



Please ask for Rachel Appleyard
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The Chair and Members of Cabinet

7 January 2019

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 15 JANUARY 2019 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. Minutes (Pages 3 - 6)

To approve as a correct record the Minutes of the Cabinet meeting held on 18 December, 2018.

4. Forward Plan

Please follow the link below to view the latest Forward Plan.

[Forward Plan](#)

5. Delegation Report (Pages 7 - 8)

6. Minutes of the Sheffield City Region Mayoral Combined Authority (Pages 9 - 16)

To note the Minutes of the meeting of the Sheffield City Region Mayoral Combined Authority held 29 October, 2018.

Items Recommended to Cabinet via Cabinet Members

Cabinet Member for Health and Wellbeing and Cabinet Member for Homes and Customers

7. Revised Corporate and Housing ASB Policies Following Stakeholder Consultation (Pages 17 - 60)

Cabinet Member for Homes and Customers

8. Annual HRA Rent and Service Charge Setting (Pages 61 - 84)

Deputy Leader

9. Collection Fund Revised Estimates 2018/19 (Pages 85 - 90)

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

CABINET

Tuesday, 18th December, 2018

Present:-

Councillor P Gilby (Chair)

Councillors Bagley
Blank
Brunt

Councillors T Gilby
Huckle
Ludlow

Non Voting Catt
Members

Dickinson

*Matters dealt with under the Delegation Scheme

76 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

77 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A Diouf, J Innes and Serjeant.

78 **MINUTES**

RESOLVED –

That the minutes of the meeting of Cabinet held on 4 December, 2018 be approved as a correct record and signed by the Chair.

79 **FORWARD PLAN**

The Forward Plan for the four month period 1 December, 2018 to 31 March, 2019 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

80 **CHESTERFIELD BOROUGH COUNCIL'S RESPONSE TO THE HS2 WORKING DRAFT ENVIRONMENTAL STATEMENT (WDES), AND THE WORKING DRAFT EQUALITY IMPACT ASSESSMENT (WDEIA)**

The HS2 Project Manager presented a report seeking approval for the Council's proposed responses to HS2 Limited's consultation on two working draft documents: the Environmental Statement (WDES) and the Equality Impact Assessment (WDEIA).

The purpose of the consultation was to identify possible conflicts between the design, construction and operation of the line, and the areas and communities that the proposed HS2 railway line will come into contact with.

The responses to the consultation were largely supportive of the proposed HS2 project and focussed on three main areas: strategically important considerations, design and environmental considerations and issues which require further information from HS2 Ltd.

The Council's responses to the WDES and WDEIA were attached as Appendices A and B of the officer's report and would need to be submitted to HS2 Ltd by 21 December, 2018.

***RESOLVED –**

1. That the draft responses to the HS2 Working Draft Environmental Statement and Working Draft Equality Impact Assessment, attached as Appendices A and B of the officer's report, be approved and submitted to HS2 Limited by 21 December, 2018.

REASON FOR DECISIONS

To progress the HS2 Growth Strategy and safeguard the widest level of community interest.

81 **GENERAL FUND REVENUE BUDGET SUMMARY**

The Director of Finance and Resources submitted a report to update members on the development of the General Fund Revenue Budget Summary for 2019/20 and future years.

The latest revised budget for 2018/19 showed a projected breakeven position. The report attributed this to successfully applying for VAT exemption on sporting activities, increased interest on investments, and procurement savings with regards to gas and electricity suppliers and the refuse collection contract.

The report provided an update on the Medium Term Financial Forecast. The latest projected deficit for 2019/20 was £280k, increasing to £1.3m by 2023/24. The deficit position for 2019/20 assumed savings from the ICT Transformation Programme of £250k; if these savings were not achieved this would have an adverse impact on the deficit.

The Director of Finance and Resources advised that, in advance of the final budget for 2019/20 being agreed by full Council on 27 February, 2019, work would be undertaken between Cabinet Members and the Corporate Management Team to continue to identify further savings and income generation proposals.

***RESOLVED –**

1. That the updated budget projections for 2018/19 and future years, as detailed in Appendix A of the officer's report, be noted.
2. That work to refine the draft estimates and to identify further budget saving proposals be continued.

REASON FOR DECISIONS

To keep Members informed on the development of the budget proposals for 2019/20 and to provide an update on the medium term financial forecasts.

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CABINET MEETING

15 January 2019

DELEGATION REPORT

DECISIONS TAKEN BY LEAD MEMBERS

Cabinet Member for Town Centres and Visitor Economy

Decision Record No.	Subject	Delegation Reference	Date of Decision
16/18/19	Modification of Off-Street Parking Places Order	TV260L	21 December 2018
<p>Decision</p> <ol style="list-style-type: none"> 1. That the Local Government and Regulatory Law Manager be authorised to agree the final plans and provisions for the car parks to be added to the order. 2. That the proposed changes to the 2014 Order (as amended) be made, subject to consideration of any unresolved representations by the Cabinet Member for Town Centres and Visitor Economy, following statutory consultation. 3. That the Local Government and Regulatory Law Manager be authorised to make the proposed changes to the 2014 Order providing there are no unresolved representations. 			
<p>Reason for Decision</p> <p>To ensure that the 2014 Order (as amended) is modified to reflect necessary changes to parking provision.</p>			

Cabinet Member for Governance

Decision Record No.	Subject	Delegation Reference	Date of Decision
17/18/19	Draft Mayoral Protocol	GV000	21 December 2018
<p>Decision</p> <p>That the Mayoral Protocol be approved and implemented with immediate effect.</p>			
<p>Reason for Decision</p> <p>To clearly define the parameters for the Mayor and Civic Office to work within and provide a simple, easy to use reference guide.</p>			



SHEFFIELD CITY REGION COMBINED AUTHORITY

THE AMP TECHNOLOGY CENTRE, WAVERLEY, ROTHERHAM, S60 5WG

MINUTES OF THE MEETING HELD ON 29 OCTOBER 2018

PRESENT:

Mayor Dan Jarvis MBE, Sheffield City Region (Chair)

Councillor Julie Dore, Sheffield CC
Councillor Tricia Gilby, Chesterfield BC
Councillor Sir Steve Houghton CBE, Barnsley MBC
Councillor Glyn Jones, Doncaster MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC
Councillor Ann Syrett, Bolsover DC

Cllr Chris Read, Peak Park NPA (Observer)

Huw Bowen, Chesterfield BC
Jonathan Bucknall, Doncaster MBC
Steve Davenport, SYPTE
Steve Edwards, SYPTE
Andrew Frosdick, Monitoring Officer
Andrew Gates, SCR Exec Team
Jeni Harvey, SCR Exec Team
Lee Hickin, Bolsover DC
Claire James, SCR Executive Team
Sharon Kemp, Rotherham MBC
John Mothersole, Sheffield CC
Mel Dei Rossi, SCR Exec Team
Dave Smith, SCR Exec Team
Diana Terris, Clerk / Barnsley MBC
Mike Thomas, SCC / SCR Exec Team
Craig Tyler, Joint Authorities Governance Unit
Eugene Walker, S.73 Officer
Lyndsey Whitaker, Sheffield City Region Executive Team

Apologies for absence were received from Councillor C Read, Councillor G Baxter, Councillor S Greaves, Mayor R Jones CBE, R Adams, M Lynam, J Miller, D Swaine, N Taylor and P Wilson

Mayor's Introduction

The Mayor reported to Members on matters arising since the previous meeting.

It was noted that during the last six weeks alone there had been three significant developments that directly relate to the SCR's economic growth agenda: the opening of three new advanced manufacturing research centres, the launch of a new tram-train system improving connections between Rotherham and Sheffield, and the opening of the new Boeing Sheffield facility. The Mayor asserted that these developments were hard won, represent the work of many, and shine a light on a genuinely exciting time for the Region.

The Mayor noted he had recently led a SCR and Northern Powerhouse delegation to China.

Regarding the forthcoming Budget, the Mayor informed Members he had called on the Chancellor to give the green light to delivering an East Coast Mainline station at Doncaster Sheffield Airport, for an early commitment for the renewal of Sheffield Supertram and to unlock funding for the Hope Valley Line rail line upgrade between Sheffield and Manchester.

It was noted that along with other Metro Mayors, the Mayor is ensuring the SCR's voice is heard in Westminster on the importance of fully devolved allocations of the new Shared Prosperity Fund.

With reference to World Mental Health Day, the Mayor announced that that Working Win, the SCR's health led employment trial, has had 2,000 referrals since its launch in May.

The Mayor proposed that these announcements demonstrate we are making a real difference to the communities we serve, and our successes are testament to the hard work of this Combined Authority and the LEP in delivering real economic change.

Finally, the Mayor noted the recent Tram Train collision and wished the 4 people who suffered minor injuries well with their recovery. It was noted Tram train services were restored as quickly as was possible.

1 SCRMCA 18/061 APOLOGIES

Members' apologies were noted as above.

2 SCRMCA 18/062 ANNOUNCEMENTS

The Mayor noted he will be working with Members of the Combined Authority to finalise plans for the way in which this Combined Authority operates. It was suggested Members are agreed that current governance model isn't the most effective way of informing, making or reporting decisions. Members were advised the intention is to bring recommendations to the next meeting of the MCA.

It was noted the LEP Board will be considering the Government's Review of Local Enterprise Partnerships and draft Review Implementation Plan at its next meeting on 5th November.

Members were informed that on Friday this week, we will be joined by Michael Dugher, the CEO of UK Music, representatives from local councils, musicians, music businesses, venues and others for the first meeting of the Sheffield City Region Music Board, noting this will be the first Music Board meeting to have taken place outside London. The Mayor proposed that our region is blessed with musical talent, with great venues large and small, and with a host of leading production and technology based businesses, and the Board will consider what we could do to ensure we promote these strengths nationally and internationally.

Regarding the Living Wage, the Mayor urged Members to realise the need to do more to help the lowest paid in our society and noted that on the 5th November he will be hosting an event with the Living Wage Foundation, joined by supporters from the LEP Board and our business community, to highlight the importance of paying a living wage. In addition, the Mayor noted he will be highlighting the Combined Authority's own commitment to being a good employer.

It was noted that later this month, we will see the opening of the new McLaren facility in Rotherham, another fantastic demonstration of our advanced manufacturing and engineering renaissance.

The Mayor informed Members he had held meetings with the South Yorkshire Directors of Public Health to discuss the unacceptable issue of excess winter deaths, citing statistics to demonstrate the scale of the problem. It was noted that as well as promoting a number of initiatives to help protect vulnerable people this winter, he would be hosting an Excess Winter Deaths Summit in the Spring to set in train a programme of works to be ready for next year.

3 SCRMCA 18/063 URGENT ITEMS

None.

4 SCRMCA 18/064 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 SCRMCA 18/065 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was agreed there were no agenda items for which the non-Constituent Members should not have full voting rights.

6 SCRMCA 18/066 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

Cllr Jones declared an interest in matters to be considered at item 14 (LGF Capital Programme approval for the Civic and Cultural Quarter project) by virtue of being Deputy Mayor of the sponsoring Local Authority.

Cllr Dore declared interests in matters to be considered at item 14 (LGF Capital Programme approvals for Grey to Green phase 2, and the Sheffield Inner Ring Road) by virtue of being Leader of the sponsoring Local Authority.

7 SCRMCA 18/067 REPORTS FROM AND QUESTIONS BY MEMBERS

None.

8 SCRMCA 18/068 RECEIPT OF PETITIONS

None received.

9 SCRMCA 18/069 PUBLIC QUESTIONS

Members were advised of the receipt of 2 public questions from Mr Nigel Slack, which were received and responded to as follows:

Questions 1: At the last meeting the Mayor announced “[...] the full findings of the Mayor’s governance review were due to be presented to the next CA meeting in October.” This item does not appear to be on the agenda, what is the latest news on the review?

In response, the Mayor noted Leaders were asked for their views on governance approaches and provided feedback. It was noted he had met with the Leaders to discuss several options and the approaches being discussed are all designed to provide even greater transparency of MCA and LEP business below the level of the MCA and LEP. It was noted a draft proposal has been discussed with the Leaders, and subject to minor changes, will be discussed with the LEP Private Sector Board Members ahead of a formal proposal returning to the MCA in December.

Question 2: Would it be possible for the review to be made available before the publication of the appropriate agenda, to enable those of us with a particular interest in governance, to have some time to consider the details before the deadline for submitting questions?

