



F B McArdle,
Chief Executive,
South Derbyshire District Council,
Civic Offices, Civic Way,
Swadlincote, Derbyshire DE11 0AH.

www.southderbyshire.gov.uk

@SDDC on Twitter

Please ask for Democratic Services

Phone (01283) 595722 / 595848

Typetalk 18001

DX 23912 Swadlincote

democraticservices@southderbyshire.gov.uk

Our Ref: DS

Your Ref:

23rd October 2019

Dear Councillor,

Council

YOU ARE HEREBY SUMMONED to attend the Meeting of the **Council** to be held in the **Council Chamber**, on **Thursday, 31 October 2019** at **18:00** to transact the business set out on the attached agenda.

Yours faithfully,

Chief Executive

To:- **Conservative Group**

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

Labour Group

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

AGENDA

Open to Public and Press

- 1** Apologies.
- 2** To confirm the Open Minutes of the Council Meeting (CL/47 – CL/64) held on the 19th September 2019.
Council 19th September 2019 Open Minutes **5 - 11**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any announcements from the Chairman, Leader and Head of Paid Service.
- 5** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 6** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 7** CORPORATE PLAN 2020-2024 **12 - 23**
- 8** COMMUNITY PARTNERSHIP GRANT SCHEME NAME CHANGE **24 - 25**
- 9** INDEPENDENT REMUNERATION PANEL **26 - 27**
- 10** POLLING PLACE REVIEW 2019 **28 - 32**
- 11** LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN – ANNUAL REVIEW LETTER 2019 AND LGSCO UPDATE **33 - 36**
- 12** To receive and consider the Open Minutes of the following Committees:-
Environmental and Development Services 15th August 2019 Open Minutes **37 - 44**

Housing and Community Services 22nd August 2019 Open Minutes **45 - 48**

Finance and Management Committee 29th August 2019 Open Minutes **49 - 54**

Overview and Scrutiny 4th September 2019 Open Minutes **55 - 59**

Etwall Joint Managment Committee 25th September 2019 Open Minutes **60 - 61**

Housing and Community Services Committee 3rd October 2019 Open Minutes **62 - 65**

13 To review the compositions of Committees, Sub-Committees and Working Panels for the remainder of the municipal year.

14 To review the compositions of Substitute Panels.

15 To review representation on Outside Bodies.

16 To review Member Champions.

Exclusion of the Public and Press:

17 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.

18 To confirm the Exempt Minutes of the Council Meeting held on 19th September 2019 (CL/65-CL/67).

Council 19th September 2019 Exempt Minutes

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

20 To receive and consider the Exempt Minutes of the following

Committees:-

Environmental and Development Services 15th August 2019

Exempt Minutes

Housing and Community Services 22nd August 2019 Exempt
Minutes

Finance and Management Committee 29th August 2019 Exempt
Minutes

MINUTES of the MEETING of the
SOUTH DERBYSHIRE DISTRICT COUNCIL
held at the Civic Offices, Civic Way, Swadlincote
on Thursday 19th September 2019
at 6.00pm

PRESENT:-

Conservative Group

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

Labour Group

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

CL/47 **APOLOGIES**

Apologies for absence from the Meeting were received from Councillors Angliss, Mrs Bridgen, Dr Perry (Conservative Group) and Councillors Mrs Heath, Southerd and Tilley (Labour Group).

CL/48 **MINUTES OF COUNCIL MEETING**

The Open Minutes of the Council Meeting held on the 27th June 2019 (CL/27-CL/43) were approved as a true record.

CL/49 **DECLARATIONS OF INTEREST**

Council was informed no declarations of interest had been received.

CL/50 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman of the Council outlined a summary of events attended since the last Council Meeting, including the opening of shops and restaurants in the District and a visit to the Derby Rugby ground to present a ball signed by the World Legends Rugby team that would be sent to Japan. The Chairman noted the success of the Council's 'Festival of Leisure' and 'Proms in the Park' events thanking the officers involved and those who attended. The Chairman noted the excellent performance by a local six-year-old schoolgirl who played the harp and that he was invited to conduct the Blidworth Brass Band. The Chairman concluded by thanking all those who helped and attended his Civic Service in Etwall.

CL/51 ANNOUNCEMENTS FROM THE LEADER

The Leader read from a letter of appreciation, received from the Chief Constable John Campbell of Thames Valley Police, in response to the letter of condolence that had been sent on behalf of South Derbyshire District Council in relation to the death of Police Constable Andrew Harper who was killed in the line of duty.

The Leader wished for Council to note that a collection point for the local food bank that had been set up at the Civic Offices and thanked the officers involved in making this arrangement.

CL/52 ANNOUNCEMENTS FROM THE HEAD OF PAID SERVICE

Apologies had been received from the Head of Paid Service and Council was informed no announcements had been received.

CL/53 QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10

Council was informed no questions had been received.

CL/54 QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

Council was informed no questions had been received.

CL/55 SEALED DOCUMENTS

Councillor Dunn sought clarification on the number of Right-to-Buy properties that had been sold in the last twelve months. The Strategic Director (Service Delivery) noted that a response would be supplied in due course.

Date	No. of Seal	Nature of Document
02.05.19	12239	Transfer – 8 Elmsleigh Close, Midway
06.06.19	12297	Transfer – 11 Goseley Avenue, Hartshorne
12.07.19	12317	Transfer – 39 Brookdale Road, Hartshorne
12.07.19	12319	Transfer – 96 Brookdale Road, Hartshorne
31.07.19	12341	Transfer – 19 Vale Road, Midway
19.08.19	12350	Transfer – 7 Windsor Close, Newhall
28.08.19	12358	Transfer – 101 George Street, Church Gresley

RESOLVED:

That the Sealed Documents listed, for which there is no specific authority, be duly authorised.

CL/56 ANNUAL REPORT 2018-2019

The Strategic Director (Corporate Services) presented the Annual Report to Council. The Leader of the Council welcomed the report and its format, noting the achievements and thanking all those involved.

RESOLVED:

Council approved the publication of the Annual Report for 2018/19, which was attached as Appendix A to the report.

CL/57 REPTON NEIGHBOURHOOD DEVELOPMENT PLAN

The Strategic Director (Service Delivery) presented the report to Council. Councillor Churchill wished to note the gratitude expressed from Repton Parish to Ewan Thompson and the Steering Committee for their contribution to the Development Plan.

RESOLVED:

1.1 That Council considered the Repton Neighbourhood Development Plan together with the Examiner's Report and recommended changes.

1.2 That Council agreed to the recommended changes identified by the independent Examiner to ensure that the draft plan meets all necessary legal requirements at this stage to allow it to proceed to referendum.

1.3 That Council agreed to the amended Repton Neighbourhood Development Plan proceeding to referendum.

CL/58 SCHEME OF DELEGATION

The Head of Legal and Democratic Services presented the Scheme of Delegation which had been revised to reflect the organisational changes and appointment of the new Heads of Service. One further amendment to the licensing protocol was highlighted which included delegated authority to the Head of Legal and Democratic Services to suspend and revoke any licence where there is an imminent danger to the public.

The Leader welcomed the report noting that the changes were sensible.

RESOLVED:

1.1 That, in accordance with Council Procedure Rule No. 1.1 (f) of the Council's Constitution, Council approved the amended Scheme of Delegation (Appendix A to this report), to form Part 3 of the Council's Constitution.

1.2 That Council approved to delegate to the Monitoring Officer, the ability to make minor amendments to the Scheme of Delegation, for example, following restructures or changes in job titles.

Abstentions: Councillors Dunn, Gee, Mulgrew and Mrs Stuart

CL/59 **OPEN MINUTES**

Council received and considered the open minutes of its Committees.

RESOLVED:-

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

<u>Committee</u>	<u>Date</u>	<u>Minute No.'s</u>
Planning Committee	04.06.19	PL/1 – PL/22
Overview and Scrutiny Committee	19.06.19	OS/1 – OS/10
Licensing and Appeals Sub-Committee	20.06.19	LAS/1 – LAS/4
Etwall JMC	10.07.19	EL/1 – EL/7
Finance and Management (Special)	25.07.19	FM/20 – FM/22
Licensing and Appeals Sub-Committee	06.08.19	LAS/5 – LAS/7

Area Forum

Newhall	22.01.19	NA/8 – NA/14
Repton	23.01.19	RA/15 – RA/21
Etwall	29.01.19	EA/8 – EA/14
Linton	30.01.19	LA/15 – LA/20
Swadlincote	06.02.19	SA/15 – SA/21
Melbourne	12.02.19	MA/15 – MA/21

CL/60 **THE COMPOSITION OF COMMITTEES, SUB-COMMITTEES & WORKING PANELS FOR THE REMAINDER OF THE MUNICIPAL YEAR**

RESOLVED:-

Council approved the following amendments:

**Community Partnership Scheme Assessment Panel
Councillors Corbin, Mrs Haines and Roberts be appointed.
Councillor Shepherd to replace Councillor Taylor.**

CL/61 **COMPOSITION OF SUBSTITUTE PANELS**

RESOLVED:-

Council approved the following amendments:

Finance and Management Committee

Councillors Mulgrew and Singh replace Councillors Dunn and Shepherd.

Community Partnership Scheme Assessment Panel

Councillors Atkin, Churchill and Pegg be appointed.

Joint Consultative Committee

Councillors Rhind and Taylor to be appointed.

Single Status Steering Group

Councillor Southerd be appointed.

CL/62 **REPRESENTATION ON OUTSIDE BODIES**

RESOLVED:

Council was informed no amendments were to be made.

