



Please ask for Rachel Appleyard
Direct Line: 01246 34 5277
Email committee.services@chesterfield.gov.uk

The Chair and Members of Cabinet

15 June 2020

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 23 JUNE 2020 at 10.30 am, the agenda for which is set out below.

This meeting will be held virtually via Microsoft Teams software, for which members of the Committee and others in attendance will receive an invitation. Members of the public will be able to access the meeting online by following the link [here](#).

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 6)

To approve as a correct record the Minutes of the Cabinet meeting held on 9 June, 2020.

4. Forward Plan

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

[Forward Plan](#)

Items Recommended to Cabinet via Cabinet Members

Deputy Leader

5. Annual Performance Report - Council Plan Delivery Plan 2019 -2020
(Pages 7 - 32)

Cabinet Member for Governance

6. Equality and Diversity Annual Report (Pages 33 - 62)
7. Update on Civic Arrangements 2020 - 2022 (Pages 63 - 68)

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

CABINET

Tuesday, 9th June, 2020

Present:-

Councillor P Gilby (Chair)

Councillors Blank
T Gilby
Ludlow
Holmes

Councillors J Innes
Mannion-Brunt
Sarvent
Serjeant

Non-voting Members D Collins

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

135 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

136 **MINUTES**

RESOLVED –

That the minutes of the meeting of Cabinet held on 17 March, 2020 be approved as a correct record and signed by the Chair.

137 **MINUTES OF THE SHEFFIELD CITY REGION MAYORAL COMBINED AUTHORITY BOARD**

Minutes of the meeting of the Sheffield City Region Mayoral Combined Authority held on 15 April, 2020 were reported for information.

***RESOLVED –**

That the Minutes be noted.

138 DELEGATION REPORT

Decisions taken by Cabinet Members during January to June 2020 were reported.

***RESOLVED –**

That the Delegation Report be noted.

139 GENERAL FUND BUDGET OUTTURN REPORT 2019/20

The Acting Chief Finance Officer submitted a report on the General Fund Revenue and Capital Outturns for 2019/20. The report provided details of variations from the revised estimates previously approved by Cabinet on 25 February, 2020 (Minute No. 107, Cabinet 2019/20) and also sought approval for carry forward requests.

***RESOLVED –**

1. That the General Fund Revenue and Capital Outturn reports for 2019/20 be noted.
2. That the General Fund carry forward requests, as set out in paragraph 4.6 of the officer's report, be approved.
3. That the level of General Fund Reserves and Balances, as detailed in section 6 and Appendix C of the officer's report, be approved.
4. That the transfers between reserves identified in paragraphs 6.4 and 6.5 of the officer's report be approved.
5. That the General Fund surplus for the financial year 2019/20, as set out in paragraph 6.6 of the officer's report, be transferred to the budget risk reserve.
6. That the capital financing arrangements, as set out in Appendix D of the officer's report, be approved.

REASON FOR DECISIONS

In the interest of sound financial management.

140 HOUSING REVENUE ACCOUNT (HRA) - FINAL ACCOUNTS 2019/20

The Acting Chief Finance Officer submitted a report on the Housing Revenue Account Final Accounts for 2019/20. The report provided explanations for variations from the revised estimates previously approved by Cabinet on 25 February, 2020 (Minute No. 113, Cabinet 2019/20), and also sought approval for carry forward requests.

***RESOLVED –**

1. That the report be noted.
2. That the revenue carry forward request, as detailed in paragraph 3.4 of the officer's report, and the capital carry forward request in respect of schemes which were not finalised during 2019/20, as detailed in paragraph 4.2 of the officer's report, be approved.

REASONS FOR DECISIONS

1. To enable the Housing Revenue Account revenue outturn to be included in the Council's overall Statement of Accounts.
2. To consider the carry forward requests which will allow for the completion of the revenue and capital projects which were not finalised during the financial year.

This page is intentionally left blank

For publication

Annual Performance Report – Council Plan Delivery Plan 2019-20 (J040)

Meeting: Cabinet

Date: 23 June 2020

Cabinet portfolio: Deputy Leader

Report by: Assistant Director – Policy and Communications

For publication

1.0 Purpose of report

1.1 To report progress made during the first year of the 2019 – 2023 Council Plan against the milestones and measures identified in the 2019/20 Delivery Plan.

2.0 Recommendations

2.1 That members note and comment on the progress against the delivery plan 2019/20.

3.0 Background

3.1 The Council Plan 2019 – 2023 was approved at Full Council 27 February 2019 alongside the Delivery Plan for 2019/20. Delegated authority was agreed for the Deputy Leader to

approve minor changes following the May 2019 Chesterfield Borough Council election.

