting a strong visitor economy; skilled and educated residents; the aggregates and minerals industry; a vibrant and diverse rural economy; entrepreneurialism and micro-businesses; good employment sites; and market towns. The area has a high economic activity rate and economic ties to SCR and Derby.

Priorities include: support for micro-businesses; creating vibrant market towns; addressing broadband and rural access issues; and creating employment for young people in rural areas.

Amber Valley: Economic assets include vibrant market towns; good connectivity via the M1 corridor; the Derwent Valley Mills World Heritage Site; a skilled workforce; a strong creative sector; a good enterprise start-up rate; a broad industrial base. The area has a close relationship with Derby City which is a major destination for out-commuting.

Priorities include: market towns; supporting the transition towards a higher value added business base; creating higher waged employment opportunities; raising qualification levels and supporting the visitor economy.

Derby: Derby City plays an important function in the Derbyshire economy.

Priorities include: creating a culture where enterprise thrives, ensuring workforce skills match business needs and maximising quality of life.

Chesterfield: Economic assets include its role as a sub-regional centre; good central location and connectivity; strong inward investment offer; strategic employment sites and office space; good quality of life and tourism offer. The area has seen private sector employment growth over recent years and has a highly skilled workforce.

Priorities include: strengthening Chesterfield's sub-regional role through the development of employment, retail, education and leisure offer; delivering key regeneration sites; securing knowledge-based employment building on the success of two innovation centres; and promoting the area as a place to live, work and invest.



Bolsover: Economic assets include strategic sites along the M1 corridor; continued strength in manufacturing and engineering including technology based manufacturing; good connectivity; a large catchment population; and cultural assets. The area has strong economic links to North Nottinghamshire and South Yorkshire.

Priorities include: supporting the transition to higher value added businesses; providing business support; inward investment; opening up employment land; and raising skills levels.

North East Derbyshire: Economic assets include strategic sites along the M1 corridor; continued strengths in manufacturing, engineering and logistics; good connectivity; attractive countryside on the edge of the Peak District National Park; and high profile visitor attractions. The area has seen employment growth over recent years and has a strong connection to the South Yorkshire economy.

Priorities include: town centre regeneration; raising employment and skills levels; rural regeneration; developing the visitor economy; inward investment, business growth.

South Derbyshire: Economic assets include strategic connectivity via the A50 and A38; a strong manufacturing base; a good supply of employment sites; key employers and supply chain opportunities e.g. Toyota, JCB, Futaba, Bison; and The National Forest as a cultural/visitor economy asset. The area has seen growth in private sector employment and has the infrastructure and workforce to attract investment and skilled workers, particularly benefiting from geographically constrained growth in Derby City.

Priorities include: Woodville Regeneration Area, including the Woodville-Swadlincote Regeneration Route; business start-up and the manufacturing sector; Linking opportunities to disadvantaged communities; and Swadlincote town centre.

Erewash: Economic assets include good connectivity via the M1 and proximity to East Midlands Airport; a strong manufacturing base with expertise in textiles; a skilled workforce particularly in engineering and textiles. The area has a close relationship with Nottingham and has opportunity to benefit from HS2 development.

Priorities include: town centres and markets; investment in employment sites and infrastructure e.g. Stanton Employment Zone and Ilkeston Station Gateway; supporting people into training and work e.g. Ilkeston retail academy.

N.B. Ferro Alloys as noted in High Peak (above) has been developed for housing.

Environment

Derbyshire is an area of high quality natural and built heritage, incorporating the Peak District National Park covering 35% (89,000ha) of the county, the Derwent Valley Mills World Heritage Site extending for 15 miles (24km) between Derby and Matlock, the National Forest, 6 Special Areas of Conservation/Special Protection Areas, 88 SSSIs, 371 Conservation Areas, over 6,500 listed buildings and over 20,000 sites and features of archaeological and historic interest recorded in the Derbyshire Historic Environment Record.

The introduction of the Environment Bill which is currently proceeding through Parliament will have a substantial impact on local authorities. The impact of the Bill will specifically:

- enable greater local action on air pollution by updating simplifying and strengthening the local air quality management framework (LAQM). It ensures the responsibility for addressing air pollution is shared across local government structures and with relevant public bodies.
- introduce a mandatory requirement for biodiversity net gain in the planning system. The Bill also requires the development of Local Nature Recovery Strategies (LNRS) by 'appropriate responsible authorities' across England. This will support better spatial planning for nature recovery, by setting out priorities and opportunities for protecting and investing in nature within a local area. The LNRS will include a map of existing nature assets including protected sites and wildlife rich habitats and will identify key opportunities for enhancement and direct net gain investment.

Derbyshire's councils recognise the importance of urban and landscape design and their positive influence on the creation of thriving places which function successfully, provide attractive and healthy environments and meet the aim of building sustainable developments. The Councils' individual Local Plans will contain policies relating to conserving and enhancing the natural and historic environment at the District level, including nationally designated sites.

Green Belt

The NPPF paragraph 133 expresses the importance attached to Green Belt by Government and that fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts being their openness and their permanence. The purpose of Green Belt is further defined in paragraph 134

- a) to check the unrestricted sprawl of large built-up areas;
- b) to prevent neighbouring towns merging into one another;
- c) to assist in safeguarding the countryside from encroachment;
- d) to preserve the setting and special character of historic towns; and
- e) to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

The NPPF states that Green Belt boundaries should only be altered where exceptional circumstances are fully evidenced and justified, through the preparation or updating of plans. However before concluding that exceptional circumstances exist to justify changes to Green Belt boundaries, the strategic policy-making authority should be able to demonstrate that it has examined fully all other reasonable options for meeting its identified need for development, including use of brownfield sites, density standards in towns and city centres and accommodating identified need outside the local authority boundary.

