

Date: 31 January 2018

Dear Councillor,

Overview and Scrutiny Committee

A Meeting of the **Overview and Scrutiny Committee** will be held in the **Council Chamber**, on **Thursday, 08 February 2018 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**
Councillor Billings (Chairman), Councillor Mrs Wyatt (Vice-Chairman) and
Councillors Atkin, Mrs Coe and Mrs Patten

Labour Group
Councillors Bambrick, Dr Pearson and Mrs Stuart

AGENDA

Open to Public and Press

- 1** Apologies.
- 2** To receive the Open Minutes of the following Meeting:-

Overview and Scrutiny Committee 29th November 2017 Open Minutes **4 - 6**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** RECREATIONAL FACILITIES IN RURAL VILLAGES **7 - 12**
- 7** IMPLEMENTATION OF UNIVERSAL CREDIT **13 - 16**
- 8** WASTE COLLECTION BUDGET AND FUTURE GROWTH PROVISION **17 - 23**
- 9** FEEDBACK ON GROUNDS MAINTENANCE / STREETSCENE / WASTE SERVICES VISITS (Verbal update)
- 10** COMMITTEE WORK PROGRAMME **24 - 25**

Exclusion of the Public and Press:

- 11** 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.

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

OVERVIEW AND SCRUTINY COMMITTEE

29th November 2017

PRESENT:-

Conservative Group

Councillor Swann (Chairman) and Councillor Mrs Patten

Labour Group

Councillor Bambrick

OS/30 **APOLOGIES**

Apologies were received from Councillors Billings, Mrs Coe (Conservative Group), Dr Pearson and Mrs Stuart (Labour Group)

OS/31 **MINUTES**

The Open Minutes of the Meeting held on 18th October 2017 were taken as read, approved as a true record and signed by the Chairman.

OS/32 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee was informed that no declarations had been received.

OS/33 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

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

OS/34 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

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

OS/35 **REVIEW OF APPROACH TO CUSTOMER SERVICES / ENGAGEMENT**

The Director of Finance and Corporate Services outlined provision in this area, in terms of the Customer Service Code of Practice and Standards guidance notes and the relevant training course details, adding that the Housing Department had most recently completed the training.

The Chairman expressed his view that customer service standards should be embedded in all staff, especially at management level. Councillor Bambrick queried whether the Council conducted any mystery shopper exercises, the Director confirming that the Council did, particularly in Housing. Councillor Mrs Patten referred to the content of some standard letters and the need for a common approach across the Council. The Chairman considered it may be beneficial to conduct a training needs exercise in this area to determine what may be required.

The Director felt this may be a matter for the Corporate Management Team to review initially, to determine the requirements and to explore if the training course, currently a one day session, could be shortened. It was also noted that it is a common requirement of job specifications for posts that deal with the public, to have customer service experience in accordance with the Council's Competency Framework.

RESOLVED:-

Members noted the information provided and agreed that the review process continue.

OS/36 **REVIEW OF AREA FORUMS / SAFER NEIGHBOURHOOD MEETINGS**

The Director of Finance and Corporate Services provided a verbal update regarding this matter, reporting that the Chief Executive and Communities Manager were progressing the matter, aiming to submit a report to the January 2018 Council Meeting recommending that the Area Forum and Safer Neighbourhood meetings be combined with a more structured joint agenda.

The Chairman, whilst welcoming this development, felt that there may be a need to more strictly time-manage the meetings and speculated that a switch to the new format in the next municipal year, 2018/19, would be most opportune.

RESOLVED:-

Members noted the update information provided.

OS/37 **COMMITTEE WORK PROGRAMME 2017/18**

A request was made for a scoping document to be completed relating to the topic, Recreation Facilities in Rural Villages (Section 106 contributions), scheduled for the 17th January 2018 meeting.

It was also agreed that the Planning Services Manager provide a report, to the same meeting, on the current situation regarding Section 106 health allocations.

It was further proposed that the Committee report back on its visits to other council's, in relation to their grounds maintenance / street scene / waste services provision, at the 8th February 2018 meeting.

The topic, Review of Member Training, was also allocated to the 8th February 2018 meeting.

As a separate Member Working Group had been closely involved in the introduction of the new depot, it was agreed that this topic be removed from the Committee Work Programme.

RESOLVED:-

Members considered and approved the updated work programme.

OS/38 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

RESOLVED:-

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

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

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

The Meeting terminated at 6.35pm.

COUNCILLOR S SWANN

CHAIRMAN

REPORT TO:	OVERVIEW & SCRUTINY COMMITTEE	AGENDA ITEM: 6
DATE OF MEETING:	8th FEBRUARY 2018	CATEGORY: RECOMMENDED
REPORT FROM:	CULTURAL SERVICES MANAGER	OPEN
MEMBERS' CONTACT POINT:	MALCOLM ROSEBURGH (EXT.5774) Malcolm.roseburgh@south-derbys.gov.uk	DOC:
SUBJECT:	RECREATIONAL FACILITIES IN RURAL VILLAGES	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: OS

1.0 Recommendations

1.1 To note the report on recreational facilities in Rural Villages.

2.0 Purpose of the Report

2.1 To review the recreation provision in rural villages which may not benefit from S106 funding to enable development of such facilities, due to the lower volumes of housing being constructed comparable to larger villages. To look at other sources of funding to assist in the development of recreation facilities in these localities.

