



Please ask for Martin Elliott
Direct Line: 01246 345236
Email committee.services@chesterfield.gov.uk

The Chair and Members of Cabinet

27 February 2017

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 7 MARCH 2017 at 10.30 am in Committee Room 1, Town Hall, Rose Hill, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Forward Plan (Pages 3 - 14)
4. Delegation Report (Pages 15 - 18)

Items Recommended to Cabinet via Cabinet Members

Cabinet Member for Customers and Communities

5. Demolition of Garages at Devonshire Close (Pages 19 - 32)

Cabinet Member for Economic Growth

6. HS2 Consultation Response (Pages 33 - 80)

Chesterfield Borough Council, Town Hall, Rose Hill, Chesterfield S40 1LP

Telephone: 01246 345 345, Text: 07960 910 264, Email: info@chesterfield.gov.uk

www.chesterfield.gov.uk

Cabinet Member for Health and Wellbeing

7. Outdoor Sports and Recreation Fees and Charges (Pages 81 - 92)
8. Cemeteries Fees and Charges (Pages 93 - 104)

Cabinet Member for Town Centre and Visitor Economy

9. Future use of the former Queens Park Sports Centre (Pages 105 - 128)

Yours sincerely,

A handwritten signature in black ink, appearing to be 'D. Smith', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 APRIL 2017 TO 31 JULY 2017

What is the Forward Plan?

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of key decisions to be made on behalf of the Council. This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is available to the public 28 days before the beginning of each month.

What is a Key Decision?

Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:

- a decision to spend £100,000 or more from an approved budget, or
- a decision to transfer funds of more than £50,000 from one budget to another, or
- a decision which would result in a saving of £50,000 or more to any budget head, or
- a decision to dispose or acquire any interest in land or buildings with a value of £50,000 or more, or
- a decision to propose the closure of, or reduction by more than ten (10) percent in the level of service (for example in terms of funding, staffing or hours of operation) provided from any facility from which Council services are supplied.

Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in one or more electoral wards. This includes any plans or strategies which are not within the Council's Policy Framework set out in Article 4 of the Council's Constitution.

Are any other decisions included on the plan?

The Forward Plan also includes details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. They are called "non-key decisions". Non-key decisions that will be made in private are also listed.

How much notice is given of forthcoming decisions?

As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days' notice of new key decisions (and many new non-key decisions) that are listed on this document. Where this is not practicable, such key decisions will be taken under urgency procedures (in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules). This will be indicated in the final column and a separate notice is also published with additional details.

What information is included in the plan?

The plan will provide a description of the decision to be taken, who will make the decision and when the decision is to be made. The relevant Cabinet Member for each decision is listed. If you wish to make representations about the decision to be made, the contact details of the appropriate officer are also provided. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private" and the reasons privacy is required will also be stated. Each issue is also listed separately on the website which will show more details including any Urgency Notices if issued.

How is consultation and Community Engagement carried out?

We want all our communities to be given the opportunity to be involved in the decisions that affect them so before a decision is taken, where appropriate, community engagement activities are carried out. The Council's Community Engagement Strategy sets out a framework for how the Council engages with its customers and communities. Details of engagement activities may be found in reports when published. Alternatively you can contact the officer to whom representations may be made.

Notice of Intention to Conduct Business in Private

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at this meeting in private are set out in a list on this Forward Plan. They are marked "private", including a number indicating the reason why the decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

If you would like to make representations about any particular decision to be conducted in private at this meeting then please email: democratic.services@chesterfield.gov.uk. Such representations must be received in advance of 5 clear working days before the date Cabinet meeting itself, normally by the preceding Monday. The Council is required to consider any representations received as to why an item should not be taken in private and to publish its decision.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision.

Huw Bowen
Chief Executive

Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.chesterfield.gov.uk



CHESTERFIELD
BOROUGH COUNCIL

Meeting Dates 2016/17

<u>Cabinet</u>	<u>Council</u>
5 April 2016* 3 May 2016* 17 May 2016 31 May 2016	27 April 2016 11 May 2016
14 June 2016* 28 June 2016	
12 July 2016* 26 July 2016	27 July 2016
6 September 2016* 20 September 2016	
4 October 2016* 18 October 2016	12 October 2016
1 November 2016* 15 November 2016 29 November 2016	
13 December 2016*	14 December 2016
10 January 2017* 24 January 2017	
7 February 2017* 21 February 2017	23 February 2017
7 March 2017* 21 March 2017	
4 April 2017* 18 April 2017	26 April 2017
2 May 2017* 16 May 2017 30 May 2017	10 May 2017

*Joint Cabinet and Employment and General Committee meet immediately prior to the first meeting of Cabinet each month

Cabinet members and their portfolios are as follows:

Leader	Councillor John Burrows
Deputy Leader	Councillor Terry Gilby
Cabinet Member for Business Transformation	Councillor Ken Huckle
Cabinet Member for Customers and Communities	Councillor Helen Bagley
Cabinet Member for Economic Growth	Councillor Tricia Gilby
Cabinet Member for Finance and Governance	Councillor Sharon Blank
Cabinet Member for Health and Wellbeing	Councillor Chris Ludlow
Cabinet Member for Town Centre and Visitor Economy	Councillor Amanda Serjeant

In addition to the Cabinet Members above, the following Councillors are Assistant Cabinet Members for special projects.

Councillor Ray Catt
Councillor John Dickinson
Councillor Jean Innes

In addition to the Cabinet Members above, the following Councillors are voting Members for Joint Cabinet and Employment and General Committee

Councillor Helen Elliott
Councillor Maureen Davenport
Councillor Jean Innes
Councillor Gordon Simmons
Councillor Mick Wall

(To view the dates for other meetings please click [here.](#))

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions							
Key Decision 398	Sale of CBC Land/Property	Cabinet Member for Economic Growth, Deputy Leader	Cabinet Member - Economic Growth	Not before 28th Apr 2017	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	No
Key Decision 584	Purchase of Property under Strategic Acquisitions Policy	Housing Manager	Cabinet Member - Customers and Communities	Not before 28th Apr 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Key Decision 648	Apprentice Town	Cabinet	Cabinet Member - Economic Growth	21 Mar 2017	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public	No
Key Decision 657	Pay and Reward Project Proposals	Joint Cabinet and Employment & General Committee	Cabinet Member - Business Transformation	4 Apr 2017	Kate Harley Kate.Harley@Chesterfield.gov.uk	Exempt 3, 4	No
Key Decision 659	Proposed Restructure of Accountancy Services	Joint Cabinet and Employment & General Committee	Cabinet Member - Finance and Governance	7 Mar 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Exempt 1	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 666	Allocations Policy Review 6 month review of Allocations Policy	Cabinet	Cabinet Member - Customers and Communities	2 May 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 667	Tenancy Strategy & Policy To agree a revised Tenancy Strategy Policy.	Cabinet	Cabinet Member - Customers and Communities	2 May 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 668	Leaseholder Charges To agree methodology for calculating leaseholder service charges.	Cabinet	Cabinet Member - Customers and Communities	30 May 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 670	Barrow Hill Contractor Appointment Approval to appoint contractor.	Cabinet	Cabinet Member - Customers and Communities	2 May 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Key Decision 671	Future use of the former Queens Park Sports Centre To look at the case for the preferred option and take into account the public consultation.	Cabinet	Cabinet Member - Town Centre and Visitor Economy	7 Mar 2017	Michael Rich michael.rich@chesterfield.gov.uk	Exempt 3	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 673	Crematorium Delivery Options - Final Report A final decision on the future operating model of the Joint Crematorium.	Cabinet	Cabinet Member - Health and Wellbeing	4 Apr 2017	Angela Dunn Bereavement Services Manager Tel: 01246 345881 angela.dunn@chesterfield.gov.uk	Exempt 3	No
Key Decision 694	Council Tax for 2017/18	Council	Leader	23 Feb 2017	Kevin Hanlon Director of Finance and Resources kevin.hanlon@chesterfield.gov.uk	Public	No
Key Decision 703	Equality and Diversity Policy, Strategy and Action Plan 2017 - 2019	Cabinet Council	Cabinet Member - Customers and Communities	18 Apr 2017 26 Apr 2017	Katy Marshall Tel: 01246 345247 katy.marshall@chesterfield.gov.uk	Public	No
Key Decision 704	Progress on delivery of the Safeguarding Children and Vulnerable Adults Action Plan for 2016/17 and Action Plan for 2017/18	Cabinet	Deputy Leader	18 Apr 2017	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Key Decision 705	Revised Partnership Strategy 2017-19	Cabinet	Deputy Leader	30 May 2017	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Key Decision 708	Funding to Voluntary and Community Organisations 2017/18: Service Level Agreements	Cabinet	Cabinet Member - Customers and Communities	4 Apr 2017	Laurie Thomas Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 709	Cemeteries Fees and Charges	Cabinet	Cabinet Member - Health and Wellbeing	7 Mar 2017	Angela Dunn Bereavement Services Manager Tel: 01246 345881 angela.dunn@chesterfield.gov.uk	Public	No
Key Decision 710	Outdoor Sports and Recreation Fees and Charges	Cabinet	Cabinet Member - Health and Wellbeing	7 Mar 2017	Angela Dunn Bereavement Services Manager Tel: 01246 345881 angela.dunn@chesterfield.gov.uk	Public	No
Key Decision 712	Restructure of Private Sector Housing Service	Joint Cabinet and Employment & General Committee	Cabinet Member - Customers and Communities	7 Mar 2017	Martin Key Health and Wellbeing Manager martin.key@chesterfield.gov.uk	Exempt 1	No
Key Decision 715	Demolition of Garages at Devonshire Close	Cabinet	Cabinet Member - Customers and Communities	7 Mar 2017	Alison Craig Housing Manager Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 716	Starter Homes Update and Collaboration Agreement with Homes and Communities Agency Report to update members on the Starter Homes 'Unlocking the land fund' that the council was successful in its initial application for. Report will set out the Starter Homes programme and outline the work to be done with the Homes and Communities Agency to bring several sites across the Borough forward for development.	Cabinet	Cabinet Member - Economic Growth	4 Apr 2017	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Exempt 3	No
Key Decision 717	HS2 Consultation Response	Cabinet	Cabinet Member - Economic Growth	7 Mar 2017	Michael Rich michael.rich@chesterfield.gov.uk	Public	No
Key Decision 718	Operational Services Division - 5 Year Development Plan	Joint Cabinet and Employment & General Committee	Cabinet Member - Customers and Communities	4 Apr 2017	Mike Brymer michael.brymer@chesterfield.gov.uk	Exempt 1, 3, 4	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 719 Page 11	Capacity to support work on HS2	Joint Cabinet and Employment & General Committee	Cabinet Member - Economic Growth	7 Mar 2017	Michael Rich michael.rich@chesterfield.gov.uk	Public	Yes The use of reserves has been already been approved by Council and the creation and recruitment to this post will ensure the council has sufficient capacity to lead the work required to support HS2 proposals for a station and depot in the borough.

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Private Items (Non Key Decisions)							
Non-Key 363	Application for Home Repairs Assistance	Cabinet Member for Customers and Communities	Cabinet Member - Customers and Communities	Not before 28th Apr 2017	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Information relating to an individual Information relating to financial affairs	No
Non-Key 367	Lease of Commercial and Industrial Properties	Cabinet Member for Economic Growth, Deputy Leader	Cabinet Member - Economic Growth	Not before 28th Apr 2017	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	No
Non-Key 368	Application for Discretionary Rate Relief	Cabinet Member for Business Transformation	Cabinet Member - Business Transformation	Not before 28th Apr 2017		Exempt	No
Non Key Decisions							
Key Decision Non Key: 64	Consideration of the Community, Customer and Organisational Scrutiny Report on Friends Groups	Cabinet	Cabinet Member - Health and Wellbeing	21 Mar 2017	Martin Elliott Committee & Scrutiny Co-ordinator martin.elliott@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision Non Key 66	Progress on Council Plan - Year 2 2016/17	Cabinet	Deputy Leader	30 May 2017	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No

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CABINET MEETING

7 March 2017

DELEGATION REPORT

DECISIONS TAKEN BY CABINET MEMBERS

Deputy Leader

Decision Record No.	Subject	Delegation Reference	Date of Decision
31/16/17	Approval of the updated lost property policy	J030	7 February 2017
<p>Decision</p> <p>(1) That the updated lost property policy be approved and implemented with immediate effect.</p> <p>(2) That a further review of the lost property policy takes place after four years.</p> <p>(3) That the Policy and Communications Manager be granted delegated authority to approve future minor Lost Property policy amendments.</p>			
<p>Reason for Decision</p> <p>To ensure the secure handling, storage and processing of lost and found property at Chesterfield Borough Council's sites.</p>			

Cabinet Member for Customers and Communities

Decision Record No.	Subject	Delegation Reference	Date of Decision
32/16/17	Outstanding debts for write off	G100L	21 February 2017
<p>Decision</p> <p>That the debts shown in the appendix to the officer's report be written off.</p>			
<p>Reasons for Decision</p> <ol style="list-style-type: none"> 1. There was little or no likelihood of obtaining payment of the debts. 2. Any action which could have been taken to recover the debts would not have been cost effective. 			
33/16/17	Insolvency debts for write off	G100L	21 February 2017
<p>Decision</p> <p>That the debts shown in the appendix to the officer's report be written off.</p>			
<p>Reason for Decision</p> <p>Payment of these debts was unlikely to be forthcoming and early write off had been recommended by the Council's external auditors.</p>			

Decision Record No.	Subject	Delegation Reference	Date of Decision
34/16/17	Outstanding debt for write off	G100L	21 February 2017
<p>Decision</p> <p>That the debt shown in the officer's report be written off.</p>			
<p>Reasons for Decision</p> <ol style="list-style-type: none"> 1. The company had ceased to trade and had been dissolved by Companies House and struck off the register. 2. Enforcement proceedings were not possible. 3. There was no likelihood of obtaining payment of the debt. 4. The debt was within four years and therefore the council could reclaim the VAT. 			
35/16/17	Outstanding debt for write off	G100L	21 February 2017
<p>Decision</p> <p>That the debt shown in the officer's report be written off.</p>			
<p>Reasons for Decision</p> <ol style="list-style-type: none"> 1. Enforcement proceedings were not possible. 2. There was no likelihood of obtaining payment of the debt. 			

Decision Record No.	Subject	Delegation Reference	Date of Decision
36/16/17	Outstanding debt for write off	G100L	21 February 2017
<p>Decision</p> <p>That the debt shown in the officer's report be written off.</p>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> <li data-bbox="134 846 1278 887">1. A dispute was raised to which the Council were unable to reply. <li data-bbox="134 931 1481 1016">2. Enforcement proceedings were not possible and the supporting information had been mislaid and proof of the debt would be difficult. 			

For publication

Demolition of garages at Devonshire Close, Staveley (CC000)

Meeting:	Cabinet
Date:	7 March, 2017
Cabinet portfolio:	Customers and communities
Report by:	Housing manager

For publication

1.0 Purpose of report

- 1.1 The purpose of this report is to recommend action in respect of 16 garages at Devonshire Close, Staveley, that were damaged beyond repair by a fire on 20 November 2016.

2.0 Recommendations

- 2.1 That approval is given for the purpose built block of 16 garages at Devonshire Close, Staveley, to be demolished.
- 2.2 That the Housing Manager is authorised to tender the demolition works and appoint the successful contractor to undertake the works.
- 2.3 That the Housing Manager is also authorised to tender for and appoint a contractor to make the area into a parking area with marked out bays.

3.0 Current Position

- 3.1 Devonshire Close, Staveley, has a purpose built garage site comprising of 32 garages in two blocks of 16. These are let to individuals, either council tenants or private residents, on a weekly basis. The buildings are constructed from prefabricated concrete with an asphalt roof that covers the whole 16 garages within each block.
- 3.2 The location of the properties is shown in **Appendix 1**.

- 3.3 On the night of 20 November 2016 the 16 garages within one of the blocks suffered extensive damage, resulting from a fire which is believed to have been started deliberately in Garage 6. The alleged perpetrators have been charged and a Court hearing is scheduled for 30 March 2017. A copy of the Fire Report from Derbyshire Fire and Rescue Service is attached at **Appendix 2.**
- 3.4 Garage 6, which was the seat of the fire, contained both a car and gas canisters. As a result, the fire spread both to the left and the right of this garage causing the roof to fully collapse across three garages and for the structure of the block to be affected. All of the garages have been affected by fire, smoke and water (used by the DFRS in extinguishing the fire).
- 3.5 At the time of the fire, 15 of the garages were tenanted, 8 by council tenants and 7 by private residents. 6 garage tenants live within the vicinity of the garage site, with 9 residing in other areas.
- 3.6 As the block of garages is currently unsafe for the tenants to continue to occupy, arrangements have been made to cease rental charges from 21 November 2016 and for offers of alternative garages to be made to these
- 3.7 To date one garage tenant has sought to claim from the council for loss of / damage to belongings as a result of the fire. This claim, of a significant nature, is at the time of writing being discussed with the council's Insurer.

4.0 **Options**

- 4.1 **Option 1:** To carry out repairs to the 16 fire and smoke damaged garages in order to make them suitable for re-letting.
- 4.2 **Option 2:** To demolish the 16 fire damaged garages and replace them with an area of marked out car park places for the benefit of residents in the area.
- 4.3 **Option 3:** To demolish the existing 16 fire damaged garages and replace with a new block of garages.

5.0 **Financial considerations**

- 5.1 Garages are currently let at a weekly rent (over 48 weeks) of £6.22 to council tenants and £7.46 to private residents, where VAT is chargeable. Income from the block is therefore currently £101.98 per week or

£4,895.04 per annum, although this could be a minimum income of £4,776.96 (if all of the garages were let to council tenants) and a maximum income of £5,729.28 (if all of the garages were let to private residents).

- 5.2 **Option 1:** A survey of the garages has been carried out to ascertain whether repairs can be carried out in order to make the garages re-lettable. Whilst the garage roof and the doors to the individual garages can be replaced, due to the 'battery nature' structure of the garage block, the walls and structure cannot be significantly repaired.

As the garages are undersized, in terms of modern day cars, it is **not** considered a feasible option to carry out repairs to the garages as the costs involved would be similar to those at Option 3 below.

- 5.3 **Option 2:** The financial considerations with the demolition of the garages and replacing them with a parking area, are a rent loss from the garages of £6.22 per week which in 48 weeks equals £298.56 per garage and a total loss of £4,776.96 per annum, minus the cost of upkeep and maintenance of approximately £1,000 per annum resulting in an ongoing loss of revenue in the region of £3,776.96 per annum. The demolition of the garages without replacement and the marking out of parking bays would cost in the region of £35,000.

The costs associated with this work could be met from the unallocated budget contained within the Housing Capital Programme, agreed by Cabinet on 21 February 2017.

- 5.4 **Option 3:** The financial considerations with the demolition of the existing garages and its re-provision will cost in the region of £66,000. However due to the sizing of modern day vehicles, the garages would be slightly larger and therefore the site would only accommodate 15 new garages as opposed to the existing 16. There would also be ongoing maintenance costs of £1,000 per annum. With a minimum income of £4,478.40 per annum from the rental of the garages, this would result in a payback period of approximately 15 years.

The costs associated with this work could be met from the unallocated budget contained within the Housing Capital Programme, agreed by Cabinet on 21 February 2017.