In response, the Mayor noted it was unlikely that the paper will be released prior to the formal publication date. However, he informed the petitioner that should he require any points of clarification on the paper these may be raised with the SCR Executive.

10 SCRMCA 18/070 MINUTES OF THE MEETING HELD ON 10TH SEPTEMBER

RESOLVED, that the minutes of the Combined Authority held on 10th September are agreed to be an accurate record of the meeting.

11 SCRMCA 18/071 Q2 CAPITAL & REVENUE MONITORING

A report was received to provide the Q2 position for the revenue and capital programme of the Sheffield City Region (SCR) Mayoral Combined Authority (MCA) for the financial year 2018/19.

RESOLVED, that the Combined Authority:

1. Notes the 2018/19 Q2 position for the Mayoral Combined Authority's revenue budget and capital programme.
2. Notes the forecast underspend of c. £377k on the MCA/LEP Revenue Budget.
3. Notes the forecast underspend of c. £75k on the MCA/LEP Revenue Programmes budget.
4. Notes the forecast underspend of c. £787k on the South Yorkshire Transport Revenue Budget.
5. Notes the forecast underspend of £1.044m on the South Yorkshire Transport Capital Programme.
6. Notes that the amount of funding available for the South Yorkshire transport capital programme includes £1.067m of unspent 2017/18 highways maintenance allocations which have been carried forward.

12 SCRMCA 18/072 LGF CAPITAL PROGRAMME MONITORING

A report was received to provide an update on the LGF Capital Programme at Q2 of the financial year.

It was noted Cllr Read had questioned the pace of deliver in respect of some schemes. Members were therefore advised of the importance of ongoing dialogue with scheme promoters to ensure all delivery expectations are achieved.

Members were reminded that the utilised concept of 'over programming' helps to maximise delivery and spend, and through a robust programme management regime does not open the SCR up to any risk of 'over commitment'.

RESOLVED, that the Combined Authority notes the LGF update position at Q2 of the financial year.

13 SCRMCA 18/073 CENTRAL INDEPENDENT APPRAISAL TEAM FRAMEWORK

A paper was presented seeking approval to enter into contracts for the Central Independent Appraisal Team (CIAT) service with a combined potential value of £450k over the next 4 years.

The report noted that all projects seeking LGF require appraisal to national standards in order to ensure compliance with the local and national Assurance Frameworks. To date this has been done by a combination of utilising internal SCR Executive Assurance Team resource and the use of external independent scheme

appraisal experts under the previous CIAT framework (set up in September 2014). The previous CIAT procurement framework has now expired and a revised service framework has been re-established following an OJEU compliant tendering process, undertaken using YORTender (the SCR's electronic Tendering system).

It was noted the framework runs for a minimum of 3 years, with the option of a further year.

RESOLVED, that the Combined Authority:

1. Approves entering into five contracts for the Central Independent Appraisal Team service with a combined potential value of £450k over the next 4 years.
2. Approves delegated Authority to the Head of Paid of Service, in conjunction with the Section 73 Officer, to enter into the contractual arrangements required as a result of the approval.

14 SCRMCA 18/074 LGF CAPITAL PROGRAMME APPROVALS

A report was received seeking approval for 6 projects into the LGF Programme.

At members' request, a summary narrative was provided for each scheme.

It was noted the Doncaster CCQ request for approval effectively constitutes a change request to the previous approval decisions. This is due to the Local Authority now leading the development the project (rather than the private sector) and all project costs now being LGF funded (rather than just the public realm element as originally approved).

RESOLVED, that the Combined Authority:

1. Approves the progression of Sheffield Inner Ring Road to full approval and award of grant of £3.787m to Sheffield City Council from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.
2. Approves the progression of National Centre of Excellence for Food Engineering to full approval and award of grant of £0.619m to Sheffield Hallam University from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.
3. Approves the progression of Harrison Drive to full approval and award of grant of £0.135m to Bassetlaw District Council from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.
4. Approves the progression of Century BIC to full approval and award of grant of £1.6m to Rotherham Metropolitan Borough Council from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.

5. Approves the progression of Grey to Green Phase 2 to full approval and award of grant of £3.32m to Sheffield City Council from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.
6. Approves the progression of CCQ to full approval and award of grant of £0.635m to Doncaster Metropolitan Borough Council from the Local Growth Fund subject to the conditions set out in the Appraisal Panel Summary Table.
7. Confers delegated authority on the Head of Paid of Service, in conjunction with the Section 73 Officer and the Monitoring Officer, to enter into the contractual arrangements required as a result of the above approvals.

15 SCRMCA 18/075 DELEGATED AUTHORITY REPORT

RESOLVED, that the contents of the delegated authority report are noted.

16 SCRMCA 18/075 RESOLUTION RECORD - HIEB (SEPT 2018)

RESOLVED, that the decisions and recommendations contained within the report are duly endorsed.

CHAIR

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For publication

Approval of revised Corporate and Housing Anti-social Behaviour (ASB) Policies following stakeholder consultation (HW1100 and HC350)

Meeting:	Cabinet
Date:	15 January 2019
Cabinet portfolio:	Cabinet Member for Health and Wellbeing Cabinet Member for Homes and Customers
Report by:	Assistant Director (Housing) Assistant Director (Health and Wellbeing)

For publication

1.0 Purpose of report

- 1.1 To seek approval from Members for the adoption of the revised Corporate Anti-social Behaviour Policy and Housing Services Anti-social Behaviour Policy following consultation with stakeholders.

2.0 Recommendations

- 2.1 That Members approve the adoption of the Corporate Anti-social Behaviour Policy and Housing Services Anti-social Behaviour Policy.
- 2.2 That the new anti-social behaviour policies become operational from Monday 5 February 2019.

2.3 That the Cabinet Member for Health and Wellbeing and Cabinet Member for Homes and Customers are given delegated authority to approve minor policy amendments between formal review periods.

2.4 That a full review of the policies takes place after three years.

3.0 **Background**

3.1 Approval was given by Cabinet on 13 November 2018 for:

- the proposed changes to be made to the Corporate Anti-social Behaviour Policy (Appendix 1) and Housing Services Anti-social Behaviour Policy (Appendix 2)
- the Assistant Director (Housing) and Assistant Director (Health and Wellbeing) to consult with stakeholders regarding the proposed changes
- a further report to be brought to Cabinet following the completion of the consultation process by no later than January 2019

4.0 **Consultation**

4.1 Copies of the current and revised policies and a summary of the changes were sent to the following external stakeholders with comments requested:

- 65 Council tenants comprising volunteer “armchair consultees” along with people who had reported anti-social behaviour who had indicated their willingness to be involved in service improvements. A prize draw for £50 shopping vouchers was offered in recognition of the amount of paperwork to read and comment on. 18 tenants responded.

- the Tenant Challenge Panel
- the Derbyshire Constabulary
- the Derbyshire County Council Community Safety Unit
- Derbyshire Law Centre

5.0 Outcome

The consultation responses and consequent changes to the draft policies are summarised at Appendix 3. The most significant points were:

- 100% of the tenants who responded agreed with the proposed changes to the Corporate and Housing Anti-social Behaviour Policies and found them informative.
- 72% of the tenants who responded found the Corporate Anti-social Behaviour Policy easy to understand. 89% found the Housing Anti-social Behaviour Policy easy to understand.
- At the request of the Tenant Challenge Panel, a new paragraph was included in the Housing Anti-social Behaviour Policy to ensure that serious anti-social behaviour from the previous tenancy will be taken into account when re-letting the property (“sensitive lets”).
- At the request of the Derbyshire County Council Community Safety Unit, a new paragraph was included in both policies covering the storage, retention and deletion of data.

5.0 Financial considerations

5.1 There are no additional costs associated with the new proposed policies. Expenditure will continue to be met from existing Housing Revenue Account and General Fund budgets.

6.0 Risk management

6.1 The main risks associated with the revised policy are shown in the table below:

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Inappropriate or inadequate responses to ASB resulting in complaints by residents / adverse publicity / reputational damage	High	Medium	Updated policy	Low	Low
Legal challenges about working outside policy	High	Medium	Updated policy	Low	Low
Challenges about authority of specific posts to take legal action	High	Medium	Updated policy	Low	Low

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood

7.0 Equalities Impact Assessment (EIA)

7.1 A preliminary equalities impact assessment is attached at Appendix 4.

8.0 Recommendations

8.1 That Members approve the adoption of the Corporate Anti-social Behaviour Policy and Housing Services Anti-social Behaviour Policy.

8.2 That the new anti-social behaviour policies become operational from Monday 5 February 2019.

8.3 That the Cabinet Member for Health and Wellbeing and Cabinet Member for Housing are given delegated authority to approve minor policy amendments between formal review periods.

8.4 That a full review of the concessions policy takes place after three years.

9.0 Reasons for recommendations

9.1 To take account of developments in anti-social behaviour characteristics, legislation and national and local priorities.

Decision information

Key decision number	858
Wards affected	ALL

Document information

Report author	Contact number/email
Michael Moore - Neighbourhoods Manager (Housing Services)	<u>michael.moore@chesterfield.gov.uk</u>
Appendices to the report	
Appendix 1	Final revised Corporate Anti-social Behaviour Policy
Appendix 2	Final revised Housing Services Anti-social Behaviour Policy
Appendix 3	Summary of consultation responses
Appendix 4	Equality impact assessment

CHESTERFIELD BOROUGH COUNCIL

CORPORATE ANTI-SOCIAL BEHAVIOUR POLICY

5 February 2019

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1 Statement of policy

1.1 This policy sets out the council's commitment to reducing anti-social behaviour. It supports the council's vision **to put our communities first** and the following priorities:

- To make Chesterfield a thriving borough.
- To improve the quality of life for local people.
- To provide value for money services.

Policy aims

1.2 We recognise that left unchallenged, anti-social behaviour can have a significant negative impact on the lives of our communities, including those who live, work, visit and study in our borough. In order to support our commitment to reducing anti-social behaviour, our aims are to:

- place victims and witnesses at the centre of our procedures and support them throughout their case
- make effective use of the powers, orders and mechanisms available to us to deal with anti-social behaviour
- participate fully in joint working with partner agencies to enable the best possible outcomes
- raise awareness of what conduct constitutes anti-social behaviour.
- encourage people to report anti-social behaviour to the relevant services
- publicise and promote our service and others that are available to tackle anti-social behaviour

1.3 This document is the council's over-arching anti-social behaviour policy document, and therefore outlines issues in their broadest form.

1.4 Service-specific documents are available on our website. These should be read together with this document.

Partnership working

1.5 We may work with all relevant services and partners to tackle anti-social behaviour at all levels:

- at strategic level (e.g., by active participation in the Chesterfield Community Safety Partnership)
- with projects (e.g., to reduce crime and disorder on a particular estate, or to tackle a particular type of anti-social behaviour throughout the borough)
- with individual cases where appropriate

Promotion of tolerance

- 1.6 We will promote tolerance, balancing individuals' liberties with the impact of their behaviour on others.

The role of the community

- 1.7 People in the community have the most important role in reducing anti-social behaviour. The organisations involved in tackling anti-social behaviour can only act where there is a partnership with the community. Where appropriate, we encourage informal resolution of disputes before we are asked to intervene.

Employee authority

- 1.8 Authority to issue formal notices and to enact legal interventions will only be given to employees that are suitably qualified and experienced.

2 Definitions, responsibilities, powers, descriptions

Definitions of anti-social behaviour

- 2.1 The definitions of anti-social behaviour vary according to specific laws and the legal measures available to deal with it. Therefore we do not include an explicit definition of anti-social behaviour in this policy because this may restrict our capacity to take action that would otherwise be within our powers. However in general terms, we consider anti-social behaviour to include:
- behaviour that is likely to cause, harassment, alarm or distress to any person

- behaviour capable of causing nuisance or annoyance
- disorderly, offensive, immoral or criminal behaviour
- behaviour that has a detrimental effect on the quality of life of other people

The above are examples of types of behaviour that we consider to be anti-social. It is not intended to be an exhaustive list

Powers and responsibilities

- 2.2 As a borough council, we have a range of powers and responsibilities in dealing with anti-social behaviour, including:
- As a statutory partner within the Community Safety Partnership. As such, we have a shared legal responsibility with members of the partnership to formulate and implement a strategy for the reduction of crime and disorder.
 - As a member of the Community Safety Partnership, we work with other agencies on projects to prevent anti-social behaviour.
 - As a borough council, we have a range of powers to deal with anti-social, disorderly, offensive and criminal behaviour on public land, residential accommodation and other premises. In such cases, we will work with partners to decide who is best placed to take action.
 - As a social landlord, we have these powers where the housing related nuisance is directly or indirectly related to our housing management function. We also have powers and responsibilities arising from the landlord and tenant relationship.
 - We have a range of powers and responsibilities to deal with environmental anti-social behaviour.
- 2.3 We will take into account the views of those involved in a case. However it will remain our decision about what action we take or do not take.