CL/63 **REPRESENTATION OF MEMBER CHAMPIONS**

RESOLVED:-

That the following Member Champions be appointed:

<i>Armed Forces Covenant</i>	<i>Councillor Atkin</i>
<i>Arts & Culture</i>	<i>Councillor Hewlett</i>
<i>Corporate Plan</i>	<i>Councillor Dr. Pearson</i>
<i>Design (Planning)</i>	<i>Councillor Mrs Brown</i>
<i>Equality & Diversity</i>	<i>Councillor Mrs Patten</i>
<i>Health & Safety</i>	<i>Councillor Watson</i> <i>Councillor Taylor</i>
<i>Historic Environment</i>	<i>Councillor Mrs Brown</i>
<i>Information Technology</i>	<i>Councillor Billings</i> <i>Councillor Tilley</i>
<i>Older People</i>	<i>Councillor Muller</i>
<i>Performance & Data Quality</i>	<i>Councillor Brady</i>
<i>Procurement & Business Improvement</i>	<i>Councillor Fitzpatrick</i>
<i>Risk Management</i>	<i>Councillor Watson</i>
<i>Safeguarding</i>	<i>Councillor Mrs Patten</i>

Training**Councillor Ford
Councillor Southerd****Waste & Recycling****Councillor MacPherson****Voluntary Sector****Councillor Hewlett****Young People****Councillor Pegg**

CL/64

LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**RESOLVED:-**

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

EXEMPT MINUTES OF THE COUNCIL

The Exempt Minutes of the Council Meeting held on 27th June 2019 (Minute Nos.CL/44-CL/46) were approved as a true record.

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

Council was informed no questions had been received.

EXEMPT MINUTES

Council received and considered the Exempt Minutes of its committees.

RESOLVED:-

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

<u>Committee</u>	<u>Date</u>	<u>Minute No.'s</u>
Planning Committee	04.06.19	PL/23 – PL/25
Finance and Management (Special)	25.07.19	FM/33 – FM/36

The meeting terminated at 6.30pm.

COUNCILLOR D MULLER

CHAIRMAN OF THE DISTRICT COUNCIL

REPORT TO:	COUNCIL	AGENDA ITEM: 7
DATE OF MEETING:	31 st OCTOBER 2019	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	FRANK MCARDLE (01283 595700) Frank.McArdle@southderbyshire.gov.uk	
SUBJECT:	CORPORATE PLAN 2020-2024	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

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

2.0 Purpose of Report

- 2.1 Following consultation, implementation of a new Senior Management Structure and a review of the challenges facing the Council, a new Corporate Plan has emerged which is presented for adoption by the Council. This sets out the way in which the Council intends to further develop and improve services between 2020 and 2024.
- 2.2 Following the new Corporate Plan being adopted, measures to monitor performance and progress will be developed. These will be reported to the Finance and Management Committee for approval on 13 February 2020.
- 2.3 In the meantime, the current (interim) Corporate Plan came to a close on 30 September 2019. The final performance report against this plan will be reported to the Policy Committees in November.

3.0 Executive Summary

- 3.1 The Corporate Plan 2020 – 2024 has been written following consultation with Elected Members, Leadership Team, Heads of Service and Officers whilst considering South Derbyshire's needs. The Corporate Plan will provide a clear strategic direction in the delivery of making 'South Derbyshire a Great place to live, visit and invest'. 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.

4.0 Detail

- 4.1 The Corporate Plan sets out the Council's vision and values at its core making South Derbyshire a '**Great place to live, visit and invest**'.

The three values which were developed to help support the delivery of our vision are:
Together we will:

- Take pride in our place
- Have respect for everyone
- Achieve excellence in all we do'.

4.2 The Corporate Plan contains three core priorities:

- **Our Environment** – *keeping a clean, green District for future generations*
- **Our People** – *working with communities and meeting the future need of the District*
- **Our Future** – *growing our District and our skills base*

Under each priority, key aims and outcomes have been defined to help focus the council's resources to deliver our priorities.

Our Environment

Improve the environment of the District

- Reduce waste and increase composting and recycling.
- Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate.
- Enhance biodiversity across the District.

Tackle climate change

- Strive to make South Derbyshire District Council carbon neutral by 2030.
- Work with residents, businesses and partners to reduce their carbon footprint.

Enhance the attractiveness of South Derbyshire

- Enhance the appeal of Swadlincote town centre as a place to visit.
- Improve public spaces to create an environment for people to enjoy.

Our People

Engage with our communities

- Support and celebrate volunteering, community groups and the voluntary sector.
- Help tackle anti-social behaviour & crime through strong and proportionate action.

Supporting and safeguarding the most vulnerable

- With partners encourage independent living and keep residents healthy and happy in their homes.
- Promote health and wellbeing across the District.
- Improve the condition of housing stock and public buildings.
- Support social mobility to ensure people have the opportunity to access skilled jobs, higher and further education.

Deliver excellent services

- Ensure consistency in the way the Council deals with its service users.
- Have in place methods of communication that enables customers to provide and receive information.
- Ensure technology enables us to effectively connect with our communities.
- Invest in our workforce.

Our Future

Develop skills and careers

- Attract and retain skilled jobs in the District.
- Support unemployed residents back into work.

Support economic growth and infrastructure

- Encourage and support business development and new investment in the District.

- Enable the delivery of housing across all tenures to meet Local Plan targets.
- Influence the improvement of infrastructure to meet the demands of growth.

Transforming the Council

- Provide modern ways of working that support the Council to deliver services to meet changing needs.
- Source appropriate commercial investment opportunities for the Council.

5.0 Financial Implications

5.1 None

6.0 Corporate Implications

Employment Implications

6.1 None directly.

Legal Implications

6.2 None directly.

Corporate Plan Implications

6.3 As detailed.

Risk Impact

5.4 None.

6.0 Community Impact

Consultation

6.1 The Corporate Plan has an impact on all aspects of community life, because it is built upon the needs and expectations of residents. Extensive consultation was undertaken with 135 Officers over five service meetings, a workshop was held with Elected Members and both individual and group meetings were held with the Heads of Service and Leadership Team to develop the three key priorities, aims and desired outcomes.

Equality and Diversity Impact

6.2 Not applicable in the context of the report

Social Value Impact

6.3 Not applicable in the context of the report

Environmental Sustainability

6.4 Not applicable in the context of the report

7.0 Background Papers

None

8.0 **Appendices**

Appendix A - Corporate Plan 2020-2024.





Corporate Plan

2020 – 2024



South
Derbyshire
District Council

www.southderbyshire.gov.uk

Welcome to our Corporate Plan

We are delighted to introduce our Corporate Plan for 2020 – 2024.

Following engagement with partners, our communities and our staff, we are proud that people tell us South Derbyshire is a friendly and welcoming place.

Our Corporate Plan has our vision and values at its core which play an important role in ensuring that we deliver our services and care for our District and its people to the best of our abilities.

This plan concentrates on the issues that are most important to the people who live and work in South Derbyshire, on national priorities set by the Government and on the opportunities and challenges presented by the environmental, economic and social aspects of the District.

We have identified our three key priorities as: Our Environment, Our People, Our Future.

Our plan seeks to ensure that our District remains a great place to live, visit and invest.



Frank McArdle

Chief Executive

A handwritten signature in black ink, appearing to read 'Frank McArdle', written over a horizontal line.



Cllr Martyn Ford

Leader

A handwritten signature in black ink, appearing to read 'Martyn Ford', written over a horizontal line.

Our District

South Derbyshire is a rural District in central England covering an area of over 100 square miles.

Its population currently stands at 102,400 and forecasts suggest that by 2031 the number of people who call it home will have risen to more than 112,000.

The convergence of the A38 and A50 in the District and with the country's second largest freight airport on the doorstep, South Derbyshire is one of the best-connected areas in the country. The District is also at the heart of The National Forest which brings economic, environmental and social benefits.



In a period when concern for the environment is more prominent than ever, as part of the District's growth, a careful eye is being kept on protecting the environment and promoting responsible behaviour.

For many years the District has been the fastest growing in Derbyshire and is, in fact, currently one of the fastest growing areas in England. This reflects the fact that the area offers a high quality of life and is a place people want to live and work.

Our Vision and Values

Our values are important, they underpin the way we operate as an organisation and will help and inspire us to achieve our vision.

Our Vision is:

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



Our Values

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.



Our Environment

Keeping a clean, green District for future generations

The Council plays an important role in protecting the environment and promoting responsible behaviour and we are committed to creating a 'cleaner, greener' District.

The framework we have in place is accredited and ensures continual

improvement of our environmental performance.

We will work with partners locally and regionally to help the Council achieve carbon neutrality by 2030, making South Derbyshire cleaner and greener for future generations.



Our key aims to deliver this priority are:

Improve the environment of the District

- Reduce waste and increase composting and recycling.
- Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate.
- Enhance biodiversity across the District.

Tackle climate change

- Strive to make South Derbyshire District Council carbon neutral by 2030.
- Work with residents, businesses and partners to reduce their carbon footprint.

Enhance the attractiveness of South Derbyshire

- Enhance the appeal of Swadlincote town centre as a place to visit.
- Improve public spaces to create an environment for people to enjoy.

Our People

Working with communities and meeting the future needs of the District

The people who live and work in our District are at the heart of everything we do and we will work hard to ensure the many services we provide meet the needs of everyone and are of the highest quality.

We will improve methods of engagement, enable independent and affordable living

and provide opportunities for everyone to enjoy social, leisure and cultural activities.

Support will be provided to help people achieve the very best quality of life, at home and at work.



Our key aims to deliver this priority are:

Engage with our communities

- Support and celebrate volunteering, community groups and the voluntary sector.
- Help tackle anti-social behaviour & crime through strong and proportionate action.

Supporting and safeguarding the most vulnerable

- With partners encourage independent living and keep residents healthy and happy in their homes.
- Promote health and wellbeing across the District.
- Improve the condition of housing stock and public buildings.
- Support social mobility to ensure people have the opportunity to access skilled jobs, higher and further education.

Deliver excellent services

- Ensure consistency in the way the Council deals with its service users.
- Have in place methods of communication that enables customers to provide and receive information.
- Ensure technology enables us to effectively connect with our communities.
- Invest in our workforce.