3.0 Detail

3.1 Recreational provision in rural villages needs to be reviewed in light of several different strategies, plans and audits and then be linked to potential resources. In terms of strategies, plans and audits these are primarily the Councils Open Space, Sport and Community Facility Strategy, the Play Audit, the Strategy for Physical Activity, Sport and Recreation in South Derbyshire and the Local Plan.

3.2 With regard to the Open Space, Sport and Community Facility Strategy adequate opportunities for recreation are at the heart of the vision and strategic objectives with a desire for basic provision and choice across the district including in rural villages. The particular actions flowing from the strategic objectives that bear relation to rural recreation are the provision of a community facility audit and action plan, an updated playing pitch strategy and upgrading play facilities to a "good" standard.

- 3.3 The Community Facilities audit is intended to map, record and appraise all available community facilities with a view to identifying gaps in provision and providing an evidence base for Section 106 compliance or neighbourhood action towards improvements or additions. The responsibility for this work lies with the Cultural Services and Communities units and is being considered now amongst other priorities by the interim Open Space and Community Facilities Development Manager following the departure of the former post holder. Once completed as stated above it will provide a sound evidence base for attempting to improve facilities including those in rural areas.
- 3.4 Work to update the District's playing pitch strategy has been commissioned and KKP consultants are undertaking this assignment with completion currently expected in April. Their appointment followed a joint procurement exercise with Derby City Council to ensure both parties cater for the likely growth around the South of Derby City as well as meeting new Sport England guidance. Again this strategy should identify requirements in rural areas.
- 3.5 The aspiration to upgrade play facilities to a "good" standard is slightly more difficult to achieve. Existing SDDC revenue budgets for repairs, improvements and additions are limited and should a capital programme be introduced improvements to sites would need to compete against other corporate priorities. The District Council, Parish Council and groups from the Voluntary and Community sector continue to attract external funding to support recreational sites but the general trend seems to be a reduction in opportunities, for example recent changes to the Lottery programme.
- 3.6 Another particular strand to the Open Space, Sport and Community Facility Strategy is the Play Audit. This was last undertaken in 2014 and a refresh is now planned. This audit identified all fixed play sites in the area where SDDC has some responsibility along with a quality assessment of the sites and an associated score. Again this is a useful tool to help attract resources and make decisions about the allocation of existing resources. (Score sheet attached as Appendix 1)
- 3.7 The Strategy of Active Derbyshire for Physical Activity, Sport and Recreation in South Derbyshire 2017-22 aims to deliver against three key areas i.e. physical and mental well-being, individual development and social, community and economic development. Priority target groups are young people and family activity, older people and under-represented groups. A main goal of the strategy is to reduce health inequality including for those in social isolation in rural communities and those with long travel times to GP's. It is self-evident that the strategy supports the notion of recreational facilities in rural locations and importantly acknowledges that to succeed the strategy will require investment and commitment from a wide range of partners existing and new.
- 3.8 The Local Plan identifies areas where development leading to significant Section 106 funding is likely to occur and it is fair to say that some rural communities will have little development over the period of the plan and little or no Section 106 funding to secure recreational facilities.

3.9 In relation to play in rural areas the plan for Play Areas has been identified as:

- Local Service Villages - a LEAP (Local equipped area for Play), plus a further LEAP in housing estates of 50+ dwellings;
- Rural Villages - a LEAP in each village.

3.10 The Open Space and Facility strategy Area profiles identifies the following needs in the Rural Villages:

North West – Scropton - One LEAP (Local Equipped Area for Play),

North East - None

North - None

South - Coton in the Elms requires: more space for Outdoor Sports Facilities

- Walton on Trent requires: more space for Outdoor Sports Facilities

3.11 The strategies, plans and audits described above point to the importance of recreational facilities for all communities yet indicate that some rural communities will not have access to Section 106 funding, will need to look elsewhere for investment if they wish to improve or increase their facilities and that they are not necessarily top priorities for investment.

3.12 In order to attract investment it is important that any projects demonstrate wherever possible links to the strategies plans and audits above. This has proved useful in the past when Lottery funding was secured to install bits of fixed play equipment and expand the Council's mobile holiday play scheme.

3.13 It is also important that the documents and their associated action plans are current and up to date and as outlined above work is planned to make sure this is the case. In addition the Council has invested in new software to organise and track Section 106 funding so once historical data has been inputted where there is some general Section 106 funding available this can be allocated efficiently.

3.14 With evidence of need in place and community consultation undertaken then Parish Councils or interested community groups need to identify potential sources of funding. Some villages have made recent improvements via a range of funding which has been assembled by Parishes including Community Partnership Scheme capital grants, Landfill Tax Awards, Tesco Carrier Bag Fund. Other obvious sources of funding include Awards for All, Derbyshire Community Foundation and the community allocations to County Councillors. There are a plethora of other funding opportunities big and small from charities, trusts, government agencies, businesses etc. that need research dovetailed to the specifics of the project requirements such as size, location, need, timing etc.