- 3.2 The Council Plan defines the Council's key priorities, objectives and commitments over the four year period 2019 -2023. The plan is aimed at providing focus, setting out priorities that will require collected corporate effort during the period. It is not an attempt to describe every service that the Council will provide; this will be covered by service plans on an annual basis.
- 3.3 Alongside the Council Plan, a year 1 delivery plan for 2019/2020 was developed. This sets out the key milestones and measures we will need to achieve to keep the Council Plan on target for delivery. The delivery plan is reviewed annually and approved by Council.
- 3.3 A new performance management framework was also developed to accompany the Council Plan. The framework has been used throughout 2019/20 to underpin the Council Plan, measure and demonstrate our success in terms of milestones, outputs, outcomes and measures and effectively review and challenge performance. This includes regular challenge at the Council's Finance and Performance Board and Overview and Performance Scrutiny Forum.

4.0 Annual Performance Report 2019-20

- 4.1 The annual report for 2019/20 attached at Appendix A shows performance against the milestones and measures identified within the 2019/20 Council Plan Delivery Plan.
- 4.2 76% of all delivery plan milestones were fully met by the end of 2019/20. A further 10% were on target for completion prior to the Covid-19 pandemic and associated response impacting on delivery in the final quarter (January – March 2020) of the

year. 90% of delivery plan measures met or exceeded their targets during 2019/20.

- 4.3 64% of the milestones for our priority – making Chesterfield a thriving borough were completed during 2019/20. This particular priority was significantly impacted by the Covid-19 pandemic and associated response. A further 18% of the milestones were on target for delivery prior to the final quarter of the year. 89% of measures within this priority area met or exceeded their target.
- 4.4 88% of the milestones for our priority – improving quality of life for local people were completed during 2019/20 with 88% of the measures also hitting or exceeding their target.
- 4.5 78% of the milestones for our priority – providing value for money services were completed during 2019/20. A further 11% were on target for delivery prior to the final quarter of the year and the Covid-19 pandemic. 93% of the measures within this priority area met or exceeded their target. Many of the milestones completed and partially completed for this priority area helped Chesterfield Borough Council to adapt and continue to provide key services to support our communities during the Covid-19 pandemic.
- 4.6 Further information about performance within all priority areas is available within the Annual Performance Report in Appendix A. Some key highlights for 2019/20 include:
- We opened the new 526 space Saltergate multi-storey car park with improved accessible spaces, electric charging points and security in the heart of Chesterfield town centre
 - Significant progress was made a key sites including commencing construction of the new innovation centre within the Northern Gateway scheme and a significant housing development within the Waterside scheme
 - Large numbers of visitors and residents attended a range of fantastic Town Centre events and engaged in our shop

- local campaign to support retailers, traders, hospitality businesses and our to sample our cultural offer
- We exceeded all planning service delivery targets, maintained for the fifth year running 100% local labour clause provisions, levied over £1 million in skills funding and supported over 600 business to find suitable accommodation for inward investors, start ups and expansions
 - Our support, knowledge and expertise helped to secure over £7 million to support the activities to maximise the benefit of HS2 for local people
 - Multi-million pound estate improvement work at Barrow Hill and Grangewood continued during 2019/20 with significant progress being made to improved housing conditions, parking and public realm offer for residents and improve security
 - We worked with a hugely committed, dynamic and innovative group of volunteers on The Climate Change working group to develop a fully costed Climate Change action plan to make Chesterfield Borough Council carbon neutral by 2030 and the borough carbon neutral by 2050
 - Our new 3G pitch was opened in September 2019 and has over 20 clubs and 500 people regularly using the facilities.
 - The Equality and Diversity Forum developed events across five key areas during 2019/20 including Autism awareness, diverse Chesterfield, Derbyshire LGBT, Holocaust Memorial Day and International Women's Day
 - Over 1800 children were involved in local democracy and civic events during 2019/20 – a record number
 - 100% of our housing stock meets the decent homes standard, 90% of customers engaging with the tenancy support team managed to maintain their tenancies and we assisted almost 400 people to avoid homelessness
 - We achieved the full Customer Service Excellence standard with excellent results for customer insight, access to information and the timeliness and quality of our customer services

- Our ambitious ICT improvement programme continued to deliver with a number of key systems upgrades and productivity tools such as Microsoft teams, office 365, more resilient internet connections and soft phones. This has enabled us to maintain essential services throughout the Covid-19 pandemic.