6.0 **Recommended option**

- 6.1 It is recommended that the council proceeds with Option 2 - the demolition of the garages and the replacement of the area with a marked car park. This will benefit all the residents of Devonshire Close by providing increased parking for visitors and residents. The garages prior to fire damage were only benefiting 8 council tenants, although others could have applied for a garage if required.
- 6.2 **Option 1 and 3** - are not considered viable on the grounds that option 1 is not physically feasible and option 3 on the basis of cost and that it provides no increased benefit to Devonshire Close tenants.

7.0 Risk management

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
If no action is taken, the garage site will continue to deteriorate and is at risk of vandalism.	L	H	Demolish property.	L	L

8.0 Equalities considerations

- 8.1 A preliminary Equalities Impact Assessment has been completed for this report and is attached as **Appendix 3**.

9.0 Recommendations

- 9.1 That approval is given for the purpose built block of 16 garages at Devonshire Close, Staveley, to be demolished.
- 9.2 That the Housing Manager is authorised to tender the demolition works and appoint the successful contractor to undertake the works.
- 9.3 That the Housing Manager is also authorised to tender for and appoint a contractor to make the area into a parking area with marked out bays.

10.0 Reason for recommendation

- 10.1 To meet the councils priority 'to improve the quality of life for local people'

Decision information

Key decision number	715
Wards affected	Lowgates and Woodthorpe.
Links to Council Plan priorities	'To improve the quality of life for local people'

Document information

Report author	Contact number/email
Paul stepo	Tel: 01246 345170 Email: paul.stepo@chesterfield.gov.uk
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	
None	
Appendices to the report	
Appendix 1	Location map
Appendix 2	Fire Report
Appendix 3	EIA

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Area: Staveley
Street: Devonshire Street
Postcode: S41 7ST
Map of Area: 1:500
Fixed garage units in question shown by red line



Car Park

1 to 7
Porter House

1 to 12
Kedleston Court

1 to 12
Arundel Court

1 to 12
Welbeck Court

1 to 12
Melbourne Court

16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

DEVONSHIRE STREET

El Sub Sta

16 14 4
20 18 8 2 6
24 22 12 10

9 1 5
11 7 3

DEVONSHIRE
CLOSE

26 30 34
28 32 36
38 42 46

13
17 21

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Abstract Short Report

Incident Details at Call

FRS Incident Number	582112537
Station Ground of Incident	Staveley
Time of Call	20 November 2016 22:00:41
Address	Devonshire Close, Staveley, Chesterfield, Derbyshire

Incident Details on Attendance

Incident Classification	Fire - Primary
Property Type Involved	Private garage
Please indicate if there were persons rescued, extricated, injured or killed in the incident (Yes/No)	No

On Attendance Additional Information

Cause or motive of fire	Deliberate - others property
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Action on Attendance

What was the main action taken by the general public prior to arrival?	None
What was the main action taken by FRS Personnel?	Other sources - Hosereel (high pressure) (HRJ) - augmented supply

Information about how fire started

What was the cause of the fire?	Heat source and combustibles brought together deliberately
What type of room/compartment did the fire start in (location of origin)?	Garage

Note

It should be noted that in providing information from official reports Derbyshire Fire and Rescue Service accepts no legal responsibility for the accuracy of its suppositions and conclusions which are compiled primarily for its own guidance and statistical information.

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Chesterfield Borough Council

Equality Impact Assessment - Preliminary Assessment Form

The preliminary impact assessment is a quick and easy screening process. It should identify those policies, projects, services, functions or strategies which require a full EIA by looking at negative, positive or no impact on any of the equality groups.

Service Area: HOUSING SERVICES
 Section: HOUSING MANAGER
 Lead Officer: ALISON CRAIG

Title of the policy, project, service, function or strategy the preliminary EIA is being produced for: **DEMOLITION OF GARAGES AT DEVONSHIRE CLOSE**

Is the policy, project, service, function or strategy:

Existing

Changed

New/Proposed

Q1 - What is the aim of your policy or new service?

To demolish the fire damaged garages at Devonshire Close Staveley.

Q2 - Who is the policy or service going to benefit?

The demolition of the garages will benefit the residents of Devonshire Close by improving the parking provision.

Q3 - Thinking about each group below, does, or could the policy, project, service, function or strategy have an impact on protected characteristics below? You may also need to think about sub groups within each characteristic e.g. older women, younger men, disabled women etc.

Please tick the appropriate columns for each group.

Group or Protected Characteristics	Potentially positive impact	Potentially negative impact	No impact
Age – including older people and younger people.			X
Disabled people – physical, mental and sensory including learning disabled people and people living with HIV/Aids and cancer.			X
Gender – men, women and transgender.			X
Marital status including civil partnership.			X
Pregnant women and people on maternity/paternity. Also consider breastfeeding mothers.			X
Sexual Orientation – Heterosexual, Lesbian, gay men and bi-sexual people.			X
Ethnic Groups			X
Religions and Beliefs including those with no religion and/or beliefs.			X
Other groups e.g. those experiencing deprivation and/or health inequalities.			X

If you have answered that the policy, project, service, function or strategy could potentially have a negative impact on any of the above characteristics then a full EIA will be required.

Q4 - Should a full EIA be completed for this policy, project, service, function or strategy?

Yes

No

Q5 - Reasons for this decision:

No negative impact is identified for any group with a protected characteristic.

Please e-mail this form to the Policy Service before moving this work forward so that we can confirm that either a full EIA is not needed or offer you further advice and support should a full EIA be necessary.

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For publication

High Speed Rail – Growth Strategy and Response to Consultation on Route (R000)

Meeting:	Cabinet
Date:	7 March 2017
Cabinet portfolio:	Economic Growth
Report by:	Development and Growth Manager Michael Rich, Executive Director

For publication

1.0 Purpose of report

- 1.1 To agree the council's response to the current consultation on the proposed route of HS2 through Chesterfield Borough.
- 1.2 To consider the implications of ongoing engagement on the HS2 project and to seek approval for the proposed approach to maximising the benefit of high speed rail to Chesterfield.

2.0 Recommendations

- 2.1 That Cabinet agree the draft response to the current consultation on the route of HS2 and delegate authority to the Development and Growth Manager, in consultation with the Cabinet Member for Economic Growth, to approve the final response.
- 2.2 That Cabinet endorse the proposed approach to working with partners to prepare a growth strategy for HS2 in Chesterfield in order to maximise the benefits for the borough.

2.3 That Cabinet delegate authority to the Development and Growth Manager, in consultation with the Deputy Leader, to sign the Memorandum of Understanding with HS2 Ltd.

2.4 That Cabinet note the Council decision of 23 February 2017 to allocate up to £100k from reserves to increase officer capacity over the next two years in order to work closely with partners and lead delivery of the growth strategy for Chesterfield.

3.0 **Report details**

Background and Current Consultation

3.1 Cabinet previously considered a report on HS2 on the 24th January 2014 setting out the council's response to consultation on the proposed route of High Speed Rail through Derbyshire and Chesterfield Borough.

3.2 In response to this consultation and following further discussions with stakeholders and consideration of wider cost pressures, in July 2016 Sir David Higgins (Chairman of HS2 Ltd) published an analysis of different options for the route through south Yorkshire. This included for the first time a proposal to run high speed services along a spur from the main HS2 line into Sheffield Midland with a stop at Chesterfield station.

3.3 Following this report from Sir David, government published a proposed revised route on 15th November 2016, in line with the recommendations made by the HS2 Chairman. This also included plans showing the extent of land around the route to be safeguarded from development.

3.4 The revised proposals cover Phase 2b of the HS2 route (Crewe to Manchester in the west and West Midlands to Leeds in the east). Of particular relevance to Chesterfield Borough are the proposals to:

- Realign the main HS2 route further east north of M1 junction 29, closer to Bolsover. This would replace the previously published route that passed through the Markham Vale development and between Woodthorpe and Netherthorpe;

- Create a new spur linking the main HS2 line near Hilcote to the existing Erewash Valley line near Stonebroom enabling high speed 'classic compatible' trains to serve Chesterfield (currently proposing one service stopping in Chesterfield per hour) and Sheffield Midland;
 - A revised site layout of the proposed Staveley Infrastructure Maintenance Depot (IMD) and revised access route from the HS2 mainline, following the route of disused lines.
- 3.5 The consultation is on the line of route published on 15th November. Government have made it clear that this is not a consultation on whether the new route or the previously published route are preferred.
- 3.6 Comments on the proposed alterations to the line of route must be submitted by 9th March 2017. As part of the consultation process HS2 organised a series of events, including one at the Speedwell Rooms at Staveley on Friday 3rd February.
- 3.7 Consultation is also taking place on a property compensation scheme for land owners and the potential impact on the authority's own land and property holdings is currently being investigated.

Proposed Response to Consultation

- 3.8 The implications of the revised route for Chesterfield Borough are largely positive. Indeed, the opportunity of both a station served by high speed rail services and a maintenance depot will be potentially transformative for the borough and wider area.
- 3.9 Appendix A sets out a draft response to the consultation. The summary takes a positive line and states the ambition of the council to maximise the opportunities provided by HS2. The response also includes details of the main implications for the borough, including:
- The relocation of HS2 mainline east reduces the impact on residential properties in Woodthorpe and Netherthorpe and on the Markham Vale development;

- The revised layout of the Staveley IMD now allows for a suitable alignment of the Chesterfield-Staveley Regeneration Route (CSRR) and a better layout of uses on the remainder of the site;
- The revised HS2 mainline east route and revised access arrangements to the IMD significantly reduce the impact upon the line of Chesterfield Canal, with the canal only crossed once, along the alignment of a former rail line;
- The proposed HS2 stop in Chesterfield will result in significantly reduced journey times to Birmingham and London and a significant level of economic uplift is anticipated (although further work is to be undertaken to quantify this, as set out below).

3.10 However, the proposed route does still have some potential adverse impacts that will need to be investigated and managed, including on properties at Bank House Farm, Bolsover Road, and adjacent to the access line to the IMD. The revised route also has impacts outside of the borough that should be recognised, including on the redevelopment of the Coalite site in North East Derbyshire and Bolsover Districts, and on the setting of Bolsover Castle.

3.11 The council's proposed response has been prepared in the light of ongoing discussions with a number of partners, in particular Derbyshire County Council, East Midlands Councils and key landowners affected by the proposed IMD. The following is a summary of the response:

- The council welcomes the revised route of HS2 phase 2b from the West Midlands to Leeds, which addresses a number of site specific issues raised in the council's response to consultation on the previous line of route;
- We support the proposed 'Classic Compatible' route to Sheffield including a stop in Chesterfield. The council and its partners would like to work with HS2 to make the case for more than one stop per hour in order to maximise the

potential economic benefits across the north Derbyshire area;

- The revised layout and access route for the IMD addresses a number of site specific issues raised in the council's response to consultation on the previous line of route and is welcomed in principle. Further clarification is needed on details, specifically levels for the site and access line, and mitigation measures for residents living close to the line;
- As part of the final East Midlands growth strategy in July 2017, we will be making the case for using the IMD site during the construction phase of HS2 and would welcome support in the early delivery of the CSRR to improve access to the site;
- The council strongly supports the development of a northern loop beyond Sheffield to enable high speed services stopping at Sheffield to continue further north to Leeds.

Memorandum of Understanding

- 3.12 HS2 Ltd has also issued a draft Memorandum of Understanding (MoU) to all Local Planning Authorities along the proposed route of HS2 phase 2 (attached as Appendix 2). The MoU relates to technical engagement in the preparation of the Environmental Impact Assessment (EIA) that will support the Hybrid Bill for HS2 and engagement on route refinement and mitigation.
- 3.13 HS2 Ltd recognises that the project places additional demands on the Council's resources, and will reimburse the reasonable costs and travel expenses incurred by the Council's employees and consultants for the activities specified in the MoU at an agreed rate. Entering into the MoU does not in any way prejudice the council's ability to engage in and where necessary challenge the plans for development of HS2 within the borough.
- 3.14 Council officers have already been approached by HS2 Ltd regarding providing baseline information for the EIA and time spent will need to be recorded appropriately. The reimbursement on offer is specific to the work on the environmental assessment

and will not cover the wider activity (described below) that the council will need to undertake to maximise the benefits of HS2.

General Approach and Way Forward

- 3.15 The transformational impacts of HS2 potentially provide a once in a lifetime opportunity to help deliver the Council's plan for economic growth for the communities of Chesterfield and bring benefits well beyond the borough boundaries. A presentation highlighting the opportunities and work necessary to realise these was given to elected members on 27th February and slides from this event are included here at appendix 3.
- 3.16 Having an HS2 station in Chesterfield included in the Government's plans would strengthen the well-connected nature of Chesterfield and emphasise the unique position it has linking the Northern Powerhouse and the Midlands Engine.
- 3.17 HS2 presents a major long-term opportunity for Chesterfield both during the construction and operational phases. The IMD at Staveley will directly employ 200-250 workers, and including estimates of indirect benefits there could be up to 710 jobs in total across the wider area. These benefits will increase and come sooner if the site is also used during the construction of the line. The key opportunity stems from Chesterfield being one of only a small number of locations nationally that will be directly served by high speed rail. Given this and the improved accessibility of towns and cities on the network, the proposals will enhance Chesterfield's competitiveness as a business location and make it a more attractive residential location, both of which will generate significant benefits for the local economy, strengthen investor confidence and accelerate development on strategic sites across the borough and beyond.
- 3.18 HS2 will also boost Chesterfield's role as a Peak District Gateway, with HS2 Ltd forecasting that 50% of all rail journeys are expected to be for leisure purposes. Improved connectivity to London will support the viability of key developments such as Peak Resort, providing easy access for national and international visitors.

3.19 These and other benefits already form a key strand in the work to develop HS2 growth strategies both in the East Midlands and Sheffield City Region. Central government has requested that growth strategies are set out in order to support the overall case for HS2 and show how stakeholders are planning to make the most of the opportunities high speed rail will bring. Funding has been made available, both in the East Midlands (through the D2N2 LEP) and Sheffield City Region to support studies, research and frameworks that will underpin the growth strategy and guide future development at key HS2 sites.

Current partnership working

3.20 Chesterfield BC has been working with partners for some time on plans for HS2, including chairing a Staveley Depot Board as part of the wider East Midlands governance arrangements. Since the proposals for a station in Chesterfield, it has become increasingly important to work with partners to develop and promote the potential benefits for the area and to support the wider strategies for growth to the north and south of Chesterfield.

3.21 The role of the depot Board has now broadened out to include the proposals for high speed rail serving Chesterfield station. The membership of the group is being revised in order to fulfil this wider role. Chesterfield BC is represented on the East Midlands HS2 Board, SCR HS2 Board and the officer groups supporting those Boards. Through these Boards, the council aims to draw in funding to pay for the work needed to develop plans in and around Chesterfield. Officers are also working closely with the HS2 Growth Partnership to ensure a full and relevant contribution to the work on the East Midlands Growth Strategy.

3.22 Regular liaison is now in place with officers from the county council and presentation material, draft commissioning documents, draft job descriptions and consultation responses have all been shared in order to ensure a joined up approach. This approach is also being extended to neighbouring districts to ensure benefits right across north Derbyshire are considered and maximised.

4.0 Human resources/people management implications

- 4.1 As set out in the report to council on 23rd February, the work the council needs to do in order to maximise benefits to Chesterfield will not be accommodated within existing resources. There is a need to provide additional capacity to ensure that the strongest case can be made for the measures set out in the growth strategy that will see Chesterfield and the surrounding area gain the maximum benefit. A report setting out the case for this resource and more detail regarding the specific tasks is going to the Joint Cabinet and Employment and General Committee in parallel to this Cabinet report.
- 4.2 As well as dedicated additional capacity, there is no doubt that the work entailed in making the most of HS2 opportunities will also make a call on existing resources of officers and members across the council. Whilst some technical work will be externally funded and/or reimbursed (e.g. the environmental impact assessment), there will still be more work to accommodate alongside existing council priorities.

5.0 **Financial implications**

- 5.1 As agreed by Council on 23rd February, an allocation of up to £100k over two years has been made within reserves to fund an officer post to lead on this work. A parallel report is going to Joint Cabinet and Employment and General Committee to seek approval to establish the post. This states the intention that the funding provides a cap that will determine the length of time for which an officer can be in post as the grade is still to be confirmed.
- 5.2 As stated above, there is a mechanism through the MOU to seek reimbursement for costs the council incurs linked to the Environmental Impact Assessment that will be required by HS2.
- 5.3 The additional work required by way of technical studies, masterplanning, economic impact assessments etc. for the station and depot will be funded by the two LEPs in the first instance. An allocation of £60k for work prior to July has already been made by the East Midlands Board and discussions are underway with SCR to determine an appropriate match fund from the allocation made by central government to cover work on HS2 across the city region.

5.4 It is likely this funding would come to the council on the basis it is spent on external specialists for specific studies. There is not thought to be any provision to allow a management fee or similar to cover additional costs to the council.

5.5 In order to maximise the opportunities of HS2, there will need to be significant additional investment within the borough. Work has already been commissioned by the East Midlands Board to consider how this investment could be funded and Chesterfield will work with partners to ensure the strongest case is made for investment to unlock the full potential of the station and depot.

6.0 **Legal and data protection implications**

6.1 A Memorandum of Understanding has been sent to the council by HS2 relating to activity likely to be required as part of the Environmental Impact Assessment of the route. Entering into the MoU does not in any way prejudice the council's views on HS2 or our ability to discharge our statutory functions.

6.2 As noted above, work is ongoing with regard to consideration of any land or assets of the council that could be affected by the route and/or eligible for one or more of the compensation schemes in place.

7.0 **Consultation**

7.1 The lines taken in the draft response have been discussed with partners, in particular Derbyshire County Council. It is thought likely key partners will support the proposals for a station and depot in the borough as well as supporting the key 'asks' set out in the draft consultation response. Business stakeholders have also been encouraged to respond positively to the consultation through the Destination Chesterfield network.

8.0 **Risk management**

8.1 At this stage, the key risk is that Chesterfield is not able to contribute fully to the work required to develop plans for a station and depot, leading to significant reputational damage and potentially undermining the overall case for the proposed route

and wider Eastern leg and damaging the future economic prospects of the borough and beyond.

8.2 More detail of risks are set out in the table below.

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Chesterfield does not invest significant time and effort in supporting HS2 growth strategies, leading to a weaker case for the station and depot and reputational damage with partners	H	M	Invest in additional capacity through use of reserves and ensure priority given to the work for relevant officers	H	L
Poor communication with partners leading to lack of coordination, slow decision making and/or reputational damage	M	M	Ensure regular liaison is in place; share plans and proposals at an early stage	M	L
Insufficient evidence in place to support a strong case for the benefits of the station and depot	H	M	Work with partners to ensure the right work is commissioned and have strong client role and assurance in place throughout process	H	L

9.0 Equalities Impact Assessment (EIA)

9.1 An assessment of the proposals and potential impact on Chesterfield has not been completed at this stage. As specific proposals are developed to deliver the growth strategies, it is likely that impact assessments will be required.

10.0 **Alternative options and reasons for rejection**

10.1 Alternatives to submitting the proposed draft consultation response include submitting no response at all or submitting a neutral or negative response. These have been discounted as there is a strong case for welcoming proposals for a station and depot in the borough and failing to respond positively would be damaging to the future economy of the area.