There are 4 areas of green belt within Derbyshire as detailed below and shown in Figure 3 below:

- Derby/Nottingham Green Belt - proposed in 1955 sought to prevent urban expansion in the Nottingham-Derby area and maintain the separate identity of smaller settlements.
- North East Derbyshire Green Belt (also known as the Sheffield / South Yorkshire Green Belt) - first drawn up in 1955 to limit the sprawl of the Sheffield conurbation and prevent it joining up the settlements of north eastern Derbyshire.
- North West Derbyshire Green Belt - drawn up in 1955 to prevent continuing urban expansion in the areas adjoining Manchester.
- South Derbyshire Green Belt - adopted in 1983 covers the open countryside between Swadlincote and Burton-upon-Trent.

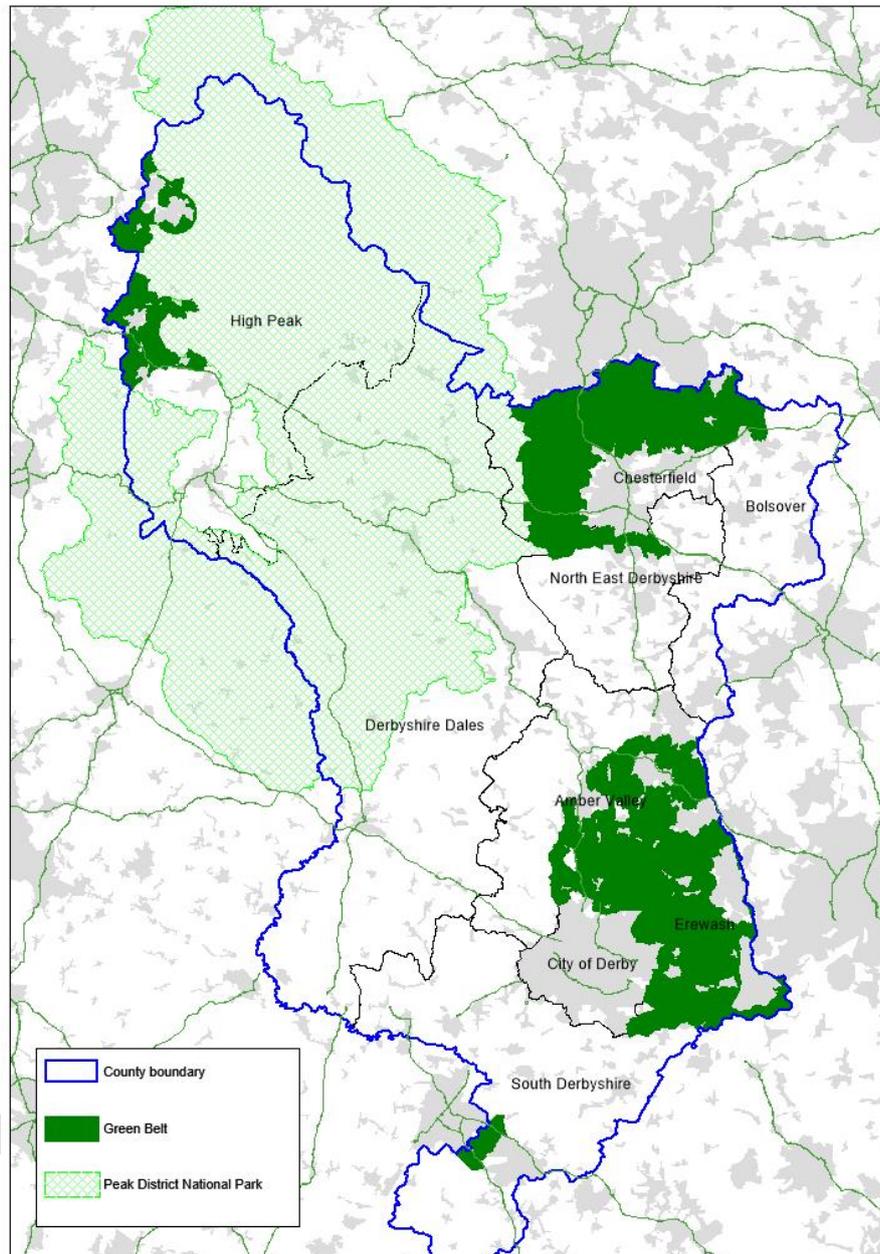


Figure 3: Areas of Green Belt within Derbyshire

HMA-wide reviews were carried out in last round of Local Plan Reviews for the Derby Principal Area (including areas of Green Belt in Amber Valley Borough, Derby City, Erewash Borough and South Derbyshire District) and District-wide Green Belt Reviews in Amber Valley Borough, Bolsover District (partial Review) and North East Derbyshire District. Last strategic level Green Belt Review was carried out for the Nottingham – Derby Green Belt in 2006/2007 to inform preparation of East Midlands Regional Plan and approach to growth in the Three Cities Sub-Region.

A Common Green Belt Review Methodology has been developed by the Local Planning Authorities in the Sheffield City Region (2015) to inform the last/emerging round of Local Plan Reviews. Green Belt in High Peak is separate from the rest of Derbyshire and relates to the Greater Manchester conurbation.

Existing agreed MoUs' between HPBC, Stockport MBC and Cheshire East include a commitment to consider a consistent approach to Green Belt reviews. A draft Memorandum of Understanding (MoU) with Tameside MBC also reflected this principle.

DRAFT

Education

Derbyshire County Council and Derby City Council as the respective Local Education Authorities have a statutory duty to make education provisions available for each young person. This duty applies across all schools and includes academies. In Derby and Derbyshire, an increasing number of primary and secondary schools are academies and are managed by Academy Trusts.

The Local Education Authorities seek to ensure that there are sufficient school places available for children arising from new development and will engage with the development plan and planning processes accordingly. The provision of education facilities can be delivered through financial contributions to increase capacity at existing facilities or the provision of new schools as necessary. An indication can be provided during the development or review of a local plan as to the potential for the normal area schools to accommodate the growth proposed. This will also need to be assessed through the planning application consultation process due to the need for the response to reflect up to date local demographics and demand for school places.

