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Date: 28 September 2016

Dear Councillor,

**Housing and Community Services Committee**

A Meeting of the **Housing and Community Services Committee** will be held in the **Council Chamber**, on **Thursday, 06 October 2016 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**  
Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Coe, Mrs Coyle, Grant, Muller, Swann and Mrs Wyatt.

**Labour Group**  
Councillors Rhind, Richards, Mrs Stuart and Taylor.

## **AGENDA**

### **Open to Public and Press**

- 1** Apologies and to note any substitutes appointed for the Meeting
- 2** To receive the Open Minutes of the Meeting held on 25th August 2016.  
  
Housing and Community Services Committee 25th August 2016 Open Minutes **4 - 7**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** Reports of Overview and Scrutiny Committee
- 7** PRIVATE SECTOR HOUSING RENEWAL POLICY **8 - 19**
- 8** HOUSING ASSET MANAGEMENT STRATEGY 2016 - 2046 **20 - 41**
- 9** SOUTH DERBYSHIRE CYCLE ACTION PLAN **42 - 57**
- 10** COMMITTEE WORK PROGRAMME REPORT **58 - 63**

### **Exclusion of the Public and Press:**

- 11** The Chairman may therefore move:-  
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 12** To receive the Exempt Minutes of the Meeting held on 25th August 2016.

Housing and Community Services Committee 25th August 2016 Exempt  
Minutes

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



HOUSING AND COMMUNITY SERVICES COMMITTEE

25<sup>th</sup> August 2016

**PRESENT:-**

**Conservative Group**

Councillor Smith (Chairman) and Councillors Billings, Mrs Coyle, Grant, Mrs Plenderleith (substituting for Councillor Hewlett), Swann Watson (substituting for Councillor Muller) and Mrs Wyatt.

**Labour Group**

Councillors Rhind, Richards, Mrs Stuart and Taylor.

HCS/22 **APOLOGIES**

Apologies for absence were received from Councillors Coe, Hewlett and Muller (Conservative Group).

HCS/23 **MINUTES**

The Open Minutes of the Meeting held on 9<sup>th</sup> June 2016 were noted and approved as a true record and signed by the Chairman.

HCS/24 **DECLARATION OF INTEREST**

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

HCS/25 **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/26 **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/27 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

HCS/28 **CORPORATE PLAN 2016-21: PERFORMANCE MANAGEMENT**  
**(1 APRIL – 30 JUNE 2016)**

The Director of Community and Planning Services presented the report to inform Members of the progress made during the first quarter of 2016/17, highlighting action being taken to address those areas not currently on target, and the importance of Appendix D (Risk Registers) allowing members to see risks and measures in place to mitigate those.

The Chairman commended the report praising its layout and presentation. Councillor Mrs Coyle reiterated this and encouraged Members to note the successes in Appendix B to the report. Councillor Mrs Coyle praised the report and reminded members that as an evolving document, suggestions for further improvement to this report would be welcomed.

**RESOLVED:**

***Members noted progress against the performance targets.***

HCS/29 **OPEN SPACE, SPORT AND COMMUNITY FACILITY DEVELOPMENT**  
**UPDATE**

The Director of Community and Planning Services presented the report for Members to note progress on facility development. Members were informed that the Grove Active Zone Project and the Melbourne Sporting Partnership (MSP) scheduled to open in mid-September, with the Midway Community Centre due to open in October 2016.

The Chairman commended the achievements to date, with these coming to fruition, also commenting that Team GB's success at the Rio Olympics 2016 had also inspired people to make use these facilities.

Councillor Mrs Plenderleith commented on the MSP funding item being referred to Finance & Management Committee, requesting further information on the terms of the lease and repayment structure of the loan. The Director of Community and Planning Services advised that the project will be leased to the MSP for twenty-five years and then revert back to the Council. An agreement will be put in place to ensure the commitment to repay the loan by the MSP. Councillor Richards agreed that the Finance and Management Committee would provide the opportunity for Members to receive more detail to decide the structure and repayment of the loan.

Councillor Richards questioned whether alternative squash courts could be made available since the conversion of Grove Hall squash courts into the Apex Climbing Centre. The Director of Community and Planning Services commented on the low levels of use of squash courts but reassured Members that if climbing lacks popularity then it is possible to convert back to squash courts.

Councillor Richards expressed his appreciation of the facilities at Chestnut Avenue Community Centre explaining that they have been built according to

SASH (Standard Approach to Sports Halls), but highlighted that although the Hall was ideal for Sports usage, it was less suitable as a Community Centre due to the limited storage space and the logistics of accessing sports facilities through the meeting room. Councillor Richards suggested the creation of a mezzanine floor to deal with this problem. In addition Councillor Richards pointed out that there was a manhole on the football pitch that required addressing.

The Cultural Services Manager noted these comments, informed the Committee that the manhole issue had been resolved and undertook to investigate the storage matter further.

**RESOLVED:-**

- 1) Members noted progress on facility development.***
- 2) Members recommended to Finance and Management Committee the allocation of up to £50,000 from the Sport and Health/Youth Engagement Reserve towards the Melbourne Sporting Partnership project to complete the fitting out prior to its transfer to the Melbourne Sporting Partnership.***
- 3) Members recommended to Finance and Management Committee to enter into a loan agreement that the Melbourne Sporting Partnership repay the reserve fund allocation back to the Council with the loan secured against the freehold reversion of the land.***
- 4) Members noted the intention to negotiate with Sport England to secure £5,000 towards a Playing Pitch Strategy.***

HCS/30 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

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

HCS/31 **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 9<sup>th</sup> June 2016 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.*

**DIRECT OFFERS OF ACCOMMODATION AND OFFERS MADE TO  
MEMBERS OF STAFF 2015-16**

**RESOLVED:-**

*Members noted the contents of the report.*

The Meeting terminated at 6:30pm.

COUNCILLOR P SMITH

CHAIRMAN

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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 7</b>
<b>DATE OF MEETING:</b>	<b>6<sup>th</sup> OCTOBER 2016</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>MIKE HAYNES – DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES</b>	<b>EXEMPT PARAGRAPH NO: NOT EXEMPT</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>MATT HOLFORD – ENVIRONMENTAL HEALTH MANAGER</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>PRIVATE SECTOR HOUSING RENEWAL POLICY</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: EDS14, HCS10</b>

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## **1. Recommendations**

- 1.1 That Members approve the revised Private Sector Housing Renewal Policy.

## **2. Purpose of Report**

- 2.1 To advise members of the services available to support private sector housing renewal in South Derbyshire and our future priorities in the event of new funding availability.
- 2.2 To seek approval from Members on the key policy commitments in the revised Private Sector Housing Renewal Policy.

## **3. Background**

- 3.1 Good quality housing is one of the primary determinants of health. For many decades one of the key roles of Councils have been to provide both economic and technical assistance to support the maintenance and improvement of private sector housing conditions.
- 3.2 Traditional support for the private sector has consisted of macro scale neighbourhood regeneration programmes; through full renovations of individual properties; and down to providing support for rectifying minor disrepairs.
- 3.3 Evidence from private sector house condition surveys indicate that conditions in the private sector have progressively improved over the long term, and we expect them to continue to do so. Therefore, the need to deliver substantial economic investment of public capital into the private sector has diminished. This reduction in demand along with the need to reduce public spending has led to the cessation of capital financing of private sector renewal other than where it is a statutory requirement, namely for Disabled Facilities Grants.
- 3.4 The emphasis in need has therefore shifted in recent years from the Council directly providing grant funded support to the private sector, to facilitating house owners to access other support or low cost private capital to invest in their properties.

- 3.5 South Derbyshire retains a relatively small capital budget to support private sector housing, consisting of approximately £115,000 in two separate capital budgets. Unless these budgets are managed expeditiously they could be exhausted very quickly and with a return of bringing only a handful of properties back into a suitable condition. Therefore our overarching ethos on the future use of this capital will be to use it as an investment fund to support home owners who cannot readily access capital to support improvements. Our default position will be to use this capital to support housing repair which meets our four policy statements and then seek to recoup this capital at a sustainable rate in order to reinvest in other private sector properties in need.
- 3.6 Ultimately therefore we will aim to keep the existing capital provision roughly balanced over the long term.
- 3.7 The Private Sector Housing Renewal Policy provides the strategic detail about how we will prioritise this capital and about how we will seek to use the other forms of intervention available to us to best effect.
- 3.8 We are also conscious that periodic opportunities to bid for funding for project support can emerge. The turnaround time on project bids can often be very tight and the bid criteria frequently require a clear evidence base to justify the proposals. If the policies and priorities within the Private Sector Housing Renewal Policy are endorsed by SDDC Members, we will be well placed to provide a strategic justification for any future bid proposals which fit with the Policy.

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

- 4.1 Minor beneficial. All of the proposed capital described in the Policy is already committed to investment in private sector housing. If this capital is utilised well, then it will ultimately be returned to the Council. In addition this will ensure that the property remains occupied and therefore contributing Council Tax.
- 4.2 We anticipate that the Policy will leave us better placed to support submissions for bids for housing renewal capital if and when they appear in the future.

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

- 5.1 The proposals align with the “Place – Creating vibrant communities to meet residents’ needs” theme of the 2016-21 draft Corporate Plan and in particular it aligns with the key aim to “Facilitate and deliver a range of integrated and sustainable housing and community infrastructure”.

#### **6. Community Implications**

- 6.1 Beneficial.

#### **7. Conclusion**

- 7.1 The reports seeks Member agreement for a new Private Sector Housing Renewal Policy which makes clear the commitments the Council is making towards supporting housing conditions in the private sector. By necessity, the overall tone of the Policy reflects a move from the historical approach of intervention by direct financial support to one which makes greater use of statutory powers, advice and sign-posting. Future operational decisions on our interventions in private sector housing will need to be undertaken in accordance with the four policy statements.

# Private Sector Housing Renewal Policy

Housing and Environmental Services

31<sup>st</sup> August 2016

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## Version Control

Version	Description of version	Effective Date
1	First Draft	31/8/2016

## Approvals

Approved by	Date
Matt Holford	31/8/2016
Mike Haynes	

## Associated Documentation

Description of Documentation
Nil

## Data Retention

Data Retention Location
S:\Health\PRIVATE SECTOR HOUSING\Policies\PS Housing Policy

## 1.0 Introduction

The Council has a duty under Part 1, Chapter 1, Section 3 of the Housing Act 2004 to review housing conditions in its district. Where housing conditions are found to require improvement, local authorities have the discretion to provide assistance under the terms of Article 3 of the Regulatory Reform (Housing Assistance) Order 2002 in any form (e.g. grant, loan or equity release). This policy provides the detail about how South Derbyshire District Council will deliver this assistance in the private housing sector for the duration of the current Housing Strategy.

Qualifying criteria for all housing assistance are at the discretion of the Council.

The purpose of this policy is to set out the means by which South Derbyshire District Council will approach private sector housing renewal. It replaces the Council's previously published Private Sector Housing Policy produced in 2010.

## 2.0 Strategic Overview

South Derbyshire District Council published a new **Corporate Plan** in 2016. The Plan contains the Council's strategic direction to 2021. The four key themes contained within the Plan are *People*, *Places*, *Progress* and *Outcomes*.