10.2 Alternatives to the approach outlined to working on the growth strategies for HS2 include working in a less collaborative manner or putting less resource into the work. These have been discounted as it is critical to work with a range of partners in order to make the case for developing a station and depot and not possible to make a full contribution without investing in additional resources.

11.0 **Recommendations**

11.1 That Cabinet agree the draft response to the current consultation on the route of HS2 and delegate authority to the Development and Growth Manager, in consultation with the Cabinet Member for Economic Growth, to approve the final response.

11.2 That Cabinet endorse the proposed approach to working with partners to prepare a growth strategy for HS2 in Chesterfield in order to maximise the benefits for the borough.

11.3 That Cabinet delegate authority to the Development and Growth Manager, in consultation with the Deputy Leader, to sign the Memorandum of Understanding with HS2 Ltd.

11.4 That Cabinet note the Council decision of 23 February 2017 to allocate up to £100k from reserves to increase officer capacity over the next two years in order to work closely with partners and lead delivery of the growth strategy for Chesterfield.

12.0 Reasons for recommendations

12.1 To maximise the benefits to Chesterfield of HS2.

Glossary of Terms	
HS2	High Speed Rail Phase 2
MoU	Memorandum of Understanding
EIA	Environmental Impact Assessment
IMD	Infrastructure Maintenance Depot
CSRR	Chesterfield-Staveley Regeneration Route

Decision information

Key decision number	717
Wards affected	All
Links to Council Plan priorities	To make Chesterfield a thriving Borough

Document information

Report author	Contact number/email
Neil Johnson	Tel: 01246 345789 email: neil.johnson@chesterfield.gov.uk

Background documents

These are unpublished works which have been relied on to a material extent when the report was prepared.

None

Appendices to the report

Appendix A	Draft response to consultation on High Speed Two
Appendix B	Memorandum of Understanding with HS2 Ltd
Appendix C	Slides from all member briefing, 27 February 2017



CHESTERFIELD
BOROUGH COUNCIL

**Response of Chesterfield Borough Council
to High Speed Rail revised line of route
consultation
(Published November 2016)**

SUMMARY

Chesterfield Borough Council welcomes the revised proposals for HS2 including a stop at Chesterfield station and maintenance depot at Staveley. This is a huge opportunity for the borough and beyond and the council is fully committed to working with its partners to maximise the benefits for the communities it serves.

We believe HS2 will be transformational for the borough and will be making the case for Chesterfield offering unique growth potential if these proposals go ahead. This is based on the solid foundations of a strong business base and visitor offer; excellent rail connectivity; a pro-growth planning environment; a well-aligned skills base supported by high quality and committed providers of further and higher education; and extensive development opportunities around the depot and station and at a number of brownfield sites in the wider area.

The council is already investing in additional capacity to support this work, collaborating extensively with partners and making a full contribution to the East Midlands and Sheffield City Region growth strategies. In order for us to maximise the potential benefits, we believe it is critical to:

- Provide more than one service an hour from Chesterfield station
- Begin electrification of the Midland Mainline at the earliest opportunity
- Use the maintenance depot site at Staveley as a base for construction of the line
- Provide the infrastructure for the depot site that will enable its use as a construction base and unlock the potential of the wider site as a garden village

We also call on government to make decisions at the earliest opportunity in order that the growing investor confidence already evident is not lost and that opportunities to accelerate development on sites already active across the borough and beyond are maximised.

Introduction

The following comments are the response of Chesterfield Borough Council to the consultation on the revised line of route for HS2 phase 2, published November 2016.

In preparing this response, the council has undertaken consultation with other interested parties including Derbyshire County Council, North East Derbyshire District Council, Bolsover District Council, D2N2 Local Enterprise Partnership, East Midlands HS2 Board, Sheffield City Region CA and LEP, South Yorkshire Passenger Transport Executive, Chesterfield Canal Partnership, and key landowners including Chatsworth Settlement Trust and Rhodia UK Ltd in regard to the proposed Staveley IMD and Derbyshire County Council in connection with the Markham Vale development.

Where appropriate, reference is made in the response to further studies undertaken by the council, independently or jointly with other affected parties, into the potential implications of the HS2 proposals.

The council submitted a detailed response to the previous line of route consultation in January 2014. Where relevant this is referred to in the following response.

The response has been structured in three parts, the first addressing the consultation questions published by HS2, the second providing more detailed consideration and comment on specific points, including suggested mitigation, and the third providing additional technical information that support the council's comments and is intended to inform future design work on HS2. The response does not address the principal of high speed rail development as this has been covered in the previous consultation, except where this may be directly relevant to the revised proposals.

Strategic Context

Chesterfield borough is located within Northern Derbyshire, as well as having strong economic and transport links to Sheffield and falling within both the D2N2 and Sheffield City Region Local Economic Partnerships. The town of Chesterfield itself is the largest town in Derbyshire (outside of Derby City) and a key sub regional hub for economic activity.

The development plan for Chesterfield Borough consists of the adopted Local Plan; Core Strategy (2013) and saved policies of the Replacement Chesterfield Borough Local Plan (2006). The council is currently preparing a new Local Plan, a draft of which was published for comment in January 2017.

In terms of meeting the requirements for both new housing and employment land over the plan period, there is sufficient flexibility in the Core Strategy and choice of potential sites to accommodate HS2 without compromising overall targets for

housing or employment land. Where there are specific interactions between elements of the proposed revised route these are addressed further below.

1. *Do you support the proposal to amend the route to serve South and West Yorkshire? Please indicate whether or not you support the proposal together with your reasons.*

- 1.1. The borough council supports the proposal to amend the route to serve South and West Yorkshire. The proposal presents a once in a generation opportunity for Chesterfield on the basis that the Classic Compatible branch to serve Sheffield is implemented with a stop or stops in Chesterfield (see below). However there will still need to be further discussion about the mitigation of site specific local impacts (set out below).
- 1.2. The council's comments address the amended proposals for south and west Yorkshire under the following headings
 - M18/Eastern Route main line realignment
 - Proposed 'Classic Compatible' route to Sheffield including potential stop in Chesterfield
 - Revised layout of and access to the Infrastructure Maintenance Depot at Staveley
- 1.3. The council is committed to working with HS2 Ltd and other agencies to maximise the economic and social benefits of High Speed Rail. We are working with East midlands Councils on the East Midlands Growth Strategy for HS2, as well as also with Sheffield City Region.

'M18/EASTERN ROUTE' MAIN ROUTE REALIGNMENT

- 1.4. The council is pleased to note that the proposed amended route resolves a number of concerns that were raised in our comments on the previous line of route consultation.
 - Residential properties in Woodthorpe, Mastin Moor and Netherthorpe will no longer be in close proximity to the route. However it is noted that a property at Bank House Farm will now be affected and the level of impact will need to be determined by further work.
 - The line of route will no longer pass through the Local Nature Reserve of Norbriggs Flash and the Local Wildlife Site of Netherthorpe Flash and Doe Lea Flash. It is noted that the access to the IMD will pass through the Doe Lea Flash, but along the route of the existing unused line. Suitable management measures should be put in place during the

construction and operational phases of development to minimise any adverse impact.

- The amended route of the mainline now avoid locations within the borough identified on the Environment Agency Flood maps for Chesterfield as being within flood risk zones 2 and 3.

1.5. We also acknowledge that the amended route does result in a greater impact upon other sites outside the borough, including the Coalite site in neighbouring North East Derbyshire and Bolsover Districts, the impacts on which will need to be considered and resolved.

Chesterfield Canal

- 1.6. Overall the amended route significantly reduces the adverse impact upon the restored and safeguarded route of Chesterfield Canal within the borough. The amended route no longer severs the proposed restored route of the canal north of Norbriggs along what is referred to as the 'Puddle Bank'. Issues relating to the access to the IMD are addressed further below.
- 1.7. Although not within the borough, we are also pleased to note that the route now crosses the canal once, at Norwood, rather than lying on top of it for 2 km, at Renishaw and Spinkhill, as was the case in the original 2013 route.
- 1.8. We would still strongly encourage as early a decision as possible on the amended route however, to provide the certainty that is required to enable the Chesterfield Canal Society and Partnership to access funding to continue with the restoration of this important piece of infrastructure in advance of the construction of HS2.

Markham Vale Enterprise Zone

- 1.9. The amended route removes the need to provide a cutting through the contaminated South Tip at the Markham Vale Enterprise Zone and avoids impacting upon plots 1 and 7 within the development site. The balancing pond for the site would also be unaffected, and reduces the impact upon development plots. The safeguarded route to the IMD does still pass through the Seymour Junction phase of the development but we understand that a revised safeguarded area has now been agreed that minimises the impact.

PROPOSED 'CLASSIC COMPATIBLE' ROUTE TO SHEFFIELD INCLUDING POTENTIAL STOP IN CHESTERFIELD

- 1.10. The borough council supports the creation of services to the centre of Sheffield using the existing Midland Mainline and stopping at Chesterfield station.

1.11. At present one train per hour is indicated as likely to stop in Chesterfield. The council believes that there is significant potential for HS2 to deliver more transformative growth for Chesterfield and wider North Derbyshire by investigating additional stops, including the potential for through services from Birmingham to Leeds, on the basis that:

- Chesterfield Station opens up the potential to serve significantly more areas in North Derbyshire than Toton and Sheffield alone, including large parts of North East Derbyshire, Bolsover District and Derbyshire Dales, as well as potentially parts of North Nottinghamshire including the towns of Worksop and Mansfield.
- Frequency of service is as important to establishing strong use of the service as speed to destination and maximising the economic benefits to Chesterfield and wider North East Derbyshire/North Nottinghamshire
- Two stops in Chesterfield per hour would strengthen the role of the station in providing improved access to HS2 services from users in wider north east Derbyshire and North Nottinghamshire that might otherwise not be within reasonable travel distance/time of stations in the centre of Sheffield and at Toton
- Chesterfield is exceptionally well connected to the rest of the local and national rail network (more so than the East Midlands Hub Station at Toton), with immediate access to direct services including Cross Country services to Scotland and the West Country, services to Liverpool, Manchester and Norwich

1.12. The council would welcome the opportunity to work further with HS2 Ltd to investigate the potential benefits of additional stops in Chesterfield.

1.13. Further investigation will be required to understand the potential impact of HS2 on journey times and capacity for other Services using the Midland Mainline. HS2 use of the classic rail route will require electrification of the line and this should be brought forwards as soon as possible.

1.14. We recognise that maximising the benefits of HS2 classic compatible services stopping in Chesterfield will require improvements to accessibility to the station and connectivity in the wider area and are committed to delivering this as part of the ongoing work on the emerging HS2 growth plan. There is an opportunity through masterplanning to improve the capacity of the station and in particular to improve accessibility through all forms of transport by creating a suitable interchange. The land around the station is already identified as a potential redevelopment opportunity in the council's Town Centre Masterplan and adopted and emerging Local Plans. Proposals for a new link road from Hollis Lane to Brimington Road, serving the station, are well advanced and would significantly improve accessibility to the station from all areas to the South, East and West of Chesterfield, including Bolsover District, North East Derbyshire and from the M1 via the A617. The proposed Chesterfield Staveley

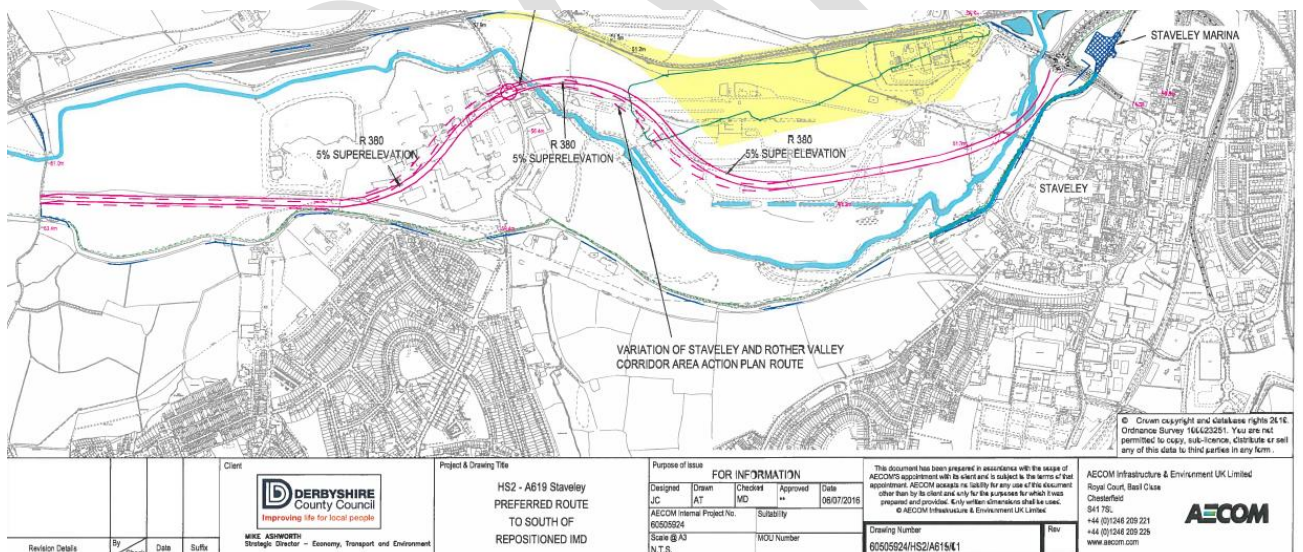
Regeneration Route (CSRR) will improve access to the centre of Chesterfield from the east and from J29a of the M1.

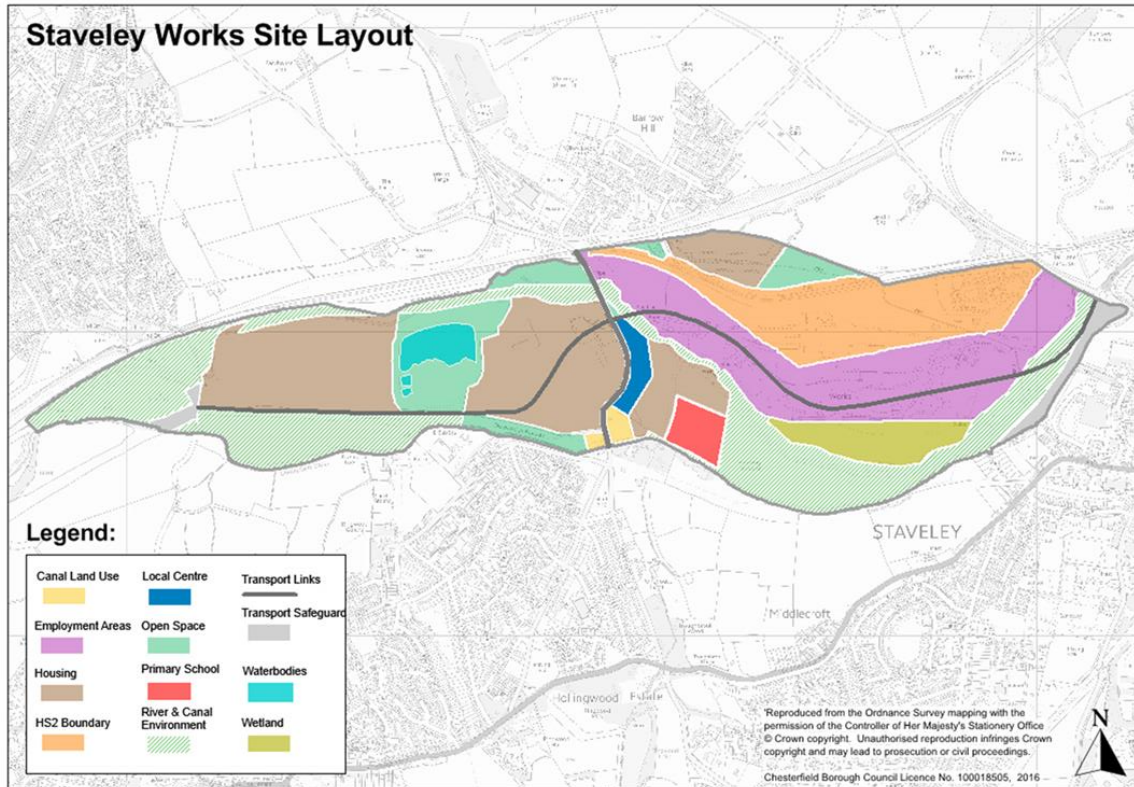
- 1.15. Further work is being commissioned, working with Derbyshire County Council, East Midlands Councils and Sheffield City Region to investigate further the additional economic benefits that would arise from High Speed rail serving Chesterfield and the infrastructure needs, and development opportunities, that would arise as a result.

REVISED LAYOUT OF AND ACCESS TO THE INFRASTRUCTURE MAINTENANCE DEPOT AT STAVELEY

- 1.16. The council’s wider position in principle in support of the location of the IMD was set out in our response to the Line of Route consultation in 2013. The following comments relate to the revised layout for the depot, alternative proposed access route, and re-iterates outstanding site related issues that will need to be addressed.

- 1.17. The revised layout of the IMD (confirmed in the safeguarding plans) is welcomed as it allows for a suitable alignment of the Chesterfield Staveley Regeneration Route through the site and for the creation of approximately 30ha of additional employment land with no orphaned land parcels. **[CHECK PLAN WITH AECOM]**





Revised illustrative site layout for Staveley & Rother Valley Corridor incorporating revised IMD layout

- 1.18. We welcome the use of an existing line to provide access to the IMD, rather than provision of a completely new route, which will significantly reduce the environmental impacts of this element of the scheme.
- 1.19. The IMD access no longer impacts upon the existing Riverdale residential Caravan Park at Staveley. It also now crosses the line of Chesterfield Canal in only one location. However clarity is still sought over levels. Although the proposed access route follows the route of an existing disused line, the indicative levels do not always appear to match this. In particular clarity is sought where the route:
- passes under the A619 at Staveley; the plans indicate possible bridge works. Whether works are needed and any impacts should be clarified as soon as possible in order to provide certainty to affected residents and businesses;
 - crosses the route of the Chesterfield Canal; clarity over headroom is sought. This is the next phase of the Staveley section of the canal to be restored and early clarity would allow bids for funding to be progressed;

- crosses Hall Lane and enters the IMD. The plans appear to show the route following the existing disused rail line. However this line currently passes under Hall Lane, with Hall Lane being on a raised bridge. The consultation plans appear to show the rail access to the IMD passing over Hall Lane using a viaduct. This would require significant changes to the vertical alignment of the disused line for a substantial length, as well as to Hall Lane itself.

1.20. The levels of the depot generally require clarification.

1.21. Detailed engagement would be valuable over the access to the depot on Hall Lane to ensure that any proposals for road and rail access (and any resulting vertical or horizontal re-alignment of Hall Lane) are compatible with emerging proposals for the Chesterfield-Steveley Regeneration Route and maximise opportunities to share costs and works.