3 Our general approach

Putting victims first

- 3.1 In responding effectively to anti-social behaviour, we will provide support or work with partners to arrange support for victims and witnesses,

including:

- Ensuring that a systematic and continuous assessment of the risk of harm is carried out for victims and witnesses and that appropriate action is taken.
- Ensuring contact is maintained with victims and witnesses at every stage of the investigation.
- Ensuring that timely and appropriate action is taken against those engaging in anti-social behaviour where possible.
- Where appropriate, making referrals to specialist support providers.

3.2 We will participate in initiatives to identify vulnerable and repeat victims and to work with other services to carry out multi-agency case reviews.

Early intervention and prevention

3.3 Early intervention is important in preventing anti-social behaviour from escalating. We will therefore ensure that it is easy for people to report problems to us and we will respond within an appropriate time.

3.4 We recognise the importance of preventing anti-social behaviour through services for vulnerable people who may be engaging in anti-social behaviour. We may therefore provide support directly or by referral to another specialist support provider for people whose anti-social behaviour may be a result of a disability. We will take reasonable measures to ensure that an assessment takes place before taking legal action against a person who has, or who we suspect may have a protected characteristic. Exceptions include where an urgent application to court is required without notice to any person who is alleged to have engaged in anti-social behaviour that warrants such an application.

3.5 If someone who is engaging in anti-social behaviour has a disability, we must balance their rights with any legitimate aim, such as the need to prevent and stop anti-social behaviour and enforce compliance with the law, rules, regulations and agreements, such as tenancy agreements. A legal measure such as eviction or an injunction may be sought where it is proportionate to achieve a legitimate aim.

Incremental approach

- 3.6 Where appropriate, we will take an incremental approach, where legal action is only considered if other measures are not appropriate or have not worked, particularly where those engaging in anti-social behaviour are more vulnerable. However, we may take any action, including legal proceedings, without warning or consideration of other measures if, in our opinion, the circumstances warrant it.

Evidence

- 3.7 We base our interventions, investigations and action upon evidence. We will not consider taking enforcement action unless there is evidence to show that it is more likely than not that there has been anti-social behaviour.

Reporting anti-social behaviour

- 3.8 We will try to be accessible to all. Where people have difficulty in communicating with us, we will make reasonable adjustments to make communication easier.
- 3.9 We will make available a range of ways to report anti-social behaviour. However we may not investigate or take further action unless we have direct reports from someone or direct evidence such as a conviction, open source information or it is self-evident. If evidence from a witness is needed for investigation and enforcement, we will not normally accept anonymous reports or those made through a third party.
- 3.10 Reports in relation to the behaviour of others (e.g., someone making an allegation against a neighbour) will not be investigated under the council's complaints policy. Instead they will be reported as requests for service and managed in line with our policies and procedures.

Safeguarding

- 3.11 We recognise our role in protecting the most vulnerable members of our community. We will ensure that all members of staff are trained to enable them to respond appropriately to safeguarding concerns,

including reporting anything that is a cause for concern.

4 Information exchange, storage, disclosure and publicity

- 4.1 Sharing information is an integral part of dealing with anti-social behaviour. We will share information with other organisations as part of a strategy to reduce crime and disorder. We will do this in compliance with the law and with protocols, agreements and guidance made with Derbyshire Constabulary and Derbyshire Safer Communities Board. These explain the information that can be provided and exchanged and the mechanisms to allow this.
- 4.2 We shall store, retain and dispose of data in compliance with legal requirements
- 4.3 Disclosure is possible where someone asks for information under the data protection law. We may refuse to supply information following a request made under the law if the purpose of the refusal is to prevent or detect crime or some other lawful purpose.
- 4.4 We may disclose third party information (e.g., information provided by a witness that may identify that person) to a data subject (normally the subject of the report) where the third party has withheld his or her consent to disclosure, if we consider it is reasonable in the circumstances to do so. However, when dealing with such requests we will be sensitive to, and give proper consideration to this potential conflict between the data subject's right of access and the third party's right to respect for his or her private life before deciding whether to disclose third party information. We will normally seek the third party's consent before disclosure. We may advise the third party of this and give the option to withdraw the report rather than have the information disclosed.
- 4.5 We may disclose personal information to various teams within the council, but we will only do this with that person's consent or where permitted under the law.
- 4.6 All council employees have an obligation to protect confidentiality and a duty to make sure that information is only disclosed to those who have a right to see it.

- 4.7 All council employees will be trained and be fully aware of their responsibilities to maintain the security and confidentiality of personal information.

Publicity

- 4.8 The community needs information about anti-social behaviour. We will therefore publish information where appropriate.
- 4.9 We may publish details about individual orders that are granted in open court, including personal details of the perpetrator. In each case, we will consider the impact, including the human rights, on the named person and any associated people and whether the publicity is proportionate. If the court imposes reporting restrictions on the press, we will also consider whether and how to restrict our publication.

5 Employees, councillors and contractors

Protection

- 5.1 We do not tolerate the abuse of council employees elected councillors and people working for the council as agents or contractors. Abuse includes:
- abusive or threatening words or behaviour
 - violence and the threat of violence
 - making false, malicious, nuisance or vexatious complaints or allegations about council employees or its agents or contractors or services

There is an assumption that we will take legal action where appropriate against any person who engages in such abuse.

- 5.2 All incidents will be dealt with in compliance with the council's health and safety policies and procedures.
- 5.3 Acts of violence, threats or aggression will be recorded, and reported to the police where appropriate.

Training

- 5.4 We acknowledge the difficulties faced by employees who respond to anti-social behaviour. These difficulties include the need to make balanced assessments when confronted by conflicting accounts of behaviour, the avoidance of “confirmation bias”, the need to follow procedures and to remain impartial when people demand a decision in their favour. Good decision-making is possible only when good training is provided and justified evidence-based assessments are backed up by senior management and elected representatives.
- 5.5 We will inform and train employees and elected representatives as appropriate on anti-social behaviour in general and the policies and procedures relevant to the council.
- 5.6 We will work in partnership with other organisations to provide training for our staff on any relevant aspects of the response to anti-social behaviour.

6 Policy implementation and update

- 6.1 Our corporate management team will ensure that this policy is communicated to employees.
- 6.2 This policy is adopted on Monday 5 February 2019 and will be reviewed after three years or in response to relevant significant change.

**CHESTERFIELD
BOROUGH COUNCIL
HOUSING SERVICES**

ANTI-SOCIAL BEHAVIOUR POLICY

5 February 2019

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1. Terms and abbreviations

ASB	Anti-social behaviour
Community Safety Partnership	Representatives from the police, Chesterfield Borough Council, Derbyshire County Council, the fire and rescue service, health services, probation services and others which work together to tackle crime and disorder.
Reporter	A person making a report of anti-social behaviour (sometimes referred to as a “complainant”).
Subject	A person who is the subject of an anti-social behaviour report (sometimes called a “perpetrator” or “alleged perpetrator”).
The council	Chesterfield Borough Council
Victim	A person who is subject to an impact from anti-social behaviour
Witness	A person who sees, hears, experiences or is aware of in another way an incident or event

2. Statement of policy

- 2.1 This policy sets out the commitment of the council’s housing service to reducing anti-social behaviour. It supports the council’s vision to **put our communities first** and the following priorities:
- To make Chesterfield a thriving borough.
 - To improve the quality of life for local people.
 - To provide value for money services.

Policy aims

- 2.2 We recognise that left unchallenged, anti-social behaviour can have a significant negative impact on the lives of our communities, including those who live, work, visit and study in our borough. In order to support

our commitment to reducing anti-social behaviour, our aims are to:

- reduce anti-social behaviour that involves Chesterfield Borough Council tenants as victims or perpetrators
- put victims and witnesses at the centre of our procedures and support them throughout their case
- make effective use of the powers, orders and mechanisms available for us to deal with anti-social behaviour
- participate fully in joint working with partner agencies to enable the best possible outcomes
- raise awareness of what conduct constitutes anti-social behaviour
- encourage people to report anti-social behaviour
- publicise and promote our service and others that are available to tackle anti-social behaviour

Respect ASB Charter for Housing

- 2.3 We have signed up to the 'Respect ASB Charter for Housing' which includes a set of commitments which are underpinned by a range of outcomes.

The charter consists of the following core commitments which we shall try to meet.

1. Demonstrating leadership and strategic commitment.
2. Providing an accessible and accountable service.
3. Taking swift action to protect communities.
4. Adopting supportive approach to working with victims and witnesses.
5. Encouraging individual and community responsibility.
6. Having a clear focus on prevention and early intervention.
7. Ensuring that a value for money approach is embedded in our service.

Partnership working

- 2.4 We may work with all relevant services and partners to tackle anti-social behaviour at all levels, including:
- at a strategic level (e.g., by active participation in the Chesterfield

Community Safety Partnership)

- with projects (e.g., to reduce crime and disorder on a particular estate, or to tackle a particular type of anti-social behaviour throughout the Borough)
- with individual cases

Promotion of tolerance

- 2.5 We will promote tolerance, balancing individuals' liberties with the impact of their conduct on others.

The role of the community

- 2.6 People in the community have the most important role in reducing anti-social behaviour. The organisations involved in tackling anti-social behaviour can only act where there is a partnership with the community. Where appropriate, we encourage informal resolution of disputes before we are asked to intervene.

Employee authority

- 2.7 Authority to issue formal notices and to enact legal interventions will only be given to employees that are suitably qualified and experienced.

3 Responsibilities, definitions, powers, descriptions

Responsibilities

- 3.1 The housing service is a part of Chesterfield Borough Council. We therefore have powers and responsibilities arising from being part of a local authority and must comply with the council's policies, strategies and governance, including those related to anti-social behaviour.
- 3.2 As a social landlord, we have legal powers to respond to anti-social behaviour involving our tenants and the land and property we manage. We also have legal powers and responsibilities arising from the relationship between landlord and tenant.

3.3 Chesterfield Borough Council is a statutory partner within the Community Safety Partnership. As such, it has a shared legal responsibility with members of the partnership to formulate and implement a strategy for the reduction of crime and disorder. Because the housing service is part of the council, we are involved with working with other statutory services in the Community Safety Partnership to develop a strategy for the reduction of crime and disorder.

Definition of Anti-social Behaviour

3.4 Our definition of anti-social behaviour includes:

- Conduct, which for the purposes of this section includes disorderly, offensive, immoral or criminal behaviour, that has caused, or is likely to cause, harassment, alarm or distress to any person.
- Conduct capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises.
- Conduct that has a detrimental effect on the quality of life of people in the locality
- Conduct capable of causing nuisance or annoyance to any person which is directly or indirectly related to the council's housing management functions.

The above are examples of types of behaviour that we consider to be anti-social. It is not intended to be an exhaustive list and does not prevent us from taking action that would otherwise be within our powers.

3.5 We appreciate that individuals may have different levels of tolerance towards certain activities. To avoid doubt, the following are examples of types of behaviour that we do not generally consider to be anti-social and therefore may not become involved in investigating them:

- A baby crying.
- Young people gathering socially or children playing in areas of general needs housing or a designated play area at reasonable times (unless this is combined with other anti-social behaviour).
- Being unable to park a vehicle near or outside a home.
- At reasonable times, frequency and duration, mowing lawns, using garden tools, using domestic appliances (e.g., vacuum cleaner, washing machine) or carrying out DIY.
- Noise from everyday living, e.g., walking across laminate flooring, flushing a toilet

- Cooking smells

This is not an exhaustive list.

Limits to our involvement

- 3.6 We understand that some people may be annoyed by the activities or behaviour of someone else and may consider this to be a nuisance or annoyance. However, we must also take account of a person's right to engage in activities that should be considered as reasonable under the circumstances.