The contents of this Policy links to a number of the key aims under these themes;

Corporate Theme	Key Aim
People	Enable people to live independently
	Protect and help support the most vulnerable, including those affected by financial challenges
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure

South Derbyshire published its most recent **Housing Strategy** 2016/21 in February 2016. The Strategy contains three strategic aims beneath which sit a number of specific objectives. The contents of this Policy directly relate to a number of these objectives;

Strategic Aim	Specific Objective
Improving access to and supply of housing	Objective 01c - Unlock the potential of empty homes and minimise voids
Well maintained safer greener homes	Objective 02a - Ensure decent, safe and healthy homes in the private sector
	Objective 02b – Support the growing private rented sector
	Objective 02c – Reduce fuel poverty

### 3.0 Background Context to the Policy - Private Sector Stock Condition

The condition of the overall housing stock in South Derbyshire is described in detail in the Housing Strategy and in the most recent Private Sector House Condition survey from 2014. Some key statistics which have been used to inform this policy include;

- Our housing stock has a relatively high proportion of modern housing. The proportion of pre-1919 housing in South Derbyshire of 20.3% compares to 22.2% of private housing nationally. The proportion of post-1980 housing in South Derbyshire of 39.2% compares to 22.6% of private housing nationally;
- The number of people living in the private rented sector has increased threefold in the last 10 years from 1,817 (5.5%) of the local housing market in 2001 to 5,459 (14.5%) in 2014;
- The overall condition of the private housing stock is improving. 32.4% of private housing was non-decent in 2009 improving to 16.3% in 2014. Rates of non-Decency are higher in the private rented sector (23.5%) than the owner occupied sector (15.1%);
- Around 8% of private sector homes exhibit a Category 1 hazard, posing a serious risk of harm to occupants;
- Of the 3,026 private sector dwellings with a Category 1 hazard, 1,863 dwellings (61.6%) fail on the excess cold criterion and 843 dwellings (27.9%) fail on risk of falls on steps/stairs;
- 1,032 households containing children occupy non-decent dwellings; 43.3% of these live in a property with a Category 1 hazard, primarily related to the risk of excess cold;
- 12.4% of our residents are considered to be in fuel poverty;
- 3.4% of properties in the District are empty compared to the national average of 4.3%.

The recommendations contained in the 2014 Private Stock Condition Survey were;

- Proposed intervention in the private-rented sector including landlord encouragement for home improvement particularly energy efficiency;
- Continued support for vulnerable households in non-decent homes across all tenure sectors;
- Encouragement of owner-occupied home improvement through increased awareness of condition issues and possible use of loan support;
- Exploitation of energy funding streams including Green Deal and ECO funding within a comprehensive fuel poverty strategy; and
- More detailed examination of health service partnerships for housing intervention against initial evidence of relationships between house condition, household health and health service use.

### 4.0 Interventions

The role of the Council has evolved in the last few years. Historically it involved providing direct investment into the private sector through grants. It has now moved more towards facilitating improvements through advice, signposting and regulation.

This section of the policy describes the various forms of intervention available to the Council in the renewal of the private sector market, summarises the context when they can be used and finally provides a policy statement relevant to our proposed use of each form of intervention.

As a core working principle we take the view that the primary responsibility for the maintenance and repair of private houses rests with the owner. However we also recognise that these properties are

the homes of future generations and therefore are a valuable broader asset to society. Balanced and proportionate intervention may, in certain circumstances, be appropriate to both improve the health of people living in sub-standard conditions and to preserve the housing stock.

## **Grants**

Grants support for improvements of private sector properties are either mandatory or discretionary.

**Policy Statement 1** - *Mandatory grants will always be awarded where all of the qualifying criteria are met. Discretionary grants will only be offered where all other forms of intervention have been exhausted and all of the qualifying criteria are met.*

**Disabled Facilities Grants (DFG).** These are mandatory grants which are available through the District Council for property adaptations to improve the quality of life of either private home owners or tenants with disabilities. The qualifying criteria are specified in the Housing Grants, Construction and Regeneration Act 1996 and in summary the grants are only available where the work is considered to be necessary and appropriate to meet the disabled person's needs and that they are reasonable and can be done depending on the age and condition of the property.

The grants are means tested with a grant maximum of £30,000. If the grant is awarded, it will be subject to certain conditions including a requirement that the disabled person remain in the property for 5 years after the work is completed. Most of the criteria for DFGs are set by central government and are therefore outside the scope of this Policy to influence.

The available funding is currently dependant on the allocation made to the District Council from the Better Care Fund administered by Derbyshire County Council. The table below provides an illustration of the total spend and the total number of DFGs completed over the last 5 years.

Year	2011/12	2012/13	2013/14	2014/15	2015/16
Spend	£318,069	£289,193	£438,212	£293,709	£330,643
Completions	52	63	65	60	51

The DFG allocation for 2016/17 is £326,000 plus £62,000 General Fund contribution.

**Discretionary Relocation Grant (DRG)** is a discretionary grant which can be offered to a disabled person to give them the choice to move home where the following circumstances apply:-

- The Council has been advised by social services that a person has a need that makes him or her eligible for a disabled facilities grant, and;
- In the Council's opinion the disabled person's existing accommodation is not suitable to be adapted, and;
- The disabled person is willing to move to alternative accommodation, and;
- The total cost to the Council of all assistance (including any disabled facilities grant to adapt their new home) will be no more than the cost of adapting the disabled person's existing accommodation.

Historical spend on this Grant has been low. Only 6 DRGs have been approved over the past decade.

**Home Repair Plus Grant (HRP)** is a discretionary grant available to elderly, disabled or vulnerable owner/occupiers and private tenants to assist them to live independently in their own homes.

The works which qualify include, internal and external repairs; improvements to meet the decent home standard; disabled adaptations not falling within a DFG; security measures and energy efficiency measures.

Eligibility is limited to people in receipt of an income related benefit and aged over 60, disabled or vulnerable. It is not available to Council or RSL tenants. Private sector landlords are eligible to apply if they let to a tenant who is over 60 years old, disabled or vulnerable and in receipt of an income related benefit.

The maximum available grant is £6,000 (A grant of up to £10,000 may be approved in exceptional circumstances subject to agreement by the Director of Housing and Environmental Services).

The grant can cover the cost of all reasonable fees incurred (i.e. Building Regulation fees may be included in the grant up to the maximum amount).

No more than two separate applications can be made in any three year period. A 5 year grant condition period will apply (the grant will be registered as a local land charge).

The grant is conditional upon: -

- Completion of the work to the satisfaction of the Council within 12 months of approval;
- The property will be the applicant's only or main residence for the duration of the grant condition period OR the property will be let to a vulnerable tenant for the duration of the grant condition period;
- The property will be maintained in a 'decent condition' for the duration of the grant condition period;
- 'Buildings Insurance' will adequately cover the property for the duration of the grant condition period;
- The rent levied by a private landlord receiving grant assistance shall remain in line with the Local Housing Allowance rates for the duration of the grant condition period.

The table below provides an illustration of the total spend and the total number of HRP grants approved over the last 5 years.

Year	2011/12	2012/13	2013/14	2014/15	2015/16
Spend	£4785.00	£8237.60	£5168.80	£3329.00	£2718.00
Number of Approvals	1	3	3	2	1

At the date of this Policy the Decent Homes Capital Fund which supports the HRP grants contains £73,182. There are no current proposals to provide any top up for this fund.

**Empty Properties Grant (EPG)** is a discretionary grant available up to a maximum of £9,000 to enable the owner of an empty property to bring it back into a decent condition and to bring it back into habitation. To be eligible for grant assistance the enquirer must be:

- an owner of a property which has been empty for more than 2 years;
- the property must fail the Decent Homes Standard;
- The landlord must let at an affordable rent level (the local housing allowance rate) to households on the Council's housing waiting list for a minimum 5 year period.

The approved work must be completed within 12 months of approval.

The table below provides an illustration of the total spend and the total number of HRP grants approved over the last 5 years.

Year	2011/12	2012/13	2013/14	2014/15	2015/16
Spend	Nil	£26,915	£9,000	£18,000	£780
Number of Approvals	Nil	3	1	2	1

The Housing Strategy Enforcement Work capital fund to support EPGs was established in 2012. At the date of this Policy the Housing Strategy Enforcement Work fund has £42,163 remaining. There are no current proposals to provide any top up for this fund.

Appeals against refusals of any applications for discretionary grants should be submitted as a Stage 1 Corporate Complaint to the Director of Housing and Environmental Health. Details of the process are on the [Make a Complaint](#) section of the Council's website or in writing to;

Director of Housing and Environmental Services,  
South Derbyshire District Council  
Civic Offices  
Civic Way,  
Swadlincote,  
Derbyshire,  
DE11 0AH

## Loans

We do not currently offer any loans. There are a number of loans and equity release schemes available through reputable third party providers such as Age Concern.

Where we are approached by a client with a request for help and there is a potential of equity release, then we will signpost them to the most appropriate provider known to us at the time. The loan products and providers are regularly changing and we will make the best use of partner organisations such as the appointed Housing Improvement Agency to ensure that our clients are able to access the best product for them based on their personal circumstances and market conditions.

## Regulation

There will be instances where the Council has either discretion or a duty to use its legal powers to ensure the safety of residents. This duty can apply to either owner occupiers or to private rented sector tenants. Since funding for repair work was removed, there has been an increase in the number of occasions when the Council have needed to use the powers usually applied to the rented sector to address problems in houses lived in by owner-occupiers who cannot afford or are not inclined to maintain their homes. On average we receive 180 complaints and requests for service relating to private sector housing every year.

In some cases the Council may enforce sale of empty properties or compulsory purchase empty properties and sell them on to organisations or individuals that are able to bring an empty property back into use. The Council may also serve Empty Dwelling Management Orders and temporarily take control of empty properties if it deems it necessary.

Given the lack of capital funding to support grants allocations, the only alternative funding we can now offer to improve the private sector stock is to carry out 'works by agreement' following the service of a legal notice or 'works in default' following the failure of a property owner to complete the work specified by a legal notice.

The 'works by agreement' or 'works in default' interventions are usually funded either from the Housing Strategy Enforcement Work capital fund or from the Private Sector Housing revenue budget depending on the level of expenditure required. Smaller interventions of up to approximately £1,000 come out of the revenue budget, larger spend comes out of capital.

***Policy Statement 2 - In cases of disrepair in both owner occupied and rented property where the matter is a breach of the Housing Act or other appropriate legislation, the Council will take enforcement action in accordance with the principles contained within our Enforcement Policy. In order to maximise the impact of the remaining capital budgets, we will generally rely on improving properties through works in agreement or works in default rather than providing grant aid.***

We will always seek to recoup the cost of the works, either by agreement or court order on the principle that revenue which is recouped can then be recycled for use on additional works by agreement or works in default.

The table below provides an illustration of the total numbers of works by agreement and works in default and the total spend over the last 5 years.

Year	2011/12	2012/13	2013/14	2014/15	2015/16
Spend	0	£23,154	£14,401	£12,856	£31,574
Nº of Interventions	2	1	10	11	10

The Private Sector Housing revenue fund for works in default is £1,500. Currently it is proposed to continue to include this level of funding into future years.

### ***Charging for Regulation***

The Council has the ability to make a 'reasonable charge' as a means of recovering certain administrative and other expenses incurred when it has to serve various forms of enforcement notice under the Housing Act 2004. This is intended to act as an economic incentive to make property owners deal with housing hazards without the need of regulatory intervention by the Council.

***Policy Statement 3 - The Council will, in all circumstances, seek to ensure compliance with regulatory standards through a process of escalating action as described in the enforcement policy. Where it has been necessary to escalate a case to the point of serving a legal notice to achieve regulatory compliance, the Council will generally seek to recover costs. The Council will generally not seek to recover costs where immediate legal action is required due to the severity of the hazard and it has had no previous involvement with the case. Any variances from this Policy will be at the discretion of the Director of Housing and Environmental Services.***

### **Advice**

The Council works closely with a number of partner agencies to provide the best possible support for our clients based on their individual need and circumstances. We have recently initiated a mapping exercise to improve our understanding of all of the housing related services available locally and we have received a commitment from the Community Support Delivery Group to fund this work through Workstream 1 of the Better Care Fund 5 Year Implementation Plan.

***Policy Statement 4 – Where we are unable to make a direct intervention through either regulation or grants support, we make our best endeavours to direct our clients to other appropriate support agencies or products. We will regularly refresh our database of all known housing support services and products and we will maximise working with partners in order to offer the most comprehensive possible local advice service to our clients.***

## 5.0 Future Priorities for Discretionary Support

We are continually exploring new funding opportunities to invest in improvements to the private sector housing stock. Opportunities to bid for funds can come from various sources and often quite detailed bids need to be developed over relatively short timescales.