6.0 Equalities considerations

6.1 Individual equality impact assessments and analysis have taken place for projects and activities where appropriate.

7.0 Recommendations

7.1 That members note and comment on the progress against the delivery plan 2019/20.

8.0 Reason for recommendation

8.1 To raise awareness of key outcomes and outputs against the Council Plan commitments and challenge performance.

Decision information

Key decision number	Non-key 170
Wards affected	All

Document information

Report author	Contact number/email
Donna Reddish - Policy and Communications Manager	donna.reddish@chesterfield.gov.uk
Appendices to the report	
Appendix A	2019/20 Annual Performance Report

This page is intentionally left blank

Annual Performance Report – Council Plan Delivery Plan for 2019/20

- 1.0 Introduction and performance overview
- 2.0 Performance dashboard
- 3.0 Priority - Making Chesterfield a thriving borough
- 4.0 Priority - Improving the quality of life for local people
- 5.0 Priority - Providing value for money services

1.0 Our Council Plan – Vision, Values and Priorities

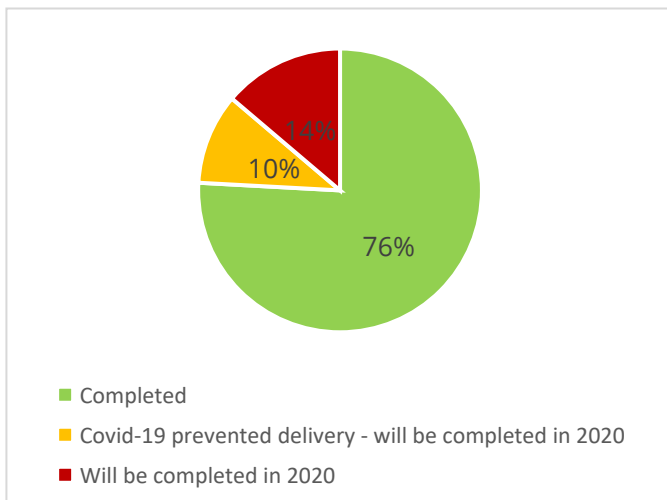
- 1.1 Drawing upon an extensive evidence base and using horizon scanning tools we developed a new four year plan from 2019 to 2023 with the same **vision – putting our communities first**. The plan provides a focus to our activities and identifies the priorities which require a collective corporate effort to deliver real outcomes.
- 1.2 It isn't just about what we do that is important, it is the way that we do it. The council has four **values** that describe how we will work to achieve our vision of putting our communities first:
 - **We are customer focused:** delivering great customer service, meeting customer needs. We regularly carry out satisfaction surveys to find out what our communities and residents think of the services we provide. We engage with our residents, tenants, visitors and businesses through a wide range of groups, forums, roadshows and online, seeking their views on our services and how we can improve them. We look to deal promptly and effectively with complaints and always welcome comments and compliments.
 - **We take a can do approach:** striving to make a difference by adopting a positive attitude. Our staff come up with and deliver solutions to problems and regularly go the extra mile to ensure our communities are well served. We contribute actively to partnerships with other organisations in the borough and beyond. We manage our suppliers and contractors fairly but robustly to make sure we get the best from the public money we spend.
 - **We act as one council, one team:** proud of what we do, working together for the greater good. We value regular and open engagement with all staff and carry out regular surveys to find out how we can improve as an employer. We invest in the development of our staff, regularly attracting additional funding for training. We promote a commercial outlook within our teams, to make sure we secure value for money and look for opportunities to generate additional income that we can then invest in service delivery.
 - **We believe in honesty and respect:** embracing diversity and treating everyone fairly. The council has a strong record of going well beyond its statutory equality duties and regularly works with partners to host and promote events throughout the borough that celebrate diversity. Our staff and councillors work well together

and individuals are able to express their views openly within their teams and at wider meetings and events.