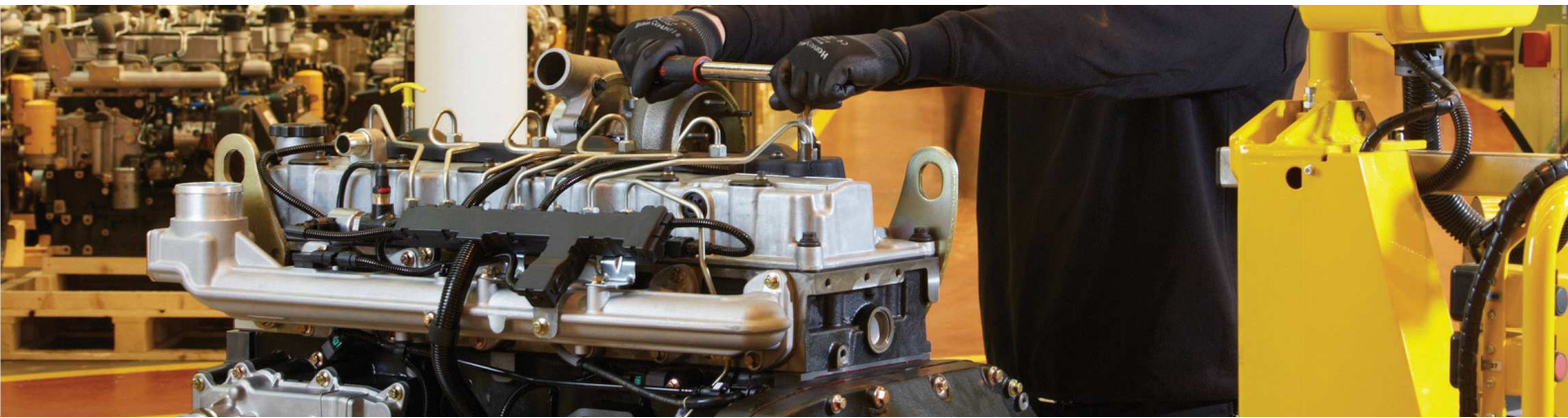
Our Future

Growing our District and our skills base

On-going development of our District and its skills base are the foundations for future success.

Building and attracting new homes, drawing in investment from new and existing businesses and working to provide improved infrastructure will be key aims over the next four years.

We will be open to innovation and embrace new technology to maintain exemplar services. We will work in partnership with others to build a future of which we are proud.



Our key aims to deliver this priority are:

Develop skills and careers

- Attract and retain skilled jobs in the District.
- Support unemployed residents back into work.

Support economic growth and infrastructure

- Encourage and support business development and new investment in the District.
- Enable the delivery of housing across all tenures to meet Local Plan targets.
- Influence the improvement of infrastructure to meet the demands of growth.

Transforming the Council

- Provide modern ways of working that support the Council to deliver services to meet changing needs.
- Source appropriate commercial investment opportunities for the Council.

Reporting Performance

We will demonstrate over the next four years how we are progressing against the key priorities and aims which are detailed in the Corporate Plan.

Progress on the Corporate Plan will be reported back to our residents, elected members and to our staff on a quarterly and annual basis.

Further information can be found on our website www.southderbysire.gov.uk.

Obtaining alternative versions of this document

If you would like this document in another language, or if you require the services of an interpreter, please contact us. This information is also available in large print, Braille or audio format upon request.

Phone: 01283 595795 email: customer.services@southderbyshire.gov.uk

Jeśli chcieliby Państwo otrzymać ten dokument w innym języku lub potrzebują Państwo usług tłumacza, prosimy o kontakt. Informacje te są również dostępne na życzenie w wydaniu dużym drukiem, w alfabecie brajla lub w wersji audio.

如果你需要这份文件的中文翻译，或者需要传译员的帮助，请联系我们。这些数据也备有大字体印本、盲人点字和录音带，欢迎索取。

ほかの言語でこの文書をご希望の場合、もしくは通訳サービスをご希望の場合はご連絡ください。

またこの情報は、ご要望により大きなプリント、点字版、また音声形式でも承っております。

यदि आपको ये दस्तावेज किसी दूसरी भाषा में चाहिये, या किसी दुभाषिये की सेवाओं की जरूरत है तो हमें सम्पर्क करने की कृपया करें। ये जानकारी माँग करने पर बड़े अक्षरों, ब्रेल या आडिओ के रूप में भी उपलब्ध करवाई जा सकती है।

ਜੇ ਤੁਹਾਨੂੰ ਇਹ ਦਸਤਾਵੇਜ਼ ਕਿਸੇ ਦੂਸਰੀ ਭਾਸ਼ਾ ਵਿਚ ਚਾਹੀਦਾ ਹੈ, ਜਾਂ ਕਿਸੇ ਦੁਭਾਸ਼ੀਏ ਦੀਆਂ ਸੇਵਾਵਾਂ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰਨ ਦੀ ਕ੍ਰਿਪਾ ਕਰੋ ਜੀ ਇਹ ਜਾਣਕਾਰੀ ਮੰਗ ਕਰਨ ਤੇ ਵੱਡੇ ਅੱਖਰਾਂ, ਬ੍ਰੇਅਲ ਜਾਂ ਆਡਿਓ ਦੇ ਰੂਪ ਵਿਚ ਵੀ ਉਪਲੱਬਧ ਕਰਵਾਈ ਜਾ ਸਕਦੀ ਹੈ।

اگر آپ یہ ڈاکیومنٹ کسی اور زبان میں چاہتے ہوں، یا اگر آپ کو کسی ترجمان کی خدمات درکار ہوں، تو براہ کرم ہم سے رابطہ کریں۔ درخواست کرنے پر یہ معلومات بڑے پرنٹ، بریل یا آڈیو فارمیٹ میں بھی دستیاب ہیں۔

REPORT TO:	COUNCIL	AGENDA ITEM: 8
DATE OF MEETING:	31st OCTOBER 2019	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	MARY BAGLEY mary.bagley@southderbyshire.gov.uk	DOC:
SUBJECT:	COMMUNITY PARTNERSHIP GRANT SCHEME NAME CHANGE	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS

1.0 Recommendations

- 1.1 That Council considers and agrees to the request of the Housing and Communities Committee that the name of the Community Partnership Grant Scheme is revised to the Community and Environment Partnership Grant Scheme.

2.0 Purpose of Report

- 2.1 In support of the recent declaration of "Climate Emergency" on 27 June 2019 the Housing and Communities Committee agreed on 3rd October 2019 that the name of the Community Partnership Grant Scheme be changed to the Community and Environment Partnership Scheme. This report recommends that the change is adopted by Council.

3.0 Detail

- 3.1 Capital grant support offered by the Council to voluntary sector organisations in South Derbyshire is delivered via the Community Partnership Grant Scheme. A total of £275,000 has been identified for allocation in 2019/2020 and 2020/2021.
- 3.2 The Housing and Community Services Committee (held on 3rd October 2019) agreed the grant criteria and a scheme for distribution. The criteria includes enhanced detail of support for environmental projects.
- 3.3 In support of the recent declaration of a "Climate Emergency" on 27 June 2019 and the revised criteria, the Housing and Communities Committee on 3rd October 2019 agreed that the name of the Community Partnership Grant Scheme be changed to the Community and Environment Partnership Grant Scheme.

3.4 The proposed name change needs to be adopted by Council.

4.0 Financial Implications

4.1 None as a result of this report.

5.0 Corporate Implications

5.1 None as a result of this report.

6.0 Community Implications

6.1 None as a result of this report.

7.0 Background Papers

REPORT TO:	COUNCIL	AGENDA ITEM: 9
DATE OF MEETING:	31st OCTOBER 2019	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	ARDIP KAUR (595715) Ardip.Kaur@south-derbys.gov.uk	PARAGRAPH NO: N/A
SUBJECT:	INDEPENDENT REMUNERATION PANEL	DOC:
WARD(S) AFFECTED:	ALL	REF:

1.0 Recommendations

- 1.1 That Richard Penn be appointed Chairman of the Independent Remuneration Panel to make recommendations to the Council on Members' Allowances.
- 1.2 That the Chief Executive be authorised to appoint two further members from the local community to serve on the Panel.
- 1.3 That the Members of the Panel be paid any agreed fees and expenses incurred by them in carrying out their duties.
- 1.4 That the Terms of Reference for the Panel, as detailed in the report, be approved.

2.0 Purpose of Report

- 2.1 To consider arrangements for an Independent Remuneration Panel to make recommendations to the Council on Members' Allowances.

3.0 Detail

- 3.1 The Council is required to undertake a review of its Members' Allowances scheme by an Independent Remuneration Panel under the four year rule, as required by The Local Authorities (Members' Allowances) (England) Regulations 2003.
- 3.2 An Independent Remuneration Panel has previously met in 2001, 2003, 2007, 2011, 2015 and 2016 to make recommendations to the Council on Members' Allowances.
- 3.3 It is proposed the Chairman of the Panel is Richard Penn. Mr Penn has forty years' experience within the public sector. In January 2008 Mr Penn was appointed by the Minister of Local Government as the Chair of the Independent Remuneration Panel for Wales. This Panel sets the remuneration for all elected and co-opted Members of local authorities in Wales.

3.4 It is recommended Mr Penn is assisted by two members of the local community to achieve a degree of local accountability, with the two appointments delegated to the Chief Executive.

3.5 It is recommended that the following Terms of Reference be given to the Panel:-

- To make recommendations on the amount of Basic Allowance that should be payable to Members and the expenses it includes;
- To make recommendations on the categories of Members who should receive a Special Responsibility Allowance and the amount of such an allowance;
- To make recommendations on the amount of Co-optees allowances, where applicable;
- To make recommendations on travel and subsistence allowances;
- To make recommendations on the amount of Childcare and Dependent Carers' Allowances;
- To make recommendations on whether the allowances should continue to be adjusted in line with the average pay increases negotiated through the National Joint Committee for Local Government Employees or with reference to any other index or none;
- To make recommendations on the implementation date for the new Scheme of Allowances;
- To make recommendations on the Civic Allowances;
- To make recommendations on additional expenses received by Members;
- To make recommendations on any other matters which the Panel considers necessary.

4.0 Financial Implications

4.1 The expenses of the Independent Remuneration Panel will need to be met by the Council.

5.0 Corporate Implications

5.1 The Council will be complying with the provisions of The Local Authorities (Members' Allowances) (England) Regulations 2003.

6.0 Community Implications

6.1 None.

7.0 Background Papers

The Local Authorities (Members' Allowances) (England) Regulations 2003

REPORT TO:	COUNCIL	AGENDA ITEM: 10
DATE OF MEETING:	31st OCTOBER 2019	CATEGORY: RECOMMENDED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	ELECTORAL SERVICES 01283 595875 elections@southderbyshire.gov.uk	DOC:
SUBJECT:	POLLING PLACE REVIEW 2019	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That Council approves the commencement of a review of polling districts and polling places within the District of South Derbyshire.