1.22. The location of the depot severs a significant (if poor quality) public footpath route between the Settlement of Barrow Hill and Steveley Town Centre. A suitable, safe and convenient alternative to this route should be provided as part of the development. [PLAN]

1.23. The proposed entrance to the depot at the eastern end would sit on top of a former spoil tip and chemical works, and the remainder of the site includes a combination of former chemical works and opencast mine workings. An assessment of ground conditions on this site was carried out as part of the Baseline Evidence Report for the AAP and is available on the council's website (www.chesterfield.gov.uk). The construction of the depot would require the remediation of the site. Surveying of the site, preparation of a remediation strategy and remediation of the site itself is likely to be a lengthy and complex process (estimated minimum of five years) and this will need to be built into the timetable for this phase of HS2, particularly if the site is to also be used during the construction phase, which would require accessing the site within the next 6-7 years. It is also likely that remediation works will need to extend beyond the site in order to address the risk of migration of contaminants.

2. *Do you support the potential development of a northern junction to enable high speed services stopping at Sheffield to continue further north? Please indicate whether or not you support the proposal and your reasons.*

2.1. The council supports the creation of a northern link from Sheffield to Leeds. With one or more stops per hour in Chesterfield, this would significantly improve on existing journey times from Chesterfield to Leeds (and stations beyond via Classic Rail services), which are currently between 1 hour and 1 hour 20 minutes. A northern connection would also strengthen the role of Chesterfield as an HS2 hub station for north east Derbyshire and north

Nottinghamshire, widening the area benefiting from the economic uplift of investment in HS2.

3. *Do you support the proposed location of the northern junction in the vicinity of Clayton? Please indicate whether or not you support the proposal and your reasons.*

3.1. The council supports provision of a northern junction but has no further comment to make on the proposed location and form of that junction

DRAFT

Memorandum of Understanding

Memorandum of Understanding between [NAME OF LOCAL AUTHORITY] ('the Council') and High Speed Two (HS2) Limited ('HS2') relating to Technical Engagement in Connection with Phase Two B of the Proposed New High Speed Railway from Crewe to Manchester and the West Midlands to Leeds ('the Project')

Background

1. The Council's interest in working with HS2 is to negotiate the best outcomes for residents should the project go ahead. The Council and HS2 have agreed to co-operate on technical matters for the purposes of enabling and shaping:
 - the carrying out of an Environmental Impact Assessment, route design refinements and mitigation, and
 - the production of an Environmental Impact Assessment Report and other documents, including the Scope and Methodology Report and the Equalities Impact Assessment. *A non-exhaustive list of other documents is set out for illustrative purposes in Annex A
2. This technical engagement is intended to be genuinely collaborative in order to achieve a high quality, sustainable development. This Memorandum of Understanding sets out the principles for the engagement.
3. This Memorandum is entered into without prejudice to the Council's views about the Project, and is not intended to fetter the Council's ability to discharge its statutory functions in relation to the Project. HS2 and the Council will continue to discuss the Council's views about the Project and its impact on the county.
4. HS2 acknowledges that the Council enters into this Memorandum without prejudice to its rights to disengage at any time.

Technical engagement

5. The Council will engage with HS2 about the Project, and provide timely responses to requests for consultation, scrutiny, review and comments from HS2, in order to inform the EIA process, design development and other technical documents.

6. In return, HS2 will seek to agree in advance the deadlines for responses from the Council and, where deadlines cannot be agreed, will not make unreasonable requests or impose unrealistic deadlines, having regard to the published timetable for the EIA process and design development.
7. The Council will carry out these tasks with reasonable care, skill and diligence using staff, and (where HS2 agrees in writing) consultants, who are suitably skilled and experienced.
8. HS2 will have the right to use in any way it deems appropriate all material prepared by the Council in response to HS2 requests.

Payment

9. HS2 recognises that the Project places additional demands on the Council's resources, and will reimburse the reasonable costs and travel expenses incurred by the Council's employees and consultants for the activities specified in Table A ('**the Activities**'), based on maximum day rates of £250 for employees and £600 for consultants, and up to an annual cap of £XX,XXX ('**the Cap**').
10. The Council will keep records of the costs incurred undertaking the Activities, and make them available to HS2 on request.
11. The Council will submit invoices to HS2 on a quarterly basis, together with all supporting information reasonably required by HS2.
12. The Council will advise HS2 in advance if the costs incurred to date on the Activities are likely to exceed [Insert monetary sum here – 70% of total offered]. If this happens, HS2 and the Council will discuss in good faith the need to increase the Cap, and the Council will supply such evidence that HS2 may reasonably require for the purpose of considering any increase in the Cap.
13. For the avoidance of doubt, HS2 will not reimburse any costs incurred on the Activities in excess of the Cap, and the Council is not required to carry out any work on the Activities that would require it to incur costs in excess of the Cap, unless this is agreed in advance in writing.
14. HS2 will not reimburse any costs incurred by the Council on matters outside of the scope of the Activities. A non-exhaustive list of matters for which the Council will not be reimbursed is set out for illustrative purposes in Table B.

Confidential Information

15. For the purposes of the engagement envisaged by this Memorandum, HS2 may pass information to the Council which is confidential or otherwise sensitive in nature. The Council agrees not to disclose this information or make use of it except as required for the provision of the services requested by HS2 under this Memorandum **or as required by law**.
16. In the spirit of this Memorandum, HS2 will not designate information as confidential unless it considers this reasonably necessary for the Project, or for the protection of HS2's

legitimate interests or the interests of others who might be adversely affected by the disclosure of the information.

17. HS2 and the Council shall enter into a legally binding agreement to protect the confidentiality of certain information passed to the Council by HS2, prior to providing such information to the Council, and if the Council is unwilling or unable to enter into such agreement, HS2 shall either provide the information at its own risk or withhold the information from the Council.

Further agreement

18. Any variation to the terms of this Memorandum or further detail or clarification of the ways of working together shall be agreed in writing.

.....

Signed by Alison Munro
for and on behalf of High Speed Two (HS2) Limited

We confirm our agreement to the above.

.....

Signed by [NAME OF DIRECTOR] for and on behalf of [Name of the Council]

1. EIA Scope and Methodology Report
2. EQIA Scope and Methodology Report
3. Working Draft Environmental Impact Assessment Report
4. Working Draft Equality Impact Assessment Report
5. Code of Construction Practice – Local Environmental Management Plan

Table A: Activities to be reimbursed by HS2 (subject to paragraphs 9-12)

1	Data collection and gathering to inform the EIA baseline assessment requested by nominated persons from HS2 Ltd or acting on their behalf
2	Preparation for and attendance at Planning forums/meetings and technical working groups
3	Preparation for and attendance at bi-lateral discussions with HS2, or nominated representatives, in relation to route-specific issues within their area of concern
4	Review and commenting on notes of meetings prepared by HS2 prior to publication at the prior request of HS2
5	Commenting on specific EIA aspects, engineering and other technical process and documents at the prior request of HS2
6	Technical work necessary for the EIA process held by third parties on behalf of the Council

Table B – Activities not subject to reimbursement (illustrative and non-exhaustive list, in accordance with paragraph 14)

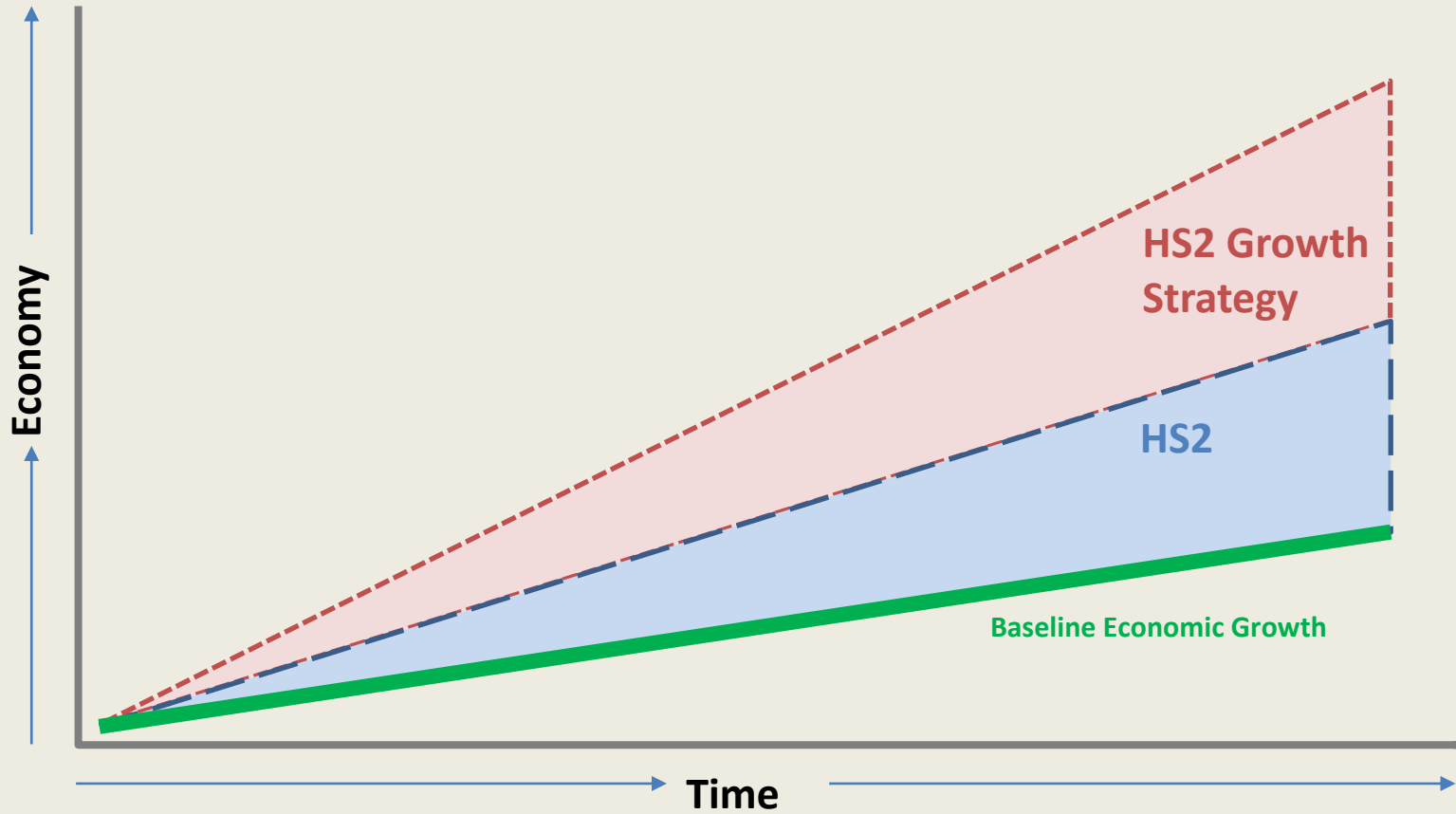
1	Time spent by the Council, or third parties acting on their behalf, to respond to public consultations run by HS2 and / or DfT
2	Information provision and sharing with local communities, unless at the request of HS2 and specific to a technical EIA or design matter
3	Time spent in coordinating and support of community engagement events or providing a local authority overview to events, hosting local authority HS2 web pages, etc.
4	Time spent on dealing with public enquiries relating to the HS2 route proposals
5	Time spent by consultants acting on behalf of the Council to establish or report on local impacts associated with the proposed route, unless agreed in writing by HS2 Ltd that this work supports work it is carrying out on the EIA or route refinement work and will be made available to HS2
6	Preparation for and attendance at community engagement events, unless agreed by HS2
7	Production of alternative notes of meetings for circulation within and between local authorities or wider circulation
8	Time spent by councillors on matters relating to HS2 route proposals

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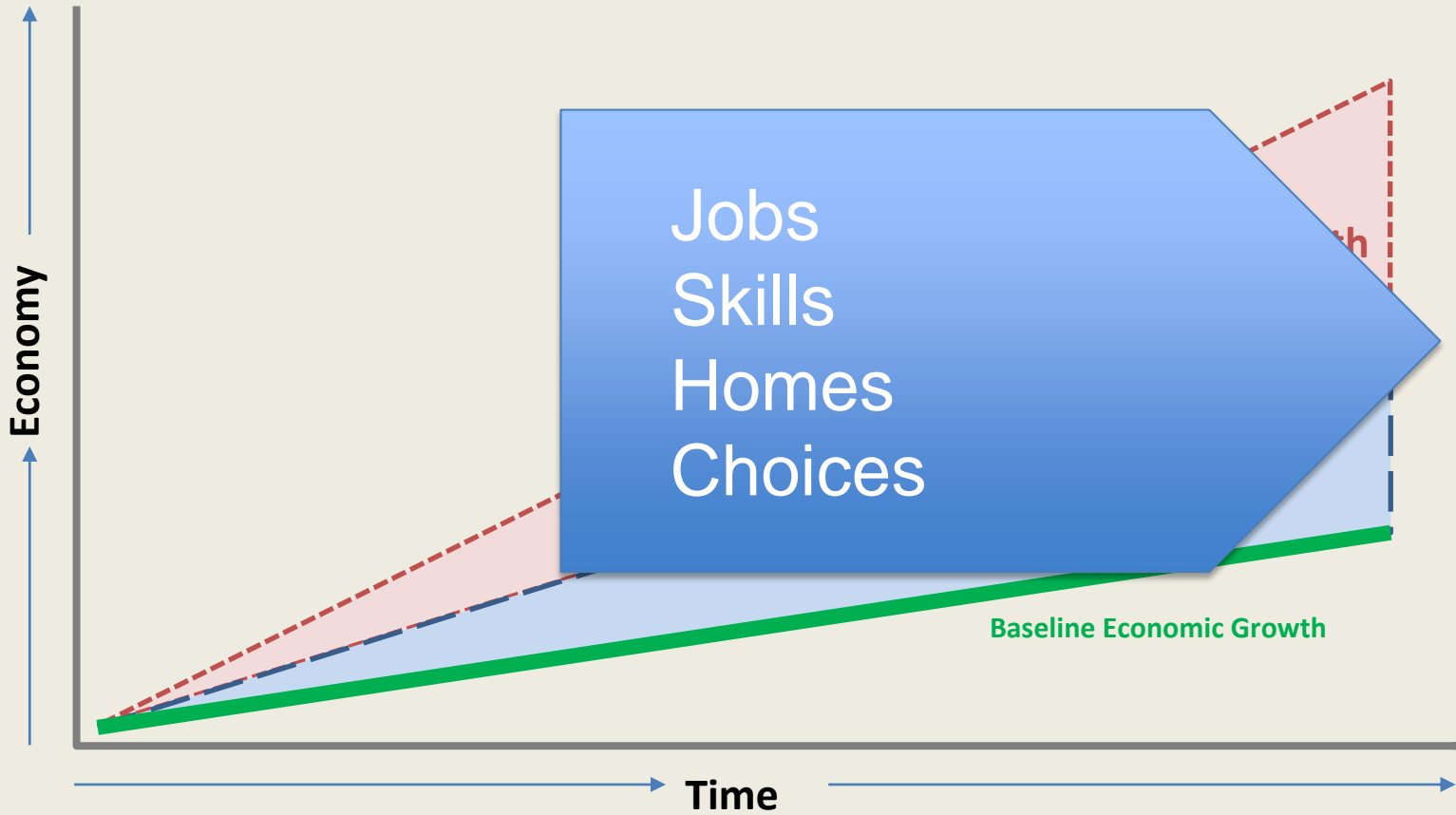
HS2: what might it mean for Chesterfield, Staveley and beyond?



The opportunity

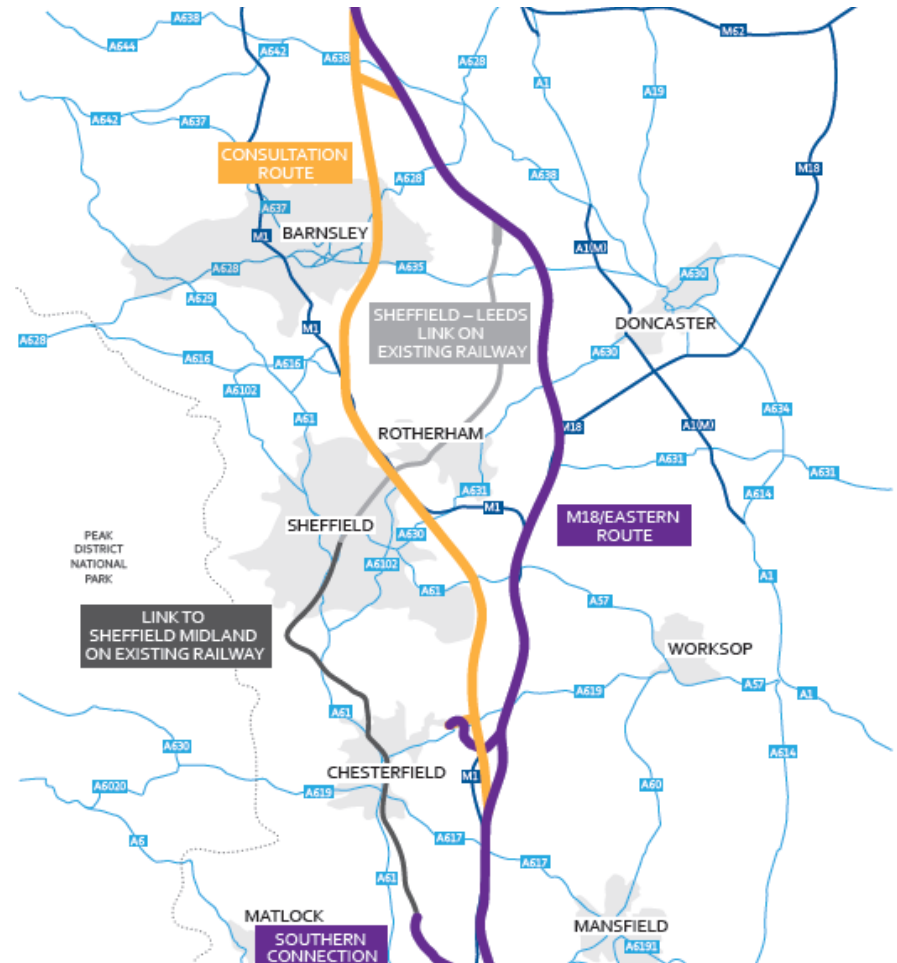


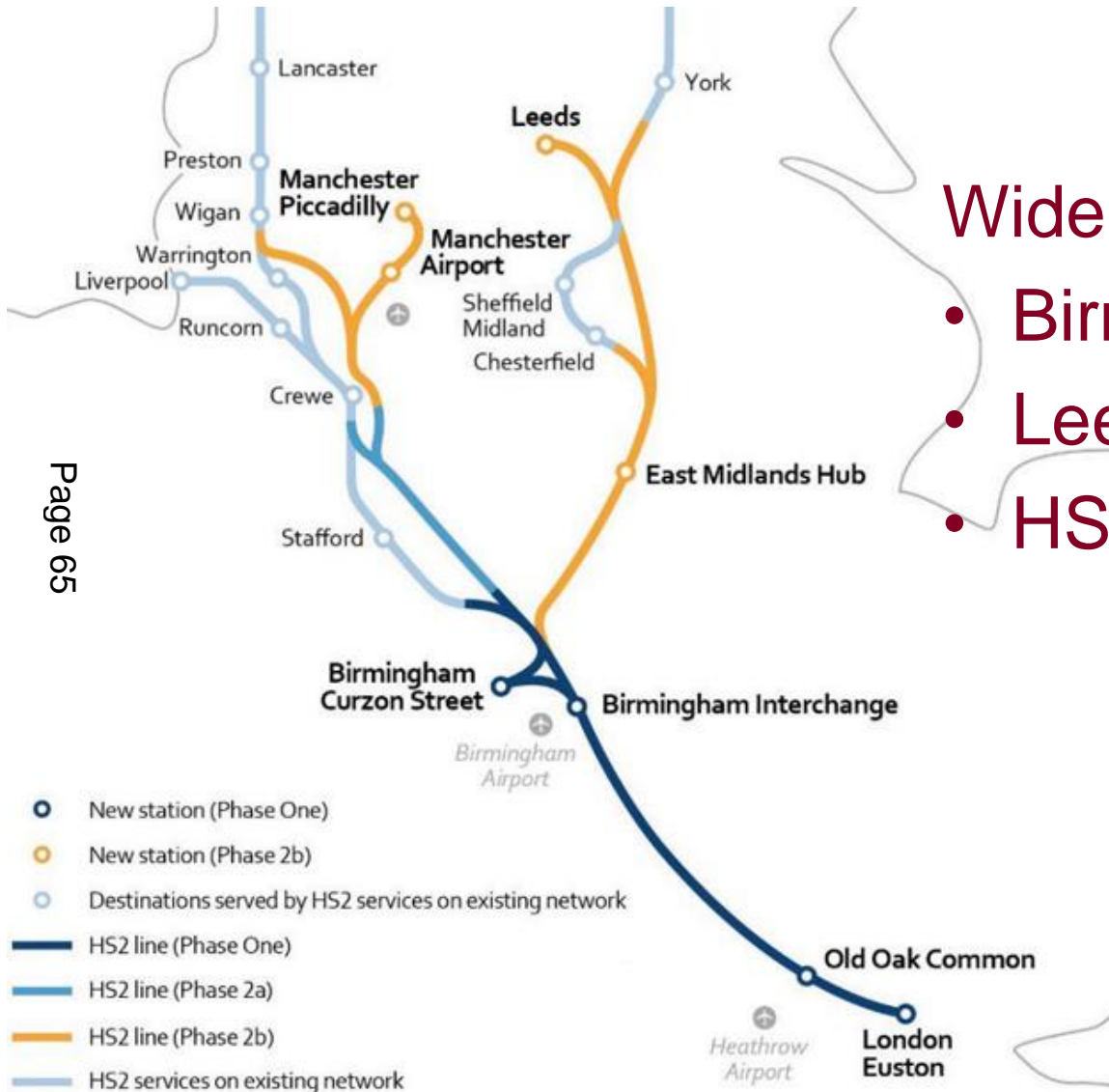
So what...