Whilst we are not aware of any impending bid opportunities, if and when such opportunities arise we are particularly interested in developing the following proposals;

- Rural energy loan scheme
- Rural energy insulation scheme

## 6.0 Review

The Policy will be the subject of a light touch review every two years, unless there are significant changes in law or grant fund availability. The Policy will be substantively reviewed following the publication of the next Housing Strategy post 2021.

## Availability

This Policy will be published on line at;

[http://www.south-derbys.gov.uk/housing/private\\_housing/default.asp](http://www.south-derbys.gov.uk/housing/private_housing/default.asp)

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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 8</b>
<b>DATE OF MEETING:</b>	<b>6<sup>th</sup> OCTOBER 2016</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>MIKE HAYNES – DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>LEE CARTER – HOUSING ASSET MANAGER EXT.5797</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>HOUSING ASSET MANAGEMENT STRATEGY 2016 - 2046</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: HCS01</b>

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## **1. Recommendations**

- 1.1 To seek approval from Members for the adoption of a 30 Year Housing Asset Management Strategy for the period 2016-2046.

## **2. Purpose of Report**

- 2.1 To inform members of the strategic importance of the Housing Asset Management Strategy, both in terms of its impact on Housing Services and the wider Council.

## **3. Detail**

- 3.1 The Housing Asset Management Strategy 2016 - 2046 (AMS), a copy of which can be found at Appendix 1, provides a framework for the effective management of the housing stock including maintenance, improvement works, and development and regeneration opportunities. The aim is to ensure that housing assets are maintained in good condition and that products and service delivery continue to provide value for money and a high standard of customer satisfaction.
- 3.2 The Housing AMS was first produced in 2002 and revised in 2009, but is now somewhat out of date with current best practice. This new 30 year strategy is a significant development, and remains in accordance with good practice. The purpose is to ensure that the Council's largest asset is maintained and improved in order to provide a sustainable income for the Housing Revenue Account (HRA) over the term of the strategy.
- 3.3 The Housing AMS has links to a number of other strategies within the Service and the wider Council, but its financial opportunities and limitations remain defined within the HRA Business Plan.
- 3.4 The housing service is continually subject to change either through internal processes and/or legislative change, and the Housing AMS links the different areas within housing from gas servicing and energy efficiency, through to new build and

regeneration opportunities. The importance of these links enables decisions to be based on the service as a whole and ensure good governance and sustainability in the short/medium and long term.

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

- 4.1 The approval of the new housing AMS does not have any direct financial implications. However, implementing its objectives will ensure that the council's HRA ambitions are delivered in the most effective and cost efficient way in accordance with the principles of value for money.

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

- 5.1 Due to the integrated nature of the housing AMS with other key corporate documents its implementation ensures the Council as a whole is delivering on its corporate objectives.
- 5.2 The requirement for an up to date Housing AMS is essential in terms of enabling housing services to make effective and consistent decisions regarding one of the Council's major assets.

#### **6. Community Implications**

- 6.1 The overall aim is to improve the quality and cost effectiveness of our services through effective management of our assets for the benefit of the tenants of SDDC for today and in the future.



## **Asset Management Strategy** 2016-2046

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## Foreword

We are delighted to introduce the new Asset Management Strategy 2016 - 2046, which sets out in detail South Derbyshire District Council's ambitions for the future of their housing stock and the key priorities for the next five years and beyond.

This Asset Management Strategy demonstrates that for the next 30 years the Council can continue to invest in its housing stock and meet the needs of present and future tenants, and ensure that we remain a landlord of choice.

A key aspiration of both the Council and its tenants is to continue to build much needed new Council homes in the district and to maintain and improve our existing homes to a decent standard. By investing in our homes we will continue to improve the quality of life of our tenants and help to support the Council's vision in 'Making South Derbyshire a better place to live, work and visit'.



We would like to thank everyone who has contributed towards our new Asset Management Strategy and look forward to working with our tenants and partners in continuing to maintain and provide high quality, sustainable and affordable homes in South Derbyshire.

A handwritten signature in black ink that reads "J. N. Hewlett".

Page 23 of 63 Councillor Jim Hewlett  
Chair of Housing and Community Services Committee

## Executive summary

Effective asset management is fundamental to the successful delivery of an excellent service that meets the organisations' ambitions and aspirations as defined within the context and allowances of the Housing Revenue Account (HRA) Business Plan.

The HRA Asset Management Strategy is a separate and complementary document to the HRA Business Plan, and focuses on how South Derbyshire District Council (SDDC) intends to manage its HRA asset base over the next 30 years. It is designed to inform the HRA Business Plan and the strategy sets out how we intend to meet the necessary investment requirements to maintain our properties, and continue to meet the priorities of our tenants and leaseholders.

The Asset Management Strategy (AMS) also sets out the Council's wider ambitions and demonstrates how it aligns with the strategic housing priorities contained within the Council's Corporate Plan, and how it helps to support the successful delivery of achieving the Council's vision in 'Making South Derbyshire a better place to live, work and visit'.

The Council's key objective is to increase and maximise the asset value of the housing stock year on year by improving the quality and condition of the stock, and maintaining, or improving the stock to at least the Decent Homes Standard.

Investing in our homes will improve the quality of life for our tenants and future tenants, and also have a measurable positive impact on the local economy.

Alongside investment in new housing, a range of actions are planned to deliver service improvements with the key priorities for investment being:

- Sustaining and improving Council stock
- Improving the productivity of staff through the use of mobile technology
- Continuing to listen and learn from customer feedback

The Council consults regularly with tenants, residents and stakeholders and consultation has taken place in the development of this strategy. This included identifying what was most important in terms of investment in homes and estates to our tenants, and ensuring that their priorities for investment are reflected in our objectives.



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# Introduction

## Purpose of the Housing Asset Management Strategy

This is South Derbyshire District Council's 30 year Housing Asset Management Strategy (AMS). It covers the period 2016 - 2046, and has been developed to inform the short, medium and long term strategic framework necessary to maintain and improve the Council's housing assets. The strategy also considers the opportunities and aspirations of the Council to continue building much needed new council homes in the district.

The AMS is complementary to the Council's HRA Business Plan which sets out how the Council intends to meet the investment requirements necessary to deliver the housing service and maintain its HRA properties over the next 30 years.

The Council's housing portfolio is its highest value asset, and their maintenance and capital investment costs also form its largest liability.

## What is Asset Management and why do we need a Housing Asset Management Strategy?

Within the context of the Council's housing stock, asset management covers the range of activities required to ensure that the Council fully utilises the use of their housing, land and property assets to maximise the contribution to the HRA Business Plan, whilst continuing to meet current and future needs and expectations of tenants. The Council's HRA assets consist of houses, small retail units, garages, gardens and land.

Having a robust and pro-active Asset Management Strategy ensures that any decisions about the future maintenance, refurbishment or replacement of any of the Council's housing assets are made as part of the the over-arching strategic business planning framework which includes an established and effective scenario planning process.

Scenario planning is an integral part of the Strategic Planning Process and enables the Asset Management Team to make flexible long term plans for the future.

The Housing Asset Management Strategy cuts across all of the Housing and Environmental Services Directorate, and is a key document in ensuring that we continue to evolve to meet existing and future housing need and demand.



## Our vision for South Derbyshire

“making South Derbyshire a better place to live, work and visit”

The vision for the District is set out within South Derbyshire District Council's Corporate Plan and includes three strategic outcomes:

1. Keeping residents happy, healthy and safe.
2. Creating vibrant communities to meet residents' needs, and
3. Encouraging inward investment and tourism opportunities.

There is also a cross cutting outcome of:

Embedding a process of continual improvement throughout the workforce and operations to ensure delivery of high quality services at reasonable cost.

The Asset Management Strategy aligns with and outlines how we will support the Council in achieving their vision and outcomes. In particular we will focus on the four strategic objectives related to housing:

1. Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.
2. Enable people to live independently.
3. Protect and help the most vulnerable, including those affected by financial challenges.
4. Connect with our communities, helping them feel safe and secure.

The Council recognises that strategic use of its housing stock can play an important role in helping to achieve the Council's outcomes, and this is further supported and aligns with the three strategic housing objectives as set out in the Housing Strategy 2016 - 2021:

1. Improving access to and supply of housing.
2. Well maintained, safer, greener homes.
3. Helping people to live independently.



The Council's Housing Strategy and the HRA Business Plan outline in more detail the important role that housing plays in ensuring that the wider Council's corporate objectives and priorities are achieved.

The Asset Management Strategy informs and complements the Council's key plans and strategies, particularly the:

- Corporate Plan 2016-2021
- HRA Business Plan 2016-2046
- Housing Strategy 2016-2021
- Corporate Asset Management Strategy
- Treasury Management Strategy
- Value for Money Strategy
- Procurement Strategy.

Maintaining value for money and delivering relevant, effective and efficient services is essential. Decisions made by the Housing Asset Management Team reflect the need to ensure the long term sustainability of the Council's assets whilst meeting high levels of performance.

The key priorities for investment over the next five years can be summarised as:

- Investment in sustaining and improving the existing Council Housing stock
- A quality repairs and maintenance service
- Developing new housing - flexible by design to reflect the changing market
- Delivering value for money across all aspects of the housing service.

In addition to the investment priorities there are three over-arching Housing & Environmental Services customer focussed objectives:

- Excellent customer service
- Active tenant scrutiny and engagement
- Effective neighbourhood management and community engagement.

The Council consults regularly on developing its strategic approach with tenants, residents and partner organisations. Tenants were consulted over their priorities in developing the Asset Management Strategy, and also as part of the budget setting process, and this included identifying what was most important in terms of investment in homes and estates. Priorities identified through consultation were:

- Maintaining the Decent Homes Standard
- Sustainable lettings - matching the right people to the property
- Getting it 'Right first time'
- Disabled adaptations

The AMS will be monitored and reviewed at regular intervals to ensure that the key priorities and objectives are successfully delivered, and that it remains relevant and reflects as accurately as possible the current condition of the housing stock, tenants' aspirations and is responsive to funding availability and opportunities.

# Our Housing Vision

“Through high quality services, delivered in partnership, the provision of well-maintained affordable homes that meet the requirements and aspirations of the people of South Derbyshire”.

Over recent years the Council's priority for housing has been to bring the stock up to, and maintain, the Decent Homes Standard (DHS).

The minimum standard set down by the Government states that properties must meet the following four criteria:

- Meet the HHSRS minimum safety standards for housing
- Be in a reasonable state of repair
- Have reasonably modern facilities such as kitchens & bathrooms
- Provide a reasonable degree of thermal comfort

The original stock condition survey carried out in 2002 concluded that 79% of the Council's housing stock met the DHS.

In 2009, a further validation stock condition survey was undertaken and showed that the number of non-decent properties had reduced to 2.2% (67 properties out of a stock total of 3063), and a further 5.5% (171 properties) had the potential to become non-decent before the Decent Homes target of December 2010.

All of these properties were made decent by the target date of December 2010, and all properties in the future are scheduled to maintain the standard.

All the stock condition data is held on 'Life-span Housing' which is an asset management software system, and which has been populated

and updated with data from the stock condition surveys, and also from the Asset Management Team 'focus' day in December 2015.

The purpose of the 'focus' day was for the team to review the entire housing stock by individual property and then update Life-span accordingly. This exercise means that the team now have an exceptionally accurate picture of the condition of the stock, and a sound base to plan for any future works to maintain decency or when undertaking any scenario planning exercise.

As part of the new regime of HRA self-financing, the Council has since 2012, been able to keep its rental income in full and use it to fund housing stock and estate improvements, as well as providing opportunities to build new homes and regenerate outdated and unsustainable stock.

A five-year Capital Improvements and Planned Maintenance Plan for the period April 2012 to March 2017, with a total budget of over £27.3m, was approved by the Council in February 2012, and will complete on time, and within budget in 2017. This improvement programme is the largest investment that the Council has undertaken on its stock, and has enabled the replacement and upgrade of key components to improve properties and prevent them failing the Decent Homes Standard, whilst still meeting the aspirations and expectations of our tenants.