Pupil yields for new primary and secondary school places along with the per pupil place contributions, are set out within Derby City Council's Developer Contributions SPD and County Council's Developer Contributions Protocol. Whilst each authority organises its own policy and process, however where places are available, children resident in Derby City can be admitted to County schools and vice versa.

Transport

In 2018 the Government published its Clean Growth Strategy which identifies that despite a shift to more efficient vehicles, there has only been a 2% reduction in transport emissions since 1990 due to a 9% increase in road traffic. The transport sector now accounts for 24 per cent of the UK's emissions.

To meet the 2050 net zero target, almost every car and van will need to be zero emission by 2050. The Government has announced a 10 point plan for a Green Industrial Revolution which includes an end to the sale of all new conventional petrol and diesel cars and vans by 2030. In addition emissions from heavy goods vehicles (HGVs) will also need to reduce significantly to make a meaningful contribution towards meeting the UK's overall 2050 target.

Derbyshire County Council and Derby City Council are the Highways Authority for their respective areas. Over recent years the County and City Councils have worked collaboratively to design, plan and implement strategic and local transport improvements.

Derbyshire County Council as the Highways Authority in Derbyshire is responsible for the production of the Local Transport Plan (LTP) and is currently implementing its third LTP. LTP 3 2011-2026 is based on a long-term transport strategy for Derbyshire County Council's administrative area and puts its emphasis on supporting a resilient local economy, contributing to better safety, security and health, and improving quality of life and promoting a healthy natural environment. It includes consideration of economic, environmental and social concerns

Derby City Council's LTP 3 2011-2026 LTP3 covers the administrative area of Derby City, its vision being to provide people living and travelling within Derby with viable travel choices and effective and sustainable transport networks. Key to delivering LTP3 is the drive to support low cost and low carbon alternatives to the car such as walking, cycling and using public transport. In addition, measures to improve road safety and air quality are essential to enhance health and well-being.

Since the adoption of LTP3, a number of major infrastructure projects have been announced and the Council are developing projects to tap into these. Improving Derby's links to HS2 and East Midlands Airport are key to ensuring the City's long-term economic prosperity.

Derbyshire County and Derby City Council's previously produced LTPs jointly with LTP2 covering the area of the city and the travel-to-work area outside. The decision to change the geographical scope of the plan was taken jointly between Derby City Council and Derbyshire County Council in order to make sure the Plans are locally relevant, and to simplify monitoring and reporting. Both Councils are committed to continuing to work closely together and improving planning on transport issues.

Derbyshire County Council has commenced its review of the LTP as the current plan does not reflect a number of significant changes in context which have emerged since its preparation, most notably:

- HS2 and associated growth strategies
- Policy and market changes towards the take-up of low-emission vehicles
- Increased need for adaptation to climate change e.g. in response to more regular extreme weather events.
- Steps towards increased adoption of technological solutions, including traffic management, 'smart' and multi-operator ticketing, and potentially presence on UK highways of connected and autonomous vehicles
- Market-driven connectivity initiatives such as Uber and delivery by drone
- Mobility as a Service (MaaS)
- Rural mobility, MaaS, end to end journeys, working from home
- Highways England's Roads Investment Strategies
- The emergence of Sub-national Transport Bodies (STBs) and their role in shaping strategy and implementation, including:
 - Definition of Major Roads Networks and Regional Evidence Bases
- The emergence of Local Enterprise Partnerships and their role in setting strategic context and in the administration of Local Growth Fund programmes and upcoming Shared Prosperity Fund programmes
- The UK's exit from the European Union and consequent changes in funding streams
- Changes in mode-specific legislation, programmes and guidance including the Bus Services Act 2017 and Local Cycling and Walking Investment Plans.

A number of major national and strategic transport infrastructure projects are being planned, which will have an important impact on the future economy of the city and county but also have associated environmental impacts, including HS2 and highway improvement schemes such as the A38 Derby Junctions and Trans-Pennine Highway Scheme.

Derbyshire County Council and Derby City are working with local authority partners to implement the Derbyshire Key Cycle Network. Local Cycling and Walking Infrastructure Plans (LCWIPs), as set out in the Government's Cycling and Walking Investment Strategy, are a new, strategic approach to identifying cycling and walking improvements required at the local level. They enable a long-term approach to developing local cycling and walking networks, ideally over a 10 year period, and form a vital part of the Government's strategy to increase the number of trips made on foot or by cycle. The LCWIP will cover the geography of the D2N2 (Derby, Derbyshire, Nottingham and Nottinghamshire) Local Enterprise Partnership. The Government would wish to see the LCWIP integrated into local planning policy.

Both Derby City and Derbyshire County Councils have developed strategies to support the move towards low emission vehicles which will support future policy and actions.

Derby City Council in order to reduce nitrogen dioxide levels at one site, reduce carbon emissions and assist in the delivery of climate change obligations, has produced a strategy to support residents and businesses in Derby City to transition from petrol and diesel vehicles to ultra low emission vehicles (ULEV) and support the changeover to 50% electric taxis by 2025.

The County Council has also developed and agreed a Low Emission Vehicle Infrastructure (LEVI) Strategy 2019-2029 to demonstrate a commitment to promote the uptake and deployment of LEV's, including electric, hybrid, hydrogen and e-bikes. The expectation is that most LEV users will choose to charge at home, development of a public charging network will provide the confidence for residents, businesses, public transport operators, community groups, tourists and leisure industries to use LEV's in Derbyshire. The LEVI Strategy sets out how the County Council will meet the need for a network which represents good value for money, responds to changing demands and embraces new technologies.

The City Council have also adopted an Air Quality Action Plan which sets out the actions the Council will take to improve air quality in Derby and tackling NO2 hotspots which have exceeded the National Air Quality Objective (NAQO) annual mean target.