For example, we may not intervene or take enforcement action where:

- evidence does not show that it is more likely than not there has been, or there is likely to be, anti-social behaviour (including where any nuisance or annoyance caused is a result of reasonable behaviour)
- those engaging in anti-social behaviour cannot reasonably be identified
- our intervention or action would be a disproportionate response to resolving the problem
- we assess that there is not an acceptable chance of a successful outcome
- there is no suitable legal remedy that we can take

In such cases, we may advise on "self-help" options and/or refer to another service.

- 3.7 We will not become involved in any case in our capacity as a local housing authority where there is no indication that:
- a Chesterfield Borough Council tenant has engaged in the anti-social behaviour in the locality of their home, or
 - a Chesterfield Borough Council tenant has been affected by anti-social behaviour in the locality of their home, or
 - there has been an effect on our housing management functions

Serious anti-social behaviour

- 3.8 Our assessment of whether anti-social behaviour is serious determines

how quickly we respond, the measures we put in place to protect victims and the measures we consider for resolving the case.

We would normally consider serious anti-social behaviour to include:

- Hate crime
- Violence
- Threats of violence, serious aggression and deliberate intimidation
- Domestic abuse
- The use of council premises or land for serious illegal activity, e.g., the production, storage or supply of illegal drugs
- Malicious or recklessly false allegations
- Any relevant serious criminal offence as defined in law
- Conduct which puts any person's safety at risk e.g. interfering with electricity or gas supplies

The above are examples and are not intended to be an exhaustive list

4 Our general approach

Putting victims first

- 4.1 In responding effectively to anti-social behaviour, we must provide or work with partners to arrange support for victims and witnesses, including:
- Assigning an individual officer to the case.
 - At the earliest stage possible, providing a realistic assessment for people reporting anti-social behaviour about whether their reports are likely to amount to anti-social behaviour, whether we can intervene and if so, what form that intervention might take.
 - Ensuring that a systematic and continuous assessment of the risk of harm is carried out for victims and witnesses and that appropriate action is taken.
 - Trying to minimise the need for people to provide evidence. However in most cases, a good standard of evidence provided by a witness, occasionally over an extended period, is *the* most important element in bringing a case to a successful conclusion. Where legal action is taken, these reports are often needed up to the date of a court

hearing and after a court order to show that the anti-social behaviour is continuing.

- Minimising delays by taking action as soon as we have assessed that there has been anti-social behaviour (see 3.4). There must be reasonable justification for not taking action at this stage.
- Where appropriate, making referrals to specialist support providers.
- Maintaining regular contact with victims and witnesses and keeping them updated with the progress of the case.
- Where required, carrying out a safety audit and arranging for home security measures.
- If it is no longer reasonable for the victim to remain in their home, we will consider temporary or permanent rehousing in the most serious cases.

4.2 We will participate in initiatives to identify vulnerable and repeat victims and to work with other services to carry out multi-agency case reviews.

4.3 We recognise that giving evidence at court can be a worrying and stressful experience. Those who act on behalf of their community by agreeing to be witnesses deserve support. In order to minimise any anxiety around the process we will offer support to those who act as witnesses in court for us, including:

- offering transport to and from the court or reimbursement of public transport costs
- having a named officer who stays with them at all times while at court
- a meeting before the court hearing so they know what to expect
- arranging a “pre-court” visit to show them the building

Early intervention and prevention

4.4 Early intervention is important in preventing anti-social behaviour from escalating. We will therefore ensure that it is easy for people to report problems to us and we will respond quickly to those reports by offering a face to face interview within a clear timescale, which we will publish in our summary of procedures (available on the council’s website).

4.5 We will normally consider any appropriate remedy which might work in a particular case. This may include working in partnership with other

organisations.

- 4.6 We will make it clear to applicants for housing and our tenants from the earliest stage that they must observe certain standards of behaviour and what may happen if they do not.
- 4.7 We will make it clear that where behaviour is reasonable under the circumstances, we do not consider it to be anti-social and we will not take enforcement action. We may suggest alternative types of action.
- 4.8 We will take steps to identify people who are registered for housing and who may benefit from support so that we can offer support from the start of their tenancies. Where a need for support is identified, we may make a referral to an appropriate support service where one exists.
- 4.9 In accordance with our allocations policy, we may exclude an applicant from the housing register for a period where that person, or a member of their household, or their joint applicant, has engaged in anti-social behaviour. This means that until the applicant has proved that they have remedied their behaviour, other applicants who have not engaged in anti-social behaviour will be preferred over them.

We may disqualify applicants from the housing register if we have evidence that they, or a member of their household, or their joint applicant, has behaved in an unacceptable way and we consider this makes them unsuitable to have a tenancy with the council.

- 4.10 Where the tenancy of a property has ended and the housing service is aware of anti-social behaviour associated with that tenancy that was likely to have met the requirements for legal action, this will be taken into account when allocating the next tenancy of that property.
- 4.11 The above at 4.8, 4.9 and 4.10 is not intended to alter or amend our allocations policy.
- 4.12 We recognise the importance of preventing anti-social behaviour through services for vulnerable people who may be engaging in anti-social behaviour. We may therefore provide support directly or by referral to another specialist support provider for people whose anti-social behaviour may be a result of a disability. We will take reasonable measures to ensure that an assessment takes place prior to taking legal action against a person who has, or who we suspect may have a protected characteristic. Exceptions include having to take action in

situations where an urgent application to court is required without notice to any person who is alleged to have engaged in anti-social behaviour that warrants such an application.

- 4.13 If someone who is engaging in anti-social behaviour has a disability, we must balance their rights with any legitimate aim, such as the need to prevent and stop anti-social behaviour and enforce compliance with the law, rules, regulations and agreements, such as tenancy agreements. A legal measure such as eviction or an injunction may be sought where it is proportionate to achieve a legitimate aim.

Incremental approach and proportionality

- 4.14 Where appropriate, we will take an incremental approach, where legal action is only considered if other measures are not appropriate or have not worked, particularly where those engaging in anti-social behaviour are more vulnerable. However, we may take any action, including legal proceedings, without warning or consideration of other measures if, in our opinion, the circumstances warrant it.
- 4.15 We take legal measures when it is proportionate. We will normally consider using the most serious measures such as eviction under circumstances including, but not limited to:
- a response to the most serious anti-social behaviour as outlined at paragraph 3.8 above
 - where the conduct is such that it is no longer appropriate for the person to remain in occupation of a council property
 - where the conditions are met for an absolute ground for possession
 - where incremental measures have not worked
 - where anti-social behaviour is persistent or repeated
- 4.16 We will take into account the views of those involved in a case. However it will remain our decision about what action we take or do not take.

Evidence

- 4.17 We base our interventions, investigations and action upon evidence. We will not consider taking enforcement action unless there is evidence to show that it is more likely than not that there has been anti-social

behaviour.

- 4.18 We will use reasonable and proportionate means to clarify and substantiate evidence, including, at appropriate stages in an investigation, face to face interviews and seeking corroboration from other potential sources of information.
- 4.19 Where someone does not comply with our reasonable requirements to provide, clarify and substantiate evidence, for instance by refusing a face to face interview, or to respond fully to reasonable questions, we reserve the right not to take further action.
- 4.20 Where a case goes to court, the strongest type of evidence is normally "first hand" or "direct" evidence. Where the source of this evidence is a witness, the identity of the witness is disclosed to the defendant, to his or her legal representatives and to the court. The witness attends court and may be cross examined. We encourage and expect witnesses to provide direct evidence where it is reasonable for them to do so.
- 4.21 Hearsay evidence is where, for example, a witness gives evidence to another person (e.g., a housing officer) about something which they have seen, heard or are aware of. The housing officer may present the hearsay evidence to the court without the witness needing to give a statement or to attend court to give evidence. However the housing officer may still need to disclose the identity of the witness. Hearsay evidence may be accepted by the court, but it does not have the same value as direct evidence. We will therefore consider the use of hearsay evidence, but reserve the right not to use it or take it in into consideration if, in our judgement, there is not an acceptable chance of a favourable outcome.
- 4.22 The court may consider anonymous hearsay evidence where it can be shown that there will be, or there is likely to be, a serious risk of harm to the witness if the witness's identity is revealed. However the weight which the court gives to hearsay or anonymous evidence will be less than that of direct evidence. We will therefore consider the use of hearsay evidence, but reserve the right not to use it or take it in into consideration if, in our judgement, there is not an acceptable chance of a favourable outcome.

Reporting anti-social behaviour

- 4.23 We will try to be accessible to all. Where people have difficulty in

communicating with us, we make reasonable adjustments to make communication easier.

- 4.24 We will make available a range of ways to report anti-social behaviour. However we may not investigate or take further action unless we have direct reports from an individual or direct evidence such as a conviction, open source information or it is self-evident. If evidence from a witness is needed for investigation and enforcement, we will not normally accept anonymous reports or those made through a third party.
- 4.25 Reports in relation to the behaviour of others (e.g., someone making an allegation against a neighbour) will not be investigated under the council's complaints policy. Instead they will be reported as requests for service and managed in line with our policy and procedures.

The right to respond

- 4.26 We will give a reasonable opportunity for any person we are investigating to respond to allegations.

Closing cases

- 4.27 We will normally close a case only when the situation is resolved and the reporter is happy for the case to be closed. However in certain circumstances we may close the case without the agreement of the reporter. These circumstances include where:
- we are satisfied that we have done all we reasonably can
 - we have assessed that it is not anti-social behaviour
 - the reporter has not cooperated with a reasonable request (e.g., has not responded to requests for contact, has refused to attend an interview or has not provide information reasonably requested)
 - we have not received any further reports of anti-social behaviour within three months
 - the allegations are likely to be false, malicious, a nuisance or vexatious
- 4.28 We will always try to make contact with the reporter before closing a case.

Safeguarding

- 4.29 We recognise our role in protecting vulnerable members of our community. In dealing with anti-social behaviour, we may come into contact with children and adults where there are safeguarding concerns. We will ensure that all members of staff are trained appropriately to enable them to respond to such concerns, including reporting anything that is a cause for concern.

5 Information exchange, storage, disclosure and publicity

- 5.1 Sharing information is an integral part of dealing with anti-social behaviour. We will share information with other organisations as part of a strategy to reduce crime and disorder. We will do this in compliance with the law and with protocols, agreements and guidance made with Derbyshire Constabulary and Derbyshire Safer Communities Board. These explain the information that can be provided and exchanged and the mechanisms to allow this.
- 5.2 We shall store, retain and dispose of data in compliance with legal requirements
- 5.3 Disclosure is possible where someone asks for information under data protection law. We may refuse to supply information following a request made under the law if the purpose of the refusal is to prevent or detect crime or some other lawful purpose.
- 5.4 If we consider it is reasonable in the circumstances to do so, we may disclose third party information (e.g., information provided by a witness that may identify that person) to a data subject (normally the subject of the report) where the third party has withheld consent to disclosure. However when dealing with such requests, before deciding whether to disclose third party information, we will be sensitive to, and give proper consideration to this potential conflict between the data subject's right of access and the third party's right to respect for a private life. We will normally seek the third party's consent before disclosure. We may advise the third party of this and give the option to withdraw the report rather than have the information disclosed.
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council, but we will only do this with that person's consent or where permitted under the law.

- 5.6 All employees of the housing service have an obligation to protect confidentiality and a duty to make sure that information is only disclosed to those who have a right to see it.
- 5.7 All employees of the housing service will be trained and be fully aware of their responsibilities to maintain the security and confidentiality of personal information.

Publicity

- 5.8 The community needs information about anti-social behaviour. We will therefore publish information where appropriate.
- 5.9 We may publish details about individual orders that are granted in open court, including personal details of the perpetrator. In each case, we will consider the impact, including the human rights, on the named person and any associated people and whether the publicity is proportionate. If the court imposes reporting restrictions on the press, we will also consider whether and how to restrict our publication.

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 - violence or the threat of violence
 - false, malicious, nuisance or vexatious complaints or allegations about council employees or its agents or contractors or services

There will be an assumption that we will take legal action where appropriate against any person who engages in such abuse.

- 6.2 All incidents will be dealt with in compliance with the council's health and

safety policies and procedures.

- 6.3 Acts of violence, threats or aggression will be recorded, and reported to the police where appropriate.