3.15 Where smaller communities may not have the expertise or confidence to undertake this work support is available at the Council via the post of Community Partnership Officer based in the Communities team. The officer has access to up to date funding information and the skills to assist communities with both project development and funding applications. The

post-holder has previously supported a range of Parishes with funding advice for recreation and play equipment provision including at Egginton, Barrow, Church Broughton, Aston on Trent, Hatton and Coton Park. In addition support is given for Community Plans (Parish Plans as was) that would support the case for facilities. The most recent plan was done for Church Broughton. The Community Partnership Officer also manages the Council's Community Partnership Scheme that is about to be relaunched and will make available significant capital funding for community projects.

3.16 Support for project development and making funding applications is also available from the Council for Voluntary Services and Rural Action Derbyshire.

3.17 As well as making grant applications communities looking to improve their recreational facilities could also consider seeking sponsorship or trying crowd funding.

3.18 Lastly Parish Councils could consider increasing their precept to help fund recreational projects.

4.0 Financial Implications

4.1 None at this stage. Should relevant applications come forward to either the Community Partnership Scheme or any future Council capital programme then they would be judged alongside other applications on their merits including risk and value for money. Further work on compiling the strategies or supporting data is planned to be completed from within existing resources including the use of some monies from commuted sum reserves where appropriate.

5.0 Corporate Implications

5.1 The extent and quality of recreational facilities within the District is an important consideration within the Places, People and Progress Themes of the Corporate Plan.

6.0 Community Implications

6.1 The availability of suitable recreational facilities in rural locations is of high importance to those communities.

7.0 Conclusion

7.1 Strategies, audits and plans support the importance of providing recreational facilities across the district including in rural locations. Any increase or improvement in facilities will need to be supported by reference to these documents and appropriate community consultation. There are a variety of funding sources outside of Section 106 available to communities although securing investment is not easy due to a reduction in some suitable funds and extensive competition. Support is available via the Council's Community Partnership Officer and others to assist communities in seeking investment.

