

BOROUGH OF CHESTERFIELD

You are summoned to attend a Meeting of the **Council** of the **Borough of Chesterfield** to be held in the **Council Chamber, Town Hall, Rose Hill, Chesterfield S40 1LP** on **Wednesday, 11 October 2017** at **5.00 pm** for the purpose of transacting the following business:-

1. To approve as a correct record the Minutes of the Meeting of the Council held on 19 July, 2017 (Pages 5 - 14)
2. Mayor's Communications
3. Apologies for Absence
4. Declarations of Members' and Officers' Interests relating to items on the Agenda.
5. Public Questions to the Council

To receive questions from members of the public in accordance with Standing Order No. 12.

Question submitted by David Widdowson:

"Cuts to benefits and services have disproportionately hit disabled people.

We are a group of disabled people called 'Disability Campaigners' running a campaign titled 'Give it Back!' Stop people on benefits paying council tax.

Until April 2013, people on benefits did not have to pay council tax. Since then, the disabled and/or unemployed are required to pay a measure of council Tax, typically £10 - £15 per month, money that they can ill afford to pay. Councils had some discretion about charging people on benefits, but 276 out of 326 councils in England chose to apply the levy. This takes disabled people below the basic living assessment on which benefits are based.

Local councils levy and collect the council tax, but we are aware the County Council gets the lion's share. We appreciate it is a big ask, but this levy is condemning disabled people to living below the basic living allowance and becoming more isolated, feeling persecuted, and having to cut down on food and heating, risking serious health problems.

Could we please have a statement of your support and how you would help disabled people by giving them their basic benefit entitlement back for them to at least have a chance to participate in the community and have access

to basic needs? Please lobby your national parties to help change this unjust system.”

Question submitted by Laura Bagley:

"Will Chesterfield Borough Council follow other councils in supporting the 'votes at 16' campaign?"

There are currently 1.5 million 16 and 17 year olds that are denied the vote in public elections in the UK. Lowering the voting age to 16 would empower young people to better engage in society and influence decisions that will define their future. People who can consent to medical treatment, work full time, pay taxes, get married or enter a civil partnership, and join the armed forces should also have the right to vote.

The Scottish Government took more positive steps towards a more inclusive political system when they passed the Scottish Elections (Reduction of Voting Age) Bill, which allows all 16 and 17 year olds to vote in all Scottish elections from May 2016. Young people's participation in the Scottish Referendum demonstrates that they are eager to engage. 75% of 16 and 17 year olds turned out to vote in a once in a lifetime opportunity to have their say in shaping the future of their country. Other young people across the UK should have the same democratic right.

A number of other councils have already supported this campaign and have passed motions in support. These include: Oldham, Bristol, Halton, Rotherham, Wolverhampton and Leeds City Council.

Will Chesterfield Borough council follow suit and support the campaign by passing a motion at tonight's council meeting? We must remember that democracy includes young people too.”

6. Petitions to Council

To receive petitions submitted under Standing Order No. 13.

To debate the following petition received from Miss Anastasia Antill, National Citizen Service (NCS) on 25 September, 2017: -

“Accessibility issues in Chesterfield town centre.

We are aiming to improve our community by helping people with disabilities to get around the busy town centre.

As a group, we decided to base our NCS project on tackling the disabled access into the town centre as the research we had carried out, including speaking with members of the public, had shown that many people felt that this was an issue, particularly around the market area. Most of the people we spoke to who had disabilities admitted that they struggled on a regular basis and often avoided going into town.

To improve access, we propose introducing wheelchair ramps at the side of the market to provide better surfaces for wheelchair users and widening the gaps between market stalls to enable wheelchair users to access the market more easily especially on market days.”

The petition contains in excess of 1,000 signatures; therefore it is referred to Council to be debated in accordance with the Council's petition scheme and Standing Order No. 13.

Miss Antill will attend Council to present the petition and answer questions.

7. Questions to the Leader

To receive questions submitted to the Leader under Standing Order No.14

8. Election to The Borough Council - 21 September, 2017 (Pages 15 - 16)

9. Changes to Allocation of Seats and Committee Appointments 2017/18 (Pages 17 - 22)

10. Quarter 1 Budget Monitoring 2017/18 & Updated Medium Term Financial Forecast (Pages 23 - 32)

11. Treasury Management Annual Report 2016/17 & Monitoring Report 2017/18 (Pages 33 - 46)

12. Minutes of Committee Meetings (Pages 47 - 48)

To receive for information the Minutes of the following meetings:-

- Appeals and Regulatory Committee
- Employment and General Committee
- Licensing Committee
- Planning Committee
- Standards and Audit Committee

13. To receive the Minutes of the meetings of the Cabinet of 11 July, 25 July and 12 September, 2017 (Pages 49 - 76)

14. To receive the Minutes of the meetings of the Joint Cabinet and Employment and General Committee of 25 July, 2017 (Pages 77 - 80)
15. To receive and adopt the Minutes of the meeting of the Overview and Performance Scrutiny Forum of 27 June, 2017 (Pages 81 - 88)
16. To receive and adopt the Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee of 11 July, 2017 (Pages 89 - 96)
17. To receive and adopt the Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee of 25 July, 2017 (Pages 97 - 102)
18. Questions under Standing Order No. 19

To receive questions from Councillors in accordance with Standing Order No.19.
19. Notice of Motion under Standing Order No.21

To consider the motion submitted by Councillor Serjeant in accordance with Standing Order No. 21:

"That Chesterfield Borough Council supports the 'votes at 16' campaign."

By order of the Council,



Chief Executive

Chief Executive's Unit,
Town Hall,
Chesterfield

3 October 2017

COUNCIL

Wednesday, 19th July, 2017

Present:-

Councillor Davenport (The Mayor)

Councillors	Bagley	Councillors	P Gilby
	Bellamy		T Gilby
	Bexton		Hill
	Bingham		Hollingworth
	Blank		J Innes
	Borrell		P Innes
	Brady		Miles
	Brittain		A Murphy
	Brown		T Murphy
	Brunt		Niblock
	Burrows		Perkins
	Callan		Rayner
	Catt		Redihough
	Caulfield		Sarvent
	Derbyshire		Serjeant
	Dickinson		Simmons
	Dyke		Slack
	Elliott		Wall
	Flood		

6 **MINUTES**

RESOLVED –

That the Minutes of the meetings of the Council held on 26 April and 10 May, 2017 be approved as a correct record and be signed by the Chair, subject to the following addition under Minute No. 109 'Deputy Leader of the Council and Cabinet Appointments' of the meeting held on 26 April, 2017:

Cabinet Member for Economic Growth

Councillor Terry Gilby.

7 MAYOR'S COMMUNICATIONS

The Mayor referred to the following Mayoral engagements:

- The annual visit to the Darmstadt European weekend and hosting two sets of visitors from Darmstadt – students taking part in an exchange with Brookfield School and the Darmstädter Kantorei choir;
- The Women's Tour of Britain cycling event stage in Chesterfield;
- A visit to Ashgate Croft School to open their new Forest School;
- A visit to the Royal Lancers Mons weekend, including a special regimental parade following the presentation by the Queen of a new guidon in April.

The Mayor also provided an update on the fundraising activities in support of her Appeal, including notice of the gala dinner to be held at the Proact Stadium on 16 March, 2018.

8 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Barr, P Barr, D Collins, L Collins, A Diouf, V Diouf, Huckle and Ludlow.

9 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations of interest were received.

10 PUBLIC QUESTIONS TO THE COUNCIL

Under Standing Order No.12 Mr Max Kerley asked the following question:

“Please define the geographical area that Chesterfield Borough Council considers to be Chesterfield town centre.”

The Leader provided a verbal response to the question, and Councillor Brunt, Cabinet Member for Town Centres and Visitor Economy provided a verbal response to Mr Kerley's supplementary question.

11 PETITIONS TO COUNCIL

No petitions had been received.

12 QUESTIONS TO THE LEADER

Under Standing Order No.14 Members asked the following questions and received verbal responses to their questions:

- Councillor Burrows asked for the Leader's views on the decision announced by government that Chesterfield would be a stop on the revised HS2 route and that there would be a maintenance depot at Staveley, referring to the opportunities this would provide to local people;
- Councillor Dickinson asked the Leader about the actions being taken to address issues relating to homelessness and anti-social behaviour in Chesterfield town centre and, in particular, the measures taken to resolve the issue of rough sleepers on Beetwell Street.

13 VACANCY IN THE OFFICE OF COUNCILLOR

On 1 July, 2017, the Council had received written notice of the resignation of Councillor Stephen Hitchin as a member for Holmebrook Ward.

RESOLVED –

That the best thanks of the Council be conveyed to former Councillor Stephen Hitchin for his services to the Borough.

14 GENERAL FUND BUDGET OUTTURN 2016/17

Pursuant to Cabinet Minute No. 20 (2017/18) the Director of Finance and Resources submitted a report on the General Fund Revenue and Capital Outturns for 2016/17. The report provided details of significant variations from the revised estimates for 2016/17 and the recommendations approved by Cabinet on 27 June, 2017.

RESOLVED –

That the report on the General Fund Revenue and Capital Outturns for 2016/17 be noted.

15 SCRUTINY ANNUAL REPORT 2016/17

Council considered the Annual Scrutiny Report detailing the work of the Overview and Scrutiny Committees during 2016/17.

RESOLVED –

That the Scrutiny Annual Report for 2016/17 be approved.

16 MEMBERSHIP OF THE SHEFFIELD CITY REGION COMBINED AUTHORITY

The Chief Executive submitted a report to update Members on recent changes impacting on Chesterfield Borough Council pursuing full membership of the Sheffield City Region Combined Authority in line with the Council's resolved position of April and September 2016. The report made recommendations to Council to alter its resolved position in light of those recent changes.

Since September 2016 officers had continued to work to implement the Council's resolved position to pursue full membership of SCR Combined Authority, including supporting the Combined Authority in defending the consultation process in the courts as a result of a Judicial Review brought by Derbyshire County Council. Following the outcome of that review, Chesterfield had worked with the Combined Authority to support its plans for a further public consultation due to have commenced in early July 2017. That consultation would have once again proposed a Mayoral Combined Authority including Chesterfield as a full member, given the resolutions made by the Council in 2016 and in light of the benefits that would flow into Chesterfield and Derbyshire from that full membership status.

Three recent changes had occurred that had led to a review of the Council's position. Firstly, the outcome of the General Election combined with the amount of legislation required for Brexit had led to a significant risk that priority would not be given for the parliamentary time and

government support necessary to establish a Mayoral Combined Authority with Chesterfield as a full member.

Secondly, following the change of administration at Derbyshire County Council, an early priority had been set to prevent Chesterfield Borough Council becoming a full member of the SCR Combined Authority, including a proposed 'referendum' asking Chesterfield residents a yes or no question. This would have led to significant public money being spent duplicating a question that would have been asked by the SCR Combined Authority in its statutory consultation just two weeks later.

Finally, Bassetlaw District Council, which had also been seeking full membership of the SCR Combined Authority, had decided not to pursue this given the lack of priority that it considered central government would give to devolution.

Whilst the strong economic and strategic cases for full membership were largely unchanged from those informing the council decisions in 2016, the recent changes had led to a substantial risk that the outcome of pursuing full membership would not be as intended. This had resulted in the Leader making a public statement setting out the intention for the Council to cease from pursuing full membership of the SCR Combined Authority, subject to a decision by Council.

If Chesterfield Borough Council did not become a full member of the SCR Combined Authority, it would not have access to the full benefits of the devolution deal agreed with government in October 2015. However, if it continued as an active non-constituent member of the SCR Combined Authority, it would be able to maximise any funding opportunities available to non-constituent members, building on the strong track record to date of bringing investment into this part of Derbyshire.

Consideration would also be given to maximising opportunities arising through the D2N2 Local Enterprise Partnership, although it was noted that Chesterfield was not part of the decision making processes relating to the allocation of funding through that partnership. Discussions would also continue with Derbyshire County Council to establish whether it was able to support any further mitigation measures.

The council would also continue to work with local stakeholders to explain the change of position and respond to any emerging concerns or issues, in order to maintain momentum in delivery of current growth plans.

RESOLVED –

1. That Council support continuing active non-constituent membership of the Sheffield City Region Combined Authority, and not, at this time, full constituent membership, for Chesterfield Borough Council.
2. That Council note the potential impacts on the communities of Chesterfield and Derbyshire and support the work underway to mitigate those impacts.

17 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**RESOLVED –**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

18 NORTHERN GATEWAY SALTERGATE MULTI-STOREY CAR PARK

Pursuant to Cabinet Minute No. 38 (2017/18) the Economic Growth Manager submitted a report seeking approval to pursue a new build option for the Saltergate Multi-Storey Car Park as part of the Northern Gateway Scheme.

The report detailed the poor state of repair of Saltergate MSCP, which urgently needed to be addressed, including reference to the feasibility report and pre-construction mid-point report, which had identified that significantly more repairs were needed than previously expected. Refurbishment was therefore no longer considered to represent value for money when only offering a design life of 10 years to first maintenance.

The report detailed the preferred new build option and the benefits this would bring:

- Future proof the regeneration of the Northern Gateway area;
- Help to unlock the planned private sector investment in the Elder Way redevelopment scheme through the provision of secure good quality car parking;

- Improve the prospects of being able to maintain Sheffield City Region's support for the scheme despite representing a significant variation in approach. The report noted that any re-profiling of expenditure would require Sheffield City Region approval;
- Greatly increase the lifespan of the multi storey car parking on offer in that area of the town centre from around 10 years to potentially 50 to 60 years.