This Asset Management Strategy looks to focus particular attention on the next five year investment programme for 2017-2022.

A 30-year financial projection was considered and approved by the Council in 2014/15. The HRA Business Plan had been modelled with the assumption that there would be increases in social rents for 10 years. However, in October 2015, the financial position of the HRA was reviewed following the announcement that Central Government were proposing to reduce social rents by 1% per year from 2016/17, for four years.

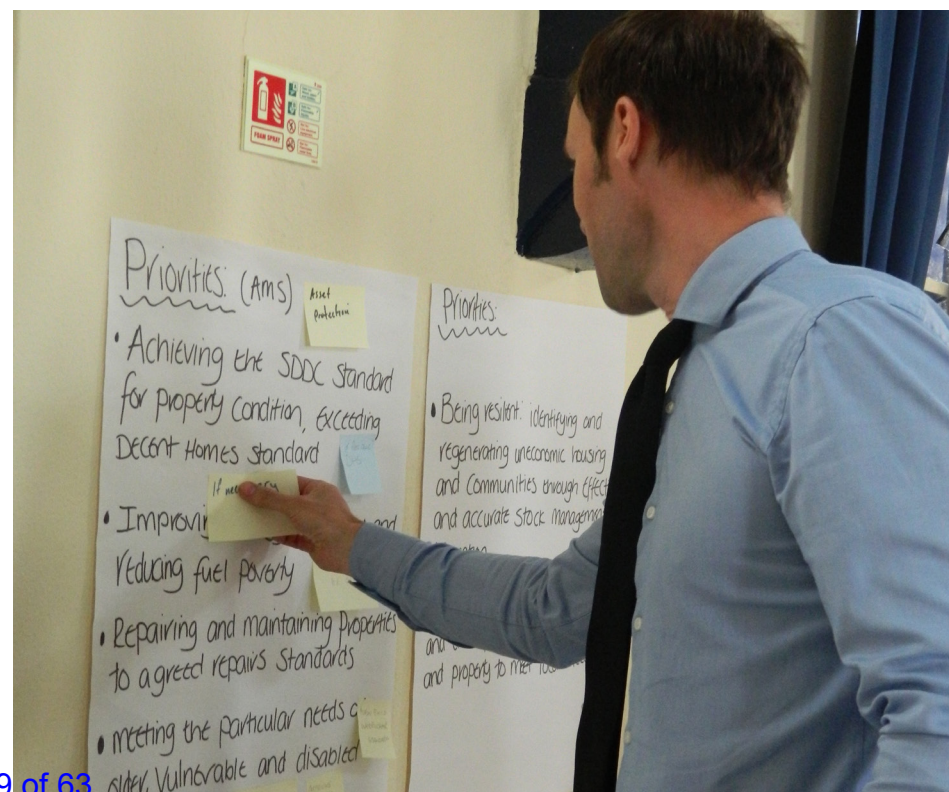
The review that was undertaken highlighted a significant loss of income in the HRA Business Plan of £6m to 2020, rising to £19m by 2024. As part of the review the capital improvements programme and maintenance budgets were re-modelled and reduced from £80m to £58m (excluding planned maintenance). Even with this level of planned savings all properties will continue to achieve the Decent Homes Standard.

A fundamental aim of the AMS is to ensure that the housing stock is maintained in good condition to maintain its value, avoid deterioration of assets, prevent avoidable future repair costs and meet legislative and regulatory requirements. The stock will also continue to provide good quality homes for our tenants.

There will be a continued focus on the management, maintenance and refurbishment of the existing stock over the next five years. However, the Council will also be looking more broadly at wider asset management issues and opportunities, to ensure we remain the landlord of choice.

This will include exploring the:

- Use of vacant sites for the building of new homes
- Refurbishment or re-modelling of existing properties and estates
- Potential redevelopment of existing properties
- Disposal of assets as a way of helping to fund the development or acquisition of new properties
- Remodelling and modernisation of the Direct Labour Organisation (DLO), and Housing Services Teams to ensure the service continues to be efficient, fit for purpose and delivers Value for Money (VfM).



## Our Property Portfolio

South Derbyshire District Council owns and manages a total of 3015 rented properties as at April 2016. The average age of the stock is 55 years and 16% were built prior to 1945. Nearly 92% of the total stock is made up of traditionally constructed dwellings whilst the remaining 8% comprise of a variety of non-traditional construction types.

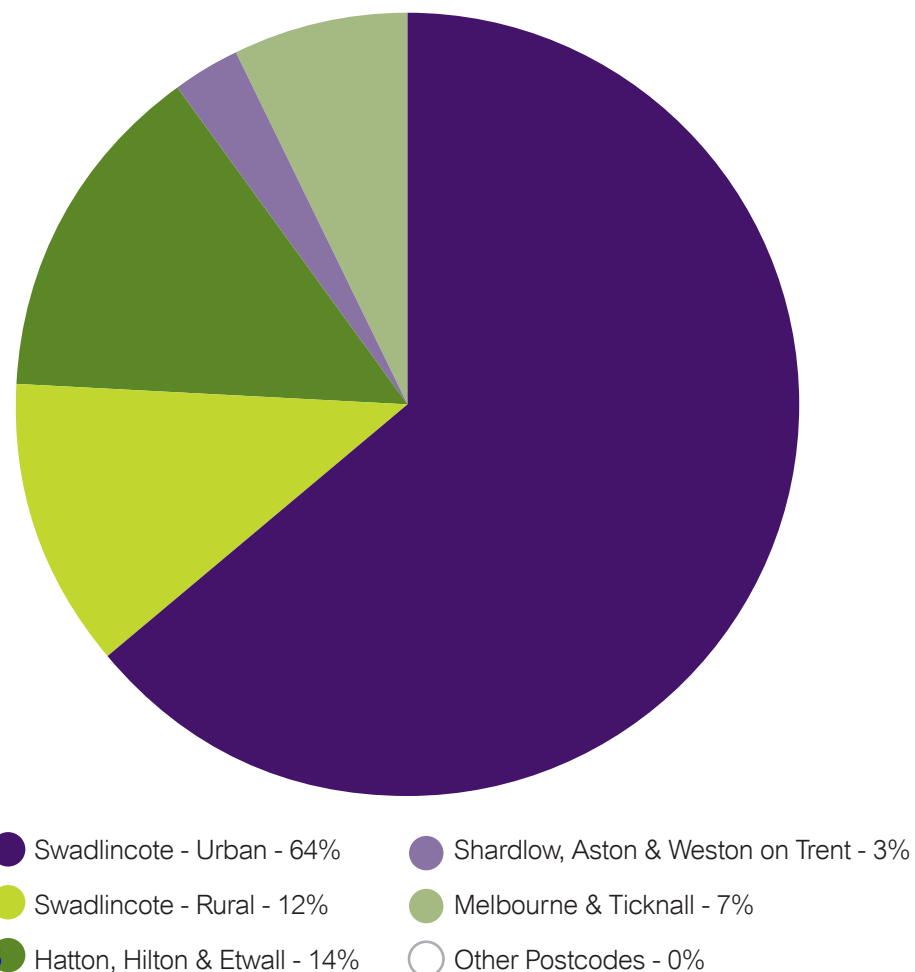
Houses account for just over half of the stock (53%), bungalows a fifth (21%) and flats a quarter (25%). Bedsits/studios make up the remaining 1%.

### Property type breakdown

Accommodation Type	Bedrooms	Number of units	Percentage of total units	
Houses 1593	1 bedroom	9	0.30	52.84
	2 bedroom	501	16.62	
	3 bedroom	1046	34.69	
	4 bedroom	36	1.19	
	5 bedroom	1	0.03	
Bungalows 638	1 bedroom	309	10.25	21.16
	2 bedroom	328	10.88	
	3 bedroom	1	0.03	
Flats 776	1 bedroom	371	12.31	25.74
	2 bedroom	399	13.23	
	3 bedroom	6	0.20	
Bedsits/studios 8	0 bedrooms	8	0.27	0.27
<b>All property totals</b>		<b>301</b>	<b>100</b>	<b>100.00</b>

The stock is spread throughout much of the District but the major concentration is in the Swadlincote area (76%), followed by Hatton & Hilton (14%), Melbourne (7%) and Shardlow (3%).

### Property stock location



Housing Services own 278 garages and 133 garage plots around the district, which vary in size, popularity and usage. Recent reviews have resulted in the sale of a number of sites and the receipts have been used to increase the Capital Programme. The remaining sites are in the process of being reviewed and a trial improvement to one site has recently been completed which has helped determine and shape the garage regeneration programme for the next five years.

Additional finances have been secured and committed to improve garage sites in the district. It is anticipated that this investment will help to make them more desirable and maximise income, as the annual void loss from garages and garage plots for 2015/16 was approximately £38k (28%).

It has also been recognised that potentially significant financial resources are required to address matters relating to communal land and parking issues around the district. However, focus remains on maintaining the stock, and further investigative works are required to fully appreciate all review options relating to the communal land and parking issues.

The number of Council owned homes has declined steadily over the last 10 years, and there have been 167 Right to Buy's (RTB) since 2006. The average number of RTB's since 2012/13 is 18 properties per year. By far the most popular property type, and the biggest decrease to the stock (137) has been in the number of family sized houses with two or more bedrooms.

This reduction in the total stock numbers and in the number of family sized housing, particularly in the more popular areas, has changed the overall profile of the housing stock. There has been an increase in the number of small units, flats and bungalows as a proportion of the overall total. Both the overall reduction in stock numbers and the reduction in the number of family sized homes available for rent by the Council has had a significant impact on our ability to house families on the housing

register. As at April 2016 there were 984 people waiting to be housed in South Derbsyhire Council stock.

The Council's Housing Allocations team has a statutory responsibility to manage and regularly review the housing register, and as at April 2016 there were 984 applicants actively seeking rehousing, of which 69% (682) were single with the remaining 31% (302) classed as families or couples.

Over the last five years there has been an average of 215 void council properties per year, this represents approximately 7% of our total stock. All properties are brought up to the 'Fit to Let' standard before being offered to prospective new tenants and the average spend on a void property is £1,831.78

The average time to re-let properties (excluding major voids) during 2015/16 was 18.6 days, and including major voids was 25 days. This performance puts the Council in the upper quartile when compared to our peers in the national Housemark benchmarking service.

Benchmarking plays a fundamental role in reporting the business's performance, and is an important contributor in driving performance and value for money improvements.



In 2013, the Council approved the first phase of a long term commitment to increase its stock by building new homes, which the Council had not been able to do since 1991. The first phase commenced with buying back one leased flat in a block of 26 flats to increase the Council's strategic options for the possible redevelopment of the site.

The Council's first new build development completed in July 2016, and delivered 45 new Council owned homes for rent in Coton Park, Linton, Overseal and Swadlincote.



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Under the direction of the Director of Housing and Environmental Services a Development and Regeneration Project Board has been set up to explore options to increase stock levels and maximise the Council's assets and housing related income. The Project Board includes staff from various departments within the Council, Members and tenants.

A large proportion of demand on the housing register is for smaller properties. 69% of households on the housing register are singles, but one bedroom properties only comprise 23% of the Council's housing stock. Certain properties, such as bedsits, in some areas of the district have proved difficult to let in the past. However, due to changes in Housing Benefit and Local Housing Allowances for the under 35's, demand for smaller type properties and shared accommodation such as Houses of Multiple Occupation (HMO) is expected to increase substantially.

In 2006 the number of bedsits in the Council's stock was 33, with 23 being located in Swadlincote. However, as part of the Oakland Village Extra Care Retirement Village development in Swadlincote all 23 bedsits were decommissioned and demolished in 2008/09.

Due to the recent changes in national policy the Council are reviewing their Acquisition and Development Policies to assess demand for bedsit and shared accommodation in the district.

Current funding arrangements available to Local Authorities do not support the development of smaller or multi-occupancy properties, and as such the Council will be utilising and supporting other options including the private sector in maximising the required supply of good quality suitable accommodation for the under 35's in the district.