8.0 Background Papers




8.1 Open Space and Facility Strategy

8.2 Play Audit 2014

8.3 Strategy for Physical Activity, Sport and Recreation in South Derbyshire

Ref.	Site	Classificatio	Play value	General	Age range	TOTAL	Grade	Comments
1	Aston on Trent Rec Ground, Shardlow Road , Aston on Trent	LEAP	39	23	14	76	E	Excellent order, good range of equipment
2	Barrow on Trent, Main Street play area	LEAP	24	16	8	48	A	Tucked away at back of Barrow on T school, grounds walk through car park.
3	Barrow on Trent Play Area, Twyford Road, Barrow on Trent	NEAP	32	0	8	40	A	Tucked away at back of village hall car park. Aimed at over 12 years, more like outdoor gym range.
4	Arthur Street Rec Ground, Arthur Street, Castle Gresley	LEAP	31	17	9	57	G	Games area needs coat of paint. Mixture of old and new.
5	Mount Pleasant Rec Ground, Mount Pleasant Road, Castle Gresley	LEAP	28	5	11	44	A	Good range of equipment, although not as much for younger children
6	Station Street Rec Ground, Station Street, Castle Gresley	LEAP	25	16	7	48	A	Hard to find path between 2 houses 32 and 34 very overgrown.
7	Castleton Park, Brunel Way	LEAP	20	26	4	50	G	Brand new play area on housing estate.
8	Castleton Park, Luton Road	LEAP	21	18	4	43	A	Small play area on new housing estate. Aimed at smaller children.
9	Church Broughton Rec Ground, Main Street, Church Broughton	LEAP	28	13	11	52	G	Good range and mix of old and new equipment
10	Coton in the Elms Rec Ground, Church Street, Coton in the Elms	LEAP	24	10	10	44	A	Good range and mix of old and new equipment. New wooden built equipment in very good order. Tucked away down a narrow lane off Church Street.
11	Egginton Rec Ground, Church Road, Egginton	LEAP	23	14	8	45	A	Hard to find down private road, not signposted, football posts only for youth.
12	King George 5 Play Fields, Egginton Road, Etwall	LEAP	32	17	11	60	G	Good range of equipment and teen shelter. Piece of equipment needs repairing old tyre swing. See photo
13	Findern Rec Ground, Hillside, Findern	LEAP	16	18	5	39	A	Tired looking equipment some weeds through bark chippings. Needs attention.
14	Findern Rec Ground, Willington Road, Findern	LEAP	28	7	9	44	A	Equipment in good order. Good range of equipment.
15	Hartshome Rec Ground, Main Street, Hartshome	LEAP	24	9	10	43	A	Fair range of equipment, open aspect, not so good mix as others. In good order.
16	Hartshome Rec Ground, Mount Road, Hartshome	NEAP	28	13	9	50	G	Good range very open aspect. MUGA in good order.
17	Hatton Rec Ground, Scropton Lane, Hatton	NEAP	32	21	8	61	G	Good range of equipment for all ages. Equipment in good condition.
18	Hilton Rec Ground, Main Street, Hilton	LEAP	22	17	9	48	A	Gates padlocked. Sign says under 4s as some one scrubbed out number 1 it should read under 14s
19	Hilton Foss Road play area	LAP	32	21	2	55	G	Small play area on new housing estate.
20	Hilton Village Hall site, Peacroft Lane	NEAP	15	15	13	43	A	Good variety of equipment for younger years and good quality skate park for older children.
21	Hilton, Welland Road - Parish owned	LAP	20	21	6	47	A	Parish owned small play area in middle of housing estate.
22	Badgers Hollow Leisure Park, Coton Park, Linton	NEAP	26	21	11	58	G	Swings a little tired need coat of paint. Mixture of old and new equipment
23	Linton Rec Ground, Main Street, Linton	NEAP	29	11	15	55	G	Some new equipment installed, swings to be put on well used, play area busy 3pm
24	Melbourne Play Area, Coronation Close, Melbourne	LEAP	20	9	7	36	A	Swings and older slide need coat of paint. Mix old and new equipment of council house estates
25	Melbourne Play Area, Cockshut Lane, Melbourne	NEAP	15	5	5	25	F	Very bare, just set of swings and football posts, playing fields.
26	Melbourne - Lothian Gardens - Parish owned	NEAP	38	21	13	72	E	Excellent wood play equipment, big range for all ages, fits in with surroundings.
27	Melbourne Play Area, Quick Close, Melbourne	LAP	8	7	3	18	IA	One piece of equipment. Very tired.
28	Melbourne - Sweet Leys Way, Off Station Road	LEAP	30	26	8	64	G	Good range of new equipment on new housing estate. Broken gate see photo.
29	Mickleover, Swan Hill play area	LAP	15	17	5	37	A	Small play area on housing estate. Weeds growing through bark.
30	Mickleover, Wren Way play area	LAP	16	20	5	41	A	Small play area on housing estate. In good order.
31	Midway, Salisbury Drive,	NEAP	31	21	9	61	G	Good play area. Wheelchair users in MUGA playing basketball. MUGA good order
32	Newhall, Park	NEAP	31	19	9	59	G	Equipment for older children very poor. Old Tyre swing stand has no tyre and Boxing Club has asked that it is moved to outside the Boxing Club so they can affix a punch bag.
33	Newton Solney Rec Ground, Newton Close, Newton Solney	LAP	14	13	7	34	F	Tired looking equipment. Paint faded. Small play area.
34	Netherseal Rec Ground, Main Street, Netherseal	NEAP	30	16	8	54	G	Swings a little tired need coat of paint. Ground surface in fenced area needs refreshing
35	Overseal Rec Ground, Woodville Road, Overseal	NEAP	32	21	15	68	E	Good range of equipment for all ages, near to school
36	Overseal , Edward Street	LAP	16	21	3	40	A	Small play area in housing estate. Dog sign masked by overgrown bush.
37	Repton Rec Ground, Mitre Close, Repton	LEAP	21	13	11	45	A	Good range and mix of old and new equipment. Old equipment could do with some paint.
38	Rosliston Play Area, Main Street, Rosliston	LEAP	24	13	7	44	A	Equipment good range but goal posts looking tired. Up drive hidden away at the back of 3 new detached houses. Half way through Main Street.
39	Scropton Play Area, Scropton Road, Scropton	LAP	5	13	3	21	F	Only 2 pieces of equipment poor amount.
40	Shardlow Play Area, The Wharf, Shardlow	LEAP	28	18	10	56	G	Mixed wooden and metal equipment in good order. Lots of leaves on equipment as under 4 big trees. Football posts are youth provision.
41	Stenson Fields Play Area, Goathland Road, Stenson Fields	LEAP	23	15	10	48	A	Big pothole in surface under swings. Needs attention. Near school opposite Heather Close, walk down jitty.
42	Stenson Fields Play Area, Pilgrims Way, Stenson Fields	LEAP	28	17	8	53	G	Back of Stenson Fields pub. Good condition games printed on surfacing.
43	Smisby Play Area, Chapel Street, Smisby	LEAP	22	16	12	50	G	Grass path between houses to reach play area. Good range of equipment. Looking a little grubby in fenced area.
44	Eureka Park, Newhall Road, Swadlincote	LEAP	28	16	15	59	G	One piece of grass matting missing under swings. Good range of equipment, well used. No dogs sign not prominent 2 dogs on site.
45	Fabis Close Play Area, Fabis Close, Swadlincote	LEAP	20	21	5	46	A	Neat play area in middle of housing estate. Nothing for older children.
46	Maurice Lea Park, York Road, Church Gresley	NEAP	27	20	14	61	G	Mixture of equipment outdoor gym, play area and MUGA and tennis courts.
47	Swadlincote Skate Park	NEAP	9	6	9	24	F	Aimed at Skatepark users. Large facility just been refurbished.
48	Swadlincote Woodlands, Derby Road, Swadlincote	LEAP	20	11	10	41	A	Good range of equipment. Lots of wooden and ropes equipment and stone boulder for climbing.
49	Ticknall Rec Ground, Milton Road, Ticknall	LAP	19	14	7	40	A	Minimum amount of equipment. Not signposted. Lovely spot in cricket club grounds.
50	Walton on Trent, Coton Road	LEAP	26	12	12	50	G	Good range of equipment, well used, busy next to school so children tend to play afterschool on way home.
51	Weston on Trent Rec Ground, Kings Mill Lane, Weston on Trent	NEAP	7	12	4	23	F	Very bare, only 1 set of swings and football posts, steep steps to playing field through swing gate.
52	Willington Play Area, Hall Lane, Willington	LAP	24	17	8	49	G	Very neat play tidy play area.
53	Willington Play Area, Trent Lane, Willington	LEAP	25	11	12	48	A	Good range of equipment. Next to school grounds.
54	Woodville, Blueberry Way play area	LAP	26	20	7	53	G	On housing estate, neat tidy play area, good range of equipment.
55	Woodville Rec Ground, New Road, Woodville	LEAP	21	13	10	44	A	Tired looking equipment, needs coat of paint, although good range. MUGA in use better quality.
56	Woodville Woodlands, Arleston Drive	LEAP	30	26	9	65	E	Brand new play area on housing estate. Excellent standard.
57	Calke Abbey		0	0	0	0		
58	Rosliston Natural Playground	LEAP	24	3	8	35	A	Wooden equipment, mainly balancing tasks but unusual. Some metal rope very frayed see picture
59	Elvaston Castle		0	0	0	0		
60	Rosliston Main playground	LEAP	22	14	10	46	A	Good range of disabled equipment and good mix of other equipment wood and metal
61	Staunton Harold	LEAP	0	0	0	0		
62	Foremark Reservoir	LEAP	0	0	0	0		
63	Midway, Chestnut Avenue, - No longer in existence		0	0	0	0		
64	Shardlow Rec Ground, London Road, Shardlow - owned by school		0	0	0	0		