The financial implications of the new build option were detailed in the report. Capital Programme monies currently committed to support the refurbishment proposal and additional Public Works Loan Board borrowing would be required to support the new build option.

RESOLVED-

1. That a new build option for the Saltergate MSCP be pursued.
2. That the Capital Programme monies currently committed to support the refurbishment proposal previously approved by Council be re-allocated to support a new build option for the Saltergate MSCP as set out in paragraph 5.1 of the officer's report.
3. That additional PWLB borrowing to support the delivery of a new build option, as set out in paragraph 5.2 of the officer's report, be approved.
4. That the Treasury Management Prudential Indicators, as set out in paragraph 5.19 of the officer's report, be updated.
5. That delegated authority be granted to the Cabinet Member for Economic Growth in consultation with the Director of Finance and Resources and the Economic Growth Manager to finalise funding and financing terms and the agreements resulting from the pursuit of a new build multi storey car park option and any other items necessary for the implementation of a new build option.

19 LOCAL GOVERNMENT ACT 1972 - RE-ADMISSION OF THE PUBLIC

RESOLVED –

That after consideration of an item containing exempt information the public be readmitted to the meeting.

20 MINUTES OF COMMITTEE MEETINGS

RESOLVED -

That the Minutes of the following Committees be noted:-

Appeals and Regulatory Committee of 19 and 26 April, 3, 17 (2 meetings), 24 and 31 May, 7, 14, 21 and 28 June 2017 and 5 July, 2017

Employment and General Committee of 10 April and 21 June, 2017

Licensing Committee of 3, 10, 18 and 24 May, 2017

Planning Committee of 3 and 24 April, 15 May and 5 June, 2017

Standards and Audit Committee of 5 April and 24 May, 2017.

21 MINUTES OF THE CABINET

RESOLVED –

That the Minutes of the meetings of Cabinet of 18 April, 16 May, 13 and 27 June, 2017 be noted.

22 MINUTES OF THE JOINT CABINET AND EMPLOYMENT AND GENERAL COMMITTEE

RESOLVED –

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 2 May, 2017 be noted.

23 MINUTES OF THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

RESOLVED –

That the Minutes of the meeting of the Overview and Performance Scrutiny Forum of 9 May, 2017 be approved.

24 MINUTES OF THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

RESOLVED –

That the Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee of 21 March, 2017 be approved.

25 MINUTES OF THE ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

RESOLVED –

That the Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee of 30 May, 2017 be approved.

26 QUESTIONS UNDER STANDING ORDER NO. 19

No questions had been submitted.

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For Publication

ELECTION TO THE BOROUGH COUNCIL – 21 SEPTEMBER, 2017

MEETING: COUNCIL

DATE: 11 OCTOBER, 2017

REPORT BY: CHIEF EXECUTIVE AND RETURNING OFFICER

WARDS: HOLMEBROOK

For Publication

BACKGROUND PAPERS FOR PUBLIC REPORTS: Nil

1.0 PURPOSE OF REPORT

- 1.1 To report on the outcome of the Holmebrook Ward Borough By election on 21 September, 2017.

2.0 RECOMMENDATION

- 2.1 That it be noted that Councillor Keith Falconer has been elected as Councillor for the Holmebrook Ward.

3.0 BACKGROUND

- 3.1 At a By election held on 21 September, 2017, Councillor Keith Falconer (Liberal Democrat Party candidate) was duly elected as Councillor for the Holmebrook Ward.

4.0 RECOMMENDATION

- 4.1 That it be noted that Councillor Keith Falconer has been elected as Councillor for the Holmebrook Ward.

HUW BOWEN
CHIEF EXECUTIVE AND RETURNING OFFICER

For publication

Changes to the Allocation of Seats to Political Groups and Committee Appointments – 2017/18

Meeting: Council

Date: 11 October, 2017

Report by: Senior Democratic and Scrutiny Officer

1.0 Purpose of report

The purpose of this report is to review the political balance of Committees in accordance with Section 15 of the Local Government and Housing Act 1989, following the election of Councillor Falconer (the Liberal Democrat Party candidate) as Councillor for the Holmebrook Ward on 21 September, 2017.

2.0 Recommendations

That the recent change to the political composition of the Council be noted and that the following changes to the membership of committees as proposed by the political groups be agreed:

Overview and Performance Scrutiny Forum

- addition of Councillor Falconer as a Liberal Democrat member

Enterprise and Wellbeing Scrutiny Committee

- addition of Councillor Falconer as a Liberal Democrat member

3.0 Report details

Background

- 3.1 Councillor Falconer (Liberal Democrat Party candidate) was duly elected as Councillor for the Holmebrook Ward at the By-election held on 21 September, 2017.
- 3.2 The current composition of the Council is:
- | | |
|--------------------|----|
| Labour: | 37 |
| Liberal Democrats: | 9 |
| UKIP: | 1 |
| Independent: | 1 |
- 3.3 Wherever possible, Committees are constituted in accordance with the provisions of the Local Government and Housing Act 1989. Following Councillor Falconer 's election, it has been necessary to review the political balance of Committees.
- 3.4 Section 15 of the Local Government and Housing Act 1989 requires Council to formally approve the revised political balance and revised allocation of Committee places to the political groups in accordance with that political balance.
- 3.5 A local authority is treated as divided into political groups where at least one political group, which comprises at least two Members, is in existence.
- 3.6 The Council is obliged to review the representation of political groups and the determination of the allocation of seats in a number of prescribed instances and at least on an annual basis.
- 3.7 A determination of the allocation of seats by the Council must give effect to the following principles which are set out in Section 15 of the Local Government and Housing Act 1989. The principles have to be applied in priority order as follows:-
- (a) that not all the seats are allocated to the same political group;
 - (b) that the majority of seats are allocated to a particular political group if the number of persons belonging to that group are a majority of the authority's membership;

(c) subject to (a) and (b) above, that the total number of all seats of the ordinary committees allocated to each particular political group reflects the group's proportion to the membership of the authority;

(d) subject to (a) – (c) above, that the number of seats allocated to a particular political group reflects that group's proportion of the membership of the authority.

3.8 Under the Local Government Act 2000, the Standards and Audit Committee is not subject to political balance requirements but by local choice the constitution says it will be politically balanced.

3.9 The effect of these principles is that, so far as practicable, seats should be allocated to the groups and individual members not in a political group in proportion to their membership as a whole, currently,

Labour 37/48ths;
Liberal Democrats 9/48ths,
UKIP 1/48th
Independent 1/48th.

Each of the calculations has been adjusted to ensure the total number of seats are apportioned.

Proposed allocations

3.10 Below is a table showing the proposed entitlements of the Groups. Where numbers appear in brackets they represent the change to the allocations agreed at the Annual Business Meeting of the Council held on 26 April, 2017.

Body	Majority Group	Lib Dem. Group	UKIP	Ind.
Planning Committee	12	3	0	0
Planning Sub Committee	2	1	0	0
Appeals and Regulatory Committee	11	3	1	0

Body	Majority Group	Lib Dem. Group	UKIP	Ind.
Licensing Committee	12	1	1	1
Employment and General Committee	5	1	0	0
Overview and Performance Scrutiny Forum	10 (-1)	3 (+1)	0	1
Community, Customer and Organisational Scrutiny Committee	6	2	0	0
Enterprise and Wellbeing Scrutiny Committee	6 (-1)	2 (+1)	0	0
Standards and Audit Committee	4	1	0	0

4.0 **Recommendations**

- 4.1 That the recent change to the political composition of the Council be noted and that the following changes to the membership of committees as proposed by the political groups be agreed:

Overview and Performance Scrutiny Forum

- addition of Councillor Falconer as a Liberal Democrat member

Enterprise and Wellbeing Scrutiny Committee

- addition of Councillor Falconer as a Liberal Democrat member

Document information

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Officer	

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For publication

Quarter 1 Budget Monitoring 2017/18 & Medium Term Financial Forecast

Meeting:	Council
Date:	11 th October 2017
Cabinet portfolio:	Deputy Leader of the Council
Report by:	Director of Finance & Resources

For publication

1.0 Purpose of report

- 1.1 To provide the Council with an update on the budget position at the end of the first quarter, covering:
- General Fund Revenue
 - Housing Revenue Account
- 1.1 To meet the requirement in the Financial Procedure Rules to provide the Council with regular updates on the Council's financial position.

2.0 Recommendations

- 2.1 To note the financial performance in the first quarter of the financial year and the new medium term forecast (Sections 4 and 6).
- 2.2 That the proposed use of reserves as set out in Section 5 of the report be reviewed and confirmed.

2.3 To note the update on the HRA budgets (Section 7).

3.0 **Background**

3.1 The Council approved the original budget for 2017/18 on 23rd February 2017. The Band 'D' Council Tax was set at £154.89. The forecast budget for 2017/18 was a deficit of £209k.

3.2 All of the indications are that the medium term outlook will continue to be challenging. Any budget announcement for 2018/19 and future years will follow the release of the 2017 Spending Review in November 2017. The Medium Term forecast approved by the Full Council on 23rd February 2017 showed increasing deficits of £458k in 2018/19 rising to £1.7m by 2020/21.

3.3 The Queens speech in June 2017 contained no bills relating to local government finance. The previously anticipated changes to 100% business rate retention expected before the June 2017 election have been deferred for at least the next two years. There are increasing calls for changes to the public sector pay cap which may put further pressure on budgets in future years. Our current budget figures include an allowance for a 2% increase in pay from 2018/19.

3.4 This report was considered by Cabinet at its meeting on 25 July, 2017, where it was resolved that the report and its recommendations be supported.

4.0 **Current Year's Budget**

4.1 We started the year with a forecast deficit of £209k assuming savings of £76k from the 'Stop or Reduce' programme. At the end of the first quarter other variances have produced a revised deficit forecast of **£258k**. A summary of the key variances is provided in the table below:

2017/18 UPDATED BUDGET DEFICIT FORECAST – TO QUARTER 1		
Deficit Forecast at the start of the year		209
<u>Budget Saving - increased income:</u>		

Car Parking – Saltergate MSCP refurbishment delay to 2018/19	(100)	
Crematorium Trading Surplus – maintaining some of the 2016/17 growth	(75)	
New Homes Bonus	(8)	
Crèche Lease	(5)	(188)
<u>Budget Saving - reduced expenditure:</u>		
Venues Contribution to Property Repairs Fund – winding wheel lifts moved to capital programme	(105)	
Park Ranges employee and vehicle costs	(24)	
Court Costs	(9)	
Bank Charges	(5)	(143)
<u>Budget Increase - reduced income:</u>		
Industrial Estates Rents	42	
Open Markets	22	
CCTV Monitoring	9	
Substation Leases	7	80
<u>Budget Increase - increased expenditure:</u>		
Energy Costs (Following tender in December 2016 and significant market price increases in Qtr1 2017)	112	
Business Rates Revaluation – following VO 2017 review increasing rates on our sports venues and other assets	114	
Museum Store (Transfer Capital Programme)	38	
Building Control WIP Income Transfer	20	
Holmebrook By-Election	10	294
Net of all other variances		6
Updated Deficit Forecast		258

4.2 Changes to Approved Budget

4.2.1 A tendering exercise using the Schneider framework for the supply of energy has increased costs by £112k for 2017/18 due to significant market price increases. Further procurement work is ongoing to retender in 2018/19 and minimise this increase in future years.

- 4.2.2 The 2017 revaluation of business rates has led to an increase of £114k for council owned properties. Appeals have been lodged with the Valuation Office for a number of our properties but the outcome of the appeals will not be known for several months.
- 4.2.3 The decision to delay the refurbishment of Saltergate MSCP has increased the income included in the original budget by £100k for 2017/18.
- 4.2.4 The decision to fund the lift replacement at the Winding Wheel via PWLB borrowing as generated a one-off reduction in property repair fund contributions of £105k in 2017/18.
- 4.2.5 Based on the trading surplus generated by the Crematorium in 2016/17 our share of the trading surplus for 2017/18 onwards has been increased by £75k assuming we maintain 50% of the uplift from last year.
- 4.2.6 The Cabinet meeting on 27th June 2017 approved a supplementary estimate of £5k for 2017/18 for development of a skills action plan (funded from reserves therefore not detailed in the table at 4.1).
- 4.3 The updated deficit forecast of £258k (Original Budget £209k) must be reduced in the remaining months of the financial year to avoid or minimise any call on reserves to make up any residual shortfall. Failure to deliver the required savings in the current financial year will put even greater pressure on future years when the savings targets are already challenging and far greater than those for 2017/18.
- 4.4 The Council still has a stop and reduce programme in development as set out in the budget to deliver £76k of savings this year. In addition savings in terms of Voluntary Redundancies (VR) and terms and conditions remain in the budget. Further savings initiatives are being considered and developed.

5.0 Reserves

- 5.1 In addition to the General Working Balance, which is maintained at £1.5m, the Council operates a number of other reserves. Many of the reserves are earmarked and committed for specific purposes, such as property repairs and vehicle & plant replacements. There are three major reserves where the Council

has wider discretion on how they are used – the Budget Risk Reserve, the Invest to Save Reserve and the Service Improvement Reserve.