# Strategic Priorities for Asset Management

The Housing AMS has been built around two key themes under which there are three strategic housing objectives and six priorities. This strategic performance framework has been developed specifically in response to the range of distinct issues for the Council, the stock and current and future tenant's needs.

An Action Plan as detailed in Appendix 1 on page 17 has been prepared for delivering the strategic priorities and this clearly sets out what the Council wants to achieve, and by when. The actions will be monitored, reviewed and revised during the period of the Strategy, and also as works are completed and new actions or priorities are established.

The two key themes are:

- Property and Service Standards – Ensure that we provide properties and services to agreed standards that meet current and future customers' needs.
- Property Asset Management – Pro-actively review, assess and evaluate our property portfolio to inform investment, development and regeneration decisions.

Under the two key themes the Council has determined six priorities which are a key function of the Asset Management Strategy to deliver and which are:

1. Achieving the South Derbyshire District Council standard for property condition, exceeding Decent Homes Standards
2. Improving energy efficiency and reducing fuel poverty
3. Repairing and maintaining properties to agreed standards
4. Meeting the particular needs of older, vulnerable and disabled households

5. Being resilient: identifying and regenerating uneconomic housing and communities through effective and accurate stock management information
6. Managing investment opportunities and development potential of land and property to meet local needs.

## Priority One

Achieving the South Derbyshire District Council standard for property condition, exceeding Decent Homes Standards

The Council is committed to ensuring that the housing stock not only meets the national Decent Homes Standard (DHS), but that it exceeds the standard where resources and finances allow.

To meet this priority a higher local offer will be developed in consultation with our tenants through the Homes Standards Service Review Group. The Council's ambition is that their housing stock not only continues to meet statutory and/or regulatory standards but offers a quality of accommodation that exceeds the Decent Homes Standard and meets the developing needs of current and future tenants. This will ensure South Derbyshire remains the landlord of choice.

## Priority Two

Improving energy efficiency and reducing fuel poverty

Achieving high levels of energy efficiency in existing homes is increasingly important to our tenants to help protect them against rising fuel prices and the risk of falling into fuel poverty.

The AMS aligns with Housing's Energy Efficiency Strategy and supports the main aim of providing homes that are affordable by being thermally and energy efficient.

Improvements over recent years have included the installation of double glazed windows, cavity wall insulation, 'A' rated boilers and thermostatic radiator valves. Air source heat pumps have been offered or installed into all properties where there is no mains gas.

One of the Council's Corporate Plan outcomes is 'Enhance environmental standards', and during 2016 successfully maintained their ISO 14001 quality standard.

### **Priority Three**

Repairing and maintaining properties to agreed standards

An effective and efficient repair and maintenance service is an essential element of the AMS as there will always be demand for routine, planned and cyclical maintenance to be carried out to the stock.

Having in place a well-designed repairs and maintenance framework which enhances and delivers the most efficient and cost effective service, whilst achieving high levels of customer satisfaction is the main aim of the service.

A review of the Direct Labour Organisation (DLO), who currently deliver the Emergency, Urgent and Routine responsive repairs service is planned during 2016/17, as part of a wider plan to modernise the operations and delivery of the DLO.

The DLO's annual turnover is in the region of £1.2m and they are supported in their delivery of the services by their partnered contractors.

### **Priority Four**

Meeting the needs of older, vulnerable and disabled households

Ensuring the availability of housing stock that meets the particular housing needs of older, vulnerable and disabled households will continue to be a priority due to the increase in the ageing population, and the specialist needs of people who are vulnerable, and/or have support needs in the district.

One of the Council's Corporate Plan objectives is to 'Enable people to live independently' and the AMS support's the delivery of this by:

- continuing to provide suitable older persons' accommodation
- allocating, and where necessary converting or adapting general needs stock to meet specific needs
- developing or facilitating suitable new build properties.

A County wide review of the Disabled Facilities Grant (DFG) process is currently being undertaken, and will be completed by March 2017. This review may alter the process of how DFG's are delivered, and budgets are under review as demand is expected to increase.

### **Priority Five**

Being resilient: Identifying and regenerating uneconomic housing and communities through effective and accurate stock management information

It is essential that the stock condition information held on 'Life-span Housing' the asset management software system is accurate and up to date at all times. This information is essential to appraise the stock and understand its performance and contribution to the HRA

Business Plan and should also identify obsolete or uneconomic stock and potentially replace with new properties.

The viability of the stock is continuously reviewed through stock condition surveys and assessments made on the property are based on how 'fit for purpose', and sustainable it is for the future.

The properties are defined by the following categories and criteria:

### Category 1

Stock that is sustainable for the long term based on its sound financial and non-financial performance. Stock in this category will have some or all of the following characteristics:

- Lower than average repair costs
- Above average investment vs yield performance
- High demand, and/or low turnover

### Category 2

Stock that exhibits some issues in terms of its financial and non-financial performance, but that may, through targeted interventions, potentially be sustainable. Stock in this category may exhibit some or all of the following characteristics:

- Higher than average repair costs
- Below average investment vs yield performance
- Some demand, and/or turnover issues

### Category 3

Stock that gives cause for concern due to its poor financial and non-financial performance. There is also likely to be high investment needs including remodelling, demolition or disposal.

Stock in this category is likely to exhibit the following characteristics:

- Very high repair costs
- Poor/low investment vs yield performance
- Low demand, and/or turnover issues.

Decisions regarding which stock to retain or demolish will be made following robust option appraisal work, assessment of the future housing needs in the area, and analysis of local demand. The work will be presented to the Development and Regeneration Project Board.

#### Priority Six

Managing investment opportunities and development potential of land and property to meet local needs

Identifying land to build additional homes to increase the number of Council properties available in areas where people want to live, and opportunities to increase the housing stock including acquiring properties will continue to be the main aspiration of the Council.

# Delivering the Asset Management Strategy

Our aim is to review all relevant information and evidence to make objective, informed decisions about repair, maintenance and investment programmes.

The Council has developed a 30 year HRA Business Plan which gives budget figures for capital and revenue repairs, maintenance and investment works.

The HRA Business Plan provides a more detailed annual programme for the early years and then outlines the five yearly budget figures thereafter.

In order to maintain our housing stock to at least the Decent Homes Standard the table below shows the investment required over the next five years.

## Asset Management 5 year forecast 2016 - 2021

Category of Expenditure	2016/17	2017/18	2018/19	2019/20	2020/21	5 Year Total
Planned Repairs & Maintenance	2,052,646	2,105,986	2,150,186	2,195,508	2,241,902	10,746,228
Responsive Repairs & Maintenance	1,262,036	1,282,609	1,303,595	1,325,004	1,346,847	6,520,091
Capital Improvements	2,800,143	1,842,835	1,888,045	1,935,136	1,982,722	10,448,881

## Performance Framework

The range of actions required to deliver the AMS are set out in the Action Plan (Appendix 1) and they will be regularly monitored and reported on. Against each action are a set of tasks that are required to be undertaken to achieve a successful outcome.



## Responsibility for the Strategy

Responsibility for the delivery of the actions within the AMS stretches across a number of teams working within Housing and Environmental Services.

Performance and delivery of targets and actions within the AMS strategy will be monitored and scrutinised through the existing performance management framework which includes:

- Monthly performance monitoring
- Monthly performance monitoring of the capital programme by the corporate Capital Programme Asset Monitoring Group
- Quarterly performance monitoring by the Housing Management Executive Team
- Quarterly performance monitoring by Housing and Community Services Committee

Annual performance review by: Capital Programme Asset Monitoring Group, Housing Management Executive Team, Housing and Community Services Committee, and Housing Standards Service Review Group.

## Review of the Strategy

The strategy will be monitored on an annual basis to identify emerging risks and developing issues which may impact on the delivery of the planned actions or long term viability of the plan.

If required, the plan will be formally reviewed before 2022; to ensure that resources available remain capable of delivering the planned actions and/or that the actions can be amended accordingly.



## Appendix 1 Action Plan





# 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 or

Email: [customer.services@south-derbys.gov.uk](mailto:customer.services@south-derbys.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。

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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 ऑडियो के रूप में भी उपलब्ध करवाई जा सकती है।

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اگر آپ یہ ڈاکیومنٹ کسی اور زبان میں چاہتے ہیں، 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۔



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INVESTOR IN PEOPLE



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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 9</b>
<b>DATE OF MEETING:</b>	<b>6<sup>th</sup> OCTOBER, 2016</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>DIRECTOR OF COMMUNITY AND PLANNING</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>STUART BATCHELOR (01283) 595820</b> <a href="mailto:batchelors@south-derbys.gov.uk">batchelors@south-derbys.gov.uk</a>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>SOUTH DERBYSHIRE CYCLING PLAN 2016 – 2021</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL WARDS</b>	<b>TERMS OF REFERENCE: HCS07</b>

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## **1.0 Recommendations**

- 1.1 Members approve the South Derbyshire Cycling Plan for the period 2016-2021.

## **2.0 Purpose of Report**

- 2.1 To obtain Members approval for the South Derbyshire Cycle Plan 2016-2021.

## **3.0 Detail**

- 3.1 In November 2015 Members approved the development of a Cycle Plan for the District which would complement at a local level the new Derbyshire Cycle Plan which was launched earlier this year.
- 3.2 A draft Plan was produced in May and this has been circulated around a Cycle Stakeholder group, Councillors, Parishes, South Derbyshire Sport members, Derbyshire County Council and other interested bodies and individuals.
- 3.3 The opportunity was also taken to gain feedback through the cycle related activity that was delivered this Summer, including:
- Women's Tour of Britain – the South Derbyshire public support for the Women's Tour went beyond expectation with thousands of people spectating and participating on the day.
  - Green Bank and Etwall Cycling Hubs – commuter friendly facilities provided free of charge.
  - Cycle Trail Leaflet – production and distribution of traffic free/off road cycle trails around Swadlincote. This has proved so popular it went to a second print run within a month.
- 3.4 The culmination of the comments and suggestions is the attached Plan, Annexe No.1.