2.0 Purpose of the Report

- 2.1 To advise Council of the proposed review of polling districts and polling places commencing in October 2019.
- 2.2 To request that Council adopts the recommendation described in section 1 of this report.

3.0 Detail

- 3.1 In accordance with the Representation of the People Act 1983, local authorities are required to divide their area into polling districts, to designate polling places for those polling districts, and to keep their electoral arrangements under review.
- 3.2 The Electoral Administration Act 2006 introduced a duty for all polling districts and polling places to be reviewed. The Electoral Registration and Administration Act 2013 places a duty on the local authority to carry out a review of each polling district and polling place in its area.
- 3.3 In conducting this review, the Council must seek to ensure that:
 - All electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
 - Polling places are accessible to all electors and all sections of the community; and
 - When considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled persons.

- 3.4 The Returning Officer will present the recommendations to full Council for approval.

3.5 Definitions

Polling district: this is the area created by the division of a constituency or ward. Within this area, a polling place must be determined which is convenient to electors registered in that area.

Polling place: the building or area in which polling stations will be selected by the Returning Officer.

Polling station: the room or building where the poll takes place. This is chosen by the Returning Officer for the election and is published on various official notices and communicated to the electorate via a poll card.

3.6 Legislation

District Councils must comply with the requirements set out in the Electoral Registration and Administration Act 2013, as follows:

- 3.6.1 In England, each parish is to be a separate polling district.
- 3.6.2 The Council must designate a polling place for each polling district unless the size or other circumstances of a polling district are such that the situation of the polling district are such that the situation of the polling stations does not materially affect the convenience of the electors of any body of them.
- 3.6.3 The Council must seek to ensure that all electors in a constituency in its area have such reasonable facilities for voting as are practicable in the circumstances.
- 3.6.4 The Council must seek to ensure that so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled.
- 3.6.5 The Council must have regard to the accessibility to disabled persons of potential polling stations in any place which it is considering designating as a polling place or the designation of which as a polling place it is reviewing.
- 3.6.6 The polling place for a polling district must be an area in the district, unless special circumstances make it desirable to designate an area wholly or partly outside the district.

3.7 Requirements

When carrying out the review, Councils must comply with the requirements set out in the Electoral Registration and Administration Act 2013, as follows:

- 3.7.1 The Council must publish notice of the holding of a review.
- 3.7.2 The Council must consult the Returning Officer for every Parliamentary election in a constituency which is wholly or partly in its area.
- 3.7.3 The Returning Officer must make representations to the authority. The representations must include information as to the location of polling stations (existing or proposed) within polling places (existing or proposed).

- 3.7.4 Representations made by a Returning Officer must be published within 30 days of receipt by posting a copy of them at the council's office and in at least one conspicuous place in their area and, if the authority maintains a website, by placing a copy on the authority's website the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006.
- 3.7.5 The Council must seek representations from such persons as it thinks have particular expertise in relation to access to premises or facilities for persons who have different forms of disability. Such persons must have an opportunity to make representations and to comment on the Returning Officer's representations.
- 3.7.6 Any elector in a constituency situated in a whole or in part in the authority's area may make representations.
- 3.7.7 Representations made by any persons in connection with a review of polling places may include proposals for specified alternative polling places.
- 3.7.8 On completion of a review, the authority must give reasons for its decisions and must publish:

All correspondence sent to the Returning Officer in connection with the review.

All correspondence sent to any person whom the authority thinks has a particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

All representations made by any persons in connection with the review.

The minutes of any meeting held by the authority to consider any revision to the designation of polling districts or polling places within its area as a result of the review.

Details of the designation of polling districts or polling places within its area as a result of the review.

Details of the places where the results of the review have been published (Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006).

3.8 Review Principles

It is intended that the Electoral Services Team will follow a number of principles whilst conducting the review which have been determined from best practice since the previous reviews, as follows:

- 3.8.1 Continue to use as many existing polling stations as practicable for voter continuity.
- 3.8.2 Ensure polling stations are accessible for all voters with regard to facilities and location. Where possible they should be located on or near public transport routes.

- 3.8.3 Ensure disabled access facilities are fit for purpose and accessible to users.
- 3.8.4 Ensure that facilities for election staff are of a good and safe standard i.e. toilet, cooking facilities, running water, heating and lighting.
- 3.8.5 To reduce cost where possible. Any reduction of cost identified will not be to the detriment of the voting experience. However, any proposal must be affordable.
- 3.8.6 Incorporate feedback received into the decision making process during the review.
- 3.8.7 Have regard to guidance published by the Electoral Commission.

3.9 Timetable

- 3.9.1 Any proposals will be presented to full Council in January 2019.

4.0 Financial Implications

- 4.1 The proposals in this report are covered within the current budget for administering elections.

5.0 Corporate Implications

- 5.1 None.

6.0 Legal Implications

- 6.1 None

7.0 Corporate Plan Implications

- 7.1 None

8.0 Risk Impact

- 8.1 None

9.0 Community Impact

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

10.0 Equality and Diversity Impact

- 10.1 Accessibility to polling places will be reviewed.

11.0 Social Value Impact

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

12.0 Environmental Sustainability

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

13.0 Background Papers

Representation of the People Act 1983

Electoral Registration and Administration Act 2006

Electoral Registration and Administration Act 2013

Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006)

REPORT TO:	COUNCIL	AGENDA ITEM: 11
DATE OF MEETING:	31st OCTOBER 2019	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	FRANK McARDLE CHIEF EXECUTIVE (EXT. 5702)	DOC:U:\JAYNE\Commtee\COMMRE P\LGO Annual Review 2019.docx
SUBJECT:	LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN – ANNUAL REVIEW LETTER 2019 AND LGSCO UPDATE	REF: J Beech
WARD(S) AFFECTED:	ALL	

1.0 Recommendations

- 1.1 To accept the Local Government and Social Care Ombudsman's Annual Review Letter 2019.

2.0 Purpose of Report

- 2.1 This report will provide Members with a summary of complaints made to the Local Government and Social Care Ombudsman ("LGSCO") against this Authority during the year 2018/19.
- 2.2 It will also provide an update on developments in the Local Government and Social Care Ombudsman service.

3.0 Detail

- 3.1 On 24th July 2019, the Council received the Annual Review Letter for the period 2018/19 and a summary of statistics on complaints.
- 3.2 The Ombudsman's Office made decisions on 7 complaints about the Council in 2018/19. Of these complaints, 5 were closed after initial enquiries, 1 complaint was not upheld and 1 complaint was upheld. In the upheld complaint, the investigator found that the Council had misfiled information which caused delay, which was fault, but decided that the complainant was not affected significantly enough to warrant further investigation.
- 3.3 The LGSCO does not provide detailed information about the statistics and, therefore, in order to provide some background information for Members, the Council's Ombudsman Link Officer has produced a table of complaint decisions, which is attached at **Annexe 'A'**. This gives a breakdown of the type of complaints received and a summary of the decisions.

LGSCO Developments

Complaint statistics

- 3.4 Statistics on an authority's compliance with recommendations made by the Ombudsman are now being included with the Annual Letter. The new statistics on compliance are the result of a series of changes the LGSCO has made to how recommendations are made and monitored to remedy fault found. The recommendations are specific and often include a time frame for completion, allowing the Ombudsman to follow up with authorities and seek evidence that recommendations have been implemented.
- 3.5 In line with usual practice, the LGSCO is publishing annual data for all authorities on its website, alongside the annual review of local government complaints. For the first time, this includes data on authorities' compliance with recommendations. This collated data further aids the scrutiny of local services.
- 3.6 No compliance data has been recorded by the Ombudsman for this authority during the year ended 31st March 2019. This is because no recommendations or remedies were suggested to the Council in relation to any of the complaints made during that period.

New interactive data map

- 3.7 In recent years, the LGSCO has been taking steps to move away from a simplistic focus on complaint volumes and instead focusses on the lessons learned and the wider improvements that can be achieved through the Ombudsman's recommendations to improve services for the many. Their ambition is outlined in the corporate strategy 2018-21 <https://www.lgo.org.uk/information-centre/about-us/our-aims/our-mission-and-objectives> and commits the Ombudsman to publishing the outcomes of investigations and the occasions that their recommendations result in improvements for local services.
- 3.8 The result of this work is the launch of an interactive map of council performance on the website <https://www.lgo.org.uk/your-councils-performance>. This shows annual performance data for all councils in England, with links to published decision statements, public interest reports, annual letters and information about service improvements that have been agreed by each council. It also highlights those instances where the authority offered a suitable remedy to resolve a complaint before the matter came to the Ombudsman, and the authority's compliance with recommendations made to remedy complaints.
- 3.9 The intention of this new tool is to place a focus on the authority's compliance with investigations. It is a useful snapshot of the service improvement recommendations the authority has agreed to and also highlights the wider outcomes of investigations to the public, advocacy and advice organisations, and others who have a role in holding local councils to account.
- 3.10 The LGSCO is the first UK public sector ombudsman scheme to provide compliance data in such a way and believes it will lead to improved scrutiny of councils as well as providing increased recognition to the improvements councils have agreed to make following the Ombudsman's interventions.

4.0 Financial Implications

- 4.1 None directly arising from this report.

5.0 Corporate Implications

- 5.1 A good complaints system is an opportunity for the Council to show that it cares about providing a good service, and that it genuinely values feedback on whether there are any problems which need attention. It is, therefore, imperative that we get feedback, not only through our own complaints system, but also from the Ombudsman, and that this information is widely distributed to show that this Authority takes complaints seriously and deals with them sympathetically.

6.0 Community Implications

- 6.1 One of the roles of the Local Government and Social Care Ombudsman is to investigate complaints about Councils from members of the public. Its aim is to get Councils to put things right if they have gone wrong and if this has affected members of the public directly.

7.0 Conclusion

- 7.1 The Annual Review Letter and the publishing of complaint statistics on the LGSCO website are useful additions to other information held by the Council, highlighting how people experience or perceive its services. They should also be seen as an opportunity to continue to improve the services offered by the Council.