- 5.2 **Budget Risk Reserve** – the Council maintains this reserve as a supplement to the Working Balance. It is also used to finance the severance costs arising from voluntary staffing reductions and the outcomes of service restructuring exercises. The table below shows the opening balance in the reserve at the start of the financial year and the currently approved or anticipated movements on the reserve. The reserve has fallen in recent years as the Council has managed VR. There will be other commitments to include as decisions on new VR/VER applications are determined.

Table – Budget Risk Reserve		
	Updated Forecast £'000	
Balance b/fwd 1st April	446	
<u>Less Approved Commitments:</u>		
Land Charges claims	(7)	
Private sector stock survey	(26)	
16/17 carry forward – Tidy Streets	(2)	
Contribution to group litigation claim for damages re incorrect VAT treatment	(6)	
Skills Action Plan	(5)	
IDOX – reimbursement (Year 2)	30	
IDOX – reimbursement (Future Years)	39	
Uncommitted Balance	469	

- 5.3 **Invest to Save Reserve** – The table below shows the opening balance in the reserve at the start of the financial year and the currently approved or anticipated movements on the reserve. The reserve is therefore almost fully committed. Any future bids will have to demonstrate how they can repay the investment back, otherwise they will should not be approved.

Table - Invest-to Save Reserve		
	Updated Forecast £'000	
Balance b/fwd 1st April	252	
<u>Less Approved Commitments:</u>		
Local Collective Agreement	(10)	
Car park improvements	(89)	
Budget Savings Delivery	(40)	
Treasury management – Property Funds	(7)	
Uncommitted Balance c/fwd	106	

- 5.4 **Service Improvement Reserve** – The table below shows the opening balance in the reserve at the start of the financial year and the currently approved or anticipated movements on the reserve.

Table - Service Improvement Reserve		
	Updated Forecast £'000	
Balance b/fwd 1st April	614	
<u>Less Approved Commitments:</u>		
Linacre Master Planning	(19)	
Car parking improvements	(15)	
Innov Centres – telephony system	(24)	
Northern Gateway	(85)	
Budget Savings Delivery	(82)	
Market Hall café refurbishment	(66)	
HS2 Project Officer – 2yrs FTC	(100)	
TPIC/DIC - Reimbursement (17/18)	34	
TPIC/DIC – Reimbursement (future years)	42	
Uncommitted Balance	299	

- 5.5 The uncommitted balances in these three major reserves have now reduced to only £0.87m. There will be significant demands on these reserves to fund budget deficits, investment in transformation projects and to pay for severance costs from staffing restructures. The Cabinet should, therefore, continually review the commitments against these finite financial resources to ensure that they are used in the most effective way.

6.0 Medium Term Outlook

- 6.1 The latest medium term forecast indicates significant deficits in all years. In 2017/18 the deficit has increased by £49k. The table below compares the latest forecast with the original budget forecast:-

	Budget Deficit Forecasts				
	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2022/22 £'000
February 2017 budget	209	458	1,218	1,686	1,628

Deficit / (Surplus)					
Increase / (Decrease)	49	49	49	29	32
Latest Forecast Q1	258	507	1,267	1,715	1,660
GPGS Town Hall Restack savings to be achieved	(47)	115	115	241	241
Stop and Reduce Programme savings to be achieved	75	126	126	126	126
Latest Savings Requirement	286	748	1,508	2,082	2,027

7.0 Housing Revenue Account (HRA)

- 7.1 At the end of the first quarter all major income sources, including housing rents, were on target. Expenditure was also in line with the profiled budget with no major variations.
- 7.2 Future Pressures on the HRA – In March 2016 the “Welfare Reform and Work Act 2016” introduced rent policy within legislation for the first time, the main policy being a 1% reduction in social housing rents for 4 years from April 2016. It is estimated that this change will result in a loss of £10 million of rental income over the 4 year period.

In addition the introduction of Universal Credit to all claimants from November 2017 is likely to result in an increase in rent arrears as payments will be made direct to claimants, meaning that the responsibility for the payment of the rent to the Council will lay with the tenant.

A range of measures to improve the financial viability of the HRA have been agreed by a Steering Group and these are in the process of being implemented. However, the latest budget forecast shows that even if all these measures are successful the HRA Working Balance will fall to £1.4 million by 2021/22.

The HRA 30 Year Business Plan is in the process of being updated with the latest information (including a new stock condition survey) and a separate report will be presented to Members shortly detailing the latest forecast figures.

8.0 Risk Management

- 8.1 Budget forecasting, particularly over the medium term, and in the current economic climate is not an exact science. Assumptions have to be made about possible changes where the final outcome could be very different e.g. government grants, pay awards, investment returns, etc. A full budget risk assessment will be included in the budget setting reports later in the year.

9.0 Legal Considerations

- 9.1 There is a legal requirement for the Council to set a balanced budget before the start of each financial year and for the Director of Resources to report on the robustness of the estimates and the adequacy of the reserves. Clearly, there is lot of work to be done over the coming months to reduce the budget deficit forecast in the current financial year and to be in a position to set a balanced budget for 2018/19 in February 2018.

10.0 Conclusions

- 10.1 We are facing a budget deficit in the current financial year and some major financial challenges in the years ahead. It is possible that the current years' deficit could be reduced through tight budgetary control through the remainder of the year and the delivery of further savings, raising income and with any residual deficit being met from reserves. But we have to maintain our focus on the medium term where the scale of the forecast deficits is such that some significant budget savings are going to have to be implemented. A revised MTFP will be developed for October 2017 that will include strategic member and officer decisions to address the increasing budget deficits. At the same time there are a number of risks that could add further pressure to the forecast deficits in future years e.g. impact of 2017 revaluation on Business Rates income (through appeals), delays to savings initiatives (e.g. cease and reduce), Universal Credit, falling income, borrowing pressures, declining reserves, Brexit and the economy.
- 10.2 The sooner the savings are made the better, as any delay will add further pressure to the future. For example, the £748k savings requirement for 2018/19 will require savings equivalent to £62k per month to be found if implemented from the 1st April 2018 but the monthly target will double to £124k if implementation is delayed by six months. Achieving savings of

this magnitude will require some fundamental changes to the range and quality of the services the Council provides.

- 10.3 Delivering the required budget savings has to remain one of the Councils top corporate priorities.

11.0 Recommendations

- 11.1 To note the financial performance in the first quarter of the financial year and the new medium term forecast (Sections 4 and 6).
- 11.2 That the proposed use of reserves as set out in Section 5 of the report be reviewed and confirmed.
- 11.3 To note the changes to the HRA budgets (Section 7).

12.0 Reasons for recommendations

- 12.1 To monitor the Council's finances.

Decision information

Key decision number	743
Wards affected	All
Links to Council Plan priorities	To become financially self-sufficient by 2020.

Document information

Report author	Contact number/email
Helen Fox	01246 345452 helen.fox@chesterfield.gov.uk
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	

For Publication

TREASURY MANAGEMENT ANNUAL REPORT 2016/17 AND MONITORING REPORT 2017/18

Meeting:	Council
Date:	11 October 2017
Cabinet portfolio:	Deputy Leader
Report by:	Director of Finance and Resources

For publication

1.0 Purpose of report

- 1.1 To consider the Annual Treasury Management Report for 2016/17.
- 1.2 To consider the Treasury Management activities for the first five months of 2017/18.

2.0 Recommendations

- 2.1 That the **Council** is recommended to:
 - (i) Approve the outturn Prudential Indicators for 2016/17;
 - (ii) Approve the treasury management stewardship report for 2016/17;
 - (iii) Note the treasury management position for the first five months of 2017/18.

3.0 Background

- 3.1 The Council's Treasury Management Strategy requires the full Council to receive three treasury reports each financial year; the Strategy report before the start of each financial year, an annual report for the previous financial year and a mid-year review for the current year.
- 3.2 The Annual Report for 2016/17 is attached at Annexe 1. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003.
- 3.3 Following the Icelandic banks collapse in 2008 the regulatory framework places a much greater emphasis on the review and scrutiny by Members of treasury management activities. The attached report provides details of the treasury management activities in 2016/17 and confirms compliance with the Council's approved policies.
- 3.4 For the purpose of this report all transactions relating to the Waterside Project loan from the Sheffield City Region (LEP) Growing Places Fund have been excluded.
- 3.5 This report was considered by the Standards and Audit Committee at its meeting on 20 September, 2017, where it resolved that the report and its recommendations be supported.

4.0 **Summary of the Annual Report**

- 4.1 During 2016/17, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Actual prudential and treasury indicators	2015/16 Actual £'000	2016/17 Revised £'000	2016/17 Actual £'000
Actual capital expenditure	26,480	19,768	18,855

Actual prudential and treasury indicators	2015/16 Actual £'000	2016/17 Revised £'000	2016/17 Actual £'000
Capital Financing Requirement:			
- General Fund	14,450	12,371	13,983
- HRA	136,404	134,359	134,359
- Total	150,854	146,730	148,342
External debt	137,659	133,245	133,245
Investments – under 1 year	21,871	35,899	31,762
1 year and above	3,270	-	3,256
Net borrowing	112,518	97,346	98,227

4.2 Other prudential and treasury indicators are to be found in Annexe 1. The Director of Finance and Resources also confirms that borrowing over the medium term is only undertaken for a capital purpose and the statutory borrowing limit (the authorised limit) was not breached in 2016/17.

4.3 The financial year 2016/17 continued the challenging environment of low investment return. There was a large differential between borrowing and investments rates during the year.

Investments – Despite the challenging environment, interest income received for the year was above budget by £16,000. Following a review of investments during the 2016/17 financial year the Council diversified its investment portfolio in order to achieve greater security of investments and access higher returns. Further information can be found in Annexe 1.

The in-house team managed average balances of £37.8m earning an average rate of return of 0.88%.

Borrowing – in terms of activity during the year on the Council's debt portfolio:

- No new long term borrowing was undertaken; &
- Long term loan repayments of £1m were made.

Treasury Management Advisors – In October 2016 Arlingclose became the Council's new treasury management advisors.

Treasury recommendations were incorporated into the 2017/18 Treasury Management Strategy Statement that was approved by Council in February 2017.

5.0 Mid Year Review 2017/18

5.1 Annual Investment Strategy

In accordance with the Cipfa Code and the Council's Investment Strategy, the investment priority is to ensure security and liquidity of capital, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. In the current economic climate with the Bank Rate remaining at just 0.25%, investment returns are at a historically low level. The continuing uncertainty of economic recovery and the geo-political uncertainties, prompts a low risk and short term strategy. Officers can confirm that the approved limits within the Annual Investment Strategy were not breached during the five months ended 31st August 2017.

5.2 Internally Managed Cash Balance

In the first quarter of the year the interest rates achieved were slightly higher than those assumed when setting the budget (0.69% against 0.62%). The net average internal investment balance has been in line with the assumptions made in the original budget but the net internal investment returns are £2,700 better than forecast for the first quarter of the year.

5.3 However the continuing uncertainty on the impact of the UK leaving the European Union, means that investment rates continue to remain at historically low levels and it is unlikely that this level of performance will be maintained during the remainder of 2017/18. The budget forecast for investment income will be reviewed as part of the revised budget process in the Autumn.

5.4 Borrowing activities in the period:

- No new long term borrowing has been undertaken;
- No repayments of principal have yet been made; &
- No debt rescheduling was undertaken.

5.5 Compliance with Treasury & Prudential Limits

All treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement and in compliance with the Council's Treasury Management Practices have been maintained.

The main Prudential Indicators relating to borrowing are:

- Authorised Borrowing Limit – the limit for the year was set at £143m, the limit has not been breached.
- Operational Boundary – this was set at £133.25m for the year, again the limit has not been breached.

6.0 **Treasury Management Indicators 2017/18**

Amendments to the 2017/18 General Fund capital programme will be considered by Council in October. Further borrowing may be necessary and this additional borrowing would require an adjustment to the Prudential Indicators (PI's) approved as part of the Treasury Management Strategy Statement in February. The PI's detailed below would need to be amended:-

- General fund Capital Expenditure & Financing
- General Fund Capital Financing Requirement
- Operational Boundary
- Authorised Limit

These amended PI's will be reported to Cabinet as part of the budget monitoring report in the autumn.

7.0 **Recommendations**

7.1 That the **Council** is recommended to:

- (i) Approve the outturn Prudential Indicators for 2016/17;
- (ii) Approve the treasury management stewardship report for 2016/17;
- (iii) Note the treasury management position for the first five months of 2017/18.

8.0 **Reasons for recommendations**

- 8.1 To comply with the Council's Treasury Management Policy and Practices, the CIPFA Code of Practice on Treasury Management (2009) and the CIPFA Prudential Code for Capital Finance in Local Authorities (2009).

Decision information

Key decision number	61
Wards affected	All
Links to Council Plan priorities	To provide value for money services

Document information

Report author	Contact number/email
Karen Ludditt	01246 345457 Karen.ludditt@chesterfield.gov.uk
Background documents Local Government Act 2003, CIPFA Prudential Code & Guidance, Accountancy Services' final accounts working papers.	
Annexes to the report	
Annexe 1	Annual Treasury Outturn Report 2017/18

Treasury Management Outturn Report 2016/17

Introduction

The Council has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* (the CIPFA Code) which requires the Council to approve a treasury management annual report after the end of each financial year.

This report fulfils the Council's legal obligation to have regard to the CIPFA Code.