Training

- 6.4 We recognise that there is likely to be a higher risk to employees who respond to anti-social and often criminal behaviour. Our highest priority is the health and safety of our employees, elected councillors and people working for the council as agents or contractors. We will therefore ensure that employees of the housing service who are involved in responding to anti-social behaviour are trained in relevant health and safety policies and procedures.
- 6.5 We acknowledge the difficulties faced by employees who respond to anti-social behaviour. These difficulties include the need to make balanced assessments when confronted by conflicting accounts of behaviour, the avoidance of “confirmation bias”, the need to follow procedures and to remain impartial when people demand resolution in their favour. Good decision-making is made possible only when good training is provided and justified evidence-based assessments are backed up by senior management and elected representatives.
- 6.6 We will inform and train employees and elected representatives as appropriate on anti-social behaviour in general and the policies and procedures relevant to the housing service.
- 6.7 We will work in partnership with other organisations to provide training for our staff on any relevant aspects of the response to anti-social behaviour.

7 Policy implementation and update

- 7.1 Our housing management team will ensure that this policy is communicated to housing service employees.
- 7.2 This policy is adopted on Monday 5 February 2019 and will be reviewed after three years or in response to relevant significant change.

SUMMARY CONSULTATION RESPONSES

From Tenants

Proposed Corporate ASB Policy	Yes	No	Not Sure
Do you agree with the proposed changes to the Corporate ASB Policy?	18	0	0
Do you find the Corporate ASB Policy easy to understand?	13	2	3
Do you find the Corporate ASB Policy informative?	18	0	0

Proposed Housing ASB Policy	Yes	No	Not Sure
Do you agree with the proposed changes to the Housing ASB Policy?	18	0	0
Do you find the Housing ASB Policy easy to understand?	16	0	2
Do you find the Housing ASB Policy informative?	18	0	0

Tenant comments in response to the following questions:

- Do you agree with the proposed changes to the policies?
- Do you find the policies easy to understand?
- Do you find the policies informative
- How would you improve the policies?
- Does anything need to be added or taken away from the new policies?
- Do you have any further comments about any aspect of the proposed policies?

Proposed Corporate Policy (Tenant Comments)

Comment	Response/Amendment
A very interesting document	
I find it complicated and not easy to understand but I understand that it has to address so many situations	The phrases used are a balance of comprehensibility against the need for precision. Specific suggestions have been incorporated where they improve clarity.
A bit complicated if you are not familiar with it but probably can't be improved.	
Reads well as being accessible to all although that is not always easy to implement	N/A

Proposed Housing Policy (Tenant Comments)

Comment	Response/Amendment
Very detailed	N/A
Don't change it, everything that needs to be is there	N/A
I cannot find any reason to improve it	N/A
Seems to cover what is needed and is fair	N/A
What does "target hardening" mean?	Term deleted. Covered under the term 'home security measures'.

Both Proposed Policies (Tenant Comments)	
Comment	Response/Amendment
Easier to understand.	N/A.
There is a greater focus on victims.	N/A.
Well thought through.	N/A.
Layout is better.	N/A.
More condensed.	N/A.
No need to improve any further.	N/A.
Proof read for better comprehension.	Further proof reading carried out to simplify where possible (e.g., changing 'in conjunction with' to 'together with'), correcting numbering errors and compliance with corporate style.
Highlight chapter headings to clarify division between chapters and sub-headings.	Incorporated.
Can some legal terms be made easier to understand?	The phrases used are a balance of comprehensibility against the need for precision. Specific suggestions have been incorporated where they improve clarity.
Delete phrases that people may not understand.	

Both Proposed Policies (Tenant Comments) (Continued)

<p>Summary of changes helpful and should be included in the policies.</p>	<p>Not incorporated. The details of changes and the reasons can be published on the website, but consideration would need to be given about how to minimise the risk of confusion.</p>
<p>No mention of how success of policies will be monitored. Perhaps include in separate document.</p>	<p>Not incorporated. The success of the policies will be measured in a range of ways, including complaints, feedback from elected members, customer satisfaction (e.g., the questionnaire given to people reporting ASB in Housing cases, the State of the Borough Report and the annual HouseMark Star Survey).</p>
<p>Revision after three years is too long. Suggest every 18 months or two years.</p>	<p>Not incorporated. The frequency of revision is a balance between the need to respond to changes and the significant time and resources involved in carrying out a revision. The policy will be revised sooner than three years if there is a change that makes this necessary.</p>
<p>There should be a bigger emphasis on staff training and timelines for staff training as it becomes out of date quickly.</p>	<p>Not incorporated. The policies have a broad commitment to train staff as appropriate. The details of how this is achieved are procedural (e.g., employee, team and service development plans).</p>

From other stakeholders

Proposed Corporate Policy (Stakeholders)	
Comment	Response/Amendment
None.	N/A.

Proposed Housing Policy (Stakeholders)	
Comment	Response/Amendment
<p>(DCC Community Safety) At 3.4, include specific definition of ASB used for Community Protection Notices.</p>	Incorporated for completeness.
<p>(Internal stakeholder) We cannot guarantee to make a referral in every case. Therefore at 4.8, change 'Where a need for support is identified, we <u>will</u> make a referral to an appropriate support service where one exists.' to 'Where a need for support is identified, we <u>may</u> make a referral to an appropriate support service where one exists.'</p>	Agreed. 4.8 amended.
<p>(Tenant Challenge Panel) Include a statement that ASB from the previous tenant will be taken into account when re-allocating a property ("sensitive lets").</p>	Agreed. Incorporated at 4.10.

Proposed Housing Policy (Stakeholders) (Continued)

Comment	Response/Amendment
<p>(Derbyshire Law Centre) Pleased that people identified who need support at the start of their tenancies and that an assessment will take place before legal action.</p>	N/A.

Both Proposed Policies (Stakeholders)

Comment	Response/Amendment
<p>(DCC Community Safety) At 2.2 (Corporate Policy) and 3.3 (Housing Policy): Is there a duty to consult with other partners as well as the Derbyshire Constabulary in the formulation of a strategy for crime and disorder?</p>	Agreed. Incorporated into both policies.
<p>(DCC Community Safety) Suggestion for a clearer form of words at 3.7 (Corporate Policy) and 4.15 (Housing Policy).</p>	Agreed. Incorporated into both policies.
<p>(DCC Community Safety) At 4. (Corporate Policy) and 5. (Housing Policy), include a reference to where data is stored and how long it is retained.</p>	Agreed. New paragraph at 4.2 (Corporate Policy) and 5.2 (Housing Policy).

Both Proposed Policies (Stakeholders) (Continued)	
Comment	Response/Amendment
<p>(CBC Regulatory and Local Government Law) Delete 4.2 (Corporate Policy) and 5.2 (Housing Policy) as this is already covered at 4.4 (Corporate Policy) and 5.4 (Housing Policy).</p>	Agreed. Incorporated into both policies.
<p>(CBC Regulatory and Local Government Law) Include proportionality amongst considerations in decisions about publicity.</p>	Agreed. Incorporated into Corporate Policy at 4.9 and Housing Policy at 5.9.
<p>(Derbyshire Law Centre) No problems with proposed polices. Overall, a positive tool for preventing and dealing with ASB.</p>	N/A.
<p>(Police Inspector - Community Safety) No issues.</p>	N/A.

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Chesterfield Borough Council Equality Impact Assessment – Preliminary Assessment Form

<i>Title of the policy, project, service, function or strategy:</i>		Revised corporate and housing anti-social (ASB) policies
<i>Service Area:</i>	Health and wellbeing and housing services	
<i>Section:</i>	Community safety team and neighbourhoods team.	
<i>Lead Officer:</i>	Michael Moore	
<i>Date of assessment:</i>	09/18	
<i>Is the policy, project, service, function or strategy:</i>		
<i>Existing</i>	<input type="checkbox"/>	
<i>Changed</i>	Y	
<i>New / Proposed</i>	<input type="checkbox"/>	

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Section 1 – Clear aims and objectives

1. What is the aim of the policy, project, service, function or strategy?
<i>To provide an up-to-date framework for the commitments, aims, responsibilities and the use and limitation of powers in relation to ASB for:</i>
<ul style="list-style-type: none"> • <i>all CBC services involved in responding to ASB</i> • <i>housing services</i> •
<i>See Appendix F for full details</i>

2. Who is intended to benefit from the policy and how?
<i>To benefit: CBC services and employees involved in responding to CBC</i>
<i>Elected members</i>
<i>Community safety partners</i>

Members of the public

Organisations involved in supporting and representing individuals who are engaging in, or who are victims of ASB

How:

Clarity about the commitments, aims, responsibilities, use of powers and limits to involvement of:

- *CBC services in general*
- *the housing service in particular*

3. What outcomes do you want to achieve?

Approval to consult with stakeholders about revised corporate and housing ASB policies that take into account developments in ASC characteristics, legislation and national and local priorities

Section 2 – What is the impact?

4. Summary of anticipated impacts. *Please tick at least one option per protected characteristic. Think about barriers people may experience in accessing services, how the policy is likely to affect the promotion of equality, knowledge of customer experiences to date. You may need to think about sub-groups within categories eg. older people, younger people, people with hearing impairment etc.*

	Potentially positive impact	Potentially negative impact	No disproportionate impact
Age	<input type="checkbox"/>	<input type="checkbox"/>	Y
Disability and long term conditions	<input type="checkbox"/>	<input type="checkbox"/>	Y
Gender and gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	Y
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	Y
Pregnant women and people on parental leave	<input type="checkbox"/>	<input type="checkbox"/>	Y
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	Y
Ethnicity	<input type="checkbox"/>	<input type="checkbox"/>	Y
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	Y

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Section 3 – Recommendations and monitoring

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.

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

Yes

No

Please explain the reasons for this decision:

Section 6 – Knowledge management and publication

Please note the draft EIA should be reviewed by the appropriate Service Manager and the Policy Service **before** WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Head of Service/Service Manager (health and wellbeing)	Name:	Ian Waller
	Date:	DD/MM/YY
Reviewed by Head of Service/Service Manager (housing services)	Name:	Alison Craig
	Date:	DD/MM/YY
Reviewed by Policy Service	Name:	
	Date:	DD/MM/YY
Final version of the EIA sent to Policy Service	<input type="checkbox"/>	
Decision information sent to Policy Service	<input type="checkbox"/>	

For publication

Annual Housing Revenue Account Rent (HRA) and Service Charge Setting Review (HC000)

Meeting: Cabinet

Date: 15 January 2019

Cabinet portfolio: Cabinet Member for Homes and Customers

Report by: Assistant Director - Housing
Director of Finance and Resources

For publication

1.0 Purpose of report

1.1 To set rent and service charge levels for 2019/20.

2.0 Recommendations

It is recommended that:

2.1 For 2019/20 individual social rents be set based on the current National Social Rent Policy, giving a cash rent decrease of 1.0% with effect from 1 April 2019.

2.2 For 2019/20 and onwards, where a social rent property is re-let to a new or transferring tenant the rent level be increased to the target rent for that property.

- 2.3 For 2019/20 individual affordable rents be set based on the current National Social Rent Policy, giving a cash rent decrease of 1.0% with effect from 1 April 2019.
- 2.4 For 2019/20 and onwards, where an affordable rent property is re-let to a new or transferring tenant the rent level be set by reference to 80% of the market rent for a similar property prevailing at the time of re-letting.
- 2.5 The true costs of delivering services should be passed onto tenants. Therefore, service charges should be increased to ensure services break even. This was agreed by Cabinet 26 January 2016. It is recommended that charges be reviewed and the following revised levels be agreed for:
- a) Heating service charges (Sheltered Schemes) – recommend a charge of £17.60 per week (1 bed); £18.10 per week (2 bed); £18.60 per week (3 bed)
 - b) Garage rents – recommend a charge of £7.20 per week
 - c) Garage Sites – recommend a charge of £53.30 per annum (Shale); £67.00 per annum (Asphalt); £73.40 per annum (Other)
 - d) Tenants Metered Water Charges – recommend an average charge of £3.49 per week
 - e) Garden Assistance Scheme – recommend a charge of £3.54 per week (Grass Cut only); £0.69 per week (Hedge Cut only); £4.23 per week (Grass and Hedge Cut)
 - f) Sheltered Scheme Service Charge – recommend a charge of £12.60 per week
 - g) Sheltered Scheme Careline and Support Charge – recommend a charge of £8.00 per week (for non-funded tenants)

- h) Careline Response – recommend a charge of £6.00 per week (Monitor and Response including equipment rental in Chesterfield for self-funded clients)
- i) Careline Response and Support Service – recommend a charge of £8.75 per week (Monitor, Response and support service including equipment rental for self-funded clients)
- j) Careline monitoring service only – recommend a charge of £3.67 per week (available to customers in the Derbyshire Dales District)
- k) Support Service only – recommend a charge of £2.75 per week (within Chesterfield for self-funded clients)
- l) Careline monitoring service only – recommend a charge of £1.75 per week (for other social landlords)
- m) Charges in respect of Community Rooms – no increase recommended
- n) Communal Staircase Cleaning – recommend a charge of £2.05 per week
- o) Tenant Home Contents Insurance Premium Tax – no increase recommended

2.6 That the Director of Finance and Resources, in consultation with the Assistant Director – Housing are given delegated authority to implement any variation of rent during the 2019/20 financial year as necessary to take account of the adjustments referred to at paragraph 3.15..