IA - Immediate Attention = 20 or less
 F - Fair = 21 - 34
 A - Average = 35 - 48
 G - Good = 49 - 62
 E - Excellent = 63 or more

(white) Parish owned and managed
 = SDDC owned but leased to PC
 = SDDC owned and managed
 = Site owned by others

REPORT TO:	OVERVIEW and SCRUTINY COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	8th FEBRUARY 2018	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR CORPORATE RESOURCES	OPEN
MEMBERS' CONTACT POINT:	KEVIN STACKHOUSE (01283 595811) kevin.stackhouse@south-derbys.gov.uk	DOC: u/KS/budget/201 19 budget/universal credit scrutiny report 8 th Feb 2018
SUBJECT:	IMPLEMENTATION OF UNIVERSAL CREDIT	TERMS OF REFERENCE: 6.03 (a) (i)
WARD(S) AFFECTED:	ALL	

1.0 Recommendations

1.1 That the Committee consider the current position and planned actions for supporting tenants and potential claimants of Universal Credit and make appropriate recommendations (if any) to Policy Committees to support policy and budget development.

2.0 Purpose of Report

2.1 Following the scrutiny of the Council's budget proposals at the last Committee on 17th January 2018, this report provides greater detail regarding the implementation and effects of Universal Credit for the Council.

2.2 The request from the Committee followed a review of the potential implications of rent arrears on the Housing Revenue Account (HRA). This has been identified as a key risk and the report sets out the Council's approach to-date to support tenants and limit the financial impact on the HRA.

3.0 Detail

Background

3.1 The full implementation of Universal Credit (UC) across South Derbyshire is planned for November 2018 and the Government now have firm plans in place to deliver this. The Council have identified approximately 4,000 current residents on Housing Benefit (Rent Rebates and Rent Allowances) which may be affected by UC.

3.2 There are currently 17 Council tenants in receipt of the Universal Credit Live Service. This may increase between now and November 2018 if tenants who are already on Full Service Universal Credit move into the Council's area.

- 3.3 There are 1,857 Council properties which house working age tenants, 954 of which are currently in receipt of Housing Benefit (Rent Rebate). These tenants receive this support to pay their rent and it is paid directly into their rent account from the Housing Benefit Department.
- 3.4 Rent Rebate is one of the 7 benefits which will be rolled into the encompassing UC. Therefore, from November, these tenants will receive their various benefits in one payment and they will then be responsible for paying their total rent.
- 3.5 Consequently, these tenants are targeted when communicating about Welfare Reform. The rest of the Council's housing stock contains tenants who are of pensionable age and therefore will not be affected by the changes and the move to UC.

Current Position

- 3.6 With the current UC client base, the tenant's accounts are managed by firstly encouraging them to advise the Council as they claim UC. If necessary, this data can also be obtained from the Housing Benefit Department as they will receive notification from the DWP.
- 3.7 Close contact is made with the tenant to ensure that they fully understand the process and to identify if there are arrears on the account exceeding 8 weeks. If so, the Council can request a Managed Payment from the DWP to ensure that rent plus arrears are paid directly to the Council. If the account has little or no arrears, the tenant is encouraged to set up a direct payment to be debited the day they are paid their UC.