New plans

- New route proposals
- 71 minutes to London
- 1 train per hour
- Using Midland Mainline
- Depot at Staveley



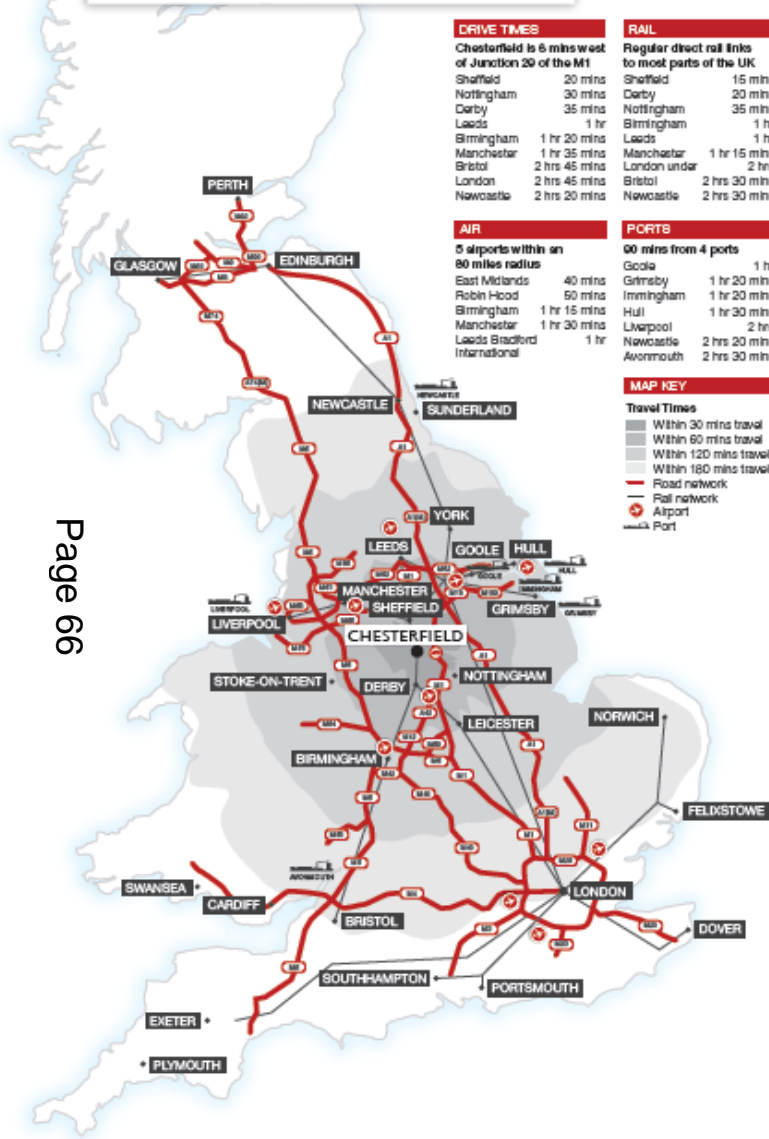


Wider connectivity

- Birmingham 20+ mins?
- Leeds, North East
- HS3

CHESTERFIELD

BRILLIANTLY CONNECTED

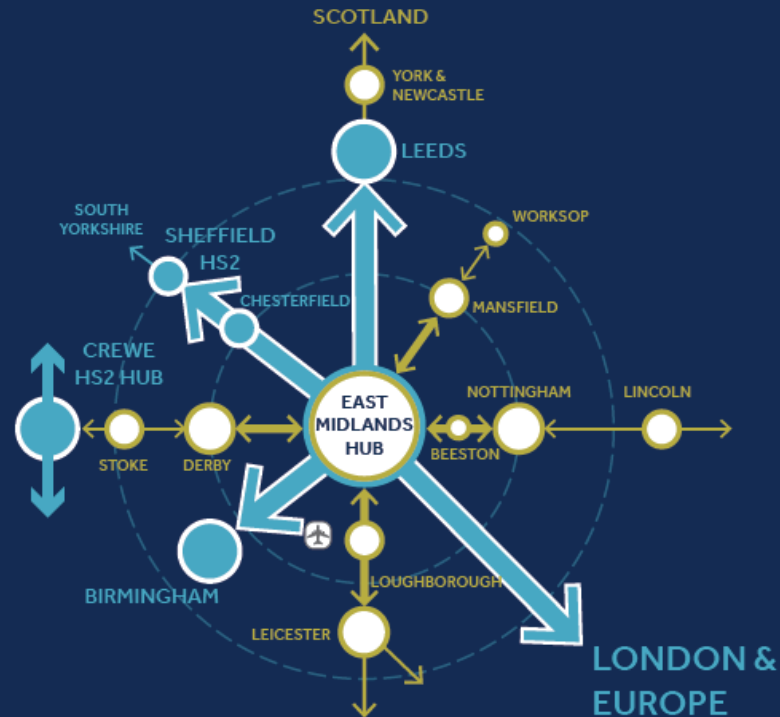


- Existing (rail) connectivity excellent
- Key marketing strength
- HS2 improves connectivity and expands catchment
- 2+ stops p.h. critical

Planning for growth

EAST MIDLANDS HS2 GROWTH STRATEGY

EMERGING STRATEGY : FAST TRACK TO GROWTH



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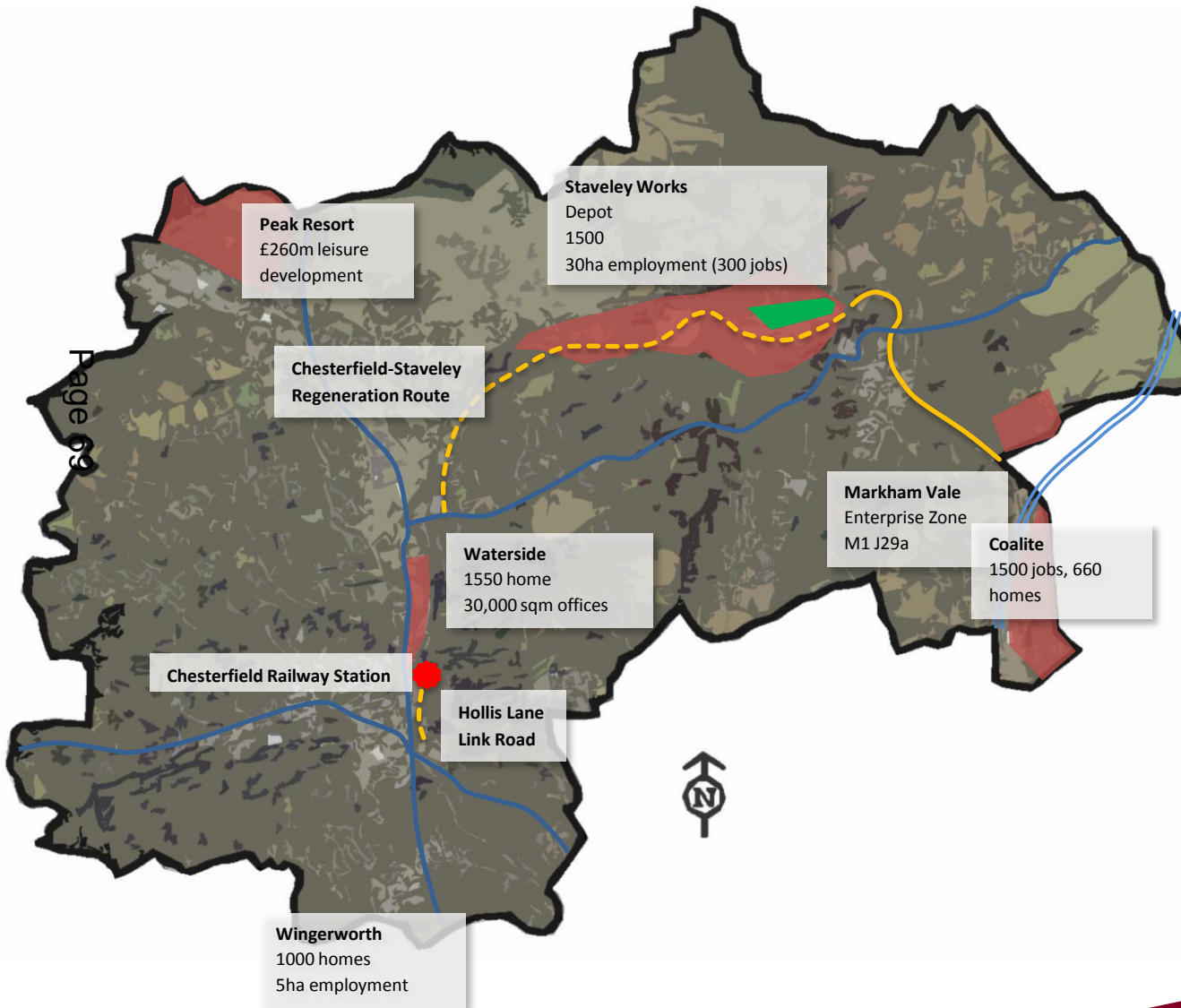
East Midlands HS2 Strategic Board
September 2016

Pipeline of projects

- **Waterside**
 - 1500 homes, 30,000 sq m commercial development
- **Staveley**
 - 1200 homes, 2,100 jobs
- **Markham Vale**
 - 265,000 sq m commercial development, 5,000 jobs
- **Coalite**
 - 1,500 jobs, 660 homes
- **Peak Resort**
 - £260m development, 1200 jobs
- **Avenue**
 - 1,000 homes, 5ha employment land



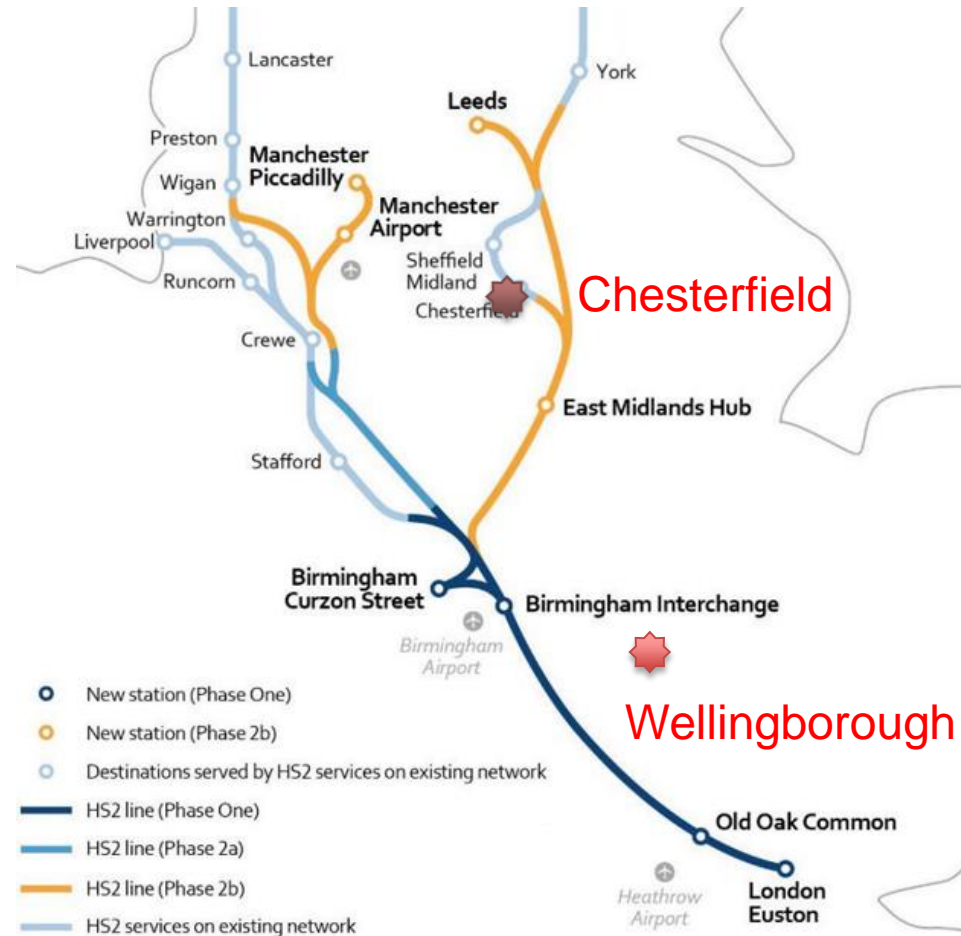
With HS2...



- Market confidence
- Viability
- Acceleration
- New opportunities

What connectivity means...

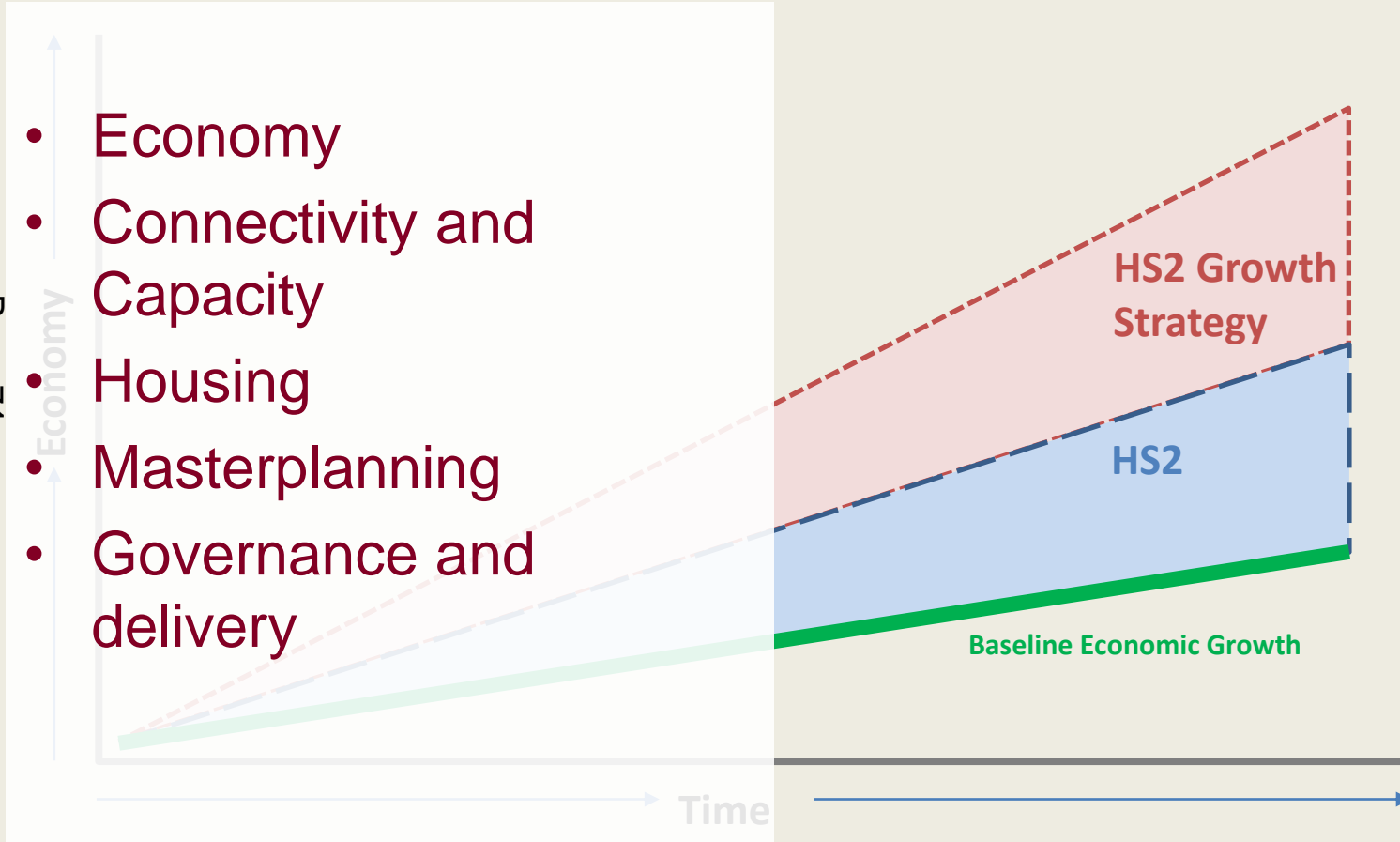
- Housing market moves south?
- What opportunities does this unlock?
- Homes and jobs



HS2 ready

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- Economy
- Connectivity and Capacity
- Housing
- Masterplanning
- Governance and delivery



Economy

- Solid foundations
- Sectors
 - *Rail related*
 - *Professional*
 - *Visitor Economy*
 - *HE/FE*
 - *Manufacturing, logistics*
- Skills
- Sites