8.0 Background Papers

Annual Review Letter 2019 from the Local Government and Social Care Ombudsman

LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN

COMPLAINT DECISIONS 2018/19

Category	Summary of Decision	Decision		
		Closed after initial enquiries	Not Upheld	Upheld
Housing	Complaint that the Council was not providing adequate services to one of its tenants who had a hearing disability. The Ombudsman did not investigate the complaint, as it did not have the jurisdiction to consider the issues in question.	✓		
Planning and Development	Complaint about the Council's refusal to take planning enforcement action against the complainant's neighbour for the positioning of a greenhouse. The Ombudsman did not investigate the complaint, because there was no evidence of fault or significant injustice resulting from the Council's decision.	✓		
Planning and Development	Complaint about the Council's planning procedure when dealing with a retrospective planning application for the change of use of land for tourism purposes. The Ombudsman did not investigate the complaint, because there was insufficient evidence of fault which would warrant an investigation.	✓		
Corporate and Other Services	Complaint about restricted access to the Council's Housing Service, the issue of a fixed penalty notice and the sharing of information with other public bodies. The Ombudsman could not investigate as it concerned the actions of the Council acting as a social housing landlord and the fixed penalty notice was issued by the Police which is a criminal matter and outside the Ombudsman's jurisdiction.	✓		
Corporate and Other Services	Complaint about the Council's response to a complaint about a Council Member. The complainant had complained on behalf of a public body, so the complaint was outside the Ombudsman's legal remit.	✓		
Planning and Development	Complaint about the Council's involvement with a community building, for which it granted planning permission. The Ombudsman ended the investigation as it was not likely to achieve a meaningful outcome for the complainant. The investigator found no evidence of fault in the way the planning decision was made, or a significant injustice.		✓	
Benefits and Tax	Complaint that the Council delayed recovery action for council tax arrears. The Council did misfile some information, which caused the delay and the Ombudsman said this was fault. However, the Ombudsman was not persuaded that the delay in taking enforcement action caused the complainant a significant injustice and the investigator stated that no remedy or further investigation was proposed.			✓

ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE

15th August 2019

PRESENT:-

Conservative Group

Councillor MacPherson (Chairman) and Councillors Brady (substituting for Councillor Whittenham) Mrs. Brown, Churchill (substituting for Councillor Dawson), Fitzpatrick, Patten, Roberts (substituting for Councillor Billings) and Wheelton (substituting for Councillor Mrs Haines).

Labour Group

Councillors Dunn, Mrs. Heath, Singh, Taylor and Tilley.

EDS/14 **APOLOGIES**

Apologies for absence were received from Councillor Billings, Dawson, Mrs Haines and Whittenham (Conservative Group).

EDS/15 **MINUTES**

The Open Minutes of the Meetings held on 30th May 2019 were noted, approved as a true record and signed by the Chairman.

EDS/16 **DECLARATIONS OF INTEREST**

Councillor Roberts declared a personal interest in relation to Item 8 and Item 9 on the Agenda by virtue of being a private hire licensed driver.

EDS/17 **QUESTIONS FROM MEMBERS OF THE PUBLIC UNDER COUNCIL PROCEDURE RULE NO 10**

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

EDS/18 **QUESTIONS BY MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

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

EDS/19 **REPORTS OF THE OVERVIEW & SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

EDS/20 CORPORATE PLAN 2016-21: PERFORMANCE REPORT (QUARTER 1 – 1 APRIL TO 30 JUNE)

The Strategic Director (Service Delivery) presented the report to Committee, highlighting the successes, which included a reduction in fly-tipping, and areas which required further action which included the response to the increase in the tonnage of waste. An update was provided that the new software system introduced in the Planning department was operational.

Councillor Taylor sought clarification on the impact of the situation with the Sinfen Waste Facility, to which the Strategic Director (Service Delivery) responded that there was minimal impact.

Councillor Mrs. Wheelton referred to a request made at the last Committee for information on the fly-tipping 'hotspots'. The Strategic Director (Service Delivery) responded that the information would be presented at Item 11 of the Agenda, as part of the report titled 'Annual Enforcement and Compliance'.

RESOLVED:

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

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

EDS/21 KEY PERFORMANCE INDICATORS – LICENSING DEPARTMENT

The Senior Licensing Officer presented the quarterly report to Committee, which was welcomed by the Committee.

RESOLVED:

That Members noted the performance of the Licensing Department in relation to the Key Performance Indicators.

EDS/22 KNOWLEDGE TEST – INCREASE OF FEE

The Senior Licensing Officer presented the report to Committee, highlighting the request to move from a paper-based test for taxi drivers to being online which explained the reason for the increase in the fee.

Clarification was sought by the Committee on the implementation of the online test; the Senior Licensing Officer explained that the online test would take place in examination conditions at the Civic Offices, where those requesting this facility would need to book in advance.

RESOLVED:

That the proposed fee for a knowledge test be approved to come into effect on 20th September 2019.

EDS/23 CORPORATE ENVIRONMENTAL SUSTAINABILITY GROUP

The Head of Environmental Services presented the report to Committee, highlighting progress and initiatives including the review of staff travel with a view to introduce a staff travel plan, the promotion of a future 'environment week' and the offer to install electric recharge point in the Swadlincote bus car park.

Members welcomed the prospect of the installation of a recharging point. Councillor Churchill sought clarification on the payment method for the use of the electricity, wishing for it to be noted that an accessible payment system would be key to the success of the recharging point. The Head of Environmental Services responded that the delivery of the recharging point would not fall within the Council's remit, only the provision of the land.

RESOLVED:

1.1. That the Committee noted the progress made in improving the Council's environmental performance further to this Committee establishing a Corporate Environmental Sustainability Group in August 2018.

1.2. That the Committee noted the content of this report having regard to the Council's decision to declare a Climate Emergency at full Council on 27 June 2019.

1.3. That the Committee approved the proposed installation of a publically available electric recharge point in the Bus Station car park, Civic Way, Swadlincote.

EDS/24 **ANNUAL ENFORCEMENT AND COMPLIANCE REPORT 2018/19**

The Head of Environmental Services presented the report highlighting key achievements including the level of 85% of businesses had achieved a five-star food hygiene rating and the successful outcomes of two prosecutions.

Councillor Mrs Brown commended the report noting the food services' team's performance, where the interface between food outlets and customers is essentially based on this food hygiene rating.

Councillor Taylor commented that the fly-tipping statistics for South Derbyshire were very small when compared nationally and commended the service provision on this basis.

RESOLVED:

That the Committee noted the contents of the report, that the Council is using its regulatory powers in a way proportionate to the demands for all regulatory services it provides.

EDS/25 **ENVIRONMENTAL AWARENESS AND LOCAL COMMUNITY ACTION**

The Head of Environmental Services presented the report to Committee, highlighting the success of initiatives including the 'We're Watching You' Campaign which was implemented to assist in the prevention of dog-fouling. Members were advised that a new 'Frequently Asked Questions' webpage

had been set up and it was noted that the number of complaints had been reduced by 35%. The Head of Environmental Services informed Committee that a recent initiative, 'Swadlincote Heroes' involving volunteers assisting with litter-picking, had highlighted that public land was relatively clean in comparison to private land. Committee was advised that as a result, the Environmental Services responded by identifying hotspots and liaising with landowners in order to address the matter.

RESOLVED:

1.1 That the Committee noted the outcomes of recent activities by the Council to raise environmental awareness and the lessons learned from these activities.

1.2 That the Committee approved the proposed community engagement activity for the next 12 months to build upon the progress made to date.

EDS/26 **FOOD SERVICE PLAN 2019/20**

The Head of Environmental Services presented the report highlighting that at the recommendation of the Internal Audit team, the Food Service Plan was being submitted to this Committee.

Councillor Dunn, whilst referring to paragraph 3.1 and the internal audit of the Council's food safety service, sought reassurance that the team monitoring this service was now adequately resourced. The Head of Environmental Services responded that with the addition of a contractor, the staffing matter had been addressed.

RESOLVED:

1.1 That the Committee approved the 2019/20 South Derbyshire Food Service Plan.

1.2 That Committee resolved that future sign-off of the Food Service Plan be delegated to the Chairman of this Committee.

EDS/27 **SWARKESTONE PUBLIC FOOTPATH No. 9 (PART) STOPPING UP ORDER**

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

RESOLVED:

1.1 That the Committee authorised the making of an Order under Section 257 of the Town and Country Planning Act 1990 in respect of the Proposed Permanent Stopping Up of Public Footpath No 9 (Part) in the Parish of Swarkestone, as shown the attached plan; and

1.2 That Committee agreed to the subsequent confirmation of the Order in the event of there being no unresolved objections arising from the formal consultation stage.

EDS/28 **PROPOSED STRATEGIC PLAN FOR NATURE**

The Planning Policy Officer presented the report to the Committee updating on proposals to bring forward a Strategic Action Plan for Nature and to advise of other actions being taken to protect and improve biodiversity within the District.

Councillor Tilley made reference to Swadlincote Woodlands which was mentioned in the appendix to the report and sought clarification on the effect of land ownership issues and the available Section 106 funding to deliver the development of this site.

RESOLVED:

That the Committee:

1.1 Noted the Draft Terms of Reference of the Biodiversity Working Group set up under the umbrella of the Corporate Environmental Sustainability Group.

1.2 Approved the preparation of a Strategic Action Plan for Nature and that the final version of the Plan be reported to this Committee at a later date.

1.3 Noted the content of the appended Nature Site List and agreed to its use as the basis for future actions on priority sites, ahead of the adoption of a more comprehensive and integrated Strategic Action Plan for Nature, to deliver quick wins where appropriate.

EDS/29

CALL FOR SITES STRATEGIC HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT

The Planning Policy Team Leader presented the report to Committee outlining the format and purpose of the Call for Sites process which would in turn inform the Strategic Housing and Economic Land Availability Assessment and the Gypsy and Travellers Development Plan Document.

RESOLVED:

1.1 That Members noted the proposed approach for launching a Call for Sites.

1.2 That Members authorised the Call for Sites process.

EDS/30

GYPSY AND TRAVELLERS DEVELOPMENT PLAN DOCUMENT SUSTAINABILITY APPRAISAL & SCOPING REPORT

The Planning Policy Officer presented the report outlining the scope of the Sustainability Appraisal process proposed to assist in the identification of gypsy and traveller sites. The Officer sought authorisation to consult appropriate Consultation bodies on the scope of the proposed appraisal.