On-Going Preparation

- 3.8 Whilst it cannot accurately be predicted at what rate the Council's tenants will move over to UC, data from a neighbouring authority indicates that approximately 25 households per week have been moved over to UC following implementation in May 2017.
- 3.9 The Housing Department, in partnership with internal and external stakeholders, are in the process of drafting a Welfare Reform Delivery Plan that will map out initiatives and events to raise awareness and assist prospective UC claimants between now, November 2018 and beyond.
- 3.10 Furthermore, the Housing Department's Pre-Tenancy Workshop initiative explains the UC process and outlines changes to that of the Housing Benefit system in order to prepare and educate tenants during the transition. All new Council tenants are expected to attend a Pre-Tenancy workshop prior to sign up.
- 3.11 To date, two mailshots have been issued to prospective UC claimants to identify those who will be affected. Mailshots outline the changes in plain English and welcome tenants to contact the Housing Team with any questions.

During the first mailshot, the Housing Operations team extended their opening hours to answer questions on the changes. Other mailshots are planned later in the year.

Current Arrears

- 3.12 As at 31st December 2017, average arrears across the 17 accounts currently in receipt of UC stood at £222.17, with the highest arrears standing at £879.51. A report recently issued by the Association of Retained Housing, shows that 87% of UC tenants are in rent arrears compared to 39% of tenants overall, with 59% owing over a month's rent and 44% on a managed payment plan direct to the landlord.

Working in Partnership and Further Support

- 3.13 Clearly, based on these statistics, it is important to ensure that the Housing Team remain proactive in raising awareness of UC. In addition, UC could affect many more local residents in addition to Council tenants and the Council has an integral role in the Welfare Reform Delivery Plan.
- 3.14 The local Welfare Reform Group, which comprises representation from across the public and voluntary sector, meet regularly to discuss issues in the District and to share best practise. The Housing Team's Tenancy Sustainment Officer also delivers Personal Budgeting Support to all UC claimants whether they are Council tenants or not and in conjunction with this, meets with the Jobcentre Plus to raise any issues with the service.
- 3.15 Plans are also being drawn up to run event across the District to answer questions regarding Universal Credit and how the changes will affect residents.
- 3.16 The Housing Team, in partnership with the CVS, are in the process of submitting a bid for a £650,000 project to the European Social Fund. The aim of the project is to raise employment across the district, thereby reducing the strain on the welfare system as the new changes roll out. The aim is to reduce potential rent arrears and raise aspirations across the District meaning a stronger local economy.
- 3.17 The initial application has been accepted and the deadline for the final submission is March 2018.
- 3.18 On the wider front, the Housing Team also have a stand at the local Job's Fair in April 2018. Housing Operations and Housing Options Teams are also hoping to visit schools to advise on applying for Council Housing, managing bills and payments and the consequences of eviction and homelessness.

4.0 Financial Implications

- 4.1 As detailed in the report. The HRA's financial plan has made additional provision for a greater level of rent arrears once UC is implemented. This will be kept under review.

5.0 Corporate Implications

5.1 As detailed in the report.

6.0 Community Implications

6.1 As detailed in the report.

7.0 Background Papers

7.1 None

REPORT TO:	OVERVIEW and SCRUTINY COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	8th FEBRUARY 2018	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR CORPORATE RESOURCES	OPEN
MEMBERS' CONTACT POINT:	KEVIN STACKHOUSE (01283 595811) kevin.stackhouse@south-derbys.gov.uk	DOC: u/KS/waste and cleansing/waste collection scrutiny report 8 th Feb 2018
SUBJECT:	WASTE COLLECTION BUDGET and FUTURE GROWTH PROVISION	TERMS OF REFERENCE: 6.03 (a) (i)
WARD(S) AFFECTED:	ALL	

1.0 Recommendations

1.1 That the Committee consider the proposed budget for Waste Collection Services for 2018/19 and make appropriate recommendations (if any) to Policy Committees to support policy and budget development.

2.0 Purpose of Report

2.1 Following the scrutiny of the Council's budget proposals at the last Committee on 17th January 2018, this report provides greater detail regarding the Waste Collection Service, as agreed by the Committee in January.

3.0 Detail

Background

3.1 The number of household refuse collections has grown by approximately 3,400 households since 2014, due to the continuing growth of residential development. This is on top of the steady increase in households over the last 10 years.

3.2 During 2016/17, the Service consisted of 8 full-time refuse collection crews (or rounds) across the District. This was increased from 7 several years ago.

3.3 These crews collect black (general waste) and brown (composting) bins, together with trade waste from local businesses. The trade waste service is undertaken in a competitive market. The green bins (recycling) are collected by an external company, under contract, for the Council.

3.4 Collections are currently made from over 47,000 households/businesses each week. A standard refuse collection vehicle (26 tonnes) with a driver and two

loaders can usually collect from 5,500 properties per week, assuming a 95% presentation rate.

- 3.5 Seven of the current 8 crews are full-time and average over 5,600 properties per week. The remaining crew is part-time typically collecting from 4,300 properties per week. The part-time crew generally service the trade waste customers.
- 3.6 The Service also provides a Saturday Freighter Service and some Bank Holiday collections, although the Bank Holiday collections are not currently provided by the external contractor for the green bins. There is also a separate crew which collects clinical and bulky waste.