The Council's treasury management strategy for 2016/17 was approved at a meeting of the Authority on 25th February 2016. The Authority has invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

External Context

Economic background: Politically, 2016/17 was an extraordinary twelve month period which defied expectations when the UK voted to leave the European Union and Donald Trump was elected the 45th President of the USA. Uncertainty over the outcome of the US presidential election, the UK's future relationship with the EU and the slowdown witnessed in the Chinese economy in early 2016 all resulted in significant market volatility during the year. Article 50 of the Lisbon Treaty, which sets in motion the 2-year exit period from the EU was triggered on 29th March 2017.

UK inflation had been subdued in the first half of 2016 as a consequence of weak global price pressures, past movements in sterling and restrained domestic price growth. However the sharp fall in the Sterling exchange rate following the referendum had an impact on import prices which, together with rising energy prices, resulted in CPI rising from 0.3% year/year in April 2016 to 2.3% year/year in March 2017.

In addition to the political fallout, the referendum's outcome also prompted a decline in household, business and investor sentiment. The repercussions on economic growth were judged by the Bank of England to be sufficiently severe to prompt its Monetary Policy Committee (MPC) to cut the Bank Rate to 0.25% in August and embark on further gilt and corporate bond purchases as well as

provide cheap funding for banks via the Term Funding Scheme to maintain the supply of credit to the economy.

Financial markets: Following the referendum result, gilt yields fell sharply across the maturity spectrum on the view that Bank Rate would remain extremely low for the foreseeable future. After September there was a reversal in longer-dated gilt yields which moved higher, largely due to the MPC revising its earlier forecast that Bank Rate would be dropping to near 0% by the end of 2016. The yield on the 10-year gilt rose from 0.75% at the end of September to 1.24% at the end of December, almost back at pre-referendum levels of 1.37% on 23rd June. 20- and 50-year gilt yields also rose in Q3 2017 to 1.76% and 1.70% respectively, however in Q4 yields remained flat at around 1.62% and 1.58% respectively.

Money market rates for overnight and one week periods remained low since Bank Rate was cut in August. 1- and 3-month LIBID rates averaged 0.36% and 0.47% respectively during 2016-17. Rates for 6- and 12-months increased between August and November, only to gradually fall back to August levels in March, they averaged 0.6% and 0.79% respectively during 2016-17.

Credit background: Fitch and Standard & Poor's downgraded the UK's sovereign rating to AA. Fitch, S&P and Moody's have a negative outlook on the UK. Moody's has a negative outlook on those banks and building societies that it perceives to be exposed to a more challenging operating environment arising from the 'leave' outcome.

None of the banks on the Council's lending list failed the stress tests conducted by the European Banking Authority in July and by the Bank of England in November, the latter being designed with more challenging stress scenarios, although Royal Bank of Scotland was one of the weaker banks in both tests. The tests were based on banks' financials as at 31st December 2015, 11 months out of date for most. As part of its creditworthiness research and advice, the Authority's treasury advisor Arlingclose regularly undertakes analysis of relevant ratios - "total loss absorbing capacity" (TLAC) or "minimum requirement for eligible liabilities" (MREL) - to determine whether there would be a bail-in of senior investors, such as local authority unsecured investments, in a stressed scenario.

Local Context

On 31st March 2017, the Authority had net borrowing of £98.2m arising from its revenue and capital income and expenditure, a decrease on 2016 of £14.3m. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors and the year-on-year change are summarised in table 1 below.

Table 1: Balance Sheet Summary

	31.3.16 Actual £000	2016/17 Movement £000	31.3.17 Actual £000
General Fund CFR	14,450	(467)	13,983
HRA CFR	136,404	(2,045)	134,359
Total	150,854	(2,512)	148,342
Less: Usable reserves	(33,852)	(6,080)	(39,932)
Less: Working capital	(4,484)	(5,699)	(10,183)
Net borrowing	112,518	(14,291)	98,227

Net borrowing has decreased due to a fall in the CFR as new capital expenditure was lower than the financing applied including minimum revenue provision; together with an increase in usable reserves, especially due to £4.5m in the HRA working balance and £2.8m in the Capital Receipts Reserve; and a rise in working capital due to the timing of receipts and payments.

The Authority's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs low. The treasury management position as at 31st March 2017 and the year-on-year change in show in table 2 below.

Table 2: Treasury Management Summary

	31.3.16 Balance £000	2016/17 Movement £000	31.3.17 Balance £000	31.3.17 Rate %
Long-term borrowing	135,159	1,914	133,245	
Short-term borrowing	2,500	2,500	0	
Total borrowing	137,659	4,414	133,245	3.91%

Long-term investments	3,270	(14)	3,256	
Short-term investments	9,024	6,145	15,169	
Cash and cash equivalents	12,847	3,746	16,593	
Total investments	25,141	9,877	35,018	0.88%
Net borrowing	112,518	14,291	98,227	

The decrease in net borrowing in table 1 has translated into a rise in investment balances due to the Authority's internal borrowing policy.

Borrowing Activity

At 31st March 2017, the Authority held £133m of loans, a decrease of £4m on the previous year, as part of its strategy for funding previous years' capital programmes. The year-end borrowing position and the year-on-year change in show in table 3 below.

Table 3: Borrowing Position

	31.3.16 Balance £m	2016/17 Movement £m	31.3.17 Balance £m	31.3.17 Rate %	31.3.17 Average maturity years
Public Works Loan Board	135,152	1,909	133,243	3.91	29 years
Local Authorities (short term)	2,500	2,500	0		
Other	7	5	2	6.25	1 year
Total borrowing	137,659	4,414	133,245		

The Authority's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective.

In furtherance of these objectives, no new borrowing was undertaken in 2016/17, while existing loans were allowed to mature without replacement. This

strategy enabled the Authority to reduce net borrowing costs and reduce overall treasury risk.

The “cost of carry” analysis performed by the Authority’s treasury management advisor Arlingclose did not indicate any value in borrowing in advance for future years’ planned expenditure and therefore none was taken.

Investment Activity

The Authority holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. During 2016/17, the Authority’s investment balance ranged between £26m and £53m million due to timing differences between income and expenditure. The year-end investment position and the year-on-year change in show in table 4 below.

Table 4: Investment Position

	31.3.16 Balance £m	2016/17 Movement £m	31.3.17 Balance £m	31.3.17 Rate %	31.3.17 Average maturity years
Banks & building societies (unsecured)	10.0	5.5	15.5	0.81	<1 year
Covered bonds (secured)	0	2.0	2.0	0.64	<1 year
Government (incl. local authorities)	3.3	0	3.3	1.25	1 year
Money Market Funds	11.8	2.4	14.2	0.59	<1year
Total investments	25.1	9.9	35.0		

Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority’s objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

In furtherance of these objectives, and given the increasing risk and falling returns from short-term unsecured bank investments, the Authority diversified into more secure and/or higher yielding asset classes during 2016/17.

Performance Report

The Authority measures the financial performance of its treasury management activities in terms of its impact on the revenue budget, as shown in table 6 below.

Table 6: Performance

	Actual £000	Budget £000	Over/ under
Total investment income	(334)	(318)	(16)
Total debt expense	5,303	5,298	5
GRAND TOTAL	4,969	4,980	(11)

Compliance Report

The Head of Finance and Resources is pleased to report that all treasury management activities undertaken during 2016/17 complied fully with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 7 below.

Table 7: Investment Limits

	2016/17 Maximum	31.3.17 Actual	2016/17 Limit	Complied
Any single organisation	£5m	£5m	£5m	✓
Any group of funds under the same management	£7.5m	£7.25	£7.5m	✓
Enhanced Money Market Funds	£14.1m	£10m	£15m	✓

Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 8 below.

Table 8: Debt Limits

	2016/17 Maximum £000	31.3.17 Actual £000	2016/17 Operational Boundary £000	2016/17 Authorised Limit £000	Complied
Borrowing	£137,659	£133,245	£137,660	£148,000	✓

Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure. Total debt was above the operational boundary for the whole of 2016/17.

Treasury Management Indicators

The Authority measures and manages its exposures to treasury management risks using the following indicators.

Interest Rate Exposures: This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as the proportion of net principal borrowed was:

	31.3.17 Actual	2016/17 Limit	Complied
Upper limit on fixed interest rate exposure	57%	100%	✓
Upper limit on variable interest rate exposure	43%	50%	✓

Fixed rate investments and borrowings are those where the rate of interest is fixed for at least 12 months, measured from the start of the financial year or the transaction date if later. All other instruments are classed as variable rate.

Maturity Structure of Borrowing: This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing were:

	31.3.17 Actual	Upper Limit	Lower Limit	Complied
Under 12 months	0.01%	15%	0%	✓
12 months and within 24 months	0.01%	15%	0%	✓
24 months and within 5 years	4%	45%	0%	✓
5 years and within 10 years	10%	75%	5%	✓
10 years and above	85.98%	95%	25%	✓

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Principal Sums Invested for Periods Longer than 364 days: These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

	2016/17	2017/18	2018/19
Actual principal invested > 364 days	8%	0%	0%
Limit on principal invested > 364 days	25%	25%	25%
Complied	✓	✓	✓

COUNCIL MEETING – 11 OCTOBER, 2017 **MINUTES OF COMMITTEE MEETINGS**

These Minutes are of Committee meetings taken under delegated powers since the last meeting of Council. The Minutes are for information only and there will be no questions or discussion on the Minutes at the Council meeting.

Please click on the links below to view the Minutes you want to read.

Appeals and Regulatory Committee	12 July 19 July 9 August 16 August 6 September 13 September
Employment and General Committee	24 July 31 August
Licensing Committee	22 August
Planning Committee	17 July 7 August 29 August 18 September
Standards and Audit Committee	20 September

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CABINET

Tuesday, 11th July, 2017

Present:-

Councillor P Gilby (Chair)

Councillors T Gilby
Bagley
Blank
A Diouf

Councillors Huckle
Brunt
Ludlow
Serjeant

Non Voting Catt
Members Dickinson

J Innes

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

31 APOLOGIES FOR ABSENCE

No apologies for absence were received.

32 MINUTES

RESOLVED –

That the minutes of the meeting of Cabinet held on 27 June, 2017 be approved as a correct record and signed by the Chair.

33 FORWARD PLAN

The Forward Plan for the four month period 1 August to 30 November 2017 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

34 **MINUTES OF THE SHEFFIELD CITY REGION COMBINED AUTHORITY**

Minutes of the meeting of the Sheffield City Region Combined Authority held on 24 April 2017 were reported for information.

***RESOLVED –**

That the Minutes be noted.

35 **THE ANTI-SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014, DESIGNATION OF THE PUBLIC SPACE PROTECTION ORDER (PSPO) (DOG CONTROL)**

The Senior Environmental Health Officer submitted a report on the Anti-Social Behaviour Crime and Policing Act 2014, Designation of the Public Spaces Protection Order (PSPO) for dog control. The PSPO was introduced as a new power under the Anti-Social Behaviour, Crime and Policing Act 2014 and came into force in October 2014. PSPO's address a particular nuisance in a geographical area, which is detrimental to local communities' quality of life.

To implement PSPO's the local authorities need to be satisfied on reasonable grounds that the activities carried out or likely to be carried out, in a public place:

- Have had, or are likely to have a detrimental effect on the quality of life of those in the locality;
- Are, or are likely to be of a persistent nature;
- Are, or are likely to be unreasonable.

Breaching a PSPO would be a criminal offence and an enforcement officer could issue a Fixed Penalty Notice or recommend commencement of legal proceedings.

The report detailed the historic background of dog control in Chesterfield Borough and the results of the public consultation required by the Anti-Social Behaviour Crime and Policing Act 2014. The consultation showed

significant support for the proposed dog control mechanisms and informed the construct of the offences to be included in the PSPO.

Officers of the Environmental Protection service routinely carried out the enforcement duties with regard to dog fouling and promoted responsible dog ownership. Evidence had shown that many complaints regarding dog fouling and irresponsible dog ownership were received outside normal working hours and any patrols during the evening and weekend were undertaken on a voluntary basis. A review was being undertaken across the health and wellbeing service to identify if additional resources could be provided for enforcement.

The report considered the financial implications and outlined the requirements for publishing the PSPO in accordance with regulations. Appropriate signage would need to be placed at entrances to areas where restrictions had been applied; the cost of the signage would be met from within existing budgets.

***RESOLVED-**

1. That the proposed Public Space Protection Order (PSPO) for dog control, as outlined in Appendix 1 to the officer's report, be approved.
2. That the Dog Control Orders be revoked to coincide with the introduction of the PSPO for dog control.

REASONS FOR DECISIONS-

1. PSPO's are intended to deal with a particular nuisance or problem in a particular geographical area that is detrimental to local communities' quality of life. They are designed to ensure that the law-abiding majority can use and enjoy public spaces safe from anti-social behaviour.
2. Visitors and users of the borough's parks and open spaces (dog owners and non-dog owners) are able to use these spaces in harmony.

36

HS2 EAST MIDLANDS GROWTH STRATEGY

The Executive Director submitted a report which updated the Cabinet on the progress that had been made by the council and its partners in developing the HS2 East Midlands Growth Strategy and sought to delegate approval of the final strategy to the Leader.

The report detailed the rationale for the strategy and noted the work with partners to ensure the opportunities for HS2 in Chesterfield were seen as central to the HS2 East Midlands Growth Strategy; also demonstrating how benefits for the borough's residents, businesses and visitors could be maximised.