Adult Social Care and Health

The link between planning and health has been long established. The built and natural environments are major determinants of health and wellbeing. The National Planning Policy Framework (2019) recognises the significant synergies between environment and health and as such embeds health within the planning system, recognising that planning policies and decisions should aim to achieve healthy, inclusive and safe places along with the facilities and opportunities which create a community.

There is a fundamental relationship between a person's health and their environment (Town and Country Planning Association (TCPA), 2019)⁴. The built and natural environment where we live, work and play is inextricably linked to health and wellbeing, and can determine the health outcomes of individuals and populations.

Whilst access to healthcare is important, 90% of people's health and wellbeing is linked to the wider determinants of health as outlined in Figure 4 below (The Health Foundation, 2017)⁵ and associated lifestyle factors.

The wider social determinants outlined in Figure 4 are influenced by various factors, such as neighbourhood design, quality of homes, exposure to air pollution, access to greenspace, contact with good quality education and employment opportunities, maximisation of opportunities to connect communities via community facilities and sustainable active travel options.

Better outcomes for people and places can be achieved when built environment professionals work with health and social care professionals (TCPA, 2019) across the whole system. The potential impact on population and human health should be considered early in the development of planning proposals, to enhance the design of places from a health improvement perspective.

The respective Derby and Derbyshire Health and Wellbeing Boards were formed as a result of the Health and Social Care Act (2012). Each Health and Wellbeing Board is responsible for producing a Health and Well-being Strategy underpinned by a Joint Strategic Needs Assessment. The Derbyshire Board focuses on improving the health and wellbeing of Derbyshire residents and has produced 'Our Lives, Our Health – Derbyshire Health and Wellbeing Strategy, 2018-2023' (2018). The Derby City Health and Wellbeing Board and has produced The Derby Health and Wellbeing Strategy 2014-2019.

⁴ Town and Country Planning Association (2019) The State of the Union – reuniting health with planning in promoting healthy communities www.tcpa.org.uk

⁵ What Makes us Healthy? <https://www.health.org.uk/infographic/what-makes-us-healthy>

In 2016 a Strategic Statement Planning and Health across Derbyshire and Derby City acknowledged links between public health objectives and how places can be shaped to respond to them.

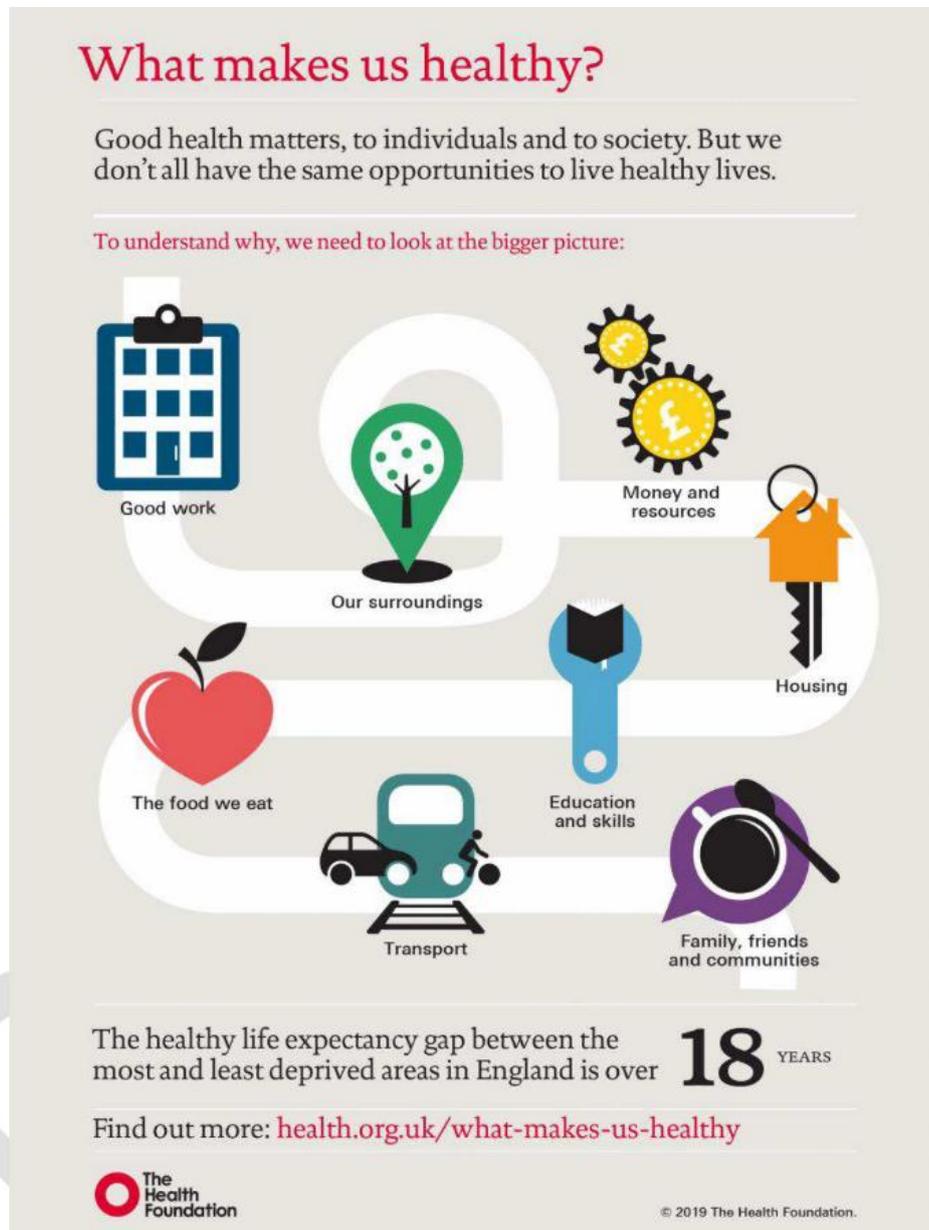


Figure 4 What Makes Us Healthy? (Health Foundation 2019)

Minerals and Waste

Minerals

Derbyshire is renowned for its varied and attractive landscapes which support an important tourist industry. The geographical county includes part of the Peak District National Park area which is also an important visitor attraction. Many of the important mineral resources are to be found in these areas of high landscape value, whilst other minerals are located in areas close to the main built-up areas and the historic environments they contain. It is therefore especially important to ensure that the working of essential minerals takes place without causing harm to these features and local communities.