3.0 **Report Detail**

Background

3.1 The council is required to keep a separate Account for its activities as a housing landlord. This is called the Housing Revenue Account (HRA). The HRA is closely governed by the

Local Government and Housing Act 1989 and by Determinations made under this Act by DCLG.

- 3.2 As a consequence of the HRA self-financing regime, we are required to ensure that our HRA Business Plan is financially viable, delivers reasonable standards for tenants and maintains at least the minimum Decent Homes Standard.
- 3.3 Future investment in the Housing Service and the housing stock is largely funded through income from the properties and is therefore directly influenced by decisions on rent levels, additional borrowing or the use of cash reserves.
- 3.4 Social housing rents are set according to the Government's National Social Rent Policy and the Welfare Reform and Work Act 2016.
- 3.5 In accordance with this legislation, from the 4 April 2016, Chesterfield Borough Council housing rents (social and affordable) for existing tenants have decreased by 1% annually from the chargeable rent for each individual property at the 8 July 2015. The current policy specifies a 1% reduction in each year, the final reduction being in April 2019. Prior to April 2016, rents had been allowed to rise by RPI + 0.5% and then for April 2015 only CPI + 1%.
- 3.6 In addition where a property is re-let during the financial year (and where it is not already at target rent), the new tenant's rent level can continue to be increased to the target rent for that property. The target rent however has also decreased by 1% per annum, as the target rent is the relevant rent at the 8 July 2015. This policy will also continue in each year until April 2019.
- 3.7 Members previously agreed these policies in a report to Cabinet on 26 January 2016.

- 3.8 From April 2020 and for the following four financial years (until March 2025), social housing rents will increase by CPI plus 1% in accordance with the National Social Rent Policy as set out in the Social Housing Green Paper (August 2018).

Rent Setting for 2019/20

- 3.9 Therefore in line with the aforementioned, it is recommended that for 2019/20 all local authority social rents will decrease by 1%. This is a cash decrease of 1% in 2019/20 (excluding the effect of Right to Buy sales losses), but a real decrease of 3.4% based on CPI in September 2018 of 2.4% or 3.8% if based on RPI of 3.3% at the same date.
- 3.10 Therefore the impact of this decrease across all existing properties in the housing stock is an average actual decrease for 2019/20 of £0.77 per week on a 52 week basis.
- 3.11 This is only an average actual monetary decrease and because rents will be calculated for each individual address, some rents will reduce by more than the average but conversely some rents will reduce by a lower amount. The lowest change is a decrease of £0.57 per week and the highest a decrease of £1.24 per week (this is an affordable rent property), both based on a 52 week basis. The highest social rent decrease is £1.02 per week.

This gives an average rent in 2019/20 of £75.83 per week.

- 3.12 Members should note that 2019/20 is a 53 week rent year (the first two days of the first week of the 2020/21 financial year sit in the 2019/20 rental year).
- 3.13 In accordance with the Welfare Reform and Work Act 2016, rents for 2019/20 (the final year of the 4 year rent reduction covered in this legislation) must be set at no more than 99% of the previous year's rent (2018/19). The 53rd week in

2019/20 will mean that tenants will pay 100.9% of the 2018/19 rent if no action is taken.

3.14 Therefore, to address this in 2019/20 we will adjust the accounts for rental income on a daily basis (366 days). This adjustment is needed only for one year, as rents will increase from 2020/21 onwards. This means that the rental income that relates to the 2020/21 financial year (3 days 1st, 2nd and 3rd April 2020) will sit in the 2020/21 accounts and tenants will therefore pay 99% of the rents from 2018/19. This is purely an accounting practice and will not affect how much tenants pay and when.

3.15 This approach is one that is suggested by the LGA. MHCLG are aware of the position and that it affects all social landlords. They have indicated to the LGA that it is for landlords to satisfy themselves of the application of the Welfare Reform and Work Act 2016, but have also established a Working Party to consider this.

If at a later date guidance is given contrary to our approach a variation of rent may need to be made during the 2019/20 financial year, and it is recommended that any decision on this is delegated to the Director of Finance and Resources in consultation with the Assistant Director – Housing.

Service Charges

3.16 A detailed consideration of possible increases to heating charges, garage rents, garage site rents, the garden assistance scheme, tenants water charges, community room charges and Wardens Services is set out in **Appendix 1**.

Rent, Fee and Charges Summary

3.17 The table below shows the annual impact of the recommended rent decrease and fee and charge increases

(set out in Appendix 1), on the 2019/20 year-end balance available:

Description	Additional Income in 2019/20 (£)
Heating Service Charge	2,710
Garage Rents	30,170
Garage Sites	1,380
Water Charges	240
Garden Assistance Scheme	100
Community Room Hire	–
Communal Staircase Cleaning	5,640
Sheltered Scheme Support Charge	2,330
Careline Response & Support	24,450
Total of Proposed Increases	67,020
Rent Reduction	(355,000)
Total of Proposed Decreases	(355,000)
Net Total of Proposals (Decrease)	(287,980)

4.0 **Financial implications**

4.1 The financial implications are an intrinsic element of this report.

5.0 **Legal and data protection implications**

5.1 The Welfare Reform and Work Act 2016 states that from April 2016 and in each of the following three years 'Registered providers of social housing must secure that the amount of rent payable in a relevant year by the tenant of their social housing in England is 1% less than the amount that was payable by the tenant in the preceding 12 months'

5.2 The council's Local Government and Regulatory Law Manager (Monitoring Officer) is satisfied that there is nothing contained within the Welfare Reform and Work Act 2016 that would prevent the calculating of rents for 2019/20 based on the recommendation at paragraphs 3.12 to 3.15 of this report.

6.0 Risk management

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Universal Credit changes tenants failure to pay rent Enhanced debts and costs of recovery	High	High	Sign tenants up to direct debits An increased assumption for bad debt provision has been made within the HRA Business Plan for 2018/19	High	Medium/ High

7.0 Equalities Impact Assessment (EIA)

7.1 In setting the National Social Rent Policy within the Welfare Reform and Work Act, an Equalities Impact Assessment has been carried out nationally. This is attached at **Appendix 2**.

7.2 Overall this policy has no impact on the majority of social housing tenants as they have their rent paid by Housing Benefit or Universal Credit. The remaining proportion of social tenants who do not have a high income will benefit from lower rent payments over the duration of the policy.

7.3 The impact on tenants with protected characteristics has been considered when setting fees and charges and where possible these have been minimised to mitigate any negative impact.

8.0 Recommendations

It is recommended that:

- 8.1 For 2019/20 individual social rents be set based on the current National Social Rent Policy, giving a cash rent decrease of 1.0% with effect from 1 April 2019.
- 8.2 For 2019/20 and onwards, where a social rent property is re-let to a new or transferring tenant the rent level be increased to the target rent for that property.
- 8.3 For 2019/20 individual affordable rents be set based on the current National Social Rent Policy, giving a cash rent decrease of 1.0% with effect from 1 April 2019.
- 8.4 For 2019/20 and onwards, where an affordable rent property is re-let to a new or transferring tenant the rent level be set by reference to 80% of the market rent for a similar property prevailing at the time of re-letting.
- 8.5 The true costs of delivering services should be passed onto tenants. Therefore, service charges should be increased to ensure services break even. This was agreed by Cabinet 26 January 2016. It is recommended that charges be reviewed and the following revised levels be agreed for:
 - a) Heating service charges (Sheltered Schemes) – recommend a charge of £17.60 per week (1 bed); £18.10 per week (2 bed); £18.60 per week (3 bed)
 - b) Garage rents – recommend a charge of £7.20 per week
 - c) Garage Sites – recommend a charge of £53.30 per annum (Shale); £67.00 per annum (Asphalt); £73.40 per annum (Other)

- d) Tenants Metered Water Charges – recommend an average charge of £3.49 per week
- e) Garden Assistance Scheme – recommend a charge of £3.54 per week (Grass Cut only); £0.69 per week (Hedge Cut only); £4.23 per week (Grass and Hedge Cut)
- f) Sheltered Scheme Service Charge – recommend a charge of £12.60 per week
- g) Sheltered Scheme Careline and Support Charge – recommend a charge of £8.00 per week (for non-funded tenants)
- h) Careline Response – recommend a charge of £6.00 per week (Monitor and Response including equipment rental in Chesterfield for self-funded clients)
- i) Careline Response and Support Service – recommend a charge of £8.75 per week (Monitor, Response and support service including equipment rental for self-funded clients)
- j) Careline monitoring service only – recommend a charge of £3.67 per week (available to customers in the Derbyshire Dales District)
- k) Support Service only – recommend a charge of £2.75 per week (within Chesterfield for self-funded clients)
- l) Careline monitoring service only – recommend a charge of £1.75 per week (for other social landlords)
- m) Charges in respect of Community Rooms – no increase recommended
- n) Communal Staircase Cleaning – recommend a charge of £2.05 per week
- o) Tenant Home Contents Insurance Premium Tax – no increase recommended

8.6 That the Director of Finance and Resources, in consultation with the Assistant Director – Housing are given delegated authority to implement any variation of rent during the 2019/20 financial year as necessary to take account of the adjustments referred to at paragraph 3.15.

9.0 **Reasons for recommendations**

9.1 To enable the council to set the level of council house rents in accordance with Government guidelines.

9.2 To enable the council to set service charges for 2019/20 and to ensure that the cost of delivering services continues to break even.

9.3 To contribute to the council's Corporate Priority 'To improve the quality of life for local people'.

Decision information

Key decision number	850
Wards affected	ALL
Links to Council Plan priorities	'To improve the quality of life for local people' and 'To provide value for money services'

Document information

Report author	Contact number/email
Alison Craig	345156 / alison.craig@chesterfield.gov.uk
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	
<i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix 1	Service Charge Increase
Appendix 2	EIA

HOUSING REVENUE ACCOUNT SERVICE CHARGES 2019/20**1.0 DISTRICT AND GROUP HEATING****1.1 General**

- 1.1.1 Tenants linked to group heating schemes (sheltered housing schemes) pay for heat through a Service Charge. Service charges, paid with the rent, apply to all tenants linked to group heating schemes. The average charge for this service in 2018/19 was £17.67 per week over 52 weeks. VAT is not currently payable on service charges.
- 1.1.2 Heating charges are **not** eligible for Housing Benefit or the housing element of Universal Credit.
- 1.1.3 It is proposed that in order for the group heating schemes to continue to breakeven in 2019/20 the charges are increased by 2.5% as detailed in the table below.

	Current Charge	Revised Charge	Increase in 2019/20
1 bedroom	£17.18 per week	£17.60 per week	42 pence per wk
2 bedroom	£17.67 per week	£18.10 per week	43 pence per wk
3 bedroom	£18.18 per week	£18.60 per week	42 pence per wk

2.0 GARAGE RENTS & GARAGE SITES

- 2.1 Income streams from both garage rents and garage site rents currently cover expenditure. However, capital improvements to sites are planned in future years. Therefore, it is proposed to increase the charges as detailed in the table below (7.5% on all charges).

Service	Current Charge	Revised Charge	Actual Increase in 2019/20
Garage Rents	£6.70 per week	£7.20 per week	50 pence per week
Garage Site – Shale Surface	£49.60 per annum	£53.30 per annum	£3.70 per annum

Garage Site - Asphalt Surface	£62.40 per annum	£67.00 per annum	£4.60 per annum
Garage Site - Other	£68.30 per annum	£73.40 per annum	£5.10 per annum

2.2 Garage Rents are **not** eligible for Housing Benefit or the housing element of Universal Credit.

3.0 **WATER CHARGES**

3.1 Members previously agreed to review charges to tenants with a metered water supply (in some sheltered schemes) annually as part of the review of service charges.