Work had been overseen by the Chesterfield and Staveley HS2 Delivery Board, chaired by the Leader of the Council. At the Board meeting on 18 May, 2017 the following key components of the growth story were endorsed:

- The transformational, once-in-a-generation, impact that HS2 could have, for our places, our people, our businesses and our workforce;
- The potential of a world-class destination, building on the assets, sectors and places we already have;
- How our geography in relation to the line(s) and our connectivity provide us with a unique opportunity and how partners were equally committed to developing ambitious plans that maximise the benefits to the local area and wider economy;
- The wide scope of where benefits would be realised, driving growth across the whole of the 'northern growth zone';
- How HS2 would change the nature of some of our places, in particular allowing Chesterfield to fulfil its potential as a gateway and destination in its own right, by bringing the station 'into' the town;
- The inclusive nature of growth desired by partners, so that local communities benefit from the new jobs created, directly at key sites and indirectly through the wider sub-regional supply chain.

Work on the following three studies was largely complete:

- (a) An outline masterplan for the area around Chesterfield station;
- (b) Options for improving the accessibility of the station;
- (c) Proposals for maximising the value of the depot site in Staveley and in particular use of the site as a construction base prior to a maintenance depot.

A Scrutiny Project Group had been formed to support the work already underway on HS2.

It was expected that the final version of the HS2 East Midlands Growth Strategy would be close to completion by the time of the next meeting of the East Midlands Strategic Board on 28 July, 2017. Following the publication of the strategy, significant stakeholder engagement would be undertaken to increase support for and maximise the benefits of the proposals.

An announcement from the Government regarding the HS2 route was expected prior to the Parliamentary recess.

***RESOLVED-**

1. That the work undertaken by the council and its partners to support the production of an East Midlands HS2 Growth Strategy be noted and endorsed.
2. That the Leader of the Council be delegated authority to approve the final strategy on behalf of the Council.

REASON FOR DECISION

In order to ensure that the plans for HS2 bring maximum benefits for the Chesterfield borough and beyond.

37 EXCLUSION OF THE PUBLIC

RESOLVED –

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the

public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part I of Schedule 12A to the Local Government Act 1972 – as they contained information relating to

1. an individual
3. information relating to financial and business affairs.

38 NORTHERN GATEWAY SALTERGATE MULTI-STOREY CAR PARK

The Economic Growth Manager submitted a report, which sought approval to pursue a new build option for the Saltergate MSCP as part of the Northern Gateway Scheme.

The report detailed the poor state of repair of Saltergate MSCP, which urgently needed to be addressed. Makers Construction Limited had originally been employed by Chesterfield Borough Council to carry out a condition survey and provide a cost estimate. A subsequent Feasibility Report and Pre-Construction Mid-Point Report, however, identified that significantly more repairs were needed than previously expected, which considerably increased the overall cost estimate. In light of this increase refurbishment was no longer considered to represent value for money when only offering a design life of 10 years to first maintenance.

The report detailed the preferred new build option and the benefits this would bring:

- Future proof the regeneration of the Northern Gateway area;
- Help to unlock the planned private sector investment in the Elder Way redevelopment scheme through the provision of secure good quality car parking;
- Improve the prospects of being able to maintain Sheffield City Region's support for the scheme despite representing a significant variation in approach. The report noted that any re-profiling of expenditure would require Sheffield City Region approval;
- Greatly increase the lifespan of the multi storey car parking on offer in that area of the town centre from around 10 years to potentially 50 to 60 years.

The financial implications of the new build option were detailed in the report. Capital Programme monies currently committed to support the refurbishment proposal and additional Public Works Loan Board borrowing would be required to support the new build option.

***RESOLVED-**

That it be recommended to Council:

1. That a new build option for the Saltergate MSCP be pursued.
2. That the Capital Programme monies currently committed to support the refurbishment proposal previously approved by Council be re-allocated to support a new build option for the Saltergate MSCP as set out in paragraph 5.1 of the officer's report.
3. That additional PWLB borrowing to support the delivery of a new build option, as set out in paragraph 5.2 of the officer's report, be approved.
4. That the Treasury Management Prudential Indicators, as set out in paragraph 5.19 of the officer's report, be updated.
5. That delegated authority be granted to the Cabinet Member for Economic Growth in consultation with the Director of Finance and Resources and the Economic Growth Manager to finalise funding and financing terms, and the agreements resulting from the pursuit of a new build multi storey car park option and any other items necessary for the implementation of a new build option.

REASONS FOR DECISIONS-

1. Following detailed investigation refurbishment proposals for the Saltergate Multi Storey Car Park are no longer considered to represent a value for money solution to the Council.
2. The pursuit of a new build solution at the location of the Saltergate Multi Storey Car Park is viewed to offer the best alternative to the Council if it is to support the regeneration of the Northern Gateway area.

CABINET**Tuesday, 25th July, 2017**

Present:-

Councillor (Chair)

Councillors T Gilby
Bagley
Blank
Huckle

Councillors P Gilby
Brunt
Ludlow
Serjeant

Non Voting Catt
Members Dickinson

J Innes

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

40 **APOLOGIES FOR ABSENCE**

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

41 **MINUTES**

RESOLVED –

That the minutes of the meeting of Cabinet held on 11 July, 2017 be approved as a correct record and signed by the Chair.

42 **FORWARD PLAN**

The Forward Plan for the four month period 1 August to 30 November 2017 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

43 DELEGATION REPORT

Decisions taken by Cabinet Members during June 2017 were reported.

***RESOLVED –**

That the Delegation Report be noted.

**44 MINUTES OF THE SHEFFIELD CITY REGION COMBINED
AUTHORITY**

Minutes of the meeting of the Sheffield City Region Combined Authority held on 12 June, 2017 were reported for information.

***RESOLVED –**

That the Minutes be noted.

**45 QUARTER 1 BUDGET MONITORING 2017/18 & UPDATED MEDIUM
TERM FINANCIAL FORECAST**

The Director of Finance and Resources submitted a report to provide an update on the budget position at the end of the first quarter including the General Fund Revenue and the Housing Revenue Account (HRA).

The Council approved the current budget for 2017/18 in February 2017 which forecasted a deficit of £209k. The report noted that indications for the medium term outlook continued to show a challenging picture. At the end of the first quarter, variances had produced a revised deficit forecast of £258k. The report included details of the changes to the approved budget.

The report noted that the uncommitted balances of the three major reserves had reduced to £0.87m. As there would be significant demand upon these reserves in the future the report advised that the Cabinet should continually review commitments against the finite financial resources to ensure these would be used in the most effective way.

At the end of the first quarter all major income sources of the HRA were on target and expenditure was in line with the profiled budget. The report outlined future pressures on the HRA including the Welfare Reform and Work Act 2016 which introduced a 1% reduction in social housing rents for 4 years from April 2016. The estimated result of this change would be a loss of £10m of rental income over the 4 year period.

A range of measures to improve the financial viability of the HRA had been agreed by a Steering Group and were in the process of being implemented. The latest budget forecast showed that if these measures were successful the HRA Working Balance would still fall to £1.4m by 2021/22.

The report noted that a full budget risk assessment would be included in the budget setting reports later in the year. Work would be carried out in the coming months to enable the Council to set a balanced budget for 2018/19 in February 2018.

***RESOLVED –**

1. That the financial performance in the first quarter of the financial year and the new medium term forecast be noted.
2. That the use of reserves, as set out in section 5 of the report, be approved.
3. That the changes to the Housing Revenue Account budgets be noted.

REASON FOR RECOMMENDATIONS

To monitor the Council's finances.

**46 THE ANTI-SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014
CONSULTATION ON THE DESIGNATION OF PUBLIC SPACES
PROTECTION ORDERS**

The Health and Wellbeing Manager submitted a report outlining the proposed consultation for the Anti- Social Behaviour Crime and Policing Act 2014, Designation of the Public Spaces Protection Orders (PSPO) relating to anti-social behaviour (ASB).

The PSPO was introduced as a new power under the Anti-Social Behaviour, Crime and Policing Act 2014 and came into force in October 2014. PSPO's address a particular nuisance in a geographical area which is detrimental to local communities' quality of life.

To implement PSPO's a local authority needs to be satisfied on reasonable grounds that the activities carried out or likely to be carried out, in a public place:

- Have had, or are likely to have a detrimental effect on the quality of life of those in the locality;
- Are, or are likely to be of a persistent nature;
- Are, or are likely to be unreasonable.

PSPOs would create a framework to control the impacts of anti-social behaviour. The PSPO could be in place for a maximum of 3 years without a limit on the number of times the Order could be renewed as long as the need was still present. Breaching a PSPO would be a criminal offence and an enforcement officer could issue a Fixed Penalty Notice or recommend commencement of legal proceedings.

The Council had previously adopted 2 separate DPPOs which related to alcohol control. The existing DPPOs would automatically become PSPOs on 20 October, 2017 if they were not adapted or changed prior to 19 October, 2017.

There had been reductions in levels of reported crime within Chesterfield during 2016/17 but an increase of 13% in reported ASB in the town centre. A number of multi-agency meetings had taken place, including a summit chaired by the Police and Crime Commissioner, which discussed the issues and possible controls. Following a detailed review of intelligence on ASB, a number of new PSPO controls were considered and were subject to extensive consultation with the police.

It was proposed that 2 separate PSPOs were required; both orders were attached as appendices to the report along with the associated map. PSPO Chesterfield (No1) would prohibit the drinking of alcohol within the restricted area (other than at an exempted location) and required that where a person is, has been or intends to consume alcohol they would (if required) surrender for disposal any alcohol. PSPO Chesterfield (No2)

related to a range of anti-social behaviour including positioning or occupying any tent or other temporary structure without express permission, nuisance behaviour, loitering and begging, urination and defecation, unattended material or paraphernalia and intoxicating substances.

Analysis has been carried out on information taken from the Empowering Communities Inclusion and Neighbourhood Management System database recording ASB from both council and police systems. After the data was reviewed there were 444 incidents within the proposed area of the PSPO. It was considered that the evidence provided reasonable grounds to consider the controls proposed in the PSPOs as necessary to ensure that activities did not have a detrimental effect on the quality of life of those in the locality.

The Anti-Social Behaviour Crime and Policing Act 2014 required local authorities to carry out public consultation on any proposed PSPOs. Consultation would run for 8 weeks and be published on the council's website and widely advertised. Paper copies would be made available at local libraries and on the reception desks at the customer contact centre, town hall and sports centres.

A review was underway to redesign the resourcing for enforcement across the health and wellbeing service; a report would be brought to Members following the outcome of the formal consultation. The equalities impact assessment was attached as an appendix to the report and would be updated and reassessed following the consultation.

***RESOLVED –**

1. That approval to undertake formal consultation for a period of 8 weeks on the Public Spaces Protection Order Chesterfield (No1) (relating to restricting alcohol consumption) and the Public Spaces Protection Order Chesterfield (No2) (relating to other anti-social behaviour controls) be granted.
2. That the establishment of a Site Management Agreement (SMA) with the Public Fundraising Association (PFRA) to control charity collectors seeking collections by means of 'Direct Debit' or 'Standing Order' payments (commonly referred to as 'Chuggers') within the town centre be noted.

REASONS FOR RECOMMENDATIONS

1. PSPO's are intended to deal with a particular nuisance or problem in a particular geographical area that is detrimental to the local community's quality of life by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces safe from anti-social behaviour.
2. To test that the proposals included in the PSPOs are proportionate, based on evidence and analysis and are necessary to address the issues of ASB within the specified designated locations.

47 ALLOCATIONS POLICY REVIEW

The Housing Manager submitted a report on the current position relating to the Choice Based Lettings Allocations and Transfer Policy.

The Choice Based Lettings Allocations and Transfer Policy was extensively reviewed and the recommendations were agreed by Cabinet in 2015 and the policy was implemented in 2016.

The majority of the changes had resulted in positive and successful outcomes however there had been considerable and unexpected effects which were exacerbated by the implementation of the 12 month residency requirement. This requirement stated that an applicant must "have lived in the Borough for a minimum of twelve months" with some exceptions." Since the implementation of this requirement the number of applications to join the council's housing register had notably decreased from 2148 in 2014 to 1609 in 2016.

To address this issue the Council needed to have a full and active housing register. The proposed solution would be a Local Lettings Plan in which the residency requirement would be removed for applicants from Bolsover District and North East Derbyshire District Council areas. To ensure that in the first instance properties would be allocated to people who have lived or worked in the Chesterfield area for a 12 month period it was suggested that applicants who satisfy these residency requirements be given preference in the general needs category. This would be done by awarding an enhancement to the waiting time on the register.

The report noted that there were no adverse financial or human resources implications. The draft local lettings plan was attached as an appendix to the report.

***RESOLVED –**

1. That the current position with regards to the Choice Based Lettings Allocations and Transfer Policy be noted.
2. That the Local Lettings Plan, which enables people living in Bolsover District and North East Derbyshire District Council areas to apply to the housing register and bid on hard to let flats, be approved and implemented.
3. That a full and comprehensive review of the Choice Based Lettings, Allocations and Transfer Policy be undertaken at the same time as a review of the Choice Based Lettings IT system and that a further report on this review be submitted to Members by no later than October 2018.

REASON FOR RECOMMENDATION

To comply with government legislation on the allocation of social housing and to ensure that the council manages its housing stock as effectively and efficiently as possible to maximise rental income to the Housing Revenue Account.

48 EXCLUSION OF THE PUBLIC

RESOLVED –

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 – as they contained information relating to an individual.