Ensuring a steady and adequate supply of the important minerals which are required to meet our needs can lead to pressure for new development, such as new or extended quarries and other forms of mineral extraction. As well as delivering benefits, these developments can generate impacts which could affect our environment, communities, our quality of life and climate change.

In the past, sand and gravel workings in the Plan Area have been restored to after-uses with an approach that has concentrated on the requirements of the specific site rather than considering its context within the wider surrounding landscape of the river corridor. As sand and gravel workings have developed over a wider area, this approach has resulted in a landscape which has become progressively fragmented; the overall environmental and cultural integrity of the landscape is gradually being altered. An alternative approach seeks to develop a long term strategy for the restoration of sand and gravel workings in the Trent, Derwent and Lower Dove Valleys⁶. It is expected that this would promote a more coordinated landscape scale approach to minerals planning that involves developing an overarching strategy for the working and restoration of sites in the Trent Valley.

Waste

The new Waste Local Plan (being jointly prepared with Derby City Council) will replace the existing Waste Local Plan (adopted in 2005). The Plan will guide waste related development in Derby and Derbyshire (outside the Peak District National Park) until 2035 by setting out the general locations for the major facilities and the principles used to decide planning applications over this period. Discussions between the waste planning authorities and the borough and district councils in Derbyshire have been ongoing regarding the potential availability and suitability of existing and proposed industrial areas for the development of waste treatment facilities.

⁶ <https://www.derbyshire.gov.uk/site-elements/documents/pdf/environment/planning/planning-policy/minerals-local-plan/chapter-12.2-restoration-strategy-for-the-river-valleys.pdf>

The Derbyshire and Derby City Joint Municipal Waste Management Strategy (DJMWMS) has been produced by the Derbyshire Waste Partnership (DWP) which consists of 10 Derbyshire partner authorities. The way that waste is managed in Derbyshire is shaped by both national and European policy and legislation that include targets for recycling, reduction of certain waste streams going to landfill, and activity around waste prevention and revolves around the principle of the waste hierarchy.

Landfilling operations represent the least favourable waste management option as described in the waste hierarchy (as pictured). Additionally final disposal is not consistent with the circular economy approach which seeks to remove as far as possible any need for final disposal through the better design of products and more emphasis on re-use, repair and recycling.



Landfill does continue to play a vital strategic role and will continue to do so in the future. Since the 1990s the number of active landfill sites in Britain has dropped to under 250 from 1,500. This has been driven by changes in environmental standards, making it harder for some sites to remain viable, landfill tax which has made final disposal increasingly more costly and more recycling/recovery operations coming on stream reducing volumes of material being sent to final disposal (as per the Waste hierarchy objective)

However when considering the future strategic need for landfill there are a number of important considerations to take into account, other than the declining number of UK operational sites already described:

- 1) Household recycling rates (a key driver of landfill diversion) appear to be tailing off
- 2) A capacity gap still exists for treatment and recycling capacity further up the waste hierarchy and therefore there is increasing pressure in relation to whether alternative infrastructure has the continued ability to divert from landfill

- 3) Question marks remain over non-EU waste exports since the China plastics ban and the environmental standards of other overseas destinations & whether longer terms this will impact UK waste assets, including landfill.
- 4) For EU Waste exports the situation with Brexit remains wholly unclear. The UK currently exports between 3-4m tonnes of waste, mostly as Refuse Derived Fuel (RDF) to the EU. Economically this waste may have to be repatriated within the UK if tariffs and delays occur. Much of this material has already been highly processed and therefore may only be suitable for landfill if sufficient thermal treatment capacity isn't available, especially in the short term. This means more waste diverted back to landfill and subsequently more pressure on sites.
- 5) Very little new landfill capacity is coming forward nationally as a strategic aim of Waste Local Plans, partly because of the aims of the hierarchy and cost but also because there has been a tendency to rely on existing capacity and established landfill markets. This is creating the very real possibility of an absence of any landfill capacity in certain parts of the Country, in particular the South East and East of England.
- 6) Duty to Cooperate (DtC). Given number 5 above there DtC requests from other WPA's regarding the continued availability of landfill void in Derby/Derbyshire as sites in their own areas are completed/closed, thus creating national landfill availability pinch points.

In recognition that minerals and waste planning issues often affect larger than local areas and can best be planned for at a wider than local level, Derby and Derbyshire (excluding the National Park area) are working together to jointly prepare the new Minerals and Waste Local Plans. Once finalised, will set out planning policies to help guide decision making on matters such as where, when and how minerals and waste developments should be planned, controlled and allowed up to the end of the Plan period (2035).

DERBYSHIRE COUNTY COUNCIL

D2 JOINT COMMITTEE FOR ECONOMIC PROSPERITY

4 MARCH 2021

**PROPOSAL TO DEVELOP A NON-STATUTORY STRATEGIC
PLANNING FRAMEWORK FOR DERBY AND DERBYSHIRE –
PROGRESS UPDATE, DRAFT TERMS OF REFERENCE AND
STATEMENT OF COMMON GROUND**

(1) Purpose of Report

1.1 The purpose of this report is to:

- Update the D2 Joint Committee (D2JC) on the progression of joint working to deliver a non-statutory Strategic Planning Framework for Derby and Derbyshire (SPF); and
- to seek endorsement of a number of actions to progress further work on the Framework by the D2 partners.