3.2 In order to maintain a breakeven position it is proposed to increase charges by 3.5% (the estimated inflationary increase on water rates for 2019/20). This gives an average **increase from £3.37 per week to £3.49 per week** on a 52 week basis.

3.3 Water charges are **not** eligible for Housing Benefit or the housing element of Universal Credit.

4.0 **GARDEN ASSISTANCE SCHEME**

4.1 The current contract for this work commenced in April 2018 with a new contractor (SpirePride).

4.2 In order to comply with the Equality Act 2010 we provide the service free of charge to disabled people.

4.3 The cost of providing the service to any eligible disabled service users will be met from the HRA Working Balance, with the remainder of the users being charged the appropriate service charge as per the table below. The contract price is set to increase by 3.2% with effect from 1st April 2019 and it is proposed to pass this increase onto all paying clients.

	Current Charge	Revised Charge	Increase in 2019/20
Grass Cut	£3.43 per week	£3.54 per week	11 pence per wk
Hedge Cut	£0.67 per week	£0.69 per week	2 pence per wk
Grass & Hedge Cut	£4.10 per week	£4.23 per week	13 pence per wk

4.4 Garden Assistance charges are **not** eligible for Housing Benefit or the housing element of Universal Credit.

5.0 **COMMUNITY ROOMS**

5.1 Housing Services manage 6 community rooms at various locations across the Borough. Usage currently varies between the venues, with income not meeting the costs associated with the maintenance and management of these facilities. Some of the venues have been refurbished in 2017/18 and 2018/19, with 3 other venues still to be reviewed.

5.2 Enterprise and Wellbeing Scrutiny Committee are currently undertaking a review of Community Rooms and the outcome of this review will assist in making recommendations on the future strategic direction the 3 remaining venues.

5.3 Charges for the hire of community rooms are in accordance with the table at 5.3 below. Bookings are offered at a fixed price for the usage of the rooms per slot:

- 9.00am to 1.00pm
- 1.00pm to 5.00pm
- 5.00pm to 9.00pm

5.4 As usage remains low, it is not proposed to increase the charges in 2019/20.

Type of Group	Comments	Charge for per slot
Tenant and Resident Group	Groups which work on behalf of members of the community	Nil Charge
Councillor Surgeries	Surgeries run by Chesterfield BC or Derbyshire CC Members	Nil charge
Activities for the benefit of vulnerable people and for which funding is not available	For example, preparation and distribution of food hampers to vulnerable people	Nil charge
Activities for the benefit of local people	Activities where a charge can be made for the activity	£8.00
Charitable Organisations	Those with a charitable status and registration number	£8.00
Support Groups	Groups which support vulnerable or disadvantaged people and which are non-profit making	£8.00
Other non-commercial groups	Including statutory organisations who use the	£12.00

	premises e.g. use of Polling Stations or parties	
Commercial Organisations	Other organisations	£20.00

6.0 COMMUNAL STAIRCASE CLEANING

- 6.1 The contract for cleaning communal staircases is carried out by the in-house Building Cleaning ISP. The inflation on this contract is based on the increase in the Real Living Wage, which is 2.86% from April 2019.
- 6.2 In order that this service continues to recover its costs it is proposed to increase the weekly charge to tenants by 2.86% from 1st April 2019. The weekly charge **increases from £1.99 to £2.05 per week.**
- 6.3 Communal Staircase Cleaning charges **are** eligible for Housing Benefit and the housing element of Universal Credit.

7.0 TENANT HOME CONTENT INSURANCE PREMIUM TAX

- 7.1 There has been no further increase in Insurance Premium Tax since June 2017 when it was set at 12%. Therefore, it is proposed to leave this charge unchanged for 2019/20 in order that this service continues to recover its costs.
- 7.2 The tax is recovered weekly from tenants as part of their Home Contents Insurance Premium, the amount charged will depend on their individual level of home contents cover and is **not** eligible for Housing Benefit or the housing element of Universal Credit.

8.0 SHELTERED SCHEME SERVICE CHARGE

- 8.1 In order to maintain a breakeven position it is proposed to **increase charges by 2.5% from £12.30 to £12.60 per week.** The charge applies to all sheltered housing schemes and will continue to be reviewed annually.

9.0 CARELINE RESPONSE AND SUPPORT SERVICES CHARGE

- 9.1 Careline Response and Support Services for older and vulnerable people are currently provided to funded and non-funded customers. For those eligible for funding, there are two separate contracts with DCC – Floating Visiting Support and Careline. In addition tenants and residents who cannot access funding from DCC can pay for the service.
- 9.2 The contract with DCC for the Careline Monitoring Service is expected to be extended up to 31 March 2021 with the terms not yet agreed. During

the time leading up to this date, DCC will be carrying out a consultation exercise with Service Users and Providers to determine its future funding provision. The Floating Visiting Support Service contract has been extended up to 31 October 2019 on the existing terms with a retendering exercise being carried out by DCC during 2019.

- 9.3 **Sheltered Schemes (Careline and Response Service)** – For self-funded customers living in a sheltered scheme, it is proposed that the current weekly charge for the Careline Response and Support Service is **increased by 1.91% from £7.85 to £8.00 per week.**
- 9.4 **Support Service** – For self-funded customers, it is proposed that the current weekly charge for the Support Service is **increased by 10% from £2.50 to £2.75 per week**
- 9.5 **Careline Response** –For self-funded customers, it is proposed that the current weekly charge for the Careline Response service is **increased by 4.90% from £5.72 to £6.00 per week.** This service charge still remains low in comparison to neighbouring local authorities and other providers in this market.

Chesterfield Borough Council monitors a number of alarms in Derbyshire Dales. Most of the alarms were provided by Dales Housing, and the service is monitor only (no response or falls recovery service is provided for these customers). It is proposed that the current weekly charge for this monitoring service be **increased by 4.90% from £3.50 to £3.67 per week.**

A number of agreements are also in place between the Council and Housing Associations in the Borough to monitor alarms. It is proposed that the current weekly charge for Housing Association customers be **increased by 6.06% from £1.65 to £1.75 per week.**

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		Impact Assessment (IA)
Title: Welfare Reform and Work Bill: Impact Assessment of Social Rent Reductions Lead department or agency: Department for Work and Pensions Other departments or agencies: Department for Communities and Local Government		Date: 28 September 2015
		Stage: Final
		Source of intervention: Domestic
		Type of measure: Primary legislation
		Contact for enquiries: Alison Cremin, tel: 0303 444 1619, Email: alison.cremin@communities.gsi.gov.uk Kara Kashemsanta, tel 0303 444 3118 Email: kara.kashemsanta@communities.gsi.gov.uk
Summary: Intervention and Options		RPC Opinion: Not Applicable
What is the problem under consideration? Why is government intervention necessary? The Government has made clear its objective of tackling the deficit and rebalancing the welfare state, whilst sharpening work incentives and supporting the vulnerable. Social housing rents are set according to Government's rent policy which includes a limit on annual rent increases for private registered providers. Over a decade to 2014, social rents have risen by an average of over 60%, outstripping those in the private sector, which increased by 23% between 2005 and 2015. Housing benefit paid to the social sector have increased in real terms by around 20% over the three years from 2010-11 taking the bill to £13bn. Local Housing Allowance curbed the spiralling housing benefit bill in the private sector, but without the same restraint in the social sector where social housing providers build up surpluses. The existing rent policy from April 2015 puts greater restrictions on rent increases in the social sector, but to bring public finances under control it is necessary to go further, whilst protecting claimants who will see no change to their household finances as a result of the rent reduction policy.		
What are the policy objectives and the intended effects? The objective of this policy change is to further limit the growth in social housing rents which have been contributing to the rapid growth in the housing benefit bill. It is not fair that tenants in private sector housing have had restraint on their housing benefit whilst social landlords have seen large increases in rental income from housing benefit. The Government aims to reduce the housing benefit bill in the social sector while protecting the income of claimants who are already reacting to the incentives set out in other welfare reforms and moving into work and those vulnerable claimants who are not able to do so. To achieve savings and bring rent increases within the social sector back into line with the private rented sector the Government will reduce rents in social housing in England by 1% a year for four years from 2016. This will reduce average rents in the social housing sector by around 12% by 2020, from the current forecast. By 2020/21 there will be an in-year housing benefit saving of £1.995bn, which translates to an in-year net saving to the taxpayer of £1.445bn by 2020/21 once the impact on local authorities is taken into account.		

What policy options have been considered, including any alternatives to regulation? Please justify preferred option (further details in Evidence Base)

We have considered three options (1) continue the current policy of annual rent increase limit of CPI + 1% for ten years between 2015/16 and 2024/25, and (2) reduce social housing rents annually by 1% for four years from April 2016 and (3) reduce amounts of housing benefit paid to cover rent in the social sector.

The current policy has already resulted in some housing benefit savings compared to that in place previously, but the rise in social rents in the past five years has largely been due to relatively high inflation rates in certain years between 2010 and 2014 as a result of applying the rent increase formula of RPI plus 0.5%, plus an additional £2 where rents were below the formula. We have further restricted the limit on rent increases to CPI +1% under the policy from April 2015, but to bring public finances under control we now need to go further.

These savings are, however, set alongside the rapid increase in housing association surpluses in recent years. We do not think that continuing with the current policy is fair at a time when we need to show restraint in public finances. Option one does not provide a fair outcome for the taxpayer or indeed to the hard working families paying all, or part of their rent, to also have to face ongoing increases in costs.

We also do not consider that option three is appropriate as this would reduce income for housing benefit claimants, but allow rents to keep increasing above inflation. It would not be fair to other social housing tenants and would decrease the incentives provided by other welfare reform measures to move into work if they are able to. The reductions set out in option two will reset the levels of social rent, help to restore fairness to the welfare system and thereby benefitting families in the social sector.

Will the policy be reviewed? It will be reviewed. If applicable, set review date: 2020

I have read the Impact Assessment and I am satisfied that, given the available evidence, it represents a reasonable view of the likely costs, benefits and impact of the leading options.

Signed by the responsible Minister:



Date: 28/09/2015

- Age
- Disability
- Gender
- Race
- Gender reassignment
- Pregnancy and maternity
- Sexual orientation
- Religion or belief
- Marriage and civil partnership

Overall this policy has no impact on the majority of social housing tenants as they have their rent paid by housing benefit. The remaining proportion of social tenants who do not have a high income will benefit from lower rent payments over the duration of the policy. This increase in disposable income will continue to benefit the household as rent increases after the period affected by the policy will be from a lower base. We do not therefore envisage any negative impact on the more vulnerable social tenants in protected groups whilst those that are in work, other than high income earners, and paying their own rent will directly benefit from a reduced rent and have a greater disposable income.

Concerns have been raised that the rent reduction measures may disproportionately impact on supported housing and may cause a reduction in service provision given these housing providers tend to operate on lower profit margins and have higher rents. The Government has included clauses in the Bill to allow exceptions from the rent standard by regulation. We expect that the reductions will apply only to social housing properties currently subject to the Rent Standard. The types of accommodation that are exempted from the Rent Standard are likely to remain exempted – these include specialised supported accommodation and residential care homes and nursing homes.

We are considering whether the existing definitions are appropriate in light of the revised policy and will be setting out details in secondary legislation and working with the sector to ensure regulations laid under clause 20 of the Bill protect vulnerable groups.

A complete exception for supported accommodation has been considered but is regarded as disproportionate. Housing providers will be able to apply for an exemption from the rent reductions where financial viability is threatened. Excluding specific vulnerable groups on the face of the Bill from the rent reduction policy change with no prior evidence that it was needed, would raise serious questions of fairness and lead to negative impact on protected groups.

Life Chances

The new Life Chances legislation (incorporated into the Welfare Reform and Work Bill) proposes to remove a number of the legal duties and measures set out in the Child Poverty Act 2010 and to place a new duty on the Secretary of State to report annually on children in workless households and the educational attainment of children. This is because evidence shows these to be the two main factors leading to child poverty now and in the future (respectively).

The social rent reductions is supportive of the Life Chances legislation in that this policy will protect vulnerable tenants who are not able to go out to work from savings to their housing benefit bill. Alongside reducing the rent for hard working families who have had above inflation rises in rent over previous years. This will increase the incentive for people to make the choice to move into work by making paying their own rent more affordable. Reducing social rent for four years will increase the gains from moving into employment as the difference between the potential disposable income from earnings after payment of housing costs and income from benefits grows. In this way the number of children living in workless households could fall over time.