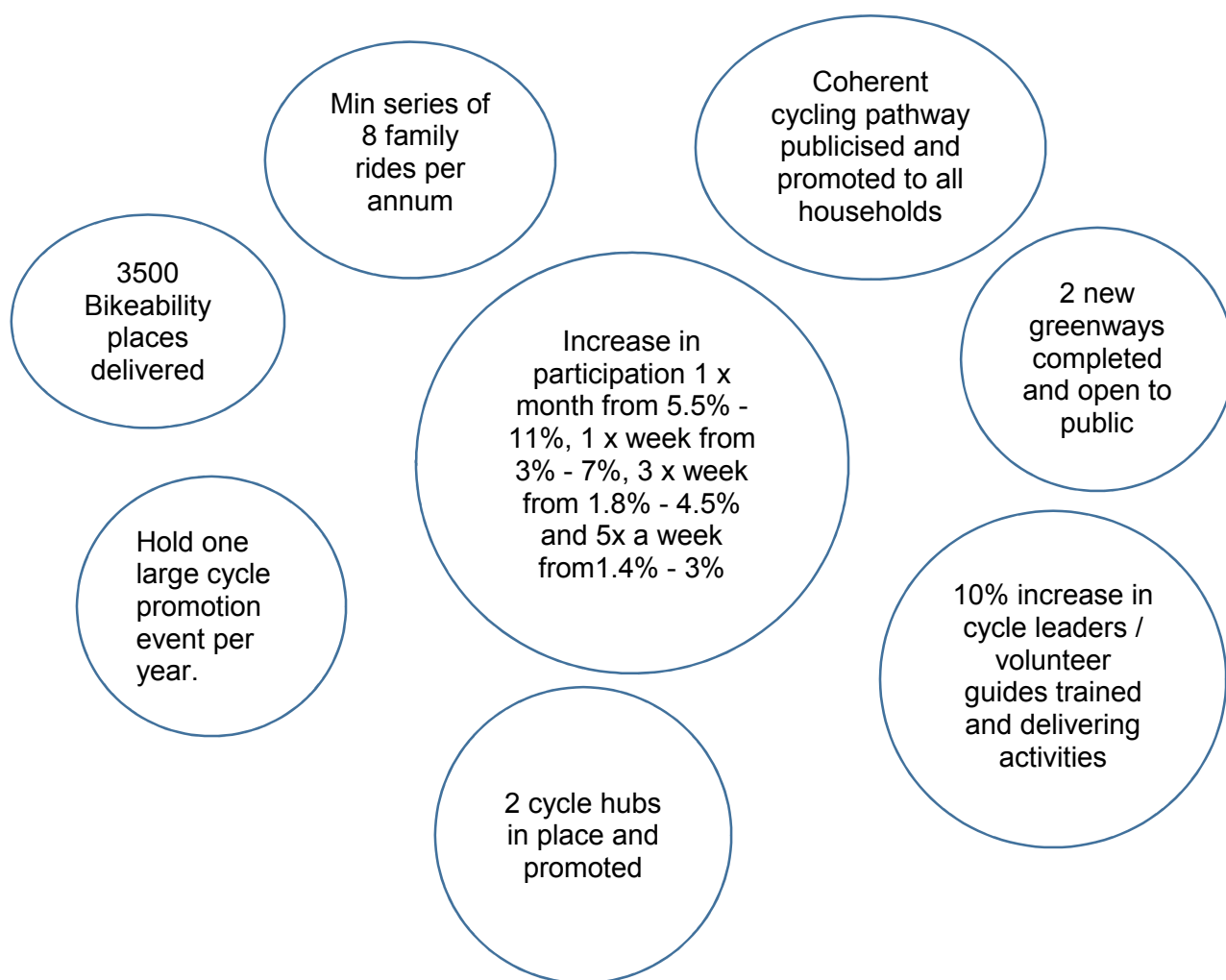
## The Vision

: To ensure South Derbyshire provides for its residents and visitors a cycle friendly environment that supports opportunities for people of all ages opportunities to cycle regularly for leisure, active travel, commuting or sport.

## The Strategic Aims

- 1) Infrastructure Connectivity - providing high quality connective routes, economic investment and growth.
- 2) Increased Participation - more people cycling more often, developing behavioural changes to make cycling part of everyday life.
- 3) Effective Communication and Marketing - clear, coordinated communication for all residents to enable people to cycle more regularly.
- 4) Advocacy – policy implementation and change.

## What Will Happen by 2021



## **4.0 Financial Implications**

- 4.1 The majority of the cycling activity will be delivered through existing resources with funding from the Youth Sport Trust ensuring bikeability provision and National Forest and Public Health grants supporting the most participation work. Additional work in

terms of events and publicity will be subject to successful grant applications to Sport England and use of the Sport and Health reserve.

- 4.2 The development of Greenways and link routes will be mainly a Highways led responsibility but the use of Section 106 funds acquired by the District Council will be increasingly important to support this delivery.

## **5.0 Corporate Implications**

- 5.1 The proposed Plan and the potential work arising from its adoption fits within the Place Theme of the new Corporate Plan. The project would also contribute to supporting the People Theme in terms of increased physical activity for the community.

## **6.0 Community Implications**

- 6.1 The Plan gives the community of South Derbyshire an ideal opportunity to become more physically active and to benefit from external investment. This Plan will continue the work of the District in providing sustainable and healthy communities.

## **7.0 Conclusions**

- 7.1 Cycling is gradually transforming the lives of many people and the Cycle Plan could ensure that local communities are given the best opportunity to benefit from the positive changes that can be achieved.

## **8.0 Background Papers**

- 8.1 <http://www.derbyshiresport.co.uk/derbyshirecyclingplan>

## Annexe No.1

### South Derbyshire Cycling Plan 2016 – 2021

#### Introduction

**“Cycling is not transportation it’s a journey. Next time you cycle think less about getting from A to B but about enjoying the experience. It’s about seeing what’s there. It’s about moving under your own power. It’s about getting faster and stronger as you keep doing it. And many, many more “it’s abouts.” Next time you ride, care less about where you are going and how long it will take to get you there. Care more about having fun”. (Unknown Author 2007)**

With the continued success of the Great Britain Cycling Team at the Olympics, a drive by the Government to reduce obesity in children in as part of their Childhood Obesity Strategy (2016), and the development of health and wellbeing programmes to improve activity levels in adults this is the ideal opportunity to develop a cycling plan. The South Derbyshire plan will support the wider Derbyshire Cycling Plan (2016-2030) with a key aspiration to focus upon changing the behaviour of individuals to recognise the value and importance that cycling can bring.

Within South Derbyshire the Active People Survey 2015 shows that 59.7% of the population 16+ are currently active. However it also shows that 18% of children are obese and 68.4% of adults have excess weight including obesity. The figure for adults in South Derbyshire is higher than the figure for the East Midlands (65.6%) and England (63.8%).

33.6% of adults (16+) participated in sport at least once a week (2014/15). This figure is the second lowest figure recorded since the survey began in 2005/06. When considering adults 14+ this figure rises to 34.3% but shows a decline on figures recorded in 2012/13 and 2013/14. This is a worrying trend in relation to the impact physical activity can have on the health and wellbeing of the population.

Sport England figures for cycling identified that 15.9% of people in the East Midlands cycled at least once per month (2013/14). Yet the proportion of people who cycle once a week was 9.9%, three times a week was 4.5% and five times a week was only 2.5%.

Within South Derbyshire the proportion of residents who cycle for utility purposes was 5.5% once a month, 3.0% once a week, 1.8% three times a week and 1.4% five times a week (2013/14). Those who cycle for recreation purpose showed a stark difference with 12.2% cycling once a month, 8.6% once a week, 1.9% three times a week and 0.8% five times a week. In 2013, the percentage of people cycling to work was recorded as a mid-year estimate at 1.7%. These figures support the anecdotal evidence that people are reluctant to change their behaviour to make cycling part of their daily lives.

Cycling was, however, listed as the third most popular sport participated in within South Derbyshire behind gym sessions and swimming.

The above information, audit and evidence of current cycling provision within South Derbyshire have been instrumental in developing this plan which will outline the key challenges, targets and actions to enhance cycling provision within the District.

Within South Derbyshire, cycling can influence the health and wellbeing of residents, the local economy including the development of tourism, transport, facility development and schooling.

This plan has been produced following consultation with a number of statutory and voluntary agencies and will be supported on an annual basis by an action plan with specified targets for delivery.

### **Why is cycling important for South Derbyshire?**

South Derbyshire is the fastest growing District in Derbyshire (and the 13<sup>th</sup> fastest in England). Between 2012 and 2028 it is predicted that the population will increase by an estimated 36.4% to a population of 130,973. This growth is a consequence of substantial new residential developments and natural growth (including a predicted increase of 13,566 residents over 55 years of age by 2028).

The District includes the urban core with the market town of Swadlincote, surrounded by 50 parishes and rural villages. A third of the 200 square miles of the National Forest lies within South Derbyshire providing a vast network of open spaces for people to enjoy. The mix of urban and rural areas within the District is welcoming for both residents and visitors alike.

The district borders Derbyshire Dales to the north west, Derby City to the north, North West Leicestershire to the east and East Staffordshire to the west, making it a highly accessible location for residents, commuters and visitors.

Heath costs due to inactivity for South Derbyshire are calculated at a cost of £1,528,125 per 100,000 population. The Healthier South Derbyshire Partnership has identified physical activity as a core area for development and within this looks at how physical activity can be made part of people's daily life. Cycling and walking is a key activity to support this aim.

A Department of Transport report by Birmingham University in March 2016 looking into the value of cycling, not only identified personal benefits but employer benefits, local economic benefits and tourism benefits. The findings provided some interesting statistics which may be of significance within South Derbyshire.

- Cyclists visit local shops more regularly spending more than most users of other modes of transport.
- Per square meter, cycle parking produces 5 times higher retail spend than the same area of car parking.
- Neighbourhoods with cycle friendly characteristics are more desirable or have higher property prices.
- Residential property values rise by 1% if traffic is reduced by 50%.
- Children who walk and cycle to school tend to be more attentive and achieve better results.
- Cycling to work leads to lower staff turnover.
- Cycling reduces absenteeism, boosts productivity - cyclist on average take one less sick day per year.

Sustrans through work they have undertaken have estimated that there is a net benefit of 67p for every mile cycled rather than driven.

Cycling not only brings health benefits for residents but helps the local environment by improving air quality, reducing congestion and increases awareness of the environment.

Route 6 of the national cycling network passes through the District and provides a safe route for cyclists to use to reach Derby and the attractive villages of Melbourne and Kings Newton and parts of the Trent and Mersey Canal. Route 63 connects Swadlincote to Ashby Woulds and the Heart of the Forest area, including Conkers and will eventually connect to Burton-on-Trent. Route 68 connects Etwell to the Peak District via Ashbourne and Route 549 connects

Etwell to Uttoxeter via Hilton and Hatton. These established routes represent the main links in what will eventually grow to become a district-wide network of cycle and multi-user routes, also connecting to other origins and destinations outside the district.



### **What does South Derbyshire currently offer?**

A review of existing provision identified a wide range of opportunities available for people to participate in cycling. Investment from Derbyshire County Council, South Derbyshire District Council, the National Forest, Sustrans and private developers in relation to staff expertise, resources, physical infrastructure, skill and passion has enabled cycling to be established in the District. The School Sports Partnership has also been instrumental in delivering bikeability programmes to thousands of school aged children and community activities linked to Get Active in the Forest and Rosliston Forestry Centre have also taken place. Detailed below are the current opportunities for residents and visitors.

#### *Infrastructure and Connectivity*

- Securing the provision of cycle ways within new developments through the use of planning conditions.
- An open spaces, sports and community strategy detailing a requirement for traffic free routes and funding for linkage projects.
- Key stakeholder groups in place including South Derbyshire Sport, D2N2, the National Forest Outdoor Partnership and the Heart of the Forest Access and Connectivity Group.
- The implementation by Derbyshire County Council, South Derbyshire District Council, Sustrans, The National Forest and private developers of the network of multi-user routes identified in the Greenways Strategy for South Derbyshire, prepared by the County Council in 2006 and soon to be reviewed.
- Well maintained cycle routes and paths.

#### *Participation*

- A wide range of introductory cycle opportunities ranging from early rider programmes for toddlers and bikeability sessions in schools through to holiday outreach activities and an over 50's group cycling.
- Investment into leisure facilities to create cycling provision, (spin bikes, watt bikes). This has seen over the past 12 months:
  - An increase in bikes available to use from 24 -42 within the two leisure centres;
  - An increase of 16 additional classes (moving from 18 to the current 34 classes per week);
  - Attendance levels showing a rise in excess of 150%; and

- Maximum capacity levels for centre programmes increasing by 73%.
- A cycling hub at Rosliston Forestry Centre with access to bikes for hire, off road tracks, refreshments and activity delivery.
- A track record of organising, managing and promoting cycling events in conjunction with local partners; eg the Midlands Monster.

#### *Communication / Marketing*

- Promotion of events via the Tourist information centre.
- A “cyclist” friendly scheme in place with businesses.
- Coherent mapping of routes within the District.

#### *Advocacy*

- Partnership with National Forest, Sustrans, Derbyshire County Council, South Derbyshire District Council and Active Nation.
- D2N2 – Local enterprise partnership.
- Derbyshire County Cycling Plan.

### **Strategic Influences for cycling in South Derbyshire**

***The Derbyshire Cycling Plan*** was launched in 2016 with the ambition to be “the most connected cycling county by 2030”. This ambitious target hopes to:

- Double the number of people cycling regularly by 2030.
- Have 50,000 women cycling regularly by 2030.
- Double the percentage of commuters travelling by bicycle as their main transport mode.
- Double the number of children age 5-16 regularly cycling to school.
- Increase the contribution of cycling to the local economy; and
- £10 per head per year investment to get more people cycling.

South Derbyshire has an active role to play not only in supporting and contributing to the targets of the county plan, but to consider the local needs and requirements.