(2) Discussion / Decision Required by the D2JC

2.1 The D2JC is recommended to discuss the progress that has been made on developing the non-statutory SPF and also the implications of the Government's Planning White Paper. The Committee is also required to make a decision on the Terms of Reference (ToR), Statement of Common Ground and opportunity for reporting the SPF to the respective planning committees or planning boards for formal endorsement.

(3) Information and Analysis

Background

3.1 The Strategic Planning Framework (SPF) is being progressed to complement the ongoing work being undertaken by D2 partners on climate change and addressing the impacts of the Covid-19 crisis through the D2 Economic Recovery Board. Additionally, through the Vision Derbyshire programme, a Climate Change and Planning Policy Work Theme is currently being progressed, sponsored by Councillor Gary Purdy (Leader of Derbyshire Dales District Council) and Julian Townsend (Chief Executive of Amber Valley Borough Council). This Vision Derbyshire work will dovetail with the SPF and provide an important context and agreed

principles for addressing the impacts of climate change through the planning process.

- 3.2 Agreement to create the SPF was provided at the D2JC meeting in June 2019. The report highlighted that the primary justification for preparation of the Framework was to address the high priority placed on strategic planning and strategic plan making by Government set out in the National Planning Policy Framework (NPPF) and to help partners fulfil their obligations under the 'Duty to Cooperate' and Localism Act 2011 for joint working on cross boundary strategic planning matters. It also confirmed the SPF would cover the whole of the D2 area, including the Peak District National Park Authority, and that the Joint Committee would provide the strategic oversight and governance for development and delivery of the SPF.
- 3.3 Since this time, various reports and updates have been shared with the D2 Chief Executives' Group and the D2JC outlining progress of work on the Framework, key issues and securing endorsement for next steps. This has included consideration of implications of the Government's Planning White Paper which set out proposals for major reform to the planning system but was silent on strategic planning and strategic plan making and proposed to abolish the Duty to Cooperate. Draft Terms of Reference have also been considered setting out details of key roles and responsibilities for the Joint Committee in providing strategic oversight and governance for delivery of the SPF.
- 3.4 Through discussion with the Chief Executives it was agreed there was an important role for the SPF in the reformed planning system to set out a shared statement of key, strategic objectives and priorities for all partners in how the county and city will grow in the future, providing an important context for the preparation of future local plans by partners. The draft ToR were also endorsed for presentation to the D2JC, subject to inclusion of further details of how preparation of the Framework would be resourced (see details below).
- 3.5 In addition to the above, regular progress reports on the SPF have been provided at a number of Derbyshire-wide and Housing Market Area (HMA) based officer planning policy and development management groups. Two special meetings on the SPF were also organised on 10th December 2020 and 11th February 2021 for officers of all the D2 partners to discuss the Framework in more detail.
- 3.6 Discussions at these groups has highlighted a desire by the majority of partners to report the SPF to their respective members on planning committees or planning boards, particularly to set out the background of the need to prepare the Framework; highlight its key purpose and how the

Framework aligns with their Local Plans; its potential resource implications; and to seek members' endorsement to progress further joint working to deliver the Framework.

- 3.7 Partners have also agreed that future work streams to deliver key elements of the Framework should be taken forward based on established HMA officer working groups facilitated and coordinated by the County Council and that emerging HMA growth strategies in the preparation of future Local Plan Reviews should be aligned with, and reflected in, the Framework.

Review of Progress

- 3.8 Since January 2020, a number of significant work streams have been undertaken by the D2 partners to progress the Framework, details of which are set out below.

Development of Key Strategic Emerging Themes

- 3.7 Between September 2019 and January 2020, a series of meetings took place between officers of all D2 partners to discuss the Framework in more detail and explore partners' initial thinking on what were likely to be the key strategic issues, objectives and priorities across a range of topic areas in their local authority areas and key service areas over the period 2020 to 2050. From these discussions a series of 'Emerging Themes' papers have been developed relating to Housing; Economic Development and Regeneration; Infrastructure; Climate Change and the Environment; Minerals and Waste; and Health and Well-being. These papers are currently being finalised and will be developed into a range of Topic Papers that will provide a more comprehensive analysis of the agreed key issues, objectives and priorities over the next 30 years.

Statement of Common Ground

- 3.8 Early discussions between agreed the need for a Statement of Common Ground (SoCG) to be prepared to guide and underpin development of the Framework and set out key agreed principles for joint working. Since March 2020, a draft SoCG has been progressed by the D2 partners and has now been finalised (see Appendix 2). The D2JC is asked to consider the SoCG and endorse it for circulation to each of the D2 partner authorities for sign-off through their respective authorisation processes and procedures.

Agreed Joint Approach with Derby City Council

- 3.9 At its meeting on 4 June 2019, the D2JC endorsed the need for further discussions to explore the potential for the Framework to be prepared jointly as a Strategic Framework for the whole of the D2 area. At the meeting of the Chief Executives on 20 January 2020, it was agreed the Framework should be branded as the 'Strategic Planning Framework for Derby and Derbyshire' and that this should be subject to further consideration and agreement by Derby City Council. This issue has since been considered by the City Council and it has agreed to be a partner in the development of the Framework and branding as indicated above.

Development of Strategic Evidence Base

- 3.10 One of the key requirements to underpin development of the Framework is the need for a range of supporting evidence to inform it. Discussions have taken place regarding the strategic, county-wide evidence which is likely to be most needed to support the Framework and a list of the most important evidence has been agreed. All local authority partners have already assembled a considerable range of evidence to support the preparation of their recent and ongoing Local Plan Reviews, much of which has a time horizon of around 2034/35. The evidence has been assembled into a D2-wide Strategic Evidence Base that will inform the development of key issues, objectives and priorities in the Framework at least up to the medium-term of 2034/35. This could be supplemented by the commissioning of other county-wide strategic evidence with a longer-term time horizon up to 2050. Details are set out in the Terms of Reference. Some county-wide evidence has already been commissioned from consultants through other related strategic projects or is being developed by officers of the D2 partners that will inform the SPF.