Escalating Costs

- 3.7 During 2016 and 2017, the continuing impact of growth started to put additional strain on resources. Although some rounds were reorganised to maintain efficiencies, it meant that agency staff, overtime and hired vehicles were being used to maintain the Service.
- 3.8 Consequently, the cost of the Service escalated during 2016/2017 as reported to the Finance and Management Committee. The additional costs, compared to the Budget, were projected at up to £200,000 in 2017/18.
- 3.9 In response to this, the Environmental and Development Services Committee considered a report in November 2017, which detailed proposals to add a further crew to the Service. This was agreed and following approval for additional budget by the Finance and Management Committee, the extra round is now being implemented.
- 3.10 The Service will now allow for 9 full crews collecting from an average of 5,000 properties per week; consequently, this will allow for some spare capacity.

4.0 Financial Implications

- 4.1 The additional cost of the extra crew is approximately £130,000 per year. This has been financed from the Growth Reserve in the Medium-Term Financial Plan. This Reserve was previously set up to meet the additional demand on the Council's services from residential development and is included within the Base Budget on an on-going basis.
- 4.2 The Budget for Waste Collection for 2018/19 includes these additional resources and the total budgets for 2018/19 are detailed in **Appendix 1**. A summary is provided in the following table.

Waste Collection Budgets	2018/19	2017/18	Variance
	£	£	£
Household Waste Collection	1,151,647	1,017,377	134,271
Trade Waste Collection	98,932	113,771	-14,839
Recycling	384,120	318,118	66,002

Total	<u>1,421,997</u>	<u>1,236,563</u>	<u>185,434</u>
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- 4.3 The above figures exclude vehicle costs which are accounted for centrally alongside the cost of all Council vehicles and plant in a Transport Account. For completeness, the Transport Account is detailed in **Appendix 1**.
- 4.4 Clearly, the overall Budget of the Service is increasing between 2017/18 and 2018/19 due to the extra round. In addition, the cost of recycling will increase due to provision in the Contract for indexation.
- 4.5 Besides staffing, the largest service cost is the disposal of waste. To a large extent, this is offset by “credits” received from the County Council for reducing the amount of household waste through recycling.
- 4.6 The above table shows that the direct account for the Trade Waste Service is in surplus. However, after allocating vehicle costs and central overheads, there is a small overall deficit.

The Cost of Purchasing Vehicles

- 4.7 The Council’s Base Budget allows for a contribution each year to an Asset Replacement Reserve. This is used to replace and purchase new vehicles in accordance with a replacement schedule.
- 4.8 Several of the current refuse vehicles are currently being replaced and the fleet will be operating with new vehicles in 2018/19. The cost of maintaining vehicles is contained within the Transport Account.

Continuing Growth

- 4.9 As a growth area, the number of households continues to increase across the District and will do so in accordance with the Local Plan for several years. At some point, it is inevitable that additional resources will again need to be invested in Waste Collection to meet demand.
- 4.10 The Council has a statutory duty to collect and dispose of waste. The recent increase in resources has accommodated historic growth with some spare capacity. The position should be kept under close review as future growth could be quicker than that previously and the Council needs to be prepared to service this additional demand.
- 4.11 There is currently an on-going amount (Growth Reserve) in the Council’s Medium-Term Financial Plan of £1/2m per year to meet future costs associated with growth. This is kept under review and is likely to be increased in future years from additional income. It is anticipated that any additional costs of Waste Collection will largely be met from this Reserve.

5.0 Corporate Implications

- 5.1 None directly

6.0 Community Implications

6.1 As detailed in the report.

7.0 Background Papers

7.1 None

APPENDIX 1: WASTE COLLECTION BUDGETS 2018/19

	2018/19 £	2017/18 £	VARIANCE £	
Household Waste Collection				
Salaries - Basic Pay	755,552	635,970	119,582	Additional crew
Salaries - National Insurance	64,842	57,932	6,910	Additional crew
Salaries - Other Pay	6,552	0	6,552	Vehicle wash down (previously budgeted in overtime)
Salaries - Overtime	23,539	49,043	-25,504	Additional crew results in less overtime
Salaries - Superannuation	108,599	83,930	24,669	Additional crew
Agency Staff	49,062	24,480	24,582	Cover still required but less than £100k per year previously
Enhanced Pension	58,633	69,686	-11,053	
Medical Fees	500	500	0	
Insurance - Employee	5,245	4,302	943	
Training Expenses	400	2,000	-1,600	
Hire of Other Vehicles	15,000	15,000	0	Still required as contingency
Car Allowances	500	1,100	-600	
Essential User Lump Sum	2,202	2,202	0	
Tools and Equipment - Purchase	800	800	0	
Materials - Other Materials	0	87,000	-87,000	See below
Purchase of Bins and Sacks	95,000	0	95,000	District Growth + Bins coming to end of life
Services - Professional Fees	1,308	35,000	-33,692	Bulky Waste service and bin deliveries now all in-house
Telephone	267	258	9	
Public Liability Insurance	13,646	11,841	1,805	
TPP - Recycling Disbursements	630,000	575,300	54,700	Disposal costs based on 16-17 tonnes @ current £ per tonne
Contributions - County Council	-650,000	-612,868	-37,132	Based on 16-17 tonnes @ current £ per tonne
Fees - Extra Refuse Collections	-30,000	-22,000	-8,000	Bulky collection - in line with previous years
Fees - Other	0	-4,100	4,100	Offset by above
Total - Household Waste Collection	1,151,647	1,017,377	134,271	
Page 21 of 25				
Trade Waste Collection				
Materials - Other Materials	0	11,000	-11,000	Offset