Introduction

Social housing rents are set according to Government's rent policy which includes a limit on annual rent increases; determining what the fair level is for social housing providers, for social tenants and for the taxpayer who funds the housing benefit bill. In the last Parliament the Government looked to curb the growth of the housing benefit bill and published the new ten-year rent policy in May 2014. However, to bring public finances under control we need to go further.

Under this policy registered providers of social housing in England must reduce the rents payable by their individual tenants by 1% per annum for four years. The rent baseline is calculated by reference to the rent payable on 8 July 2015, or, with the consent of the Secretary of State, an alternative permitted review day.

The four year period commences on 1st April 2016, except if a registered provider's rent year for the greater number of its tenants runs from a date other than the 1st April. Where that is the case then the rent reductions will be applied on that date and relevant years run from that date.

The policy also requires that when rents for new tenants are set these should reflect the 1% per annum reduction.

This policy change is to apply further restraint to social housing rents. The scale of the housing benefit bill means that we need to go further to reduce welfare spending while helping those on low income who pay their own rents. Therefore it is fair to ensure that we protect hard working families and return fairness to the taxpayer by reducing this growth in the housing benefit bill. Social housing is a well regulated sector and we judge that they are able to manage the financial impact of further rent reductions, given recent increases in budget surpluses across the sector as a whole.

The housing benefit bill in the social rented sector in England is £13bn, up 20% in real terms over the last 10 years. This is a sensible and fair measure which will result in an in-year housing benefit saving of £1.995bn by 2020/21¹, as the majority of social housing tenants receive housing benefit and most of these have their rent paid in full. The reduction is equivalent to £12 off the average weekly social rent / over £600 per year by 2020-21 based on the current forecast, and will reset the levels of social rent, which over recent years have become out of kilter with private rents.

Exceptions and exemptions to the policy change

There will be a number of exceptions from the rent reduction requirements including low cost home ownership and shared ownership, and where there is a mortgagee in possession or the successors in title. This mirrors the current policy and is designed to prevent adverse impact on the valuation of existing social housing stock for security purposes.

Further exceptions will be set out in regulations. This may include the types of accommodation and tenants that are currently exempted from the Rent Standard will continue to be exempted – these include specialist supported housing, temporary social housing, PFI accommodation, student accommodation, Intermediate Rent accommodation, care homes and nursing homes.

The Regulator of Social Housing will have the power to grant a full or partial exemption to a private registered provider, where it considers that complying would jeopardise the financial viability of that provider and with agreement from DCLG Secretary of State. Statutory guidance will set out the circumstances in which a waiver will be considered.

Estimated costs and benefits of the policy change

Impact on social tenants (tenants of private registered providers and local authorities)

- This will reduce rents for households by around 12% by 2020, in comparison to rising rents under the existing regime. For the third of households in social housing who pay their own rent this is equivalent

¹ This translates to an in-year net saving to the taxpayer of £1.445bn by 2020/21 once the impact on local authorities is taken into account.

to a reduction in rent of £12 of the average weekly social rent / over £600 per year in comparison to rising rents that would have occurred by 2020-21 under the previous policy.

- For the two thirds of tenants who claim housing benefit to pay their social rent they will have no impact. Reduction in rent will reduce housing benefit payments and hence benefit the taxpayer but with no change to their disposable income.
- This policy therefore protects those who are vulnerable and most have a low income and are unable to access housing (without housing benefit). 28% are aged over 65; around a quarter describe their status as inactive, which includes those who have a long-term illness or disability and those looking after the family or home. The policy will therefore benefit those in the protected groups who are social housing tenants, and not impact on those who are in receipt of housing benefit.

Housing benefit savings

The table below presents the estimated housing benefit savings as a result of downrating social rents relative to current rent policy which allows uprating rents by CPI+1% each year. The housing benefit savings are across both local authority and housing association stock. These figures are in line with the Office for Budget Responsibility (OBR) certified policy costing as published in the Summer Budget 2015.

Housing Benefit Impact (£m)

	2016/17	2017/18	2018/19	2019/20	2020/21
Savings (£m)	240	685	1,250	1,860	1,995

Impact on housing associations

The new policy will reset future rent levels in the social housing sector. It will reduce housing costs faced by working families on low income in social housing and housing benefit costs funded by the taxpayer by around £2 billion a year by 2020/21 as demonstrated in the 'Housing Benefit savings' section above (approximately 63% of social housing tenants receive housing benefit, English Housing Survey 2013/14). But it will also reduce the rental income received by social landlords.

The table below estimates the change in rental income likely to be incurred by housing associations as a result of the policy in comparison to the previous policy of above inflation increases.

This is based on OBR (Summer Budget round 4 economic determinants) forecasts of weekly housing association rent level both before and after the policy change. The weekly rent figures are multiplied by the total number of social dwellings forecast, which includes expected new builds but not those which will be exempt from the policy, to give a total rental income.

£m, cash	2016/17	2017/18	2018/19	2019/20	2020/21
Total rental income, no policy change	12,155	12,575	12,925	13,295	13,685
Total rental income, with 1% downrating	11,910	11,940	11,830	11,715	12,055
Impact on total Housing Association rent (£m)	-245	-635	-1,095	-1,580	-1,625

Risks and mitigation, the role of the Regulator

This policy change could have wider impacts on spending decisions and the amount of expenditure by landlords who made their spending plans based on previous funding arrangements. The Government is engaging the housing association sector as they develop plans to manage the change.

The 2014 Global Accounts of social housing providers published by the Regulator of Social Housing ("the Regulator") demonstrated that the sector is financially robust. They recorded strong financial results in the year ending March 2014, turnover increased by 5% to £15.6 billion and the operating margin also increased

from 25.9% in 2013 to 26.5% in 2014. Surpluses for the sector have continued to rise to a total of £2.4 billion for 2014, an increase of 22% compared to 2013.

We recognise that the reductions will have an impact on housing associations' finances. However, the strong balance sheets mean they are well placed to manage these reductions and have proved themselves to be more than capable of adapting and responding to change. With a large surplus of £2.4 billion in 2014, the Government is confident they will be able to find efficiencies to accommodate the rent changes

The Budget also includes a complementary measure that would create additional rental income for housing associations to help mitigate the impact of rent reductions. Social tenants with a household income of over £40,000 in London and over £30,000 outside London will be charged higher rents allowing housing associations to retain the additional incomes. It is estimated that hundreds of millions pounds per year of additional rental income will be available to support their business plans to invest in services for their tenants, maintaining and improving existing homes, or delivering more new affordable homes.

Where complying with rent reductions would jeopardise the financial viability of a housing association, the Regulator will still have the power to issue a full or partial exemption, with the Secretary of State's consent. Other circumstances where exemptions may be considered will be set out in regulations. However, we expect the circumstances in which housing associations will receive a waiver will be limited and do not expect housing associations to plan on the basis that they will receive one.

Housing associations need to ensure that they have a credible business plan in place and that these remain fit for purpose for the environment in which they operate. Some associations might need to adapt their business plans and operating structures in response to budget measures. The Regulator is seeking assurance that housing association boards have properly considered the implications of these changes for their businesses, and that there are effective plans in place should this be required.

The Regulator is currently collecting information from large private registered providers (which own more than 1,000 units), requiring a revised annual Financial Forecast Return (FFR) which reflects the impact of the changes in government policy and mitigating actions they propose. Housing associations have also been advised that if they anticipate exceptional challenge to adapt they should inform and discuss the matter with the Regulator. The Regulator will work collaboratively with them to explore how any difficulties might be resolved.

The Government has also considered whether the rent reduction measures would impact on the supply of affordable housing. The Government is continuing to engage with the housing association sector and it remains confident that they will be able to find the necessary efficiencies to manage this change. At the same time the Government remains committed to delivering 275,000 affordable homes over the course of the Parliament, and to supporting the most vulnerable in our society to have a decent place to live, as well as being committed to taking steps to increase home ownership.

The Government has a wide number of levers at our disposal to ensure that this country has the right homes to meet people's needs and legitimate aspirations to own. 200,000 Starter Homes will be built encouraged by an improved planning system. The Affordable Homes Guarantees Scheme has delivered over £1.5bn of guaranteed borrowing at record low levels for 41 housing associations to deliver 11,000 homes so far – with more in the pipeline. There continues to be an important role for housing associations in delivering the mix of housing supply this country needs.

Impact on Income for Protected Groups

Households that include someone with a protected characteristic (as defined by the Equality Act 2010) will be affected by this policy if they receive one or more of the affected benefits. Overall, those groups who are more likely to be in receipt of affected benefits are more likely to be affected by this policy change, though these groups will not see a change in benefit income in cash terms. The protected groups according to the Equality Act 2010 are:

For Publication

Collection Fund Revised Estimates 2018/19 (J000)

Meeting:	Cabinet
Date:	15 th January 2019
Cabinet portfolio:	Deputy Leader
Report by:	Director of Finance & Resources

For publication

1.0 Purpose of report

- 1.1 To agree the revised estimate of the surplus or deficit on the Collection Fund for 2018/19 so that it can be shared amongst the major precepting authorities in 2019/20.

2.0 Recommendations

- 2.1 That the estimated deficit on the Council Tax of £27,135 be agreed and allocated to the major precepting authorities as detailed in Appendix A.

3.0 Background

- 3.1 The Local Government Finance Act 1992 requires Billing Authorities to calculate the estimated surplus or deficit on the Council Tax elements of the Collection Fund each year.

3.2 The Act prescribes that the estimated surplus or deficit should be allocated to the major precepting authorities in proportion to their precepts and that the major preceptors should then take it into account when calculating their Council Taxes for the following financial year.

4.0 **Considerations**

4.1 Council Tax Transactions

4.1.1 The estimate of Council Tax income for the year 2018/19 is £49.7m.

4.1.2 The accumulated bad debt provision has been estimated at £2,317,350.

4.1.3 In setting the Council Tax for 2018/19 it was originally estimated that there would be a surplus from the previous year of £523,799 to allocate. However, at the end of 2017/18 the surplus was £477,672. The shortfall of £46,127 will be allocated in 2019/20.

4.1.4 The precepts on the fund in 2018/19 total £49.3m.

4.1.5 The net result of all of the above items is to produce an estimated deficit of £27,135 on the Fund at 31st March 2019. Appendix A shows how the deficit is to be shared between the major precepting authorities in 2019/20. The majority (74.20%) goes to the County Council. The Borough Council receives 10.21% of the deficit i.e. £2,770.

5.0 **Legal and data protection implications**

5.1 The Local Government Finance Act 1992 requires Billing Authorities to calculate the estimated surplus or deficit on the Council Tax elements of the Collection Fund each year.

6.0 **Alternative options**

6.1 None.

7.0 **Recommendations**

7.1 That the estimated deficit on the Council Tax of £27,135 be agreed and allocated to the major precepting authorities as detailed in Appendix A.

8.0 **Reasons for recommendations**

8.1 To fulfil a statutory requirement and to feed into the budget setting process for 2019/20.

Decision information

Key decision number	855
Wards affected	All
Links to Council Plan priorities	To become financially self-sufficient by 2020, so we can continue to deliver the services our Communities need.

Document information

Report author	Contact number/email
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Background documents These are unpublished works which have been relied on to a material extent when the report was prepared. <i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix A	Revised Collection Fund Estimates 2018/19

REVISED COLLECTION FUND ESTIMATES 2018/19

	Council Tax £	
Surplus/(deficit) b/fwd		477,672
<u>Income:</u>		
Gross Debit	49,700,000	
Reduction/(increase) in bad debt provision	(358,194)	
		49,341,806
		49,819,478
<u>Expenditure:</u>		
Parishes	(434,068)	
Chesterfield BC	(4,654,209)	
Derbyshire CC	(36,986,068)	
Derbyshire Fire & Rescue	(2,173,459)	
Police & Crime Commissioner for Derbyshire	(5,598,809)	
		(49,846,613)
Estimated Surplus/(Deficit)		(27,135)
<u>Share of Surplus / (Deficit):</u>	%	£
Chesterfield BC	10.21	(2,770)
Derbyshire CC	74.20	(20,135)
Derbyshire Fire & Rescue	4.36	(1,183)
Police & Crime Commissioner for Derbyshire	11.23	(3,047)
Total Surplus/(Deficit)	100%	(27,135)

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