Connectivity, catchment & capacity

- Station access and connectivity
 - Road, car parking
 - Public transport
 - Walking and cycling
- Station capacity and facilities
- Existing rail services
- Catchment and demand



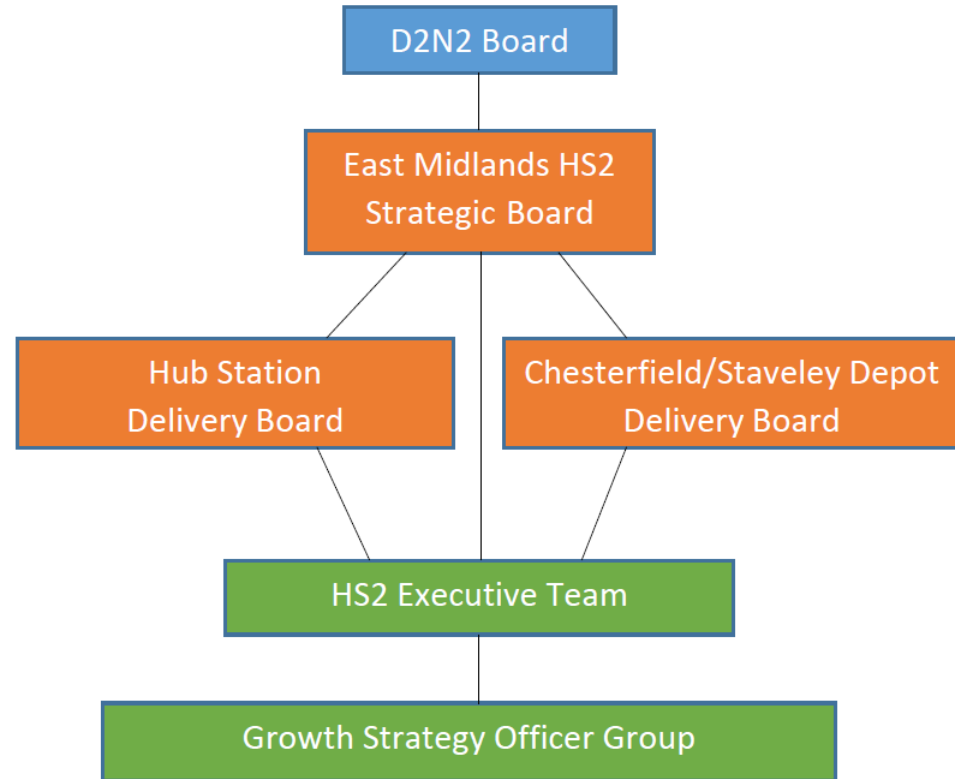
Housing

- Existing plans
- Town centre
- Government priority
- Capacity to build (skills)
- Capture value



Governance and funding

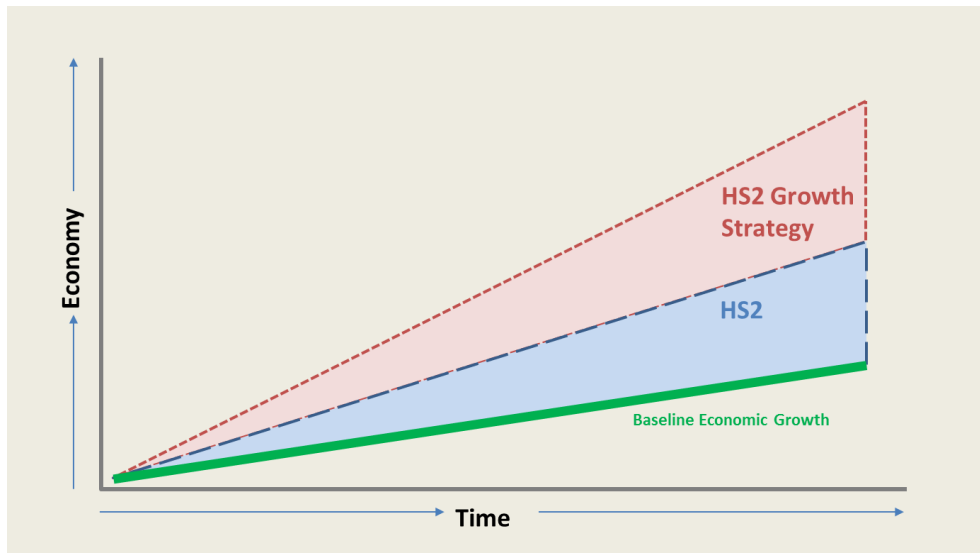
- Chesterfield
‘plugged in’
- Important link
Midlands Connect
Northern Powerhouse/TfN
- Drawing in funding
- Delivery vehicle(s)



Timeline

- 2017 2A Hybrid Bill deposit
- 2019 2B Hybrid Bill deposit
- 2019 Royal Assent (Phase 2A)
- 2023-24 Royal Assent (Phase 2B)
- 2027 Phase 2A opens
- 2033 Phase 2B opens

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How is CBC responding?

- Positive response to consultation
- Close working with partners
- ‘Catch up’
- Dedicated capacity
- Maximise the opportunities for Chesterfield

Chesterfield in 2030...



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For Publication

Fees and Charges Outdoor Sports and Recreation (HW000)

Meeting:	Cabinet
Date:	7 March 2017
Cabinet portfolio:	Health and Wellbeing
Report by:	Commercial Services Manager

For publication

1.0 Purpose of report

- 1.1 To set the Council's fees and charges for Outdoor Sport and Recreation with effect from 1 April 2017.

2.0 Recommendations

- 2.1 That the charges set out in Appendix A are approved and introduced for the financial year 2017/18.
- 2.2 That the Commercial Services Manager, in consultation with the Executive Member, be authorised to revise the approved Fees and Charges where threats to income generation emerge and/or opportunities to raise additional income arise, which are in line with the Council's general principles for charging.

3.0 Report details

- 3.1 The report reflects the Council's adopted general guidelines on charging for services. The report also reflects the Council's ongoing need for financial efficiencies for service sustainability.
- 3.2 The demand for our services has held up generally well against the national and local economic difficulties. The Council remains committed to providing value for money services.
- 3.3 Chesterfield Borough is the second most deprived area in Derbyshire and the Council provides a variety of facilities and services that contribute to promoting positive and healthy lifestyles and improving the quality of life for residents.
- 3.4 From time to time event organisers wish to make a major booking and there needs to be the flexibility to vary rates to be competitive and to attract bookings that will increase income to the Council.
- 3.5 Setting the annual fees and charges for Sport and Outdoor Recreation is a careful balancing act and proposals have taken into account:
- The need to raise income to help the Council to achieve a balanced budget to deliver on its annual and long-term priorities, and to improve the quality of its services.
 - The level of fees and charges levied by neighbouring local authorities.
 - The ability of all of our customers to pay against the current economic downturn and the demand for facilities.
 - The need to address health inequalities in our communities and to encourage young people in sporting activities.
- 3.6 For Bowling, a higher than average increase is proposed again this year for Clubs, reflecting the relatively high cost of service provision and with a view to reducing the level of subsidy.
- 3.7 It should be noted that we are actively seeking to secure lease agreements, where possible, with sports clubs such as Chesterfield Cricket Club. We are also reviewing all current leases to ensure

value for money and a consistent approach is achieved. This may affect the overall level of fees and charges during the year.

- 3.8 A key area of income is from football. Benchmarking with neighbouring authorities has been taken into account in the process of developing the proposed fees and charges. This information is attached at Appendix B. An average increase of around 3% is proposed which takes account of our relatively high charges compared to neighbours.

4.0 Human resources/people management implications

- 4.1 There are no people management implications arising from this report.

5.0 Financial implications

- 5.1 In preparing the report, the suggested 3% increase of fees and charges for 2017-18 has been borne in mind. However consideration has been given to the current economic climate, market forces, competition, and the customer's ability to pay. With these in mind and having regard to the ongoing financial performance challenges, it is felt that any increase in fees and charges should be no more than those proposed.

6.0 Legal and data protection implications

- 6.1 There are no legal and data protection implications.

7.0 Risk management

- 7.1 Previous fees and charges reports have recognised that the country is facing a prolonged period of economic downturn and recession. This position is improving slowly and over the past financial year the general demand for our services is consistent with previous years.
- 7.2 There is concern that any significant increase in charges could have a negative impact on usage and therefore any increase needs to be consistent, competitive and market sensitive.

7.3 The key risks are identified below.

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Affordability to customers	High	Possible	Benchmarking Appropriate levels of charging	Medium	Unlikely
Competition	High	Possible	Benchmarking Provision of a good service at the right price	Medium	Possible
Failure to implement recommended increase in charges	Medium	Unlikely	Early implementation of charges	Low	Unlikely
Failure to achieve forecast level of income	Medium	Possible	Effective marketing of the service Good communication with customers Monitoring of budgets	Low	Possible

8.0 Equalities Impact Assessment (EIA)

8.1 A preliminary Equality Impact Assessment has been undertaken with no disproportionate negative impacts being identified for the protected characteristics.

9.0 Alternative options and reasons for rejection

9.1 The following alternative options have been considered:

9.2 Smaller Increases

9.2.1 The increases recommended are in accordance with the Council's Budget Strategy. Given the Council's financial position it is important to at least maintain trading account profitability and if possible improve it.

9.3 Larger Increases

9.3.1 Larger increases than those recommended are likely to have a negative impact on the Council's share of the local recreation market, trading account profitability and local teams.

10.0 Recommendations

10.1 That the charges set out in Appendix A are approved and introduced for the financial year 2017/18.

10.2 That the Commercial Services Manager, in consultation with the Executive Member, be authorised to revise the approved Fees and Charges where threats to income generation emerge and/or opportunities to raise additional income arise, which are in line with the Council's general principles for charging.

11.0 Reasons for recommendations

11.1 To set the Council's outdoor sports and recreation fees for the financial year 2017/18 in accordance with the Council's Budget strategy.

Decision information

Key decision number	710
Wards affected	All
Links to Council Plan priorities	To provide value for money services

Document information

Report author	Contact number/email
Mike Brymer	Tel: 01246 345325 email: mike.brymer@chestfield.gov.uk
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
None	
Appendices to the report	
Appendix A	Title Proposed Fees

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APPENDIX A OUTDOOR RECREATION FEES & CHARGES

	<u>Existing</u>	<u>Proposed 2017/18</u>
	<u>£</u>	<u>£</u>

BOWLING

Casual - Adult per hour	Removed	
Casual - Concessionalry per hour	Removed	
Hire of Green Exclusive Use	£85.00	£95.00
Club - Annual Green Fee (Including Pavilion)	£1,250.00	£1,400.00

FOOTBALL

PITCHES (per season per team including posts & marking)

Adult - Full Size	£525.00	£555.00
Adult - Full Size (Holmebrook Valley Park)	£625.00	£660.00
Junior - Full Size	£450.00	£475.00
Junior - Full Size (Holmebrook Valley Park)	£540.00	£560.00
3/4 Pitch	£375.00	£400.00
3/4 Pitch (Holmebrook Valley Park)	£445.00	£470.00
9 v 9 Pitch	£375.00	£400.00
9 v 9 Pitch (Holmebrook Valley Park)	£445.00	£470.00
Mini-Soccer	£235.00	£250.00
mini-Soccer (Holmebrook Valley Park)	£260.00	£280.00

CHANGING ACCOMODATION (per team per season)

Adults - Purpose built changing rooms with showers & toilets	£195.00	£210.00
Juniors - Purpose built changing rooms with showers & toilets	£100.00	£110.00
Adults - Changing rooms with hand wash basin & toilets	£120.00	£130.00

Juniors - Changing rooms with hand wash basin & toilets	£65.00	£70.00
Adults - Changing rooms with no facilities	£100.00	£110.00
Juniors - Changing rooms with no facilities	£50.00	£55.00

OCCASIONAL MATCHES

With changing accomodation	By Negotiation	
Without changing accomodation	By Negotiation	

CRICKET

WICKET (per season per team)

Brearley Park	£540.00	£570.00
Eastwood Park	£540.00	£570.00
School Use	£385.00	£410.00
Junior Teams	£270.00	£290.00

CHANGING ACCOMODATION (per team per season)

Brearley Park		
Eastwood Park		

FACILITY OWNED BY CLUB

OCCASIONAL MATCHES

Adults - With changing accomodation	£82.00	£90.00
Juniors - With changing accomodation	£52.50	£58.00
Adults - Without changing accomodation	£60.00	£65.00
Juniors - Without changing accomodation	£35.00	£40.00

TENNIS

Adult - Casual court booking per hour	£7.25	£7.75
Concessionary - Casual court booking per hour	£5.85	£6.25

MINIATURE RAILWAY

Per person	£1.85	£2.00
Family Ticket (1 Adult & 2 Children)	£4.50	£4.75

BMX TRACK

Seasonal use	Licence with club
Club Events	Licence with club

RECREATION GROUNDS

Hire per day	£225.00	£250.00
Catering rights per mobile unit / stall	£55.00	£60.00

COMMUNITY ROOM HIRE (Country Parks)

Monday - Friday (up to 2 hours)	£25.00	£27.50
Additional hourly rate	£10.00	£11.00
Weekends & Bank Holiday by negotiation	By Negotiation	

QUEENS PARK CRICKET PAVILION

Monday - Friday (up to 4 hours)	£55.00	£60.00
Monday - Friday (all day)	£110.00	£120.00
Additional hourly rate	£20.00	£22.00
Weekends & Bank Holiday by negotiation	By Negotiation	

POOLSBROOK COUNTRY PARK

LAUNCHING FEES (Based on 8 canoeists plus qualified coach)

Club sessions (up to 2 hours)	£30.00	£33.00
Club sessions (up to 4 hours)	£40.00	£45.00
Club sessions (all day)	£75.00	£85.00

PERMITS

Use of metal detector at designated sites per annum	£15.00	£17.00
Commercial fitness coach at designated sites per annum	£75.00	£90.00

EASTWOOD PARK**M.U.G.A.**

Netball - per match	£18.00	£18.00
Walking football - per session	£11.00	£12.00
Petanque - season	£100.00	£110.00

EVENTS IN GENERAL

Friends of groups events	£0.00	£0.00
Sponsored walks / bike rides / picnic	£0.00	£0.00
Community event (fun day, awareness days)	£0.00	£25.00
Charity event	£50.00	£75.00
Commercial events - if over 750 people £1 per person	£400.00	£500.00
Weddings - tapton	£0.00	£500.00

FUNFAIRS

Queen's Park - early may, spring bank and august bank	£1,259.95	£1,630.00
Eastwood Park	£919.28	£1,209.00
Other park	£525.00	£637.00
Stand Road fireworks	£1,750.00	£2,000.00

CIRCUS

Stand Road / Queen's Park - up to 1 week	£2,000.00	£2,250.00
Stand Road / Queen's Park - over 1 week	£3,500.00	£3,750.00

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For publication

Review of Cemeteries Fees and Charges 2017/18 (HW410)

Meeting:	Cabinet
Date:	7 March 2017
Cabinet portfolio:	Health and Wellbeing
Report by:	Commercial Services Manager

For publication

1.0 Purpose of report

- 1.1 To set the Council's cemeteries fees and charges for the financial year commencing 1 April 2017.

2.0 Recommendations

- 2.1 It is recommended that the 2017 / 18 fees and charges as detailed in Appendix A, be approved.

3.0 Report details

- 3.1 Chesterfield Borough Council are responsible for the management of four Council cemeteries; Brimington, Staveley, Boythorpe and Spital. The cemeteries service is managed within the Bereavement Services Section who also manage the crematorium on behalf of the Chesterfield, North East Derbyshire and Bolsover Councils.
- 3.2 Cemeteries fees and charges are subject to annual review, with revised fees and charges implemented on 1st April each year.

3.3 In preparing this report, the Council's adopted general guidelines on charging for services have been taken into account, along with the Council's latest budget forecast for 2017-18.

3.4 The Cemeteries Service is currently subsidised with approximately 77% of controllable costs recovered from fees and charges. In setting the annual fees and charges for Cemeteries, proposals in this report have taken into account;

- (a) The reduction in the number of burials taking place in recent years.
- (b) The need for the Council to achieve a balanced budget.
- (c) The level of fees and charges levied by other authorities in our family group and local cemeteries providers.
- (d) Broader value for money considerations.

3.5 A Comparison of charges has been carried out, reviewing fees and charges made by other authorities in our family group (table1) as well as those made by surrounding authorities (table 2).

Table 1: Fees of "Family Group Comparator Authorities 1 April 2015

Authority	Interment Fee	Exclusive Right of Burial	Exclusive Right of burial (CR)	Interment of cremated remains
Mansfield	£555.00	£1270.00	£710.00	£170.00
Chesterfield Borough Council	£760.00	£945.00	£340.00	£255.00
Ipswich	£770.00	£1200.00	£1200.00	£168.00
Worcester	£845.00	£765.00	£380.00	£320.00
Gloucester	£969.00	£660.25	£261.50	£209.50
Carlisle	£675.00	£1075.00	£375.00	£205.00
Newcastle U Lyme	£808.00	£1088.00	£538.00	£353.00

Average Fee	£768.00	£1,000	£543.00	£240.00
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Table 2: Fees of "Local" Comparator Authorities as at 1 April 2015

Authority	Interment Fee	Exclusive Right of Burial	Exclusive Right of Burial (CR)	Interment of Cremated Remains
Amber Valley Borough Council	£607.00	£536.00	£199.00	£113.00
Chesterfield Borough Council	£760.00	£945.00	£340.00	£255.00
Sheffield City Council	£845.00	£1,280.00	£550.00	£205.00
Derby City Council	£851.00	£1030.00	£195.00	£115.00
Derbyshire Dales District Council	£661.75	£588.80	£189.50	£139.20
Erewash Borough Council	£770.00	£625.00	£195.00	£175.00
High Peak Borough Council	£690.00	£616.00	£276.00	£175.00
North East Derbyshire District Council	£539.00	£425.00	£103.00	£213.00
South Derbyshire District Council	£389.00	£493.50	£238.00	£113.50
Mansfield	£555.00	£1270.00	£710.00	£170.00
Average Fee	£667.00	£780.00	£276.00	£167.00

**Note to Tables:*

"Interment fee" is the price for each burial in a grave and is payable in addition to the Exclusive Right of Burial Fee"

"Exclusive Right of Burial Fee" is the price to purchase the right of burial in a grave. The owner of this right must authorise each

burial in the grave and has the automatic right to be buried in the grave at the time of his or her own death.

"CR" – cremated remains

- 3.6 Members will note that the Council's fees, whilst being above the local average, are still below the family group average. Comparator authorities will almost certainly increase their fees again in 2017-18.
- 3.7 For 2016/17 the controllable cost of cemeteries is forecast to be around £294,000 and the income is expected to be approximately £220,950, meaning that there is a net subsidy of £73,050, and that income now covers around 75% of the controllable cost of the service.
- 3.8 Should members approve fees and charges for 2017 / 2018, as set out in Appendix A it is estimated that 79.3% of controllable costs will be recovered.

4.0 Human resources/people management implications

- 4.1 There are no human resource implications arising from this report.