Purchase of Bins and Sacks	11,000	0	11,000	Offset
Public Liability Insurance	2,729	2,368	361	
TPP - Waste Collection	172,000	162,000	10,000	Disposal costs based on current tonnages
TPP - Recycling Disbursements	2,500	1,700	800	
Recharge - Trade Waste	-13,000	-6,000	-7,000	
Fees - Extra Refuse Collections	-1,000	-2,000	1,000	
Fees - Refuse Collection & Disposal	-288,000	-268,000	-20,000	Based on current customers
Fees - Other	0	0	0	
Total - Trade Waste Collection	-113,771	-98,932	-14,839	
Recycling				
Waste Management	779,620	708,978	70,642	Contract increase in Oct by RPI + 19K leaflet drop.
Printing	0	3,000	-3,000	Offset above
Services - Professional Fees	2,000	2,000	0	Contribution to County road show
TPP - Recycling Disbursements	1,000	1,140	-140	
Contributions - County Council	-395,000	-394,000	-1,000	Based on 16-17 tonnes with current £ per tonne
Fees - Other	-3,500	-3,000	-500	
Total - Recycling	384,120	318,118	66,002	
Vehicle Costs				
Salaries - Basic Pay	47,080	46,511	569	
Salaries - National Insurance	4,866	4,801	65	
Salaries - Overtime	4,500	4,500	0	
Salaries - Superannuation	7,118	6,529	589	
Enhanced Pension	3,554	4,223	-670	
Medical Fees	0	250	-250	
Insurance - Employee	599	492	108	
Training Expenses	0	200	-200	
Petrol	3,500	3,000	500	
Diesel	260,620	246,740	13,880	Based on 16-17 litres with current price + 10% increase
Gas Oil	10,500	8,620	1,880	Based on 16-17 litres with current price + 10% increase
Road Fund Licence	13,000	12,140	860	used 17-18 prices with £5 increase + extra for new fleet
MOT & HGV Tests	4,500	4,500	0	
Oil & Grease	5,000	5,000	0	
Tyres	41,000	41,000	0	
Spare Parts	150,000	150,000	0	

Insurance - Vehicles	71,211	68,822	2,388	
Tools and Equipment - Purchase	1,000	2,000	-1,000	
Tools and Equipment - R & M	1,000	1,000	0	
Materials - Cleaning Materials	1,000	1,000	0	
Materials - Other Materials	1,000	2,500	-1,500	
Laundry Expenses	1,400	1,357	43	
Services - General Licences	0	730	-730	
Subscriptions	730	900	-170	Fleet Transport Association
Public Liability Insurance	6,823	5,921	902	
Inspection Contracts Ins	1,702	1,297	406	
Recharge - Taxi Testing	-10,000	-10,000	0	
Vehicle Recharge	-40,000	-40,000	0	
Total - Vehicle Costs	591,703	574,033	17,670	

REPORT TO:	OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	8th FEBRUARY 2018	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	ROOPY PABLA (EXT.5848) CHRIS TYLER (EXT.5722)	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.

Overview & Scrutiny Committee Work Programme 2017/18

Annexe A

Project	Committee Date												Responsible Head of Service						
	Jun-17		Sep-17		Oct-17		Nov-17		Jan-18		Feb-18			Mar-18		Apr-18		May-18	
		21		6		18		29		17		8			21				
Annual Report		■												■					Legal and Democratic Services Manager.
RIPA		■		■						■				■					Legal & Democratic Services Manager
Setting the Work Programme		■																	Director of Finance and Corporate Services
Budget										■									Strategic Director (Corporate Resources)
Review of Funding to Voluntary & Community Sector Organisations		■		■															Director of Community and Planning Services
Review of Area Forums / Safer Neighbourhood meetings				■				■											Director of Community and Planning Services
Review of Etwell Leisure Centre Contract / Community Access				■															Director of Community and Planning Services
Review of Grounds Maintenance Services						■						■							Director of Housing and Environmental Services
Review of Street Scene Services						■						■							Director of Housing and Environmental Services
Review of Waste Services						■						■							Director of Housing and Environmental Services
Review of Approach to Customer Services / Engagement								■											Director of Finance and Corporate Services
Recreation Facilities in Rural Villages												■							Strategic Director (Service Delivery)
Update on Section 106 Health Allocations										■				■					Strategic Director (Service Delivery)
Medical provision in & around Stenson Ward										■									Strategic Director (Service Delivery)
Implementation of Universal Credit												■							Strategic Director (Service Delivery)
Key																			
Report to Committee		■																	Verbal Update / Presentation
Report to Task Group		■																	Public Meeting