***The South Derbyshire Open Spaces, Sport and Community Facilities Strategy*** (draft under consultation 2016) outlines a vision for all villages and urban neighbourhoods to have a basic level of local community provision within easy walking distance. Within this the aim is for everyone who lives in a village or town to be within a 10 minute walking distance (1 km) of leisure provision including a green corridor for walking and cycling. There is also the vision for all villages and urban neighbourhoods to have a choice of community sport and recreation provision within easy cycling distance, through designated key service villages and neighbourhood hubs. Everyone who lives in a village or town to be within a 10 minute cycle ride or a 5 minute drive time (5 km), and have access to amongst other things a choice of green corridors for walking and cycling.

The ***Greenways Strategy*** for South Derbyshire outlines identified routes to create a user-friendly network to link places of interest, urban areas and villages across Derbyshire. Within South Derbyshire this will include traffic free pathways suitable for walking, cycling and horse riding. The Strategy is soon to be updated. The long-term vision for the area is to develop a network of multi-user traffic free Greenways across South Derbyshire to provide long distance, middle distance, and shorter circuits that interconnect with each other and the existing highway network.

It is anticipated that the update for the Greenways Strategy will be produced during 2016 and 2017, with the priorities identified being incorporated into the Action Plans for this Strategy.

No dedicated funding has been approved to implement the strategies, but it is hoped that they will provide the basis to safeguard the routes, pursue funding and begin implementation as and when opportunities arise.

**South Derbyshire Sport Physical Activity, Sport and Recreation Strategy 2017 - 2022** is currently under development and will be based around key principles that will explore and develop throughout the process. The diagram below shows the core areas and how they will interlink to increase physical activity levels in South Derbyshire. The development of the cycling strategy will support these objectives and in particular the strategic aims will contribute to the national key performance indicators and local outcomes.



**National Forest** – A 1/3<sup>rd</sup> of the 200 square miles of the National Forest are located within South Derbyshire. The National Forest has a remit to deliver the National Forest Strategy through core areas including: continued creation of the forest, forest management, providing a great experience, building the brand and developing a forest for everyone.

The National Forest Outdoor Activity Partnership is a collaboration of the National Forest Company, the County Sports Partnerships, South Derbyshire District Council and North West Leicestershire District Councils. The Partnership's aim is to promote outdoor activities,

exercise and sporting opportunities that have a direct link or benefit to The National Forest's landscape.

Within this partnership there are a number of key principles that relate to how outdoor activities will develop. It states that their focus (although not exclusive) will be on walking, running, swimming, cycling, horse-riding and fishing as activities. The activities and the development of facilities will also relate to and benefit the forested environment and help people move on to regular activity.

The engagement of volunteers, developing facilities close to where people live and work and embedding activities within the local community will also be key.

The collaboration of the County Council Countryside Service, Sustrans, The National Forest Company with its extensive partnership, volunteer and landowner network joining forces with the County Sport Partnerships and the District Council is the key opportunity for innovation in developing new routes and to market cycling to meet Sport England's aim to increase opportunities and participation in the outdoors.

A particular opportunity offered within the National Forest is that people have a unique extent of access to woodlands and open greenspaces. Over 7,000ha of new forest habitats have been created with 86% of this new woodland having public access. This new woodland has benefitted from a raft of new recreational facilities including 100km of new cycle-ways and 60km of Sustrans routes.

There are opportunities to link the cycling plan for South Derbyshire with the Get Active Outdoors project that will be developed through the Outdoor Activity Partnership.

**Sustrans** is the charity which enable people to travel by foot, bike or public transport for more of the journeys they make every day. The National Cycle Network has played a key role in demonstrating the impact of investing in walking and cycling infrastructure.

Since it was established 20 years ago, the National Cycle Network has saved the UK economy more than £7billion by improving people's health and reducing congestion, pollution and greenhouse gas emissions. Sustrans research shows that when you make it easier for people to walk and cycle, whether for leisure or for commuting, it has a positive impact on society.

Their research has found:

- Almost 30 million car trips were replaced by people choosing to travel on the National Cycling Network, meaning less congestion, noise pollution and CO2 emissions.
- People on foot and bike spend almost a third more in local shops than those who travel by car.
- The Network saves businesses almost £33 million each year by reducing staff sick days.
- The Network provides a return on investment that is three times better than some roads schemes.

The Department for Transport's research (2012) shows that 86% of the non-cycling population reject the idea of using a bicycle for transport, but that 66% would consider riding a bicycle for leisure. This shows the challenges that are being faced when trying to achieve behavioural change in individuals.

**What do we want to achieve?**

The vision for cycling in South Derbyshire is: *To ensure South Derbyshire provides for its residents and visitors a cycle friendly environment that supports opportunities for people of all ages opportunities to cycle regularly for leisure, active travel, commuting or sport.*

## **The Strategic Aims**

Aligning to the Derbyshire Cycling Plan (2016 – 2030) the strategic aims for South Derbyshire are:

- 1) Infrastructure Connectivity - providing high quality connective routes, economic investment and growth.
- 2) Increased Participation - more people cycling more often, developing behavioural changes to make cycling part of everyday life.
- 3) Effective Communication and Marketing - clear, coordinated communication for all residents to enable people to cycle more regularly.
- 4) Advocacy – policy implementation and change.

### **1) Infrastructure Connectivity**

*What do we want to achieve?*

- Connected cycle routes ensuring Active travel (walking and cycling) is prioritised over other modes of transport in future facility developments.
- Improved access to cycle hire / cycle storage within the urban core and villages to link residential properties to businesses and shops.
- External funding and resources to enhance cycle ways and the infrastructure in place.
- Ensure cyclists are welcomed and able to access businesses, outdoor spaces and tourist venues within South Derbyshire.
- Ensure cyclists within South Derbyshire can access routes and paths within neighbouring authorities through a coordinated network of greenways.
- Invest in community facilities to enable cycling to become a core activity at their site.
- A series of cycle friendly sites that include cafes, rest venues for all levels of cycling.

*How will we do it?*

- Identify funding and resource opportunities to support investment into cycling at all levels.
- Identify opportunities to strengthen and connect Greenways to open space and facility hubs; community venues and local neighbourhoods as identified through the Open Spaces, Sport and Community Facilities Strategy. For example, the Conkers circuit near Overseal would link directly to Rosliston.
- Promote cycling hubs at central points in the urban core and identified rural locations, including access to storage, showers and cycle hire (where possible).
- Work with highways, planning and local parishes on signage to promote awareness of cyclists on the road networks.
- Encourage parish council's, developers and volunteer groups to establish an ongoing maintenance programme for cycle ways to ensure they can continued to be enjoyed by all.
- Promote and enhance the "cyclists welcome" campaign as part of the Tourist Information Centres programme – increase awareness in local B&B, hotels, restaurants and cafés. Create and publicise a menu of cycle friendly café / pub and restaurant stops.
- Engage the highways authority, police, community safety and Healthier South Derbyshire and other bodies in delivery of initiatives to improve road safety, cyclist

awareness etc. Extend the current involvement of partners at events such as Festival of Leisure.

- Identify opportunities to redevelop underutilised community sites and parks as core cycling venues (e.g. Swadlincote Woodlands).

*Who will we involve?*

South Derbyshire District Council Communities and Planning service, Derbyshire County Council Countryside Service, the Highways Authority, the Highways Agency, Network Rail, The National Forest, neighbouring local authorities, Sustrans, Parish Councils, Local Businesses, Schools and private developers.

## **2) Participation**

*What do we want to achieve?*

- A change in behaviour to enable cycling to become part of everyday life.
- Targeted participation programmes within the community for all ages
- A narrowing of the gap in opportunities between the novice cyclists and club participants.
- A calendar of cycling events and cycling routes / activities which can be promoted.
- A promotional mechanism for social fun rides and establishment of new rides to be communicated.

*How will we do this?*

Within schools:

- Delivery of 1500 L1 and L2 bikeability places within primary schools and year 7 of secondary schools by 2020 along with 100 L3 places and 2000 bikeability balance places.
- Work with secondary partners on the provision of bike storage, access to changing provision, incentives for biking to school and bike safety.
- Further development of the competitive cycling opportunities within schools linked to School Games programme and school sports association provision.
- Delivery of a schools based safety and awareness programme in relation to health benefits of cycling and highway code.
- Ensure initiatives are linked to Derbyshire County Council's Sustainable Modes of Travel Strategy.
- Increase cycling provision within schools through use of innovative campaigns and national programmes e.g. #thisgirlcan, Sports Relief, Run a mile etc.

Within the community:

- Establish a clear pathway of opportunities which introduce cycling through to club provision. To include learn to ride schemes, confidence building and group rides, guided rides in parks and guided rides in the community.
- Promote adult introductory sessions and social rides within community groups. Work with individuals who ride to establish a network of locations where people can meet weekly and ride socially together via an informal club network.
- Investigate potential for "parkrun" style bike provision, recognising need for bike hire, safety, access etc.

- Make it easier for people to start to cycle by working with partners on participation programmes, access to cycle hire (e.g. long term loan), the provision of equipment, guidance and information.
- Investigate the requirement for a cycle hub in the urban core and if applicable develop targeted programmes (e.g. Breeze) to reduce any gender gaps in cycling and increase participation levels.
- Identify provision for disability cycling to take place within the urban core.
- Establish an annual calendar of events within South Derbyshire that include family rides, competitive / challenging rides and access to view high profile events. A minimum of 1 major event or weekend cycling to be delivered each year.
- Target local businesses to offer cycle to work initiatives and promote workplace challenge offering incentives for inclusion.
- Train a network of volunteer leaders, riders and supporters to enable the delivery of participation programmes including Breeze, Bikeability, Guided rides.
- Ensure cycling provision is maintained, provided and promoted within Health programmes and GP referral schemes.
- Work with leisure providers on ensuring cycling remains within centre programming and is promoted to all levels of participant.
- Require the production and implementation of Travel Plans for major development schemes through the development control process to include measures to encourage cycling to and from the proposed development

Within clubs:

- Identify volunteers to support the development and deliver opportunities for junior cycling opportunities within local clubs or identify new club locations as applicable.
- Challenge clubs to review their training and competition schedule to cater for the novice cyclist who wishes to progress to club activities.
- Work with clubs to ensure enhanced promotion of their activities. Use websites and social media outlets to promote opportunities.
- Identify club volunteers and expertise to support the delivery of an annual competition calendar.

*Who will we involve?*

Clubs, Community Groups, South Derbyshire District Council Community and Planning Services, Derbyshire County Council, the Highways Authority, Schools, Facilities, The National Forest, Local Businesses, Active Nation.

### **Effective Communication and Marketing:**

*What do we want to achieve?*

- Awareness of opportunities in relation to cycling for all members of the community.
- A cycle stakeholder group of all partners who can share information, resources and agree actions for delivery.
- An understanding of the needs of different user groups of the greenways, highways and parks, (e.g. cyclists, walkers, horse riders & drivers).
- A high profile for cycling and cycling opportunities within the District.

*How will we do this?*

- Ensure residents and visitors are aware of cycling opportunities within South Derbyshire through the promotion of facilities, development of maps, routes of different distances / standards and provision of a South Derbyshire cycle information pack for new cyclists.
- Promote the regional Sustrans National Cycle Route maps to current and new cyclists.
- Establish a coordinated programme of formal and informal cycling activities including information on what is available in local communities as well as the urban core.
- Work with the highways authority, schools and statutory partners on the development of safety awareness literature for drivers and cyclists.
- Work with local businesses on campaigns to increase awareness of cyclist friendly locations offering incentives for inclusion.
- Celebrate the success of cycling within the District through media releases and publications and inclusion in annual award submissions.
- Create a series informal rides to promote introductory cycling opportunities for people at an introductory and moderate level as well as for the family.
- Use activity weekends within leisure centres to promote cycling opportunities.
- Encourage the inclusion of cycling promotional measures in Travel Plans for major development schemes through the planning process to include measures to encourage cycling to and from the proposed development
- Use South Derbyshire Sport as an advisory panel to oversee the cycling plan, monitor progress and communicate actions through their partner network.