RESOLVED:

1.1 The Committee noted the proposed approach for considering Gypsy and Travellers (G&T) sites as summarised in this report.

1.2 The Committee authorised the publication of the Council's Scoping Report Document for a statutory five week consultation with the 'Consultation Bodies' and other appropriate stakeholders

EDS/31 **PICTORIAL WILD FLOWER PLANTING TRIAL**

The Head of Operational Services presented the report to Committee seeking approval to undertake pictorial wildflower planting as a pilot scheme at four locations within the District.

Councillor Mrs Patten commended the report noting the initiative had been supported by the residents of Hilton Ward and felt that it would improve the Council's environmental credentials.

The Strategic Director (Service Delivery) advised that education and an awareness campaign would be launched in conjunction with the Communications team.

RESOLVED:

- 1.1 That Committee approved a pilot scheme for pictorial wildflower planting at four locations within the District.***
- 1.2 That Officers apply for the appropriate cultivation licences from Derbyshire County Council, in respect of highway verges identified for pictorial wildflower planting.***
- 1.3 That the financial implications of the trial be referred to the Finance and Management Committee for approval.***

EDS/32 **OVERSEAL RECYCLING CENTRE CLOSURE**

The Head of Operational Services presented the report which put requested that Committee considered the request from Overseal Parish Council to remove the recycling site from the Woodville Road Car Park, Overseal.

RESOLVED:

- 1.1 That following a request from Overseal Parish Council, Committee approved the removal of the recycling bins at the Woodville Road Car Park, Overseal at the earliest opportunity.***
- 1.2 That the Committee approved officers give relevant notice, to the contractors servicing the recycling bins at Woodville Road, that the service is to be terminated.***

EDS/33 **SECTION 106 AGREEMENTS AND ADOPTION OF OPEN SPACE ETC.**

The Head of Planning and Strategic Housing presented the report to Committee explaining that a recent analysis of the Section 106 process for the adoption of public open space as it affects the Council had been undertaken in light of the sustained and increasing levels of development. The Committee was advised of the outcome and the proposed working practices going forward. The Committee was informed that housebuilders were opting to adopt and maintain open space themselves or offering this to a third-party who would purchase this open space from the housebuilder and highlighted

concerns in relation to the impact of this. The Head of Planning and Strategic Housing clarified that it would not be the task of this report to cover other obligations secured under Section 106 agreements and that this report would concentrate on obligations insofar as the Council itself is the recipient of funds.

Councillor Singh, whilst expressing concern in relation to leaseholds and management companies adopting to maintain open space, commented that increased management costs were being imposed without the residents' prior knowledge. Other Members of the Committee concurred that as one of the fastest growing districts in the East Midlands, this matter needed to be tackled.

RESOLVED:

1.1 The Committee endorsed the proposed enhanced process for the delivery of high quality public open space and recreational facilities negotiated as part of new development in the District.

1.2 The Committee noted that work is being undertaken in relation to the Council's policy for the adoption of land and sustainable urban drainage systems (SUDS) which will culminate in a further report to Committee in due course.

EDS/34 **PUBLIC SPACES PROTECTION ORDERS**

The Head of Environmental Services presented the report to Committee advising of the current matters contained within South Derbyshire Public Spaces Protection Orders, of the effect of the existing Orders and of the legal tests which must be met to enable Orders to be extended. Approval was sought to extend six existing Public Spaces Protection Orders for the maximum permissible three-year period. The Head of Environmental Services also sought approval to undertake public consultations on possible additional matters to be included within future Public Spaces Protection Notices.

Councillor Mrs Patten commended the report advising that Area Forums could also provide a platform to conduct the consultation.

RESOLVED:

1.1 That the Committee approved the proposed three-year extension of six Public Spaces Protection Orders for South Derbyshire which were originally approved in 2017 and 2018.

1.2 That the Committee approved that officers commence a consultation process on the possible inclusion of various other matters within additional Public Spaces Protection Notices.

EDS/35 **COMMITTEE WORK PROGRAMME**

RESOLVED:

The Committee considered and approved the updated work programme.

EDS/36 **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.

MINUTES

The Exempt Minutes of the Meeting held on the 30th May 2019 were received.

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

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

The meeting terminated at 7.50pm.

COUNCILLOR A MACPHERSON

CHAIRMAN

HOUSING AND COMMUNITY SERVICES COMMITTEE

22nd August 2019

PRESENT:-

Conservative Group

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

Labour Group

Councillors Mrs. Heath, Rhind, Richards, Singh (substituting for Councillor Shepherd) and Taylor (substituting for Councillor Mulgrew).

HCS/18 **APOLOGIES**

The Committee was informed apologies for absence had been received from Councillors Corbin, Mrs Haines (Conservative Group), Mulgrew and Shepherd (Labour Group).

HCS/19 **MINUTES**

The Open Minutes of the Meetings held on 6th June 2019 were noted and approved as a true record and signed by the Chairman.

HCS/20 **DECLARATIONS OF INTEREST**

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

HCS/21 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

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

HCS/22 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

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

HCS/23 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

HCS/24 CORPORATE PLAN 2016-21 PERFORMANCE REPORT

The Head of Housing presented the report to the Committee, highlighting the progress for the first quarter of the financial year. Achievements included the re-letting of properties and the decrease in anti-social behaviour in Swadlincote.

Councillor Singh sought clarification on the figures for the types of sheltered housing owned; the Head of Housing responded that this information would be distributed to the Committee by email. The Councillor welcomed the response.

RESOLVED:-

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

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

HCS/25 EUREKA PARK PROJECT - HERITAGE LOTTERY FUND FINAL REPORT

The Cultural Services Manager presented the report to the Committee, covering key points including capital investment, activities, the number of volunteers and the level of attendance at events. It was reported that projects to improve the park and car parking had been achieved and that a final element of the project involving a mining installation of two sculptures and two artefacts celebrating the mining heritage of the Park remained to be completed.

Councillor Ford welcomed the mining installation as a celebration of mining and the associated heritage and proposed that a Working Panel of Elected Members be set up to assist with the project. The proposal was carried by the Committee.

RESOLVED:-

The Committee noted the contents of the final report to the Heritage Lottery Fund (HLF) following completion of the five-year project to renovate Eureka Park, celebrate its heritage and engage the local community.

The Committee approved the concept behind the installation of mining related sculptures and artefacts at Eureka Park as a further and final element of the project.

The Committee approved a Working Panel of Elected Members be set up to assist with the project.

HCS/26 **HOUSING INVESTMENT PROGRAMME**

The Head of Housing presented the report to the Committee providing detail on the major works and planned maintenance programmes for 2019/20. The Committee were informed of progress in assessing the current status of Council homes in terms of their energy efficiency and environmental impact. Members were advised that software to assist in this process was being sought.

Councillor Churchill raised comment regarding the complexity of building materials options suggesting whether other councils could be approached for a data set that we could use. The Head of Housing Services responded that this would be explored further and noted that Housing Team were already in discussion with other providers, namely Nottingham City/ City homes, as they are considered the regional leaders in this area.

Councillor Mrs Heath raised a question regarding the day-to-day electrical work and when will the backlog be completed. The Head of Housing Services advised that of the 400 outstanding jobs these had been allocated between NOVUS and the DLO with the exception of electrical works which are solely with NOVUS due to there being no in-house electrician service.

RESOLVED:-

That the Committee noted the contents of the programme of work for 2019/20

HCS/27 **EXTENSION OF THE PUBLIC SPACE PROTECTION ORDER FOR SWADLINCOTE TOWN CENTRE**

The Communities Manager presented the report requesting Committee's approval to accept the recommendation to extend the existing Public Space Protection Order (PSPO) for a further three year period. Committee were informed that since it came into force in September 2016, the PSPO had been used on 50 occasions. The Committee were informed that in compliance with the Anti-Social Behaviour, Crime and Policing Act, PSPO's have a maximum duration of three years, at which time it must be reviewed. Members were advised that consultation had taken place with Derbyshire Constabulary, who is in full support of extended the Town Centre PSPO for a further three-year period and that in addition to this responses received from the public consultation, had resulted in full support of the extension of the PSPO.

RESOLVED:-

That the Committee accepted the recommendation to extend the existing Public Space Protection Order (PSPO) for Swadlincote Town Centre for a further three year period.

HCS/28 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) presented the report to Committee.

RESOLVED:-

The Committee considered and approved the updated work programme.

HCS/29 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

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

MINUTES

The Exempt Minutes of the Meeting held on 6th June 2019 were received.

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

The Committee was informed that no questions had been received.

SOUTH DERBYSHIRE ACTIVE SCHOOLS PARTNERSHIP – ACTIVE SCHOOLS PARTNERSHIP ACTIVATOR POST

Members approved the recommendations in the report.

EXTENSION OF CONTRACT – PARKLIFE OFFICER

Members approved the recommendations in the report.

The Meeting terminated at 6.40pm.

COUNCILLOR A ROBERTS

FINANCE AND MANAGEMENT COMMITTEE

29th August 2019

PRESENT:-

Conservative Group

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

Labour Group

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

FM/37 **APOLOGIES**

Apologies were received from Councillors Ford and Macpherson (Conservative Group).

FM/38 **DECLARATIONS OF INTEREST**

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

FM/39 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

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

FM/40 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

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

FM/41 **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed no reports had been received.

MATTERS DELEGATED TO COMMITTEE

FM/42 **AUDIT SUB-COMMITTEE**

The Open Minutes of the Audit Sub-Committee Meeting held on 24th July 2019 were submitted.

Councillor Shepherd, whilst referring to Minute No. AS/18, requested that in relation to Infinity Garden Village, the confidential report be made available to all Elected Members.

A further request from Councillor Richards that the report of the Monitoring Officer and a further internal investigation by the Chief Executive regarding the Infinity Garden Village be made available to all Members of the Council.

The Chief Executive responded that both reports were made under the instruction of Council and were confidential and exempt. Therefore, Council would be the only body that could, if they felt it necessary, authorise the request. The Chief Executive undertook to raise this matter, in exempt, under his reports to a future Council.