49 **BARROW HILL ENVIRONMENTAL IMPROVEMENTS UPDATE REPORT**

The Housing Manager submitted a report to update the Cabinet on the current position of the proposed regeneration works at Barrow Hill.

In September 2015 Cabinet considered a report on the Barrow Hill Environmental Works and recommendations from that report relating to the demolition of the blocks of flats at Ealing and Chiswick Courts and the tendering process for a demolition contractor were underway.

Planning permission was granted in October 2016 following a delay due to several redesigns requested by Derbyshire County Council (DCC) Highways. A quantity surveyor had reviewed the costs of DCC Highways' redesigns along with the impact of construction inflation and estimated that costs could have escalated by over £1.7m. This additional expenditure could not be funded by the HRA without other Capital Budgets being impacted upon.

As a result, revised options were developed to remove several highway elements and utilise land freed by the demolition of Ealing and Chiswick courts. Seven current options were outlined:

- Option 1: Delivery of the original scheme with required DCC specification for highways and design;
- Option 2: Existing scheme with Highways stopped up and central highway changed from block to asphalt;
- Option 3: Work to paths and boundaries only;
- Option 4: Existing scheme, Highways stopped up with road areas reduced, central areas changed from block to asphalt;
- Option 4A: Existing scheme, Highways stopped up with road areas reduced, central areas remain block paving;
- Option 5: As Option 4 with new links to Station Road through Ealing Court site.

The majority of the proposals requested the stopping up of the existing highway and the ownership and responsibility for the roads being passed

to CBC, this would enable the council to have control over costs. The report indicated that the favoured option was option 4 as it provided the greatest amount of control and fewest factors which could increase costs. The report noted that the proposal for option 4 was estimated to cost more than the July 2015 cost but was still within the total scheme budget.

The report provided details of the legal implications involved in stopping up a highway and concluded that further investigations were needed before any formal process could be commenced.

***RESOLVED –**

1. That the revised scheme and highways layout for the second phase of the regeneration scheme be approved.
2. That the proposed regeneration scheme be split into two phases to ensure works can commence at Barrow Hill during 2017/18. The first phase will cover the area of the estate where no new highways are proposed and can be carried out whilst work to finalise the highway layout continues.
3. That consideration be given to stopping up the highways at Barrow Hill to ensure that a revised, re-priced scheme can be delivered.
4. That a further report be brought to Cabinet for a decision on whether to stop up the highway or to deliver a scheme where the highways are retained by Derbyshire County Council.
5. That the contingency set aside for the scheme be increased by £200,000 and that this contingency be met from within the 2017/18 Housing Capital Programme.

REASON FOR RECOMMENDATIONS

To meet the councils priority 'to improve the quality of life for local people' and objective 5 'To increase the supply and quality of housing in Chesterfield Borough to meet current and future needs'.

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CABINET**Tuesday, 12th September, 2017**

Present:-

Councillor Serjeant (Chair)

Councillors Bagley
Blank
A DioufCouncillors Huckle
Brunt
LudlowNon Voting Catt
Members Dickinson

J Innes

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

51 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P Gilby and T Gilby.

52 MINUTES**RESOLVED –**

That the minutes of the meeting of Cabinet held on 25 July, 2017 be approved as a correct record and signed by the Chair.

53 FORWARD PLAN

The Forward Plan for the four month period 1 October 2017 to 31 January 2018 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

54 DELEGATION REPORT

Decisions taken by Cabinet Members during July and August 2017 were reported.

***RESOLVED –**

That the Delegation Report be noted.

55 MINUTES OF THE SHEFFIELD CITY REGION COMBINED AUTHORITY

Minutes of the meetings of the Sheffield City Region Combined Authority held on 17 July, 2017 were reported for information.

Huw Bowen drew the attention of the Cabinet to Minute Number 11, which reported that the Leader of Chesterfield Borough Council gave formal notice to the Sheffield City Region Combined Authority of the decision to no longer pursue for Chesterfield to become constituent members of the Sheffield City Region Combined Authority.

***RESOLVED –**

That the Minutes be noted.

56 LEISURE FEES AND CHARGES

The Health and Wellbeing Manager submitted a report recommending for approval proposed changes to the fees and charges for Sport and Leisure facilities to take effect from 1 October, 2017.

It was reported that the review of fees and charges was carried out to assist the Sport and Leisure Service to continue delivering affordable services that improve health outcomes, whilst raising additional income to support the Council's financial position.

The fees and charges proposals had taken into account:

- The need to raise income to help the Council work towards a financial position for sports and leisure services where there is no general fund subsidy
- The requirement to pay back current/future loan capital that has been borrowed
- The level of fees and charges applied by other local and sub-regional sports and leisure providers, both in the private and public sector
- Potential costs of any redesign required to effectively resource the services
- Broader value for money considerations including accessibility, booking arrangements, service quality and membership benefits
- The Council's Concessions Policy
- The need to address health inequalities in Chesterfield's communities
- Customer expectations being met and ideally exceeded
- Start-up initiatives for new groups with specific targets and objectives

The proposed fees and charges were largely based on a 3 per cent increase, however, following a detailed analysis of local provider charges, several were adjusted where there was perceived to be a significant competitive advantage or risk to market shares.

It was reported that the fees and charges scheme at both the Queens Park Sports Centre and Healthy Living Centre would remain consistent. The report also proposed that the Change4Life membership option should be continued, providing access to reduced fees and charges in line with the new corporate concessions policy.

The Health and Wellbeing Manager emphasised that membership retention is a key issue in order to maintain a steady financial base, and that the current membership at both centres had plateaued in recent months. The service had responded to this by undertaking an evaluation of the facilities and activities on offer to customers, as well as increased work with the wider community to try and encourage more people to access the sports and leisure services.

The report also proposed the introduction of a Direct Debit payment option for swimming, gymnastics and trampolining. The Health and Wellbeing Manager emphasised that this is indicative of the new,

business-like approach that has been adopted by the Sports and Leisure service in recent years.

***RESOLVED-**

1. That the proposed changes to Leisure Fees and Charges, as outlined in Appendix A to the officer's report, be approved and implemented from 1 October, 2017.
2. That the proposals for concessionary charge eligibility, as outlined in Appendix A to the officer's report, be approved.
3. That the proposal to vary standard charges to maximise opportunity and efficiency, and address market changes be approved, by agreement with the Cabinet Member for Health and Wellbeing be approved.
4. That monitoring and analysis of membership and centre usage be continued to assess any possible impacts of the proposed changes.

REASONS FOR RECOMMENDATIONS

1. It is important that fees and charges for leisure services are reviewed to ensure financial efficiencies and service sustainability.
2. To support the Council's delivery of the Great Place Great Service priorities for visitors and residents to Chesterfield, by providing a range of good quality, competitive and affordable services.
3. Chesterfield has significant areas of deprivation. The Sport and Leisure service provides a variety of programmes and initiatives that contribute to promoting positive and healthy lifestyles, and affordable access to these services is essential to supporting the Council's priority of improving health and wellbeing outcomes and reducing inequalities.

57 CHANGES TO COUNCIL HOUSING TENANCY AGREEMENT

The Housing Manager submitted a report recommending for approval the proposed changes to the Council Housing Tenancy Agreement, to come into effect on 1 April 2018.

The Cabinet was made aware of the process leading up to this report, including the introduction of a Steering Group in July 2016, to consider the implications for the Housing Revenue Account (HRA) Business Plan of national housing policy changes, and to make recommendations as to how the implications of these could be mitigated.

It was reported that in December 2016, the Steering Group made the following recommendations, aimed at mitigating the worsening financial position within the HRA:

- A £500,000 reduction in the responsive repairs budget in 2017/18 and in each of the following two financial years, after which the budget will be increased by inflation (CPI)
- A reduced and re-phased capital programme
- Moving from collecting rent on a 48 week basis to a 52 week basis and that consultation on this and other changes to the tenancy agreement takes place during 2017/18
- Mitigating income loss through rent arrears and empty properties

In April 2017, a separate series of working groups comprising tenants, officers and elected members were established to consider how these savings could be realised. Recommendations included:

- Reviewing tenant repairing obligations, and tenants taking more responsibility for their own repairs and damage
- Reviewing repair response times
- Reviewing void standards and undertaking work after a property has been re-let as part of the Housing Capital Programme
- Adopting a standard approach to the removal of the previous tenants' fixtures and fittings

These working groups also considered other changes required to the Tenancy Agreement to ensure that it remained current and fit for purpose. The final proposed changes were set out in Appendix 3 to the officer's report.

The Housing Manager reported that following Cabinet approval, tenants would be served with preliminary notices of variation to the Tenancy Agreement, and a consultation would take place for a period of 28 days between October and November. A progress report on the outcome of this is expected to be brought to a meeting of the Cabinet in January 2018.

***RESOLVED-**

1. That the proposed changes to the Council Housing Tenancy Agreement, as outlined in Appendix 2 to the officer's report, be approved.
2. That authority be granted to the Housing Manager to consult with tenants on the proposed changes to the Council Housing Tenancy Agreement, and to serve the preliminary notice of variation.
3. That a further report be brought to Cabinet by January 2018 following the completion of the consultation process.

REASONS FOR RECOMMENDATIONS

1. To make changes to the Tenancy Agreement that will help to contribute to the delivery of a balanced and sustainable Housing Revenue Account, with the aim of it being self-financing in the future.
2. To support increased working with tenants through the Customer Engagement Strategy and direct consultation with tenants on proposals.
3. To support the Council's Vision and Priorities within the Council Plan to improve the quality of life for local people.

58 THE REDRESS SCHEMES FOR LETTING AGENCY WORK AND PROPERTY MANAGEMENT WORK (REQUIREMENT TO BELONG TO A SCHEME ETC) (ENGLAND) ORDER 2014. ENFORCEMENT OF FEES AND CHARGES

The Health and Wellbeing Manager submitted a report recommending for approval proposed arrangements for the implementation and enforcement of The Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc) (England) Order 2014.

The Cabinet was informed that this legislation was brought into effect following an inquiry carried out by the Communities and Local Government Select Committee in July 2013, which evidenced that the

practices of some letting agents were detrimental to the living experiences of some tenants. Under this legislation, local authorities have the power to impose a fine of up to £5,000 if a lettings agent does not join a Government-authorised 'Redress Scheme'.

Redress schemes typically require letting agencies to follow a specific code of practice, maintain an in-house complaints procedure, and cooperate with any investigation and agree to pay compensation promptly if the redress scheme awards it.

The report proposed that, following guidance from the Department for Communities and Local Government, the maximum penalty be imposed in response to any breach of the legislation, and that representations of extenuating circumstances be considered on a case-by-case basis.

The Health and Wellbeing Manager informed the Cabinet that a pro-active approach had been taken to implementing and enforcing this legislation, with written notice issued to all letting agents in the Chesterfield borough and further awareness work planned to be undertaken.

***RESOLVED-**

1. That delegated authority be granted to the Health and Wellbeing Manager and Private Sector Housing Manager to manage the Council's functions and responsibilities under The Redress Schemes for Letting Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014.
2. That any monetary penalties received in connection with the Order be approved to be used to fund enforcement costs and any other work related to the Private Sector Housing Function.

REASONS FOR RECOMMENDATIONS

1. To ensure that the Health and Wellbeing Manager and Private Housing Manager are authorised to exercise all necessary operational enforcement powers in respect of The Redress Schemes For Letting Agency Work and Property Management Work (Requirement to Belong to a Scheme etc) (England) Order 2014.

2. To make sure that the Council, as the Local Housing Authority, is able to undertake its statutory duty to serve remedial notices and penalty charge notices in respect of The Redress Schemes For Letting Agency Work and Property Management Work (Requirement to Belong to a Scheme etc) (England) Order 2014.

59 EXCLUSION OF THE PUBLIC

RESOLVED –

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 – as they contained information relating to

1. an individual
3. information relating to financial and business affairs.

60 FLEET HIRE CONTRACT

The Commercial Services Manager submitted a report recommending for approval proposed renewal plans for the corporate vehicle fleet used and operated by the Council.

It was reported that the majority of the Council's current vehicle fleet was procured in 2011, with the terms of the main Council lease covering an original term of 5 years. This was extended for an additional 12 months to allow for similar expiry dates for all vehicle hire arrangements.

During this period of extension, a fundamental review was carried out by Commercial Services to ascertain the Council's future vehicle fleet requirements. This involved reviewing existing work practices and looking at how these could be adapted and improved to reduce the need for vehicle use, as well as identifying where costs and resources could be streamlined.

The review explored both purchase and lease options, and a pricing exercise was carried out with assistance from Finance and the NHS

Procurement service. The results of the exercise showed that greater savings would be made by leasing the fleet.

It was also reported that an electric van and car were trialled to success. As a result it was proposed that one small electric van would be used for car parks, and up to 3 electric cars would be used for technical officers within the Operational Services Division.

The outcome of the review forecasted a combined net reduction from 197 to 152 vehicles. The review was dynamic and fleet usage was rationalised and reduced throughout the process.

The Commercial Services Manager highlighted that this rationalisation of the fleet has produced monetary savings on lease and short-term hire vehicles in 2016/17 compared to 2015/16. It was also expected that the renewal of the remaining 152 vehicles would realise incur further savings.

***RESOLVED-**

1. That a 5-year lease arrangement with Essential Fleet Services Limited for the vehicles outlined in Appendix 1 to the officer's report, be approved.
2. That a 5-year lease arrangement with Plan UK Limited t/a Automotive Leasing for the vehicles outlined in Appendix 2 to the officer's report, be approved.