5.0 Financial implications

- 5.1 The Council's general guidelines for charging include an aim to recover the full cost of the service except where:
- There is an opportunity to maximise income; or
 - Members determine that a reduction or subsidy should be made for specific reasons
- 5.2 The proposed fees and charges for 2017-18 therefore aim to ensure that:
- the service continues to move towards cost recovery
 - our fees remain competitive and affordable, helping to ensure we provide an affordable service and that burials continue to be an affordable option for the bereaved.

6.0 Legal and data protection implications

There are no legal or data protection implications arising from this report.

7.0 Risk management

7.1 Details of the risks associated with increasing fees and charges are given below.

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Below expected take up of services generally	High	Medium	Income from cemeteries is largely subject to fluctuations in the death rate rather than price sensitivities. Proposed fees will be comparable with neighboring authorities.	Medium	Low
Users choosing to use facilities elsewhere	High	Low	Funeral directors prefer using Chesterfield's cemeteries and will influence the decisions of the bereaved. Families also have connection to local cemeteries and proposed increases still represent good value for money.	Medium	Low
Adverse publicity	High	Medium	Prepare good reasoning for the increase in fees and charges and that they remain below comparable authorities. Improve standards in cemeteries.	Medium	Low

8.0 Equalities Impact Assessment (EIA)

- 8.1 A preliminary equality impact assessment was undertaken and no disproportionate impacts were identified for protected characteristics. However it is recognised that people on low incomes could struggle with the fees and charges.
- 8.2 Funeral payments are normally the first costs to come out of the deceased's estate. Where there is a shortfall a DWP Funeral Payment, an element of the Social Fund, provides help to people receiving specified income-related benefits and tax credits. This can provide a contribution towards the costs of a simple, respectful, low cost funeral. The payment covers the full cost of specified expenses (i.e. cemetery fees and charges) plus up to £700 for Funeral Director expenses.
- 8.3 It is recognised that the future of the Social Fund is uncertain, it is therefore recommended that the impact of any changes to the Social Fund is considered when setting fees and charges in future years.

9.0 Alternative options and reasons for rejection

- 9.1 Members could decide not to increase fees and charges, however, the cemeteries service is already subsidised and income is below projections due to a reduction in the number of people being buried.
- 9.2 A larger increase could be applied to fees, however, this may result in burial not being an affordable option.

10.0 Recommendations

- 10.1 It is recommended that the 2017 / 18 fees and charges as detailed in Appendix A, be approved.

11.0 Reasons for recommendations

- 11.1 To generate income to contribute to the costs of providing and maintaining a burial service.

Decision information

Key decision number	709
Wards affected	All
Links to Council Plan priorities	To provide value for money services

Document information

Report author	Contact number/email
Mike Brymer	Tel: 01246 345325 Email: mike.brymer@chesterfield.gov.uk
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
None	
Appendices to the report	
Appendix A	Proposed fees and charges for 2017 / 2018

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Chesterfield Borough Council Cemetery Fees and Charges 2017 / 2018

Officer Recommendation

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Fees	*Current Resident Fees	General Fees	Reduced Resident Fee
Interment of Stillborn	No Charge	No Charge	No Charge
Interment of Child	No Charge	No Charge	No Charge
Interment of Adult	£760	£1,600	£800
Interment of Cremated Remains	£255	£270	No reduction
Scattering of Cremated Remains	£50	£104	£52
EXCLUSIVE RIGHT OF BURIAL			
In Children's Corner	£80	£165	£84
Graves 9' x 4' - 50 years	£945	£1,980	£990
Cremated Remains	£340	£360	No reduction
MEMORIALS (for a period of 30 years)			
Headstones 3' and Footstones	£215	£226	No reduction
Kerbstones/Other Memorial	£115	£120	No reduction
Exceeding 3' Additional	£155	£163	No reduction
Additional Inscriptions	£45	£48	No reduction
Temporary Memorial Scheme	£95	£95	No reduction
Communal Headstone Inscription	At cost	At cost	No reduction
Headstone and Kerbs	£320	£336	No reduction
Plaque and Surrounds	£230	£240	No reduction
OTHER CHARGES			

Planting	£116	£120	No reduction
For Searching Burial Register (by name)	£6	£6	No reduction
Saturday Surcharge Burials	£181	£190	No reduction
Saturday Surcharge Cremated Remains	£113	£113	No reduction

NB All fees have been rounded for cash handling purposes

Exhumation of Cremated remains	£255	£270	No reduction
Funerals taking place after 3.30 - additional fee	£50	£50	No reduction

* *Residents fees are half of those charged to non residents*

APPENDIX A

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For publication

Future use of former Queen's Park Sports Centre site (TV000)

Meeting:	Cabinet
Date:	7 March 2017
Cabinet portfolios:	Town centre and visitor economy Health and wellbeing
Report by:	Michael Rich, Executive Director

For publication

1.0 Purpose of Report

- 1.1 To update Cabinet following consultation in 2016 on potential uses of the former sports centre site and to seek agreement in principle to develop artificial sports pitches as the preferred future use, including development of a full business case.

2.0 Recommendations

- 2.1 That Cabinet note the outcomes of the 2016 public consultation exercise and the motion passed by Council on 23 February 2017 following the petition for an ice rink to be built on the site.
- 2.2 That Cabinet note the intention to use allocated reserves for budget savings/income generation to recruit an internal secondee to manage the project.
- 2.3 That Cabinet consider the outline business case for artificial sports pitches and approve the development of a full business

case to be submitted to Cabinet and Council as part of any request for future capital expenditure at the site.

- 2.4 That Cabinet approve the preparation of a planning application for artificial sports pitches at the same time as developing the full business case.

3.0 **Background**

- 3.1 A public consultation was carried out during September and October 2016 regarding options for developing the site of the former Queen's Park Sports Centre. The consultation set out a single preferred option of artificial sports pitches as well as consideration of a range of other options. The outcomes of the consultation have been published and are included here at appendix 1.
- 3.2 Following granting of planning permission and a procurement process, demolition of the former sports centre is now underway and should be complete in March.
- 3.3 Reports and updates regarding the potential future use of the site have been provided on a regular basis to the Enterprise and Wellbeing Scrutiny Committee and a scrutiny project on this topic has also commenced as part of the agreed work programme.
- 3.4 Following the conclusion of the public consultation, an outline business case for the preferred option has been developed and is included here for consideration at appendix 2. The case is outline only at this stage and, as indicated in the document, requires significant additional work in a number of areas before a full case can be presented.
- 3.5 No outline case has been developed for any other options at this stage. The consultation invited alternative options and specifically requested that respondents indicate how they thought a case could be made for any alternative, taking account of the principles set out in the consultation document. Whilst there have been a large number of valuable comments and suggestions, it is not considered that the responses included sufficient material to warrant development of a case for any alternative uses for the

site. This view was supported in discussion at the Enterprise and Wellbeing Scrutiny Committee meeting in December.

- 3.6 Since the conclusion of the consultation exercise, a petition was presented to Council on 23rd February calling for an ice rink to be built on the site. Further details relating to this are included in section 8 below.

4.0 **Considerations and proposed next steps**

- 4.1 In light of the response to the public consultation, which showed 69% agreeing with the preferred option, and the outline business case, it is considered that there is merit in developing proposals to a full business case stage. This would allow the further work necessary to test the assumptions within the outline case and gather more evidence to support each element of the case. The financial and commercial elements of the case are particularly important and both require significant further work before a robust case can be presented.
- 4.2 Further work to develop a full business case would include liaison with key stakeholders, in particular potential contractors and/or operators of similar facilities, local sports clubs and representative bodies and the Friends of Queen's Park group. It would also allow for continuing scrutiny committee input to the work.
- 4.3 Prior to the submission of a full case with more detailed and robust costs, a growth request for capital expenditure of £850k in 2017-18 has been made. This is in order to help plan and prepare the capital programme for future years and is a request made alongside others that are yet to be approved. The inclusion of this request as a potential future capital expenditure does not pre-empt approval of any expenditure and the amount requested is necessarily an initial estimate only, given the need for further work on the financial case.
- 4.4 The development of this case and the supporting work required will need additional project capacity. A draft job description for a project role has been prepared and submitted for evaluation. The intention is to offer this internally by way of a short term secondment opportunity in order to provide the dedicated capacity the project requires. The costs of this resource (both

potential short term salary uplift and, if appropriate, temporary backfill of the substantive role) can be met from within budget already allocated to reserves by Council to support the range of activity needed to make savings and raise income.

- 4.5 At the same time as developing a full business case, an application for planning permission will be prepared. It is recommended this is done in parallel to the full business case as this will reduce the overall time required to bring forward development on the site. Formal submission of an application will await consideration by Cabinet of the full business case.
- 4.6 If the full business case development indicates the continuing viability of the preferred option, work will also begin on preparing a specification for the work and a procurement plan. Again, this should reduce the overall time required to see development on the site if approval is given to the full business case.

5.0 **Human Resources/People Management Implications**

- 5.1 As set out above, there is a need to bring in temporary additional capacity to support this project and the process for this is under discussion with the HR manager. A draft job role has been submitted for evaluation and internal recruitment to the secondment opportunity is planned to commence shortly. Resources are available for any uplift in pay if the secondee comes from a lower graded post. There is also the ability to fund backfill for the vacated substantive post during the secondment period, though this would be subject to the normal vacancy control process.
- 5.2 Any staffing requirements associated with the preferred option for the site would need to be fully considered as part of the full business case and, if required, approvals sought through the normal processes for any growth in the establishment.

6.0 **Financial Implications**

- 6.1 The costs associated with developing the project through to full business case stage, including a temporary project manager as noted above, will be contained within the approved sums

allocated for budget savings / income generation in the Invest to Save and Service Improvement Reserves.

6.2 Financial analysis of the preferred option of sports pitches is set out in the attached outline business case. Whilst this shows the potential for significant revenue generation, it is important to stress again that at this stage the figures are estimates based on a range of assumptions. Therefore, as noted above, the numbers require significant additional testing before a final business case can be considered and associated financial approvals sought.

6.3 At this stage, a growth request for £850k has been made as part of the process of preparing and reviewing the future capital programme. However, no approval for capital expenditure is being sought at this point as a full business case will need to be prepared before that approval is sought.

7.0 **Legal and Data Protection Implications**

7.1 There is consideration to legal matters within the attached outline business case, including the basis on which income from the site can be retained. It is not thought that data protection or related matters are relevant to the recommendations in this report.

7.2 In developing options for the site, consideration has already been given to the covenants that apply to development. Internal advice on this matter indicates that the preferred option should fall within the covenanted use. It is also unclear as to whether there are still beneficiaries of the covenant in place to challenge any future use and insurance options exist for the council should it wish to pursue a future use that risks falling outside these covenants. This matter will be explored in more detail as part of the full business case and planning application process.

8.0 **Consultation**

8.1 As noted above, a public consultation regarding potential uses of the site was carried out last year from 12th September to 21st October. 583 responses were received and the outcomes were published in December, a copy of which is attached here at Appendix 1.

- 8.2 The consultation showed 94% support for the principles set out in the consultation (fit with council plan, fit with the wider site, evidence of demand, income generation). The most common additional principle suggested was accessibility and use by different groups. 69% of respondents agreed with the preferred option set out and 23% disagreed. A large number of valuable comments were made with regard to improving or amending the preferred option. A range of alternative uses were also suggested, the most popular of these being office/community/event space, ice-rink, water play and outdoor leisure provision.
- 8.3 There have been regular reports regarding plans for future use to the Enterprise and Wellbeing Scrutiny Committee and its chair and project group members. A project group is in place to continue to provide scrutiny input as the proposals develop in more detail.
- 8.4 Officers have attended meetings of the Friends of Queen's Park to provide regular updates and a short presentation was made at a Destination Chesterfield event at the beginning of the consultation period.
- 8.5 As noted above, since the close of the formal consultation, a petition calling for an ice rink to be built on the site was begun by a local resident. Having generated over 1,000 supporters, the petition was presented to the Council on 23rd February and a full debate took place. Cabinet members were present for the debate and will recall the motion passed by Council:
- That the Council receives and notes the petition to turn the former Queen's Park Sports Centre site into an ice rink.
 - That the petition and tonight's debate at Full Council be taken into account by Chesterfield Borough Council's Cabinet when making the decision on a suitable use for the former Queen's Park Sports Centre site.
 - That the Council, if approached by an ice rink operator, will assist with the identification of suitable sites and

provide advice on planning and funding opportunities, including the development of external funding bids, in order to enhance the Borough's sport and leisure offer.

9.0 **Risk Management**

9.1 Key risks and mitigations are set out in the attached outline business case.

10.0 **Equalities Impact Assessment (EIA)**

10.1 An equalities impact assessment has not been conducted at this stage. A full assessment will be developed as part of the work on a full business case for the preferred option.

10.2 There has been some analysis conducted of the responses to the consultation, breaking the results down by sex and by age. This breakdown is included at appendix 3. The consultation comments also include some setting out concerns about the proposed use being one that would only appeal to, or be used by, particular groups to the exclusion of others.

10.3 Part of the further work required to support a full business case will be a consideration, in conjunction with sporting clubs and their representative bodies, of how demand might vary across different parts of the community and the potential for the preferred option to encourage greater participation among currently under-represented groups.

11.0 **Alternative options and reasons for rejection**

11.1 The consultation on the preferred option included consideration of a number of alternative options for the site and reasons why those had not been put forward. This matter was further explored as part of the consultation itself and an invitation made to submit alternatives that would fit with the principles set out in the consultation document.

11.2 No alternatives meeting all of the stated principles were proposed as part of the consultation.

11.3 In terms of alternatives to the recommendations set out in this report, Cabinet could chose the following:

- Not to go ahead with the preferred option for the site. This would leave the site without a preferred future use and for a site of this importance and potential this is not recommended.
- To develop a business case for another option, either instead of or alongside the preferred option. This could include for example a case for an ice rink on the site following the petition presented to Council. This would require evidence to support an alternative option that meets the stated principles. Given there is not strong evidence in place for an alternative use that meets the criteria, this is not recommended.
- To seek approval from Council for the preferred option and associated expenditure on the basis of the existing outline business case. As has been repeatedly set out above, there is a need for further work to test and hopefully strengthen key elements of the business case, in particular the financial and commercial cases. Final approval for the preferred option without that further work would represent significant financial and reputational risk to the council and is not recommended.
- To go ahead with development of a full business case but to delay preparing a planning application and procurement plan until the full case is approved. This would slow down the development timeline significantly, leaving the cleared site vacant for an extended period and is not recommended.

12.0 **Recommendations**

12.1 That Cabinet note the outcomes of the 2016 public consultation exercise and the motion passed by Council on 23rd February 2017 following the petition for an ice rink to be built on the site.

12.2 That Cabinet note the intention to use allocated reserves for budget savings/income generation to recruit an internal secondee to manage the project.

- 12.3 That Cabinet consider the outline business case for artificial sports pitches and approve the development of a full business case to be submitted to Cabinet and Council as part of any request for future capital expenditure at the site.
- 12.4 That Cabinet approve the preparation of a planning application for artificial sports pitches at the same time as developing the full business case.
- 13.0 **Reasons for recommendations**
- 13.1 The recommendations are made in order that a clear direction is set by Cabinet on its preferred use for the former sports centre site, whilst recognising that further work is required before taking a final decision and seeking approval from Council for any additional expenditure.

Decision information

Key decision number	671
Wards affected	St Leonards
Links to Council Plan priorities	Quality of life Value for money

Document information

Report author	Contact number/email
Michael Rich	Tel: 01246 345461 email: michael.rich@chesterfield.gov.uk
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
None	
Appendices to the report	

Appendix 1	Queen's Park Sports Centre Former Site Consultation Response
Appendix 2	Future use of old QPSC site – Outline Business Case
Appendix 3	Demographic breakdown of consultation results



Outline Business Case

Project name:	Future use of old QPSC site
Date of report:	23 rd January 2017
Author:	Michael Rich
Sponsor:	Michael Rich

1.0 Executive summary

1.1 An outline case for developing two artificial sports pitches within the footprint of the former QPSC, in line with the preferred option on which public consultation took place during autumn 2016.

2.0 Strategic Case

2.1 The proposal aligns with the Council Plan objectives to:

- Improve the health and well-being of our communities
- Become financially self-sufficient by 2020

2.2 Taking each in turn. The pitches would provide additional facilities allowing more clubs and casual users to participate in sport and physical activity than would otherwise be the case. Depending on how the facility is run, there are opportunities to target access to them at those communities with the most challenging health profiles. Facilities that provide for sports with growth areas such as women's football will also support more diverse participation in physical activity.

2.3 The current council sports facilities strategy (2014-2031) shows that there is a shortfall in provision of artificial pitches in the borough, particularly of pitches with surface types most suited to football use. The strategy recommended exploring additional provision in order to address this imbalance and in response to this being a key issue raised during consultation on the strategy.

2.4 In terms of value for money services, the financial and commercial case for pitches shows that this facility will bring net income to the



council each year. There would be a choice as to whether some of that surplus is then used in order to enhance the offer in the neighbouring park on a one-off or ongoing basis. In any event, a full business case would need to provide robust evidence for the facility generating net income to the council.

2.5 In terms of potential knock-on effects, it will be important to consider the impact on other providers, particularly since the majority of existing artificial pitch provision is sited at schools and colleges across the borough.

2.6 Additional artificial sports pitch provision is also likely to have an impact on demand for grass pitches (particularly with regard to football use). Given that CBC manages a range of grass pitches, there is the potential for reduced demand and loss of income that needs to be taken into account.

3.0 Financial Case

3.1 A financial outline is set out below. However, there is significant further work needed in order to go beyond these indicative numbers, test the financial case and undertake sensitivity analysis. The affordability of the initial capital expenditure will depend on the overall capital programme, receipts forecast and options for financing. It may be possible to explore a joint venture with a commercial pitch operator, which could reduce the initial capital outlay, but this would be in return for a sharing of profit and therefore a reduced return for the council.

Capital expenditure		
Description	Cost (-Income)	Notes
Two mini-pitches as per preferred option	£600k	Estimates based on costs from one commercial operator
Pavilion/changing and/or refreshment area	£250k	Based on similar projects within Chesterfield. Unlikely there will be demand/need for this facility
Boundary treatment, landscaping etc.	£200k	Estimate, needs significant further work on accurate costs
Grant funding / contribution from sports clubs	??	Not likely to receive FA funding (as not full size pitch), but may be opportunities to secure contribution to capex
Total	£1,050k/£800k	With or without pavilion



Revenue/running costs (p.a.)		
Description	Cost (-Income)	Notes
Staffing costs	£10k	Whilst on-line booking would be used for the pitches, additional staff resource is likely to be required to promote and market pitches, liaise with sports clubs, oversee the booking system, pitch maintenance and security.
Utilities	£15k	Floodlighting will be required in order to maximise opening times and income
Business rates	£5k	Based on other facilities but will require checking
Other re-charges	£5k	Allowance made for further recharge for support from e.g. finance, comms, legal..
Maintenance	£10k	Based on similar facilities
Repair/renewal	£20k	Based on pitches requiring c £150k resurfacing costs in 10 years time plus other renewals/repairs at £50k over same lifetime
Borrowing costs	£20k	Assuming need to borrow for capital expenditure, based on c 2.5% interest for ten years. Earlier repayment (from future receipts) would enable this cost to be eliminated
Income (pitches)	-£170k	Based on estimates from commercial operator working on no more than 66% occupancy during peak times (therefore significant opportunity to increase through more daytime use etc.)
Income (secondary)	??	Nothing factored in at this stage, but a pavilion/ refreshment offer could bring secondary income, as would a simple vending offer.
Total	-£85k	A payback of c 9.5 years



- 3.2 The costs and income above relate solely to the proposal for two additional pitches on the old QPSC site. They do not take into account the existing pitch within the footprint of the park. This pitch is due for an upgrade to the surface, but this is assumed to be provided for within existing budget based on contributions to corporate overheads/recharges. The income on the existing pitch is likely to increase following an upgrade, due to the ability to review fees, share overheads and market it alongside the two new pitches to cater for a variety of regular and casual uses.
- 3.3 There are many assumptions and estimates in the above figures that will require further testing, along with other elements of this business case, prior to submission of a full business case seeking approval for any expenditure. This would include significant liaison with potential users of the facility, in particular sports clubs, in order to test both the financial and commercial case (see below). The interim costs of continuing to manage the project and develop the full business case can be met through the provision already made within reserves to provide resource for budget saving/income generating proposals.
- 3.4 As can be seen, at this outline stage there appears to be a financial case showing significant net surplus and a 'payback period' of less than ten years, based on cautious assumptions regarding income. It is assumed that the initial capital expenditure would require borrowing (interest costs of which are included above) that would then need to be repaid from future capital income (most likely receipts from disposals) during the first ten years of the facility operating.