FM/43 **CORPORATE PLAN 2016-21 PERFORMANCE REPORT**

The Strategic Director (Corporate Resources) presented the report to Committee highlighting achievements and areas where targets had not been met. He noted a risk that remained for the Council was Britain's exit from the European Union as the implications remain unknown.

RESOLVED:

The Committee considered progress against performance targets set out in the Corporate Plan. The Committee reviewed the Risk Register and Action Plan for the Committee's services.

FM/44 **REVENUE FINANCIAL MONITORING 2019/20**

The Strategic Director (Corporate Resources) presented the report to Committee providing an update on performance against budget for 2019/20 and updated Members on the first quarter's income and expenditure. In relation to the General Fund, the Strategic Director (Corporate Resources) highlighted that the Senior Management restructure would make savings due to vacant roles within the new structure, noting that these savings had been offset, in part, by support costs and recruitment costs.

In relation to the Collection Fund, the Committee was informed of an appeal made by NHS Foundation Trusts on the payment of business rates and a recent ruling where they could become exempt. The Strategic Director (Corporate Resources) advised although this would not have a direct impact on the Council, it would affect the Derbyshire pool.

Councillor Billings, whilst commenting on the Council's strong financial position, proposed that an investment of £275,000 be made towards a further round of the Community Partnership Scheme, and requested that priority be given to environmental factors in the assessment criteria.

Councillor Southerd sought clarification on whether the proposal would be open across the District. The Chairman requested that the scheme be widely advertised.

The proposal was carried by the Committee.

RESOLVED:

The Committee considered and approved the latest revenue financial position for 2019/20 as detailed in the report.

The Committee noted changes to the Policy Committee Base Budgets detailed in Appendix 4 due to the Senior Management restructure.

The Committee approved a capital allocation of £275,000 towards a further round of the Community Partnership Scheme, and requested that priority be given to environmental factors in the assessment criteria.

FM/45 **CAPITAL FINANCIAL MONITORING 2019-20**

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

Councillor Southerd, whilst referring to paragraph 3.3 of the report, sought clarification on the financial difference between the budget allocated for disabled facility grants and the actual spend. The Strategic Director (Corporate Resources) responded that often there is a time lag between funding being allocated and the works being procured for this funding to be drawn down. Councillor Brown suggested that in order to address the matter, a further report be submitted to this Committee on disabled facility grants.

This proposal was carried by the Committee.

RESOLVED:

The Committee considered and approved the latest capital financial position for 2019/20 as detailed in the report. The Committee approved that a separate report on the take-up of disabled facility grants be put to a future Committee.

FM/46 **TREASURY MANAGEMENT UPDATE 2019-20**

The Strategic Director (Corporate Resources) presented the report to the Committee on the management of investments explaining credit ratings, long-term investments and level of interest rates. The Strategic Director (Corporate Resources) explained that the issue of Britain's exit from the European Union, would potentially impact some investments made in the money market funds as they are domiciled in Republic of Ireland and Benelux countries. Once further information was available, Committee was informed that funding could be pulled at a day's notice if such action would be required.

RESOLVED:

The Committee considered and approved the latest Treasury Management Update for quarter 1 2019/20 as detailed in Appendix 1 to the report.

The Committee approved the updated Counterparty List for investments and bank deposits as detailed in Appendix to the report.

FM/47 **DEBT MANAGEMENT POLICY**

The Strategic Director (Corporate Resources) presented the report to the Committee and addressed a query that had been raised by Councillor Rhind at a previous Committee in relation to the recovery of housing benefit overpayment as a result of an error made by the local authority. The Strategic Director (Corporate Resources) confirmed that this is the case where the Claimant could reasonably know that they were being overpaid. For example, notification is sent to a claimant advising the level of income used for the assessment and it is the claimant's responsibility to inform the Council if the information contained is incorrect. In such circumstances, the Council must seek to recover the overpayment.

RESOLVED:

The Committee approved the updated Debt Management Policy for the recovery of Council Tax, Business Rates and Housing Benefit Overpayments.

FM/48 **PICTORIAL WILDFLOWER PLANTING TRIAL**

The Strategic Director (Corporate Resources) presented the report to the Committee advising that it had been approved, in principle, by the previous Environment and Development Services Committee (EDS). The Committee was advised that if the four pilot schemes are successful, then a further report would be submitted to both EDS and this Committee for approval prior to implementation across the District.

Councillor Wheelton welcomed the report noting the positive visual impact the scheme would bring and thanked the new Head of Cultural and Community Services for looking to pilot the scheme.

Councillor Southerd, whilst in support, sought clarification on whether the growth of wildflowers near verges would have an adverse impact on visibility displays from road junctions. The Chairman responded that he had been assured that planting would not be near sight lines, so there would be no such impact.

RESOLVED:

The Committee approved the financial implications of the Pictorial Wild Flower Planting Trial report as approved by Environment and Development Services Committee on the 15 August 2019.

FM/49 **COMMITTEE WORK PROGRAMME**

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

RESOLVED:

Members considered and approved the updated work programme.

FM/50

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

RESOLVED:-

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

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

The Committee was informed no questions had been received.

LAND IN SWADLINCOTE

The Committee approved the recommendation in the report.

ONE PUBLIC ESTATE

The Committee approved the recommendation in the report.

SOUTH DERBYSHIRE ACTIVE SCHOOLS PARTNERSHIP

The Committee approved the recommendation in the report.

EXTENSION OF CONTRACT-PARKLIFE OFFICER

The Committee approved the recommendation in the report.

STRUCTURE REVIEW BUSINESS CHANGE AND ICT

The Committee approved the recommendation in the report.

PAYROLL SERVICES AND STRUCTURE OF THE FINANCIAL SERVICES UNIT

The Committee approved the recommendation in the report.

BAD AND DOUBTFUL DEBTS

The Committee approved the recommendation in the report.

The meeting terminated at 7.40 pm.

COUNCILLOR P WATSON

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

4th September 2019

PRESENT:-

Conservative Group

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

Labour Group

Councillors Bambrick, and Mrs Stuart

In Attendance

Councillor Mrs Brown

OS/11 **APOLOGIES**

Apologies were received from Councillor Corbin (Conservative Group) and Councillor Gee (Labour Group).

OS/12 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee was informed that no declarations had been received.

OS/13 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

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

OS/14 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

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

OS/15 **REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) – QUARTERLY REPORT ON USAGE**

The Strategic Director (Corporate Resources) outlined the report to Committee, noting that no authorisations had been sought.

RESOLVED:-

The Committee noted the internal report on the Council's use of the Regulation of Investigatory Powers Act 2000.

OS/16 **SECTION 106 HEALTH ALLOCATIONS**

The Planning Delivery Team Leader provided a verbal update to the Committee highlighting that a central contact at the Clinical Commissioning Group (CCG) had been appointed and was working collaboratively with officers. Noting that the CCG are currently developing a strategy to ensure their requests for funding are appropriately targeted.

Councillor Bambrick raised comment in relation to pooling Section 106 funding, seeking clarification on any potential implications. The Planning Delivery Team Leader advised that whilst the restrictions on pooling had been lifted Section 106 funding still needs to be allocated to locations directly related and relevant to any development sites.

The Chairman requested clarification on the role of the Clinical Commissioning Group in relation to unspent Section 106 funding for healthcare. The Planning Delivery Team Leader advised that the Planning Policy team were working with the Clinical Commissioning Group in allocating the available healthcare funding and that a spreadsheet containing current information would be circulated to the Committee. This was welcomed by the Committee.

Councillor Atkin enquired if it could be possible to identify medical centres and GP surgeries by location to assist in viewing which Section 106 funding could relate to which medical centre. The Planning Delivery Team Leader advised that the strategy being developed by the CCG due for delivery by the end of the month would assess the existing stock and should identify the facilities in South Derbyshire. The Planning Delivery Team Leader informed the Committee that a training session on Section 106 Agreements would be scheduled for all Members in October.

RESOLVED:-

The Committee reviewed and noted the content of the report.

OS/17 **AFFORDABLE HOUSING**

The Strategic Housing Manager provided Members with a visual and verbal presentation which included how this Council delivers affordable housing. The Strategic Housing Manager advised that affordable housing for 2019/2020 with 250 new homes to be completed by end of March 2020 were on target. The presentation included a breakdown of affordable housing by Ward and dwelling type and the Strategic Housing Manager advised that challenges to delivery had been identified in the procurement process which could be addressed additional staffing.

The Chairman sought clarification on the provision of affordable housing in relation to the size of a development. The Planning Delivery Team Leader responded that developments with more than fifteen units are required to include affordable housing provision. The Strategic Housing Manager advised Members that where a developer is unable to provide the required quota of affordable housing then a financial contribution is likely to be incurred by the developer on the number of units that have not been delivered.

The Strategic Housing Manager informed the Committee that viability issues including flood risk, contamination, and other on-site complexities have resulted in requests of reduction of affordable housing from developers. The Strategic Housing Manager noted that in circumstances where sites are deemed unsuitable, a commuted sum would be sought.

Councillor Mrs Brown, who was in attendance, sought clarification on the role and appointment of the District Valuer. The Planning Delivery Team Leader advised the District Valuer is part of the Valuation Office Agency, an independent accountable body that works with local authorities and that further information would be provided at the training session in October.

Councillor Bambrick queried the Council's provision of affordable housing seeking clarity on whether some areas within South Derbyshire had a high amount of affordable housing in one location. The Strategic Housing Manager advised that some areas of South Derbyshire were saturated with affordable housing.

Councillor Bambrick raised a query regarding the price of affordable housing across South Derbyshire to which the Strategic Housing Manager responded that it varied in line with market trends. The Strategic Housing Manager updated the Committee that a Strategic Housing Market report would provide a wider assessment of housing needs by Ward and would be aligned to the Older Persons Strategy.

RESOLVED:-

The Committee noted the verbal update on Affordable Housing.

OS/18 **BALANCING PONDS**

The Planning Delivery Team Leader provided a verbal update with advice to the Committee that there could be adoption and maintenance guidance available for Sustainable Urban Drainage Systems (SUDS) from Derbyshire County Council by next year. The guidance could provide this Council with the required standards for balancing ponds.