*Who will we involve?*

Tourist Information Centre, South Derbyshire District Council Communities and Planning Service, the Highways Authority, National Forest, Sustrans, Clubs, volunteers, Active Nation

## **Advocacy**

*What do we want to achieve?*

- Cycling to remain high profile within South Derbyshire through officer support, local councillor engagement and inclusion in planning, leisure and transport strategies.
- Implementation of planning policy to facilitate and encourage cycling and walking.
- Public Health to invest into cycling as part of health provision strategies.
- Economic benefits through championing the Tourist Information Centre accommodation friendly cyclist campaign and offering Dr Bike maintenance support.
- Ongoing partnership working with statutory, private and volunteer agencies with the remit to maintain, increase and enhance cycling opportunities.

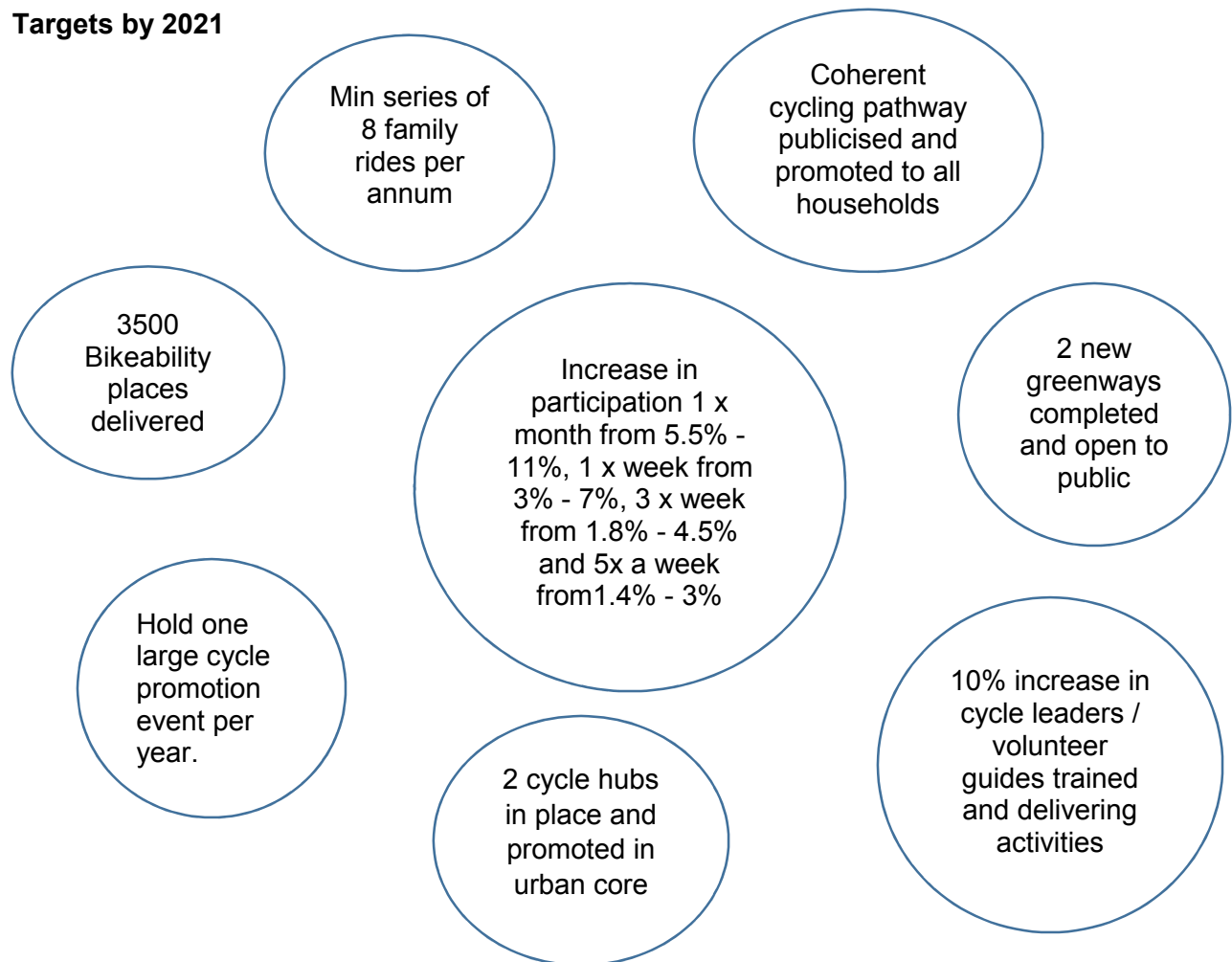
*How will we do this?*

- Use D2N2 the Local Enterprise Partnership for Derby, Derbyshire, Nottingham and Nottinghamshire as a vehicle to collectively lobby to create a more prosperous, better connected, and increasingly resilient and competitive economy.
- Work with MP and Councillors to inform and educate them in relation to cycling provision and future requirements.
- Continue to work with Derbyshire County Council Countryside Service, the Highways Authority, Sustrans, the National Forest Outdoor Partnership and voluntary groups on cycling provision and requirements in South Derbyshire.
- Engage with Community Safety and the police to ensure the safety of cyclists and raise awareness of cycling.

*Who will we involve?*

Derbyshire D2N2, Sustrans, Tourist Information Centre, SDDC, The National Forest, Police

## Targets by 2021



## The Challenges

For this plan to be delivered it is reliant upon the engagement and commitment of a large number of partner agencies, community organisations and volunteers. The energy, dedication, skills and commitment to the vision will by the partners will be critical to success. Funding and resources will need to be identified to support the vision and aims of the strategy.

## Monitoring and Evaluation

The cycling plan and action plans will be evaluated and monitored by South Derbyshire Sport and key partners on an annual basis. Reports will be provided to South Derbyshire District Council, who will and support in relation to policy development, the identification of funding and communication. Monitoring will be aligned to the new systems being developed to monitor Government, Sport England, County and District Strategies.

Specific targets relating to funded delivery will be managed, monitored and reviewed by the individual programme leads (e.g. Bikeability). The biannual health survey completed by South Derbyshire District Council will be used to access participation changes.

## References

*The Derbyshire Cycling Plan 2016 -2030*

*Sport England Active People Survey (2005 – 2015)*

*South Derbyshire Open Space, Sport and Community Facilities Strategy*

*The Value of Cycling, Fiona Rajé and Andrew Saffrey on behalf of University of Birmingham for the Department of Transport (2012)*

*Department for Transport (2014:1), 'Transport Analysis, Guidance Unit 5.1: Active Mode Appraisal'*

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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 10</b>
<b>DATE OF MEETING:</b>	<b>6<sup>th</sup> OCTOBER 2016</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>DIRECTOR OF COMMUNITY AND PLANNING SERVICES / DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>STUART BATCHELOR (EXT. 5820) / MIKE HAYNES (EXT.5775)</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>COMMITTEE WORK PROGRAMME</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: G</b>

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## **1.0 Recommendations**

1.1 That the Committee considers and approves the updated work programme.

## **2.0 Purpose of Report**

2.1 The Committee is asked to consider the updated work programme.

## **3.0 Detail**

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

## **4.0 Financial Implications**

4.1 None arising directly from this report.

## **5.0 Background Papers**

5.1 Work Programme.

## Housing and Community Services Committee – 6<sup>th</sup> October 2016

### Work Programme 2016 onwards

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
<b>Reports Previously Considered By Last 3 Committees</b>		
Open Space, Sport and Community Facility Strategy	21 <sup>st</sup> April 2016	Zoe Sewter Open Space and Facility Development Manager (01283) 5955753
Aviva Women's Tour of Britain Bike Race	21 <sup>st</sup> April 2016	Stuart Batchelor Director of Community & Planning Services (01283 595820)
Proposed Changes To The Delivery of Housing Services	21 <sup>st</sup> April 2016	Mike Haynes Director of Housing & Environmental Services (01283 595775)
Directorate Service Plans	9 <sup>th</sup> June 2016	Mike Haynes Director of Housing & Environmental Services (01283 595775)  Stuart Batchelor Director of Community & Planning Services (01283 595820)
Corporate Plan 2009-16: Performance Management Report (1 January – 31 March 2016)	9 <sup>th</sup> June 2016	Mike Haynes Director of Housing & Environmental Services (01283 595775)  Stuart Batchelor Director of Community & Planning Services (01283 595820)

Physical Activity, Sport and Recreation Strategy Framework	9 <sup>th</sup> June 2016	Hannah Peate Sport and Health Partnership Manager (01283) 595973
Dementia Friendly Action Plan	9 <sup>th</sup> June 2016	Vicky Smyth Health Partnership manager (01283) 595776
Safer South Derbyshire Partnership Plan 2016/17	9 <sup>th</sup> June 2016	Chris Smith Communities Manager (01283) 595924
HRA Business Plan	9 <sup>th</sup> June 2016	Mike Haynes Director of Housing & Environmental Services (01283) 595775
Resident Involvement Arrangements	9 <sup>th</sup> June 2016	Martin Guest Performance & Policy Manager (01283) 595940
Corporate Plan 2016-21: Performance Report (1 April – June 2016)	25 <sup>th</sup> August 2016	Keith Bull Head of Communications (01283) 228705)
Open Space, Sport and Community Facility Development Update	25 <sup>th</sup> August 2016	Stuart Batchelor Open Space and Facility Development Manager (01283) 5955753
<b>Provisional Programme of Reports To Be Considered by Committee</b>		

Housing Asset Management Strategy	6 <sup>th</sup> October 2016	Lee Carter Housing Asset Manager (01283) 595797
South Derbyshire Cycle Action Plan	6 <sup>th</sup> October 2016	Stuart Batchelor Director of Community and Planning (01283) 595820
Stenson Fields Community Centre	6 <sup>th</sup> October 2016	Malcolm Roseburgh Cultural Services Manager (01283) 595774
Private Sector Renewal Policy	6 <sup>th</sup> October 2016	Matt Holford Environmental Health Manager (01283) 595856
Derbyshire Healthy Workplaces approach	24 <sup>th</sup> November 2016	Vicky Smyth Health Partnership manager (01283) 595776
School Sport Partnership Review	24 <sup>th</sup> November 2016	Ian Gee School Sport Manager
Universal Credit Update	24 <sup>th</sup> November 2016	Chris Holloway Housing Operations Manager (01283 595957)
Rosliston Forestry Centre – Future Strategy	24 <sup>th</sup> November 2016	Malcolm Roseburgh Cultural Services Manager (01283) 595774
Activity Programme to Support Independent Living	24 <sup>th</sup> November 2016	Hannah Peate Sport and Health Partnership Manager (01283) 595973

Draft Physical Activity, Sport and Recreation Strategy	24 <sup>th</sup> November 2016	Hannah Peate Sport and Health Partnership Manager (01283) 595973
Maintenance of Public Car Parks	2 <sup>nd</sup> February 2017	Mike Haynes Director of Housing & Environmental Services (01283) 595775
Business Improvement Programme	2 <sup>nd</sup> February 2017	Martin Guest Performance & Policy Manager (01283) 595940
Update to Tenancy Policy	2 <sup>nd</sup> February 2017	Chris Holloway Housing Operations Manager (01283 595957)
Review of Supported Housing Service	2 <sup>nd</sup> February 2017	Chris Holloway Housing Operations Manager (01283 595957)
Revised Tenancy Policy	2 <sup>nd</sup> February 2017	Chris Holloway Housing Operations Manager (01283 595957)
Swadlincote Woodlands Management Plan	9 <sup>th</sup> March 2017	Zoe Sewter Open Space and Facility Development Manager (01283) 5955753
Active Nation Annual Report	20 <sup>th</sup> April 2017	Malcolm Roseburgh Cultural Services Manager (01283) 595774
Housing Tenancy Strategy Review (provisional)	20 <sup>th</sup> April 2017	Beverly Wagstaffe Strategic Housing Manager (01283) 228769