4.0 Commercial Case

- 4.1 Evidence of potential demand is in place within the work undertaken for the 2014-2031 Sports Facilities Strategy, including the consultation with sports clubs and other stakeholders undertaken in preparing the strategy. This has been supplemented more recently (2016) by the consultation on future use of the former QPSC site and through ongoing liaison with clubs and stakeholder forums.
- 4.2 Whilst significant further work is needed to firm up the case, the picture that emerges from the evidence in place is that there is significant **current demand** for artificial pitch provision as well as potential **future demand**. Existing demand and how well matched this is to supply is set out extensively in the 2014-2031 strategy. It is not thought that there have been any significant developments regarding supply since this work was undertaken. The evidence for the strategy showed a



shortfall in artificial pitch provision and in particular for 3G surfaces that would suit football use. A number of the existing artificial pitches are located at schools and colleges, restricting the hours during which regular or casual users can use them.

- 4.3 The most significant demand is for a further pitch suitable for full size football use, as only one exists in the borough at present. The FA in Derbyshire has also identified a similar county-wide shortfall. However, the footprint at the former sports centre is unlikely to accommodate a full size pitch and so new pitches there will not benefit from this element of unmet demand. Despite that, the evidence still shows unmet demand for smaller pitches, both for training purposes and as an alternative to grass for matches for mini-soccer levels (e.g. 9, 7 and 5 a side).
- 4.4 Current trends indicate a growth in a number of areas that are likely to give rise to greater demand for artificial pitches. Womens and girls football is the most notable of these, with football now the biggest female team sport in England. Around 147,000 players competed in FA affiliated leagues and competitions during the 2015-16 season, up from just 10,400 in 1993. With growth set to continue, access to all weather facilities for training (and potentially matches for juniors) will be a critical factor and, therefore, an income opportunity.
- 4.5 The consultation last year on future uses for the former QPSC showed a range of comments supportive of increasing the provision of artificial pitches in the borough, including from clubs and interest groups. This is keeping with similar comments expressed during the consultation on the sports facilities strategy. Further discussion with such groups will be critical in preparing a robust full business case.
- 4.6 Based on current evidence, it is thought that the most significant commercial opportunities will lie with pitches suitable for football use, as this represents the largest market and one set to grow (as noted above). However, consideration will also need to be given to the case for at least one of the pitches (of the three that would be provided at the park) being suitable for a wider range of activities in order to balance financial factors against wider participation, access and health factors.
- 4.7 Whilst there is unmet demand and potential future growth in this market, a facility provided by the council would be competing with other artificial pitches across the borough and beyond. Within the borough the competition is largely within schools and colleges. More work will need to be undertaken to understand the price points and the provision in place beyond the borough and to anticipate the likely response of



competitors. As noted above, there is also the potential for the facilities to compete with grass pitch provision already provided by CBC. Whilst this may be an issue, there are also opportunities here, e.g. to provide bookings for matches (for mini-soccer) with a 'fall back' option of an artificial pitch if the weather makes the grass pitch unplayable.

- 4.8 At this stage it is considered that the offer should seek to compete primarily on quality rather than price. If developed, then along with the resurfaced existing pitch, the council would be able to offer brand new facilities with the latest surface technologies. It would not be restricted, as schools are, in the opening times it could offer. And it would build on the council's reputation for offering good quality sports and leisure facilities.
- 4.9 However, price will clearly still be a key consideration and the council is well placed here to put in place the right pricing structure, given its experience at both sports centres, the existing artificial pitch and its range of grass pitches. It can also make the most of its existing relationships with casual users, groups and sports clubs to market and promote the facilities and keep its pricing flexible and competitive.

5.0 Legal Case.

- 5.1 There is not thought to be any legislation in place preventing CBC from developing and running the proposed facility. Indeed, a multi-use games area in QP is already run by the council.
- 5.2 As with other income-generating activities, consideration would need to be given to our ability to do so in-house without setting up a separate company or vehicle. In-house provision should be permissible as part of a wider health and well-being service given that surplus from the pitches would be used to run non-income generating services and therefore avoid showing an overall profit.
- 5.3 Planning permission will be required in order to develop sports pitches on the site. We are already aware of interest from Historic England and their concerns regarding the visual impact that would result from sports pitches as well as the missed opportunity to restore the area to park use. There will therefore need to be careful consideration given to the way in which pitches are sited within the footprint and the impact on the adjacent park etc.



6.0 Operational / Technical Case

- 6.1 Running artificial sports pitches will not be a new venture for the council. It already provides a facility within Queens' Park as well as operating grass pitches across the borough and two well used sports centres. The operational case is considered to be a strong one at this outline stage. The capability to liaise with and respond to potential users in this market and manage facilities in line with their requirements is in place already, although capacity may need to expand (as reflected in the financial case).
- 6.2 Maintenance of the pitches will be an important consideration and as well a provision within the financial case, further work is needed to establish what, if any, technical capability needs to be developed within the council in order to ensure that the pitches are kept up to the best possible quality to maximise income and to extend their usable lifetime.
- 6.3 Bookings will be made through on-line channels as much as possible to reduce the need for staff resources. Existing expertise in marketing and promotion will also be used to maximise uptake of the facility, building on the work already done to bring income to the sports centres for example. There may also be opportunities to promote through or with sports clubs.

7.0 Timescale

- 7.1 Development of pitches will need to await completion of the demolition of the old sports centre. However, this is due to be complete by March 17 and is unlikely to hold up the critical path for any future development.
- 7.2 Depending on the final landscaping post-demolition and availability of contractors, the physical development of two pitches does not require a lengthy construction phase and could be as short as 10-12 weeks. However, there will need to be sufficient time allowed for approval within CBC of a final business case together with capital expenditure, procurement and planning permission. Some of these can be run in parallel to shorten the overall delivery timescale and, whilst challenging, it may be possible to have facilities in place for September 2017. There is clearly a cashflow advantage in having facilities ready at this point since a significant market exists among clubs who will look to move from grass to artificial pitches once the combination of weather and shorter daylight hours changes in September/October.



8.0 Key Risks and Mitigating Actions

8.1 A full risk assessment will need to be carried out as part of the full business case. An initial assessment has been set out below.

Risk	Impact	L'hood	Mitigating actions	Impact	L'hood
Costs and/or income are not robustly assessed leading to reduced surplus or at worst a financial loss	H	M	Development of full business case to include further liaison with potential pitch providers, sports clubs and key CBC services including finance	H	L
Planning permission for preferred option not obtained	H	M	Work with stat. agencies and CBC planning to design acceptable scheme	H	L
Planning permission received but conditions lead to increased costs and/or reduced operating times and income	M	M	Obtain advice on likely conditions prior to finalising full business case; sensitivity testing of financial case	L	L
Other facilities compete strongly on price and/or a new operator starts up to increase competition	M	M	Ensure offer is of the right quality and build into model ability to respond flexibly to compete on price and maximise occupancy	M	L
Quality of provision is not adequate and/or does not last in line with predicted lifecycle and cost model	M	M	Develop specification following advice from other LAs and operators; sound procurement and warranty/insurance provision	M	L



9.0 Recommendations

- 9.1 Based on the above outline case, the recommendation is **to proceed to development of a full business case**. This should be completed before any capital expenditure is committed to the project and revenue (project) expenditure should be limited to that already approved and contained within reserves to support budget saving and income generating proposals.

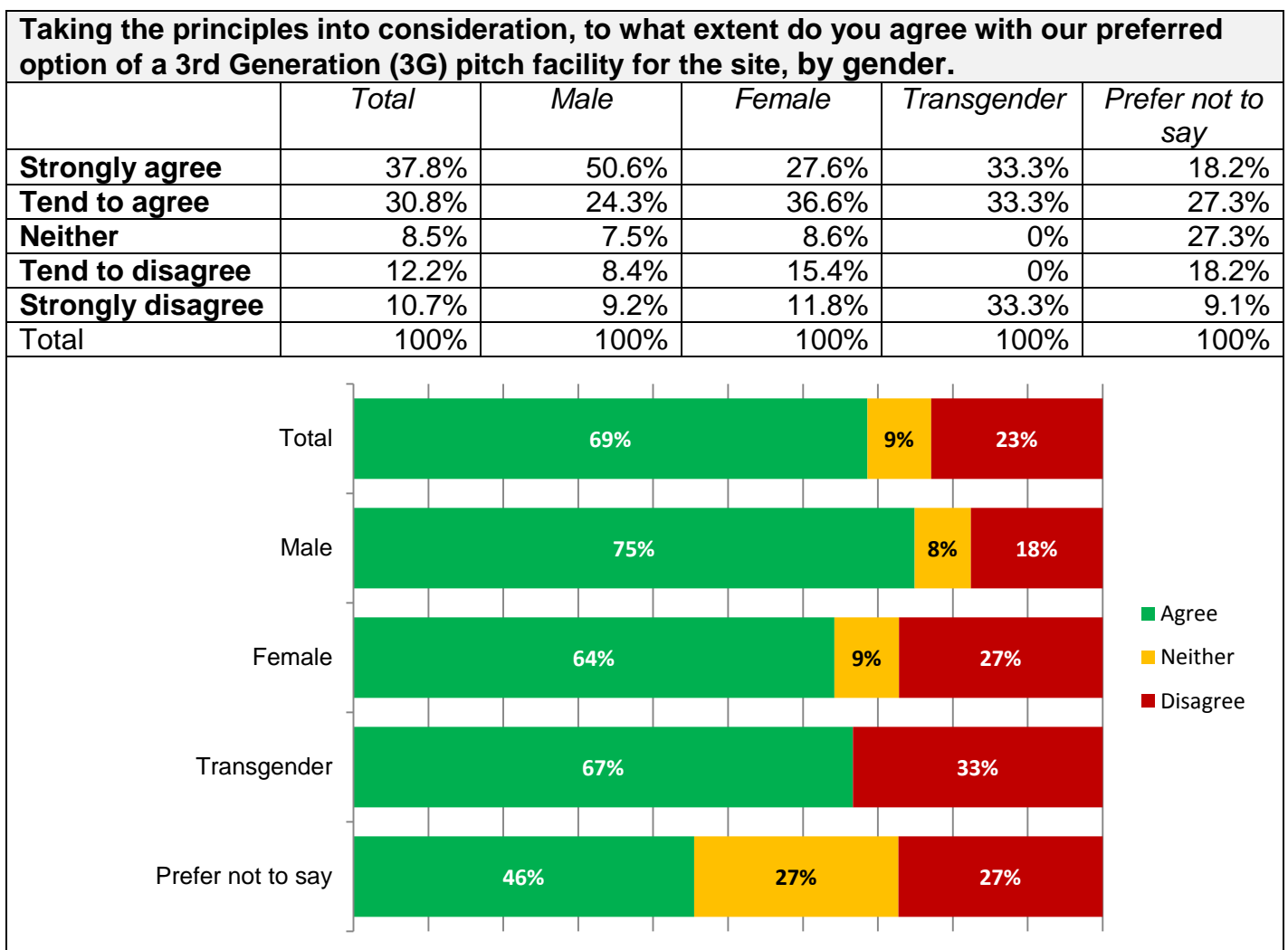
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Queen’s Park Sports Centre Former Site Consultation Report – Demographic Analysis

Consultation format: Online and paper questionnaires. Roadshow events. Supporting information was also available.
Questionnaire Responses: **Total 583** (Paper: 321) (Web: 262)
Date range: 12th September – 23rd October 2016

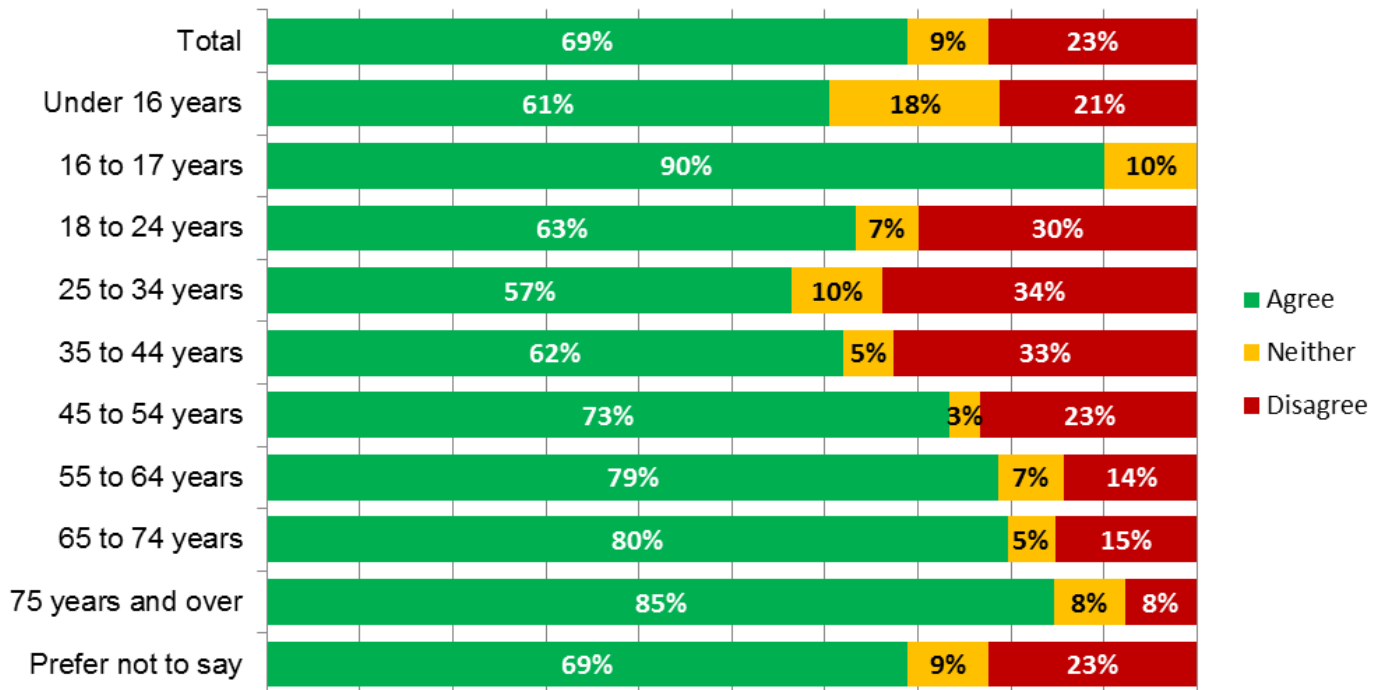
Demographic Analysis

Taking the principles into consideration, to what extent do you agree with our preferred option of a 3rd Generation (3G) pitch facility for the site?



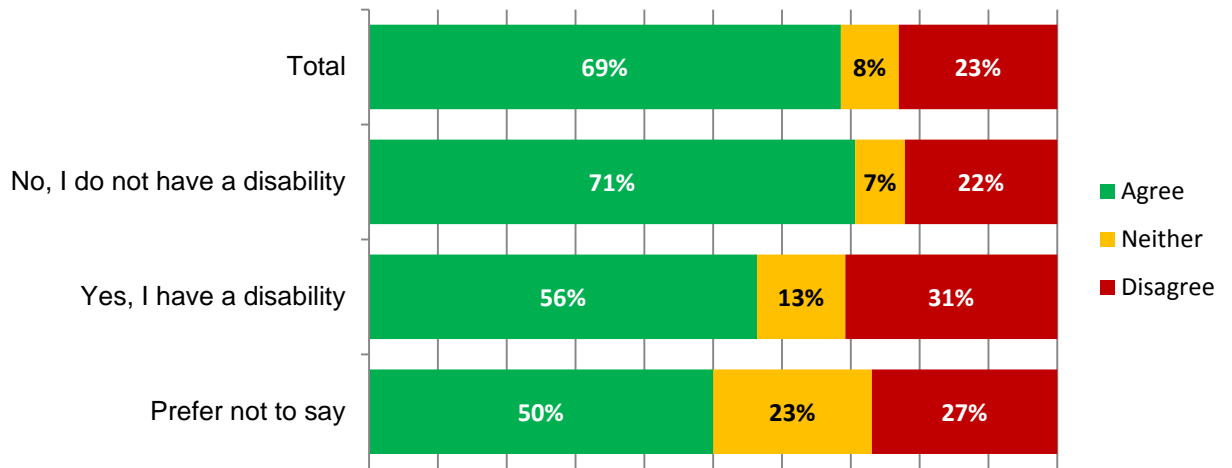
Do you agree that these principles are appropriate for considering the future use of the site, by age.

	Total	Under 16 years	16 to 17 years	18 to 24 years	25 to 34 years	35 to 44 years	45 to 54 years	55 to 64 years	65 to 74 years	75 years and over	Prefer not to say
Strongly agree	38.1%	21.1%	85.0%	46.7%	21.0%	30.4%	37.8%	54.8%	50.8%	30.8%	38.1%
Tend to agree	30.8%	39.4%	5.0%	16.7%	35.5%	31.5%	35.6%	23.8%	28.8%	53.8%	30.8%
Neither	8.6%	18.3%	10.0%	6.7%	9.7%	5.4%	3.3%	7.1%	5.1%	7.7%	8.6%
Tend to disagree	11.9%	12.7%	0	3.3%	12.9%	21.7%	13.3%	9.5%	5.1%	7.7%	11.9%
Strongly disagree	10.6%	8.5%	0	26.7%	21.0%	10.9%	10.0%	4.8%	10.2%	0	10.6%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%



Taking the principles into consideration, to what extent do you agree with our preferred option of a 3rd Generation (3G) pitch facility for the site, by disability.

	Total	No, I do not have a disability	Yes, I have a disability	Prefer not to say
Strongly agree	37.6%	38.6%	30.8%	30.8%
Tend to agree	30.9%	32.0%	25.6%	19.2%
Neither	8.4%	7.2%	12.8%	23.1%
Tend to disagree	12.0%	11.7%	15.4%	11.5%
Strongly disagree	11.0%	10.4%	15.4%	15.4%
Total	100%	100%	100%	100%



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