The Chairman raised concern in relation to the safety and the cost of future maintenance of balancing ponds and SUDS seeking clarity on whether sufficient funding had been made available from developers. The Interim Open Space and Facility Manager responded that the lack of design guidance for balancing ponds and SUDS meant that each site would be assessed on a

case by case basis. An example was provided where one local authority had adopted a Natural Hazard policy similar to that for a canal, river or road where there was no fencing. The Planning Delivery Team Leader responded that in relation to the safety and future maintenance of SUDS, the guidance and specifications of the Construction Management Association and the Royal Society for the Prevention of Accidents are important considerations as is the industry Construction Industry Research and Information Association (CIRIA) recommendations. The importance of District specific guidance and an adoptions policy was also highlighted in order to enable the Council to set standards of design and maintenance that would be required prior to the adoption of a SUDS scheme, as the current system of adoptions was being considered on a case by case basis.

Councillor Brown raised concerns on the risk of flooding in South Derbyshire and suggested a study should cover balancing ponds and SUDS focusing on their safety, maintenance, funding, design, and location and to look into best practices and climatic implications.

In conclusion, a proposal was carried by the Committee to recommend to the Environmental and Development Services Committee for a further study of balancing ponds and SUDS.

RESOLVED:-

The Committee approved to recommend the further study of balancing ponds and SUDS by the Environmental and Development Services Committee.

OS/19 **COMMITTEE WORK PROGRAMME**

The Chairman updated the Committee that, following guidance received; any Task and Finish Group set up by this Committee would need to be composed of Members of the Overview and Scrutiny Committee.

The Committee was advised Digital Derbyshire had been invited to provide further information about Rural Broadband to this Committee.

RESOLVED:

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

OS/20 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of

the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

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

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

The Meeting terminated at 7.40 pm.

COUNCILLOR J HEWLETT

CHAIRMAN

ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

25th September 2019

PRESENT:-

Representatives of South Derbyshire District Council

Conservative Group

Councillor D Corbin

Councillor D Muller

Labour Group

Councillor D Shepherd

Officers

A Thomas – Strategic Director (Service Delivery)

Representatives of John Port Spencer Academy

Governing Body

D Parker – (Chairman) and School Governor

Mrs M Walker-Endsor - School Governor

Representatives of Active Nation

R Redfern – Business Manager

EL/8 **APOLOGIES**

The Committee was informed no apologies for absence from the meeting had been received.

EL/9 **DECLARATIONS OF INTEREST**

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

EL/10 **ACTIVE NATION PERFORMANCE REPORT – VERBAL REPORT**

R Redfern presented the Active Nation summary for Etwall Leisure Centre, highlighting year on year growth in all areas until the end of August with an outline of the following:

Participation Key Performance Indicators - Etwall

- Etwall Leisure Centre up by 11,240 visits year on year
- Gym usage 52,272 up 2,192 year on year
- Group exercise usage 14,628 up 2,150 year on year
- Swimming Pool casual sessions 54,036 up 1,805 year on year
- Badminton 8,526 up 415 year on year
- AGP 19,765 up 1,558 year on year

Participation Successes

Management Team

OPEN

Mr Robert Redfern had been appointed as Business Manager as James Dobson had moved to a new position. The Assistant Business Manager position had been advertised.

Ten years of Active Nation was celebrated on 25 September with several activities.

The New Active Nation APP was downloaded by 770 supporters.

Net Promoter Score of 52 in last three months shows a loyalty shift of +19.

The table of targets within the report showed several with a target of zero. Some of the activities did not apply at Etwall and there was a technical issue with the downloading of the figures from May. The Active Nation Business Manager confirmed the annual target of 20,000 downloads would be difficult to achieve.

RESOLVED:-

The Committee considered and noted the points made in the presentation.

EL/11 **ANY OTHER BUSINESS**

The Chairman invited the Committee to raise any further matters.

A query was raised by the Vice Chairman regarding the car parking facilities at the Leisure Centre. Mrs Walker-Endsor advised Members that general maintenance of the Hilton Road site had been reviewed and quotes had been received, and funding was being sought including a request being put to the sponsors of the football pitch. The Chairman offered to assist with this matter by engaging with local businesses. An issue was identified regarding parking in restricted areas next to the Leisure Centre which was addressed by the suggestion to erect signage and the matter was referred to the Active Nation Business Manager. In view of the pressure on car parking, the Strategic Director (Service Delivery) suggested looking into ways in which the Leisure Centre is currently accessed by collecting information from Active Nation visitors. The information could be used to consider investment in, or to encourage and incentivize, more sustainable transport options, that is, walking, cycling, public transport and car/vehicle sharing.

Mrs Walker-Endsor confirmed to the Committee that the Letter of Agreement between Spencer Academies Trust and Active Nation had now been signed in relation to the change in the use of the Leisure Centre swimming pool and advised that the School have 13 additional sessions per year.

The meeting terminated at 5.20pm

COUNCILLOR D MULLER

HOUSING AND COMMUNITY SERVICES COMMITTEE

3rd October 2019

PRESENT:-

Conservative Group

Councillor Pegg (Vice-Chairman) and Councillors Atkin, Billings (substituting for Councillor Churchill), Corbin, Ford (substituting for Councillor Roberts), Mrs Haines and Mrs Wheelton

Labour Group

Councillors Mrs. Heath, Mulgrew, Richards, Shepherd and Southerd (substituting for Councillor Rhind).

HCS/34 **APOLOGIES**

The Committee was informed apologies for absence had been received from Councillors Churchill, Dr Perry and Roberts (Conservative Group) and Councillor Rhind (Labour Group)

HCS/35 **DECLARATIONS OF INTEREST**

Councillor Ford declared a personal interest in Item 7 on the Agenda by virtue of being a County Councillor.

Councillor Richards declared a personal interest in Item 8 on the Agenda by virtue of being a member of the Derbyshire Health Trust and advised he would not participate in the debate.

HCS/36 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

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

HCS/37 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

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

HCS/38 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

HCS/39 **COMMUNITY PARTNERSHIP SCHEME**

The Strategic Director (Service Delivery) presented the report to Committee, highlighting the £275,000 identified as capital funding for this Scheme. The Strategic Director advised the Scheme would be beneficial across the District for the period 2020-21. The Strategic Director commented that environmental projects funded previously would be identified and advised that new projects would be encouraged to apply for funding.

Councillor Southerd requested clarification of the term CICs. The Community Partnership Officer responded these are Community Interest Companies where an organisation has the community at its heart, but can also trade as a company and may be profitable outside the scheme.

Councillor Atkin welcomed the report to launch community projects and asked if the project funding has to be match funded. The Community Partnership Officer responded that the scheme could provide a maximum of 50% funding for each project.

A proposal to change the name of the Scheme was carried by the Committee.

RESOLVED:-

The Committee agreed to the proposals for a scheme to distribute the £275,000 of Capital funding that had been identified within the Council's budget and confirmed at the Finance and Management Committee 29 August 2019.

The Committee agreed the requirement for a minimum 50% matched funding.

The Committee agreed to authorise delegated powers to the Community Partnership Scheme Grant Panel Members to award project development grants. These grants are to cover professional fees and costs to secure planning permissions subject to a single award not exceeding £2,000 and an overall maximum of £20,000 (7.27% of the total grant pot).

The Committee approved to recommend to Council, that the name of the Community Partnership Grant scheme is changed to the Community and Environment Partnership Grant scheme, to reflect the widening of the grant application criteria to encourage projects which have a positive impact on the environment.

HCS/40 **ADOPTION OF COUNTYWIDE OLDER PERSONS STRATEGY**

The Strategic Director (Service Delivery) presented the report to the Committee setting out a five year plan to work within the County to provide housing for older persons.

Councillor Richards enquired if the Repton and Dales site can be redeveloped. The Strategic Housing Manager responded that the site is under consideration for redevelopment in conjunction with Derbyshire County Council and that the Dales site may be handled separately.

RESOLVED:-

That following Cabinet approval by Derbyshire County Council on 9th May 2019, the Committee adopted the recently published 'Older People's Housing, Accommodation and Support – A commissioning Strategy for Derbyshire 2019-35' (set out at Appendix 1 of the report).

That the Committee considered the content of the Strategy document and its wider implications for decision making in other areas of service provision.

HCS/41 **THE BETTER CARE FUND ALLOCATION**

The Strategic Director (Service Delivery) presented the report to the Committee, noting that the report provided a position statement as to the progress with funds already committed. The plan was to a programme of planned expenditure against the 2019/20 BCF allocation would be brought to November Committee with the associated carry over of the underspend on this fund into 2020/21 to enable new projects to be developed and existing projects to be reviewed and extended where required.

Councillor Southerd raised a query as to whether the Disabled Facility Grant (DFG) allowed for other repairs to be funded if the condition of a property warranted it. The Strategic Housing Manager responded that other repairs may be outside the terms of the scheme and that the primary focus would be to improve comfort for the occupant.

Councillor Mulgrew raised a question about how the grants are advertised. The Strategic Housing Manager responded that funding was allocated through referrals from Social Services or from Derbyshire County Council. The scheme is currently not actively marketed due to certain restrictions as to eligibility.

Councillor Wheelton asked if there is a communication available for Members to provide all information to the local community. The Strategic Housing Manager advised that some schemes do have supporting literature for example Healthy Homes.

RESOLVED:-

The Committee noted and welcomed the Council's Better Care Fund (BCF) allocation of £792,375 for 2019/20 and the arrangements that are in place to manage the funds. The Committee endorsed the actions within the plan for implementation over a three-year period.

The Committee noted the progress on the projects and programmes the Council put in place funded by BCF in 2018/19.

The Committee endorsed a review of the existing Private Sector Housing Renewals and Assistance Policy to enable new schemes and additional Disabled Facility Grant (DFG) peripheral services to be established. The revised document will be brought back to a future Committee.

The Committee noted that a programme of planned expenditure against the 2019/20 BCF allocation will be brought to November Committee with the associated carry over into 2020/21 to enable new projects to be developed and existing projects to be reviewed and extended where required.

HCS/42 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) advised Members of the programme.

RESOLVED:-

That the Committee considered and approved the updated work programme.

HCS/43 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

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

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

The Committee was informed that no questions had been received.

The Meeting terminated at 6.25 pm.

COUNCILLOR D PEGG

VICE-CHAIRMAN