Terms of Reference (ToR) for D2 Joint Committee

- 3.11 At its meeting on the 4 June 2019, the D2JC agreed responsibility for strategic oversight and governance for the SPF and required that a ToR be developed setting out the key roles and responsibilities for the Committee. A draft ToR has been developed jointly by the D2 partners in consultation with Derbyshire County Council's legal services. The draft ToR have been considered by the Chief Executives (November 2020) and endorsed for presentation to the D2JC, subject to further details being included on how the Framework is proposed to be resourced. The ToR have been updated accordingly and the final draft version is included in Appendix 1 to this report for consideration and endorsement by the Joint Committee.

Branding and Development of Website to Host the Framework

3.12 Chief Executives have previously considered a range of options branding of the Framework and related, bespoke website (i.e. a joint corporate style and design) – including hosting by the County Council’s web team or by external providers. It was confirmed that bespoke branding wasn’t necessary for the Framework as long as documentation was produced under the banner of the partner authorities’ logos and that DCC would host the Framework on its website as this was the most cost-effective approach. DCC has recently started to develop the necessary webpages, including the potential to accommodate future stakeholder consultation.

Development of a Derbyshire Strategic Growth and Infrastructure Framework

3.13 In tandem with the SPF, the County Council is developing a Strategic Growth and Infrastructure Framework (SGIF) that will set out comprehensive details of all pipeline or planned projects taking place within the county that are of national, regional, sub-regional and local strategic concern, where DCC has an involvement as either a consultee, enabler (usually via transport) or delivery partner. The SGIF provides a considered approach towards the identification and prioritisation of investment to accommodate planned growth. By planning strategically, it will enable the County Council to respond to the pressure which growth exerts on the County’s infrastructure and will create a platform not only for efficient delivery but also to identify inter-relationships between projects.

3.14 The information and data within the SGIF has been drawn from a range of sources, including the Derbyshire District/Borough local plans, Infrastructure Delivery Plans (IDPs) that have been prepared by the local authority partners to support preparation of their respective Local Plans, and other infrastructure and service providers. A presentation on the SGIF was given to the D2JC meeting on 3 December 2020. In conjunction with the Derby City Local Plan IDP, the SGIF is an important, complementary document to the Strategic Planning Framework.

(4) Recommendations

4.1 The D2JC is recommended to:

- i) Note the progress of further joint working by the D2 partners to deliver a non-statutory Strategic Planning Framework for Derby and Derbyshire as set out in this report;
- ii) Consider and agree a Draft Terms of Reference for the D2 Joint Committee setting out its key roles and responsibilities for providing

strategic oversight and governance for the delivery of the Strategic Planning Framework (set out in Appendix1);

- iii) Consider and agree the Statement of Common Ground (SoCG) that has been developed to underpin development of the Framework and set out key principles for joint working to deliver it (set out in Appendix 2); and
- iv) Endorse the opportunity for the D2 partners to report the SPF to their respective members on planning committees or planning boards to seek their members' formal endorsement to progress further joint working to deliver the Framework.

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	27th MAY 2021	CATEGORY: DELEGATED
REPORT FROM:	ALLISON THOMAS - STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	STEFFAN SAUNDERS HEAD OF PLANNING AND STRATEGIC HOUSING	DOC:
SUBJECT:	CHANGING THE FREQUENCY OF THE COUNCIL'S PLANNING COMMITTEE	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: FM05

1.0 Recommendations

- 1.1 That the Committee endorses the proposed change to the frequency of Planning Committees to every four weeks and the necessary change to the Council's Constitution.

2.0 Purpose of Report

- 2.1 The purpose of this report is to gain the Committee's approval for a change to the frequency of Planning Committees from a three-week cycle to a four-week cycle.

3.0 Executive Summary

- 3.1 A twelve-month trial period of four-weekly Planning Committees was undertaken following a decision at this Committee on 23 January 2020. This replaced the previous three-weekly Planning Committee cycle and was consistent with a recommendation into the 2018 review into the Planning Service. The trial was intended to allow more time to be spent on delegated cases which make up the majority of Planning decision and test any potential impact on speed of decision making. It is considered that the four-week committee cycle has worked well with no adverse impact on application determination times and it is, therefore, proposed that these arrangements should be implemented on a permanent basis.

4.0 Detail

- 4.1 Historically the Council's Planning Committee sat at four-weekly intervals. This changed in the early 90s moving from four-week to three-week intervals. Typically, at this time the number of items on any agenda would be as many as 18-20 cases and waiting for a Committee every four weeks would have caused the determination of cases to be unduly delayed. During the past year the number of items for decision at Planning Committee has averaged between four and six which is a manageable number and reflects the point that, as opposed to the 1980's, a very significant proportion of planning decisions (over 90%) are delegated to officers.
- 4.2 Also worthy of consideration is the issue of application determination times and customer service. There has been a significant increase in workload in the Planning Service over previous years and this has led to increased pressure on application decision times. Although there are year-on-year fluctuations, the direction of travel is towards a greater number of applications of significant complexity is clear along with expectations both locally and nationally that these are determined within statutory timescales. Applications numbers are approximately 1,400 per year and have been for the last few years. This is an increase of approaching 200 on average from the three years preceding the previous review.
- 4.3 However, these pressures have not led to applications being delayed as a result of having committees every four weeks instead of every three. Performance overall remains at over 90% of applications determined within timescales and there is no evidence that items at committee are more likely to be determined outside of the required timescales when compared to delegated decisions. It remains possible to manage the committee agendas in such a way that committee decisions are still made in line with required timescales. For example, it is normally apparent from early in the consideration of a planning application (and often at pre-application stage) whether a decision will need to be made at Planning Committee and the case officer can plan accordingly. As stated earlier, committee cases account for only about 10% of applications and with an expectation of a favourable decision, which officers always aim for in line with the open for business agenda, applicants are generally willing to agree to an extension of time where this is necessary.
- 4.4 It has not been the case over the previous year that a reduction in the number of Planning Committees has impacted negatively on the duration of the meeting. There was a risk that fewer meetings would result in longer agendas. The length of committee agendas over the past year has been broadly similar to the preceding three years. Although during a period of virtual meetings some caution should be applied in reaching a long-term view, given the overall volume of applications has continued to rise during the Covid pandemic, it is a reasonable conclusion to reach that committee agendas will remain in the region of four to six items as an average for a four-week committee cycle.