REASON FOR RECOMMENDATIONS

To replace the current vehicle fleet operated by Council services and achieve a more uniform approach to the management of vehicles going forward.

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JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE

Tuesday, 25th July, 2017

Present:-

Councillor P Gilby (Chair)

Councillors Bagley
T Gilby
Huckle
Ludlow
Burrows
Blank

Councillors Brunt
Simmons
Wall
J Innes

Non-Voting Catt
Members Dickinson

*Matters dealt with under the Delegation Scheme

1 DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA

No declarations of interest were received.

2 APOLOGIES FOR ABSENCE

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

3 MINUTES

RESOLVED -

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 2 May, 2017 be approved as a correct record and signed by the Chair.

4 EXCLUSION OF PUBLIC

RESOLVED -

That under Regulation 21 (1)(b) of the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A to the Local Government Act 1972 – Paragraph 3 on the grounds that it contained information relating to financial or business affairs.

5 OPERATIONAL SERVICES DIVISION - 5 YEAR DEVELOPMENT PLAN

The Commercial Services Manager submitted a report detailing the Operational Service Department's (OSD) five year growth strategy.

The report noted that 15 fixed term contract posts had previously been approved to enable a reduction on the reliance of sub-contractors and provide additional capacity within OSD to carry out more commercial building works. This formed the first stage of a strategy to increase the amount of work completed directly by the internal service on behalf of Chesterfield Borough Council. By operating an efficient internal service, any operating surplus achieved would be retained by the Council and there would be provision for more flexibility and control over staff deployment.

The main area of growth proposed in the report was to increase the amount of the Council's HRA Capital Programme that was to be completed by OSD. Over the previous four years the operating surplus for OSD had been in decline however a number of management actions had taken place during 2016/17 which had resulted in the operating surplus for 2016/17 increasing.

The overall strategy for the future commercial operation of OSD would be to become the building contractor of choice within Chesterfield and North Derbyshire that would return investment to the Council and the community. To achieve this the priority for OSD would be to develop a dynamic and flexibly skilled workforce to meet future work demands. Appendix 1 of the report identified the proposed growth programme for OSD over the next 5 years. The percentage of programme carried out

had been planned not to exceed £12million in case the capital programme budget was reduced in the future.

OSD had been appointed as the Principal Contractor to carry out refurbishment works as part of the Town Hall Restack. Additionally OSD had been successful in winning the refurbishment works for the Register Office on behalf of Derbyshire County Council. A team of existing staff would be allocated to carry out these works and would need to be 'backfilled' to ensure the continuity of on-going work commitments.

OSD had also received an increased number of private commercial building work enquiries. This increase was primarily due to a promotional leaflet that was distributed to households in March. The report proposed an increase in staffing levels to provide enough staff to complete the increase in work. There would be sufficient budget available to fund growth areas identified with no increase in budgetary spend as a result of recruiting the additional posts.

The report provided details of the risks associated with the 5 year growth programme and mitigating actions. An equalities impact assessment had been carried out and a summary of the outcomes was included in the report.

***RESOLVED –**

1. That the share of the HRA Capital Investment Programme 2018/19-2021 allocated to the Operational Services Department be increased, as set out in paragraph 6.1 of the officer's report.
2. That the following permanent posts be added to the Operational Services Department structure over the next five years:
 - 2017/18 – 8 Craft employees; 1 Technical Officer and 1 Estimator position
 - 2018/19 – 3 Craft employees;
 - 2019/20 – 21 Craft employees and 2 Technical Officers
 - 2020/21 – 6 Craft employees
 - 2021/22 – 9 Craft employees and 1 Technical Officer
3. That the job description and person specification for the post of Technical Officer be re-visited and the salary uplifted, as

appropriate, to support recruitment and retention of officers to this critical post.

4. That recruitment to 10 Fixed Term Contract positions for fifteen months be approved.
5. That recruitment to 2 apprenticeship posts be approved.
6. That delegated authority be granted to the Commercial Services Manager to recruit and appoint to the new positions.

REASON FOR DECISIONS

To reduce usage of external contractors by providing additional capacity to carry out commercial building works, to retain operating profit for re-investment and to support the Council's Workforce Strategy.

OVERVIEW AND PERFORMANCE SCRUTINY FORUM

Tuesday, 27th June, 2017

Present:-

Councillor P Innes (Chair)

Councillors Borrell
Caulfield
V Diouf

Councillors Derbyshire
Dyke
Flood
Huckle ++
Sarvent

Kevin Hanlon, Director of Finance and Resources +
Charlotte Kearsey, Democratic and Scrutiny Officer
Rachel Lenthall, Senior Democratic and Scrutiny Officer
Rachel O'Neil, Customer, Commissioning and Change Manager ++

+ Attended for Minute No. 3

++ Attended for Minute No. 4 and 6

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L Collins and J Barr.

3 DEPUTY LEADER - BUDGET OUTTURN REPORT

The Director of Finance and Resources attended to update Members on the General Fund Budget Outturn for 2016/17. A report had been received by Cabinet on 27 June, 2017 which provided details of significant variations from the revised estimates previously approved by Cabinet and also sought approval from the Cabinet for carry forward requests. The Director of Finance and Resources explained that the original budget forecast a £236k deficit, the revised budget in February

2017 had predicted a £105k surplus and the actual net surplus for 2016/17 was £100k. The Director of Finance and Resources explained which areas had come in over budget or created surpluses and the reasons why that had happened. A working balance of £1.5m would be maintained along with various reserves.

The Director of Finance and Resources noted that the reserves were on a downward trajectory and that £6m was not a very large reserve cushion. Members discussed options for strengthening the Council's position including whether the Community Infrastructure Levy could be used; the Director of Finance and Resources explained that this Levy could only be used to fund infrastructure projects such as parks and play areas. Members also enquired whether the Council could build and sell houses on Council owned land. The Director of Finance and Resources explained that this has been considered by the Leader and Deputy Leader, however, there were significant issues including the Council not having capacity to undertake the construction of multiple houses along with the length of time it would take to see a return on this investment.

Members thanked the Director of Finance and Resources for providing the update and answering their questions.

RESOLVED –

1. That the update be noted.
2. That an update on the budget monitoring position and medium term financial forecast be brought to the meeting of the Forum on 28 November, 2017.

4 CABINET MEMBER FOR ECONOMIC GROWTH - DIGITAL STRATEGY

The Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager attended to provide Members with an update on the draft Digital Strategy.

The Customers, Commissioning and Change Manager explained the key reasons why Chesterfield needed a Digital Strategy:

- The benefit of being online had been estimated to be £1064 per year, per household;

- People had changed the way they accessed services and the council needed to adapt to demand;
- To enable new developments in technology to support communities;
- To enable improved capture and analysis of data to support more informed decision making by Members.

The Customers, Commissioning and Change Manager explained the current picture in Chesterfield and the high likelihood of digital exclusion in the Borough.

- 14.5% of adults in Chesterfield had never used the internet;
- 73% of adults had basic digital skills but only 37% had used all five recently;
- Affordability was a key barrier to accessing the internet

The draft strategy contained three main areas:

- Enabling Chesterfield to be a digital borough;
- Enabling digital provision of council services in Chesterfield;
- Enabling improved digital skills and reduced digital exclusion in Chesterfield.

The update explained the next steps of the draft digital strategy, these were:

- Development of individual business cases to support strategy actions;
- Wider consultation on the draft strategy be undertaken;
- The Digital Strategy be adopted by the council.

Members enquired on various digital issues including whether Wi-Fi access was being considered for the town centre to which the Customers, Commissioning and Change Manager advised that the Council was in

discussions with BT. Members also enquired about security measures in place considering recent ransomware attacks. The Customers, Commissioning and Change Manager explained that this was not a new risk but that investment in security was needed and security should be taken into account when moving forward with the Digital Strategy.

Members thanked the Customers, Commissioning and Change Manager for providing the update and answering their questions.

RESOLVED-

1. The progress made in developing the Council's Digital Strategy be noted.
2. That support for the proposed actions which will form the basis of the Digital Strategy be given.
3. That a progress report be brought to the Forum on the 28 November, 2017.

5 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED –

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Act.

6 CABINET MEMBER FOR BUSINESS TRANSFORMATION - PPP CONTRACT RENEWAL

The Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager attended to provide an update to Members on the progress of the PPP Contract Renewal. The Customers, Commissioning and Change Manager emphasised that the review had not been concluded and the presentation would contain initial thoughts.

The presentation detailed the approach Chesterfield Borough Council was taking to carry out the review which included evaluating service areas using the following criteria:

- Customer satisfaction;
- Benchmarking of Performance;
- Cost;
- Affordability;
- Potential to transform and deliver services differently.

The update also explained the other methods that would be used in the review which included commissioning external consultants to review the ICT service, seeking a peer review of Keir services and requesting views from Arvato as to how they have and could continue to support the organisation.

The next steps for the review were to:

- Complete the contractual review for the remaining services (July);
- Complete benefit case for ICT investment and digital investment (July);
- Develop options for appraisal for consideration by Cabinet (July/August);
- Approvals (September/October);
- Contract amendments (by the years end).

The three possible outcomes from the contractual review were to extend, renew or end the contract early. Members discussed the potential benefits and issues relating to each option. Members noted that work to review the contract was at an early stage and there was a need to thoroughly analyse the review upon its conclusion.

Members thanked the Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager for providing the update and answering their questions.

RESOLVED-

1. That the progress and the timescales for the completion of work be noted.
2. That a progress report be brought to the meeting of the Forum on 28 November, 2017.

7 LOCAL GOVERNMENT ACT 1972 - RE-ADMISSION OF THE PUBLIC**RESOLVED –**

That the public be readmitted to the meeting.

8 SCRUTINY ANNUAL REPORT 2016/17

The draft Scrutiny Annual Report was considered by Members. The report would be submitted to Council for approval on 19 July, 2017.

RESOLVED-

That the Scrutiny Annual Report be approved.

9 FORWARD PLAN

The Forward Plan was considered by the Forum.

RESOLVED-

That the Forward Plan be noted.

10 SCRUTINY MONITORING

No items to be monitored.

11 SCRUTINY PROJECT GROUP PROGRESS UPDATES

- HS2 Scrutiny Project Group

Councillor Flood reported on the HS2 Scrutiny Project Group and advised that the Group was seeking support for their objectives and additional members. The Members asked that the Overview and Scrutiny Project

Start Report be approved subject to any amendments by the workforce management groups.

- Town Centre Project Group

Councillor Borrell reported on the Town Centre Scrutiny Project Group and asked that the Overview and Scrutiny Project Start Report be approved.

RESOLVED-

1. That the HS2 Scrutiny Project Group Start Report be approved subject to any amendments by the workforce management groups.
2. That the Town Centre Project Group Start Report be approved.

12 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

The Work Programme for the Overview and Performance Scrutiny Forum was considered. The Chair noted that there were no changes to the Work Programme.

RESOLVED-

That the Work Programme be approved.

13 JOINT OVERVIEW AND SCRUTINY

Councillor Sarvent noted that the Joint Chairs and the Senior Democratic and Scrutiny Officer would be attending the East Midlands Scrutiny Network and would report back to the Forum.

RESOLVED-

That an update be brought to the next meeting of the Forum from the East Midlands Scrutiny Network.

14 OVERVIEW AND SCRUTINY DEVELOPMENTS

Councillor Sarvent updated the Forum that the Chairs and the Senior Democratic and Scrutiny Officer would be delivering a presentation at the next service manager's seminar to aid co-operation.

RESOLVED-

That the update be noted.

15 MINUTES

The minutes of the meeting of the Overview and Performance Scrutiny Forum held on 9 May, 2017 were presented.

RESOLVED –

That the minutes be approved as a correct record and signed by the Chair.

COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

Tuesday, 11th July, 2017

Present:-

Councillor P Innes (Chair)

Councillors Borrell
Flood

Councillors Sarvent
Niblock

Councillor Brunt +++
Councillor Huckle ++
Councillor J Innes +
Damon Bruce, Head of Customer Services +
Kate Harley, HR Manager ++
Charlotte Kearsey, Democratic and Scrutiny Officer
Brian Offiler, Democratic and Scrutiny Officer
Rachel O'Neil, Customers, Commissioning and Change Manager ++++
Paul Radcliffe, Operational Benefits Manager +
Anthony Radford, Venues Manager +++

+ Attended for Minute No. 4
++ Attended for Minute No. 5
+++ Attended for Minute No. 6
++++ Attended for Minute Nos. 4 and 5

1 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations of interest were received.

2 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Lisa Collins.

3 **MINUTES**

The Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee held on 21 March, 2017 were presented.

RESOLVED –

That the Minutes be approved as a correct record and signed by the Chair.

4 **CABINET MEMBER FOR HOMES AND CUSTOMERS - PROGRESS REPORT ON IMPLEMENTATION OF UNIVERSAL CREDIT**

The Head of Customer Services and the Operational Benefits Manager gave a presentation to update the Committee on the implementation of Universal Credit (UC).

Implementation of Universal Credit (UC) had commenced for new claims from single young people in March 2015 and was due to be rolled out for all new claims and changes in circumstances in November 2017, with migration of all other claims due between 2018 and 2021. Arvato staff were working with the Department for Work and Pensions (DWP) and the Council's housing staff to manage the increased workloads and to mitigate the impacts on households as far as possible.