4.5 Subject to the Committee agreeing the recommendation in this report it is intended to report to the meeting of Full Council on 24 June with a view to the change to a four-weekly cycle being implemented from July.

5.0 Financial Implications

5.1 Moving to a four-week cycle would result in some savings albeit these would not be significant. These costs would relate to mileage claims for site visits (once these are re-introduced following the Covid restrictions) and the costs of holding the committee meetings in Council buildings.

6.0 Employee Implications

6.1 It is likely that fewer committees would improve the ability of officers to focus on customer expectations, not just on time issues but also on the quality of decisions. In addition, there is often a dialogue between officers and members regarding issues to be addressed that will often remove the need for an application to go to committee. An example would be minor changes to a scheme to remove an overlooking window to address a neighbour's concerns, and therefore remove a committee call in request. A four week cycle has more potential for these issues to be resolved leading to benefits in customer service and committee workload.

7.0 Corporate Implications

7.1 The change in arrangements could help to ensure that developments can be delivered more efficiently in alignment with the priority actions within the Council's Corporate Plan. The process will therefore have a direct positive impact on the Council's ability to deliver actions against the key objectives of:

- Working to attract inward investment, and
- Maintaining customer focus

8.0 Community Impact

8.1 **Consultation:** None

8.2 **Equality and Diversity Impact:** The more efficient committee arrangements will assist in meeting the diverse needs of all established and future residents and non-residents across the District.

8.3 **Social Value Impact:** Enhancement of the process will assist in securing high quality developments going forward; the provision and enhancement of sustainable developments will enhance public health and well-being.

8.4 **Environmental Sustainability:** Better performance management will contribute toward the achievement of economic, social and environmental objectives.

9.0 Conclusions

9.1 The trail period has demonstrated that a four-week committee cycle works well, in combination with the delegation arrangements that are in place. Although some caution should be applied to a trail period during Covid lockdown arrangements, the very high application case numbers during this time are sufficient to conclude that the four-week cycle will continue to work during the re-opening of the economy over the coming months and beyond. In the very unlikely event that any unexpected adverse implications occur, it is intended to report back to Committee within the next year to review how these arrangements are working.

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 11
DATE OF MEETING:	27th MAY 2021	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 595848/5722 democraticservices@southderbyshire.gov. uk	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

**Environmental & Development Committee – 27th May 2021
Work Programme**

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered by Last Three Committees		
Pictorial Wildflower Planting Trial-Outcomes and Next Steps	21 st January 2021	Allison Thomas Strategic Director (Service Delivery)
Authority Monitoring Report	21 st January 2021	Karen Beavin Planning Policy Team Leader (01283) 595749
Planning Pre-Application Charging Report	21 st January 2021	Steffan Saunders Head of Planning and Strategic Housing
Review of Private Hire Fees	21 st January 2021	Nigel Marston Senior Licensing Officer (01283) 595716
Environment Policy	21 st January 2021	Matt Holford Head of Environmental Services (01283) 595856

Corporate Plan 2020 - 2024: Performance Report Q3	4 th March 2021	Clare Booth Corporate Performance & Policy Officer (01283) 595788
Street Trading – Revision of Street Trading Policy	4 th March 2021	Nigel Marston Senior Licensing Officer (01283) 595716
Safeguarding Training for Private Hire Drivers	4 th March 2021	Nigel Marston Senior Licensing Officer (01283) 595716
Air Quality Strategy	21 st April 2021	Matt Holford Head of Environmental Services (01283) 595856
Provisional Programme of Reports To Be Considered by Committee		
Enforcement & Regulatory Annual Report	27 th May 2021	Matt Holford Head of Environmental Services (01283) 595856
Climate and Environmental Action Plan Annual Review	27 th May 2021	Matt Holford Head of Environmental Services (01283) 595856
Derbyshire Strategic Planning Framework Statement of Common Ground	27 th May 2021	Karen Beavin Planning Policy Team Leader (01283) 595749

S106 Developer Contributions Protocol	TBC	Karen Beavin Planning Policy Team Leader (01283) 595749
Local Development Scheme	TBC	Karen Beavin Planning Policy Team Leader (01283) 595749
Local Environmental Quality Survey Results	12 th August 2021	Adrian Lowery Head of Operational Services (01283) 595764
East Midlands Airport Airspace Redesign Consultation (changing the flight paths)	23 rd September 2021	Karen Beavin Planning Policy Team Leader (01283) 595749
Gypsy and Traveller Accommodation Assessment Report	23 rd September 2021	Karen Beavin Planning Policy Team Leader (01283) 595749
Statement of Community Involvement	23 rd September 2021	Karen Beavin Planning Policy Team Leader (01283) 595749
Environmental Services - commercialisation business plan	23 rd September 2021	Matt Holford Head of Environmental Services (01283) 595856
Corporate Environmental Sustainability Group Activity	11 th November 2021	Matt Holford Head of Environmental Services (01283) 595856

Service Base Budgets 2022/23	3 rd January 2022	Vicki Summerfield Head of Finance (01283) 595939