The report referred to the steps being taken to maximise the award of UC. These steps included:

- Continued involvement of the Benefits Advisor to examine benefit awards to ensure people were receiving their full entitlements;
- Collaborative working with outside agencies and the DWP was being encouraged to identify further risks for claimants;
- Further to the separation of Housing Benefit from Council Tax Support the Take-Up Officer post was created to ensure that those entitled were utilising Council Tax Support;
- Cases with incorrect benefits awards to be referred to the DWP for correction;

- Further officers to be trained in providing personal budgeting support to those claiming UC;
- Routine interrogation of UC breakdowns to identify when the rent element had been omitted to assist with the level of arrears as a result of UC;
- It was confirmed that the Council could request managed payments of the housing element of UC be made to it by DWP as landlord where there was the potential for tenants to fall in to arrears;
- Vulnerable tenants affected by under occupancy, benefit cap and UC to be targeted so additional support could be provided.

Members questioned the Head of Customer Services, the Operational Benefits Manager and the Customers, Commissioning and Change Manager on a range of matters, including the level of arrears that must be reached before officers become involved. The Head of Customer Services explained officers stepped in once arrears were identified.

It was explained that payment allocation on accounts did not take place, and it was therefore not expected to be possible to separate rent add-ons, such as water rates, from rent arrears. The Head of Customer Services agreed to investigate this further.

Members also considered whether mobile libraries contained computer equipment which could be used to apply for UC. It was thought that this would not be the case as applying for UC was a very time consuming process. Members emphasised that accessibility to UC was a very important issue.

The Chair thanked the Head of Customer Services, the Operational Benefits Manager and the Customer, Commissioning and Change Manager for their input to the meeting and their proactive work on the topic.

RESOLVED -

- (1) That the report be noted.
- (2) That a progress report be submitted to the Committee in November, 2017.

5 CABINET MEMBER FOR BUSINESS TRANSFORMATION - PROGRESS REPORT ON WORKFORCE FIT FOR THE FUTURE

The Cabinet Member for Business Transformation and the Human Resources Manager reported to the Committee progress made in the development of the Council's Workforce Strategy.

It was reported that the Workforce Strategy had been revised with increased focus on the Investor in People (IiP) themes, and that the Council's IiP accreditation had been extended until January 2018.

The Human Resources Manager updated the Committee of the monthly Workforce Strategy Group meeting. The strategy group had discussed various topics such as:

- What makes a good manager;
- What makes team meetings work well;
- Spans of control - how teams are structured, sized and organised.

Further to the contribution of the Workforce Strategy Group talent management was being examined along with the introduction of a communication route for core brief communications to be delivered throughout the workforce.

Members were informed that Aspire Learning, the online learning platform, had been implemented and currently included over 70 online courses. Further to previous consideration online appraisals had been introduced which would provide greater transparency to ensure that appraisals would link to corporate objectives.

A commercial skills training pilot had been run for Venues and Visitor Information staff and it was hoped to extend this in to other services.

The procurement process for the provision of apprenticeships training had begun. It was confirmed that the Council would be required to have an average of 23 apprentices each year, either new apprentices or upskilling opportunities for existing employees.

Members questioned the Human Resources Manager regarding how the talent management work would be undertaken and they were advised that senior management had been tasked to consider individual training needs with middle and junior managers, in addition to the need to be conscious of management skills in the recruitment process.

Members praised the efforts of the Human Resources Manager and the Council in taking on both positive and negative staff feedback. The Chair thanked the Cabinet Member for Business Transformation, the Human Resources Manager and the Customer, Commissioning and Change Manager for their contribution to the meeting.

RESOLVED -

- (1) That the report be noted.
- (2) That a progress report be submitted to a future meeting of the Committee.

6 CABINET MEMBER FOR TOWN CENTRES AND VISITOR ECONOMY - CULTURAL VENUES

The Cabinet Member for Town Centres and Visitor Economy and the Arts and Venues Manager reported to the Committee on the cultural venues operated by Chesterfield Borough Council.

Details of activity and income levels at the Pomegranate theatre, the Winding Wheel conference and events venue, Hasland Village Hall and the Assembly Rooms were provided. The broad programmes at the venues and the positive results of the annual user survey were brought to the Committee's attention.

The Arts and Venues Manager advised of the target to develop a business plan for venues to be operating to a zero deficit by 2020/21. To achieve this target a number of priorities had been identified:

- Considering capital investment opportunities to increase income streams;
- Seeking to develop and increase audiences;

- Digital aspects - seeking to install WiFi at venues and increased online ticket purchasing;
- Greater contribution to health and wellbeing via improving accessibility to performances through having audio descriptions, signed performances, dementia friendly screenings and enhanced disabled facilities.

It was noted that consideration was being given to a programme of events in 2018 to celebrate the centenary of the end of World War I.

In response to Members' questions it was explained that:

- It was only possible to estimate numbers attending hired events (i.e. for non-ticketed events or where tickets were sold by the organisation hiring the venue- e.g. Retail awards, school performances);
- The pantomime was the most profitable of the theatre's performances;
- Well attended shows provided a significant contribution to the fund for future improvements through the Theatre Restoration Levy (£1.50 per ticket).
- There was potential for growth across the Pomegranate and Winding Wheel venues;
- The aim was to provide a range of types of performance, including contemporary entertainment, through approaching and being approached by promoters and undertaking a procurement exercise for the pantomime.

The Chair thanked the Cabinet Member for Town Centres and Visitor Economy and the Arts and Venues Manager for their contribution to the meeting.

RESOLVED -

- (1) That the report be noted.

- (2) That a progress report be submitted to the Committee in January, 2018.

7 FORWARD PLAN

The Committee considered the Forward Plan for the period 1 August – 30 November, 2017.

RESOLVED -

That the Forward Plan be noted.

8 SCRUTINY MONITORING

The Committee considered the Scrutiny recommendations monitoring schedule. It was noted that updates on the crime and disorder items on the schedule would be provided to the Committee's meeting in September.

RESOLVED -

That the Scrutiny monitoring report be noted.

9 WORK PROGRAMME FOR THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

The Committee considered the list of items included on its Work Programme for 2017/18.

It was requested that information be included in the Community Safety Partnership report at the September meeting on actions being taken to deal with travellers camping on Council land, including preventing their return.

The Chair updated the Committee that following further discussion of the corporate considerations arising from the recommendations of the Friends Groups Scrutiny Project Group it was hoped that a revised report could be finalised by the Project Group to be considered at the next meeting of the Committee in September.

RESOLVED -

- (1) That the work programme be approved.
- (2) That information be included in the Community Safety Partnership report at the September meeting on actions being taken to deal with travellers camping on Council land, including preventing their return, and that appropriate officers and agencies be invited to attend.
- (3) That consideration of the Friends Groups Scrutiny Project Group report be included in the work programme for September, 2017.

ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

Tuesday, 25th July, 2017

Present:-

Councillor Sarvent (Chair)

Councillors Caulfield
 Dyke
 Derbyshire

Councillors Callan
 Catt +
 Simmons ++

Charlotte Kearsey, Democratic and Scrutiny Officer
Rachel Lenthall, Senior Democratic and Scrutiny Officer
John Ramsey, Principal Green Space Strategy Officer +++

+ Attended for Minute No. 11
++ Attended for Minute No. 12
+++ Attended for Minute No. 11 and 12

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

No declarations of interest were received.

10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors V Diouf and Perkins.

11 CABINET MEMBER FOR HEALTH AND WELLBEING - GREEN SPACES

The Assistant Cabinet Member, Councillor Ray Catt, and the Principal Green Space Strategy Officer attended to provide members with an update on the recent entry to the East Midlands in Bloom competition. The results of the regional competition would be announced on 13th September and there would be a ceremony on 25th September at Ringwood Hall to announce the winners of the Chesterfield in Bloom (CIB) competition.

The Principal Green Space Strategy Officer gave Members an overview of the East Midlands in Bloom competition which included details of the Council's submission. The judges' visit, which took place on 7th July, started with a 15 minute presentation by the council's officers and CIB committee. A CIB portfolio was also produced to capture anything that was not seen on the day such as school gardens.

One area assessed by the judges was community participation and this category carried a significant weighting. Judges were interested in bulb planting, press releases, the use of social media, campaigns to promote CIB and how participation in projects was encouraged. To increase community participation the CIB committee had made school visits to encourage more involvement with the competition and arranged litter picks with volunteers; the portfolio document detailed the different groups that the committee had been working with.

The Principal Green Space Strategy Officer showed Members a video of a project funded by Marks and Spencer's to create a new garden area in Holme Hall to support community cohesion. Work to create the garden had been undertaken by employees from Marks and Spencer's, Chesterfield Borough Council, local school children and the community group, Holme Hall Unite. This presented an example of how small spaces could be used to create community garden areas with collaboration between community groups, schools and the council.

Initiatives used in Belper, which had been identified as the property hotspot of the year, were being examined to understand how they had improved the economic prosperity of the town and made it a more attractive area to live and work.

CIB were undergoing talks with Brimington Parish Council and Staveley Town Council to find ways of working together on projects. Discussions were also taking place with the Housing department to explore the possibility of having a category specific for council tenants. Members commented that Chesterfield Royal Hospital was having issues with cigarette ends outside the hospital doors and there was an enthusiasm to work with the community to create a garden area.

Members had concerns with how the judges' visits were carried out and noted that members of the community groups were not introduced to the judges. The Assistant Cabinet Member responded that the CIB committee were given the opportunity to guide the judges as they had been the

driving force behind the submission and had been briefed on the role. The Principal Green Space Strategy Officer added that they wanted to move away from it being predominantly council led however he would consider the members suggestions regarding introductions.

The Assistant Cabinet Member advised members that he had been given CIB as a special project under his Cabinet role and he had also been involved in CIB for several years. The first priority was to ensure that there was still a submission by Chesterfield for East Midlands in Bloom next year; however more community involvement was needed. It was noted that CIB could work with the council to improve the aesthetic of the town and help promote it as a tourist destination. He added that the achievements in the East Midlands in Bloom competition needed to be more visible and used as a tool for promotion.

Members discussed some of the opportunities that were coming up which could help to support the vision of CIB. Brimington Parish Council had organised its first open garden competition which would take place on Saturday 19th August with 12 gardens involved. Members also noted that the community litter picks in Barrow Hill had received good support from the local community. The Principal Green Space Strategy Officer replied that more connections were needed with tenancy participation officers as they were aware of what was needed in the neighbourhoods. New categories for CIB were being developed and the Principal Green Space Strategy Officer would send out more information to members when it was available. A re-brand of the name “Chesterfield in Bloom” was also been considered.

Members thanked the Assistant Cabinet Member and the Principal Green Space Strategy Officer for providing the update and answering their questions.

RESOLVED –

1. That the update be noted.
2. That the Committee be notified of the results of Chesterfield’s submission to the East Midlands in Bloom competition.

12 SCRUTINY PROJECT GROUPS

Play Strategy

The Principal Green Space Strategy Officer attended to update members on the progress made to develop a new Play Strategy. A draft of the strategy had been completed and comments had been received from some officers. A public consultation had been prepared which would be accompanied by a summary of the recommendations from the strategy that the public could express a view on. There had been meetings between the Commercial Services Manager, Cabinet Member for Health and Wellbeing and the Lead Member for the Scrutiny Project Group to shape what the play provision offer could be going forward.

The strategy would be looked at over 10 years in total but would be split into 0-5 years and then reviewed again for 6-10 years. There were 78 play spaces in the borough which varied in the quality and value of play; consideration would be given to the play spaces with low value to decide what actions would be taken with them. A ward by ward breakdown of the values of play spaces was being carried out and it was expected that Members would see the proposals in September/October with the consultation following in October.

Members asked if money from the Community Infrastructure Levy (CIL) was used for play spaces. The Principal Green Space Strategy Officer replied that play areas are on the list for receiving CIL money however it was yet to be determined how the money will be divided up. Some play areas in new developments were not being adopted by the council and the developer remained responsibly for putting management in place.

Development of the old Queen's Park Sports Centre

The Lead Member of the Scrutiny Project Group reviewing the development of the old Queen's Park Sports Centre presented members with the project start report to allow the group to begin work. The Lead Member noted that the scope had been extended to include the design and build of the agreed option.

RESOLVED –

1. That the update on the development of the Play Strategy be noted.
2. That the project start report for the scrutiny project group on the development of the old Queen's Park Sports Centre be approved.

13 WORK PROGRAMME

The Work Programme was considered. The Chair noted that the maintenance and cost of the council owned sports pitches had been discussed at the pre-agenda meeting and it was proposed to add this item to the work programme for the next meeting.

RESOLVED –

1. That the Work Programme be approved.
2. That a report on the maintenance and cost of the Council owned sports pitches be brought to the next meeting of the Committee.

14 MONITORING SCHEDULE

The Monitoring Schedule was considered.

RESOLVED –

That the Monitoring Schedule be approved.

15 CORPORATE WORKING GROUPS*HRA Business Plan Steering Group*

The Chair informed members that the Housing Manager would submit a report to Cabinet in September with the recommendations from all the groups that had been taking place.

RESOLVED –

That the update be noted.

16 FORWARD PLAN

The Forward Plan was considered.

RESOVLED –

That the Forward Plan be noted.

17 MINUTES

The Minutes of the meeting of the Committee held on 30 May, 2017 were presented.

RESOLVED –

That the Minutes be accepted as a correct record and be signed by the Chair.