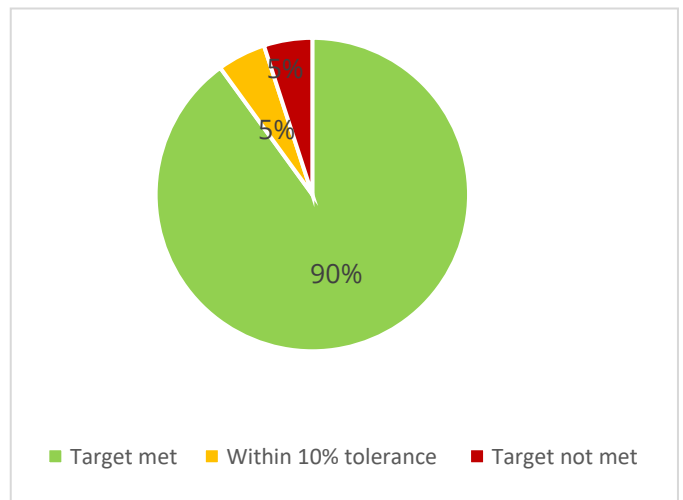
- 1.3 To ensure we stay on track for delivery we are also developing annual delivery plans. These delivery plans identify the key milestones, inputs, outputs and measures we will need to deliver during each year of the plan to maintain progress. The delivery plan will be reviewed annually and approved by Council in February alongside the budget and medium term financial plan.
- 1.4 This report focuses on the progress made towards our first Council Plan Delivery Plan – 2019/20 and the milestones and measures for our three priority areas:
- Making Chesterfield a thriving borough
 - Improving the quality of life for local people
 - Providing value for money services
- 1.5 It is important to note that within the last quarter of 2019/20 – January 2020 – March 2020, the impact of the Covid-19 pandemic began to impact the delivery of Council services and the delivery of the Council Plan delivery plan due to changes in Government guidance and emergency provisions which needed to be put in place.

2.0 Performance dashboard

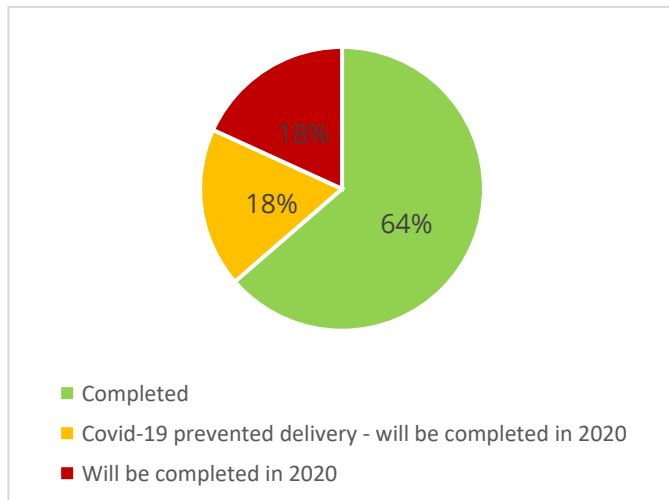
Total delivery plan milestones in 2019/20



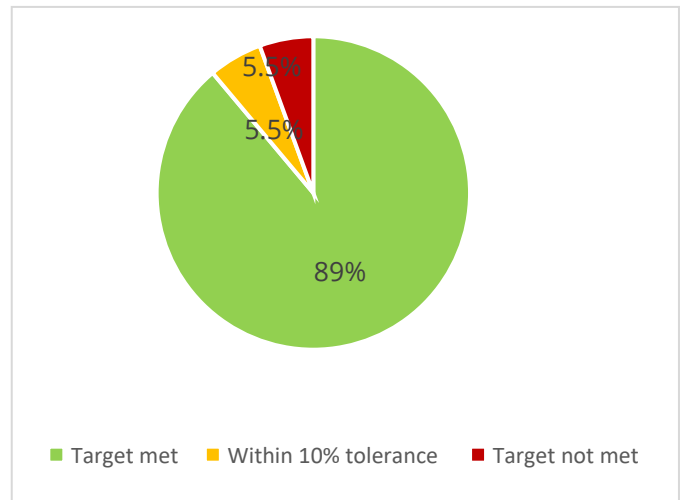
Total delivery plan measures



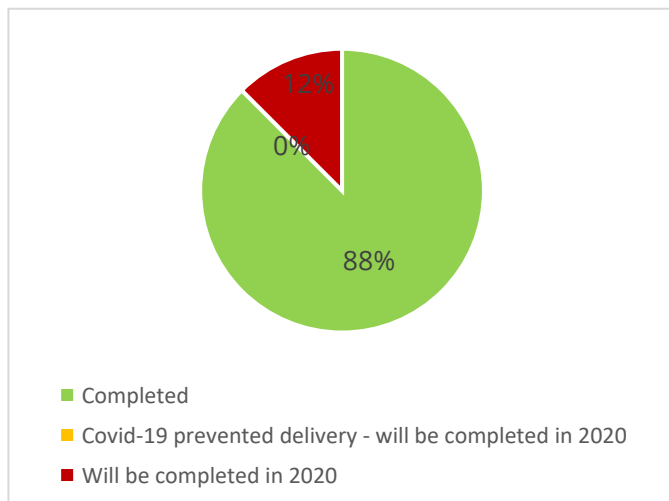
Making Chesterfield a thriving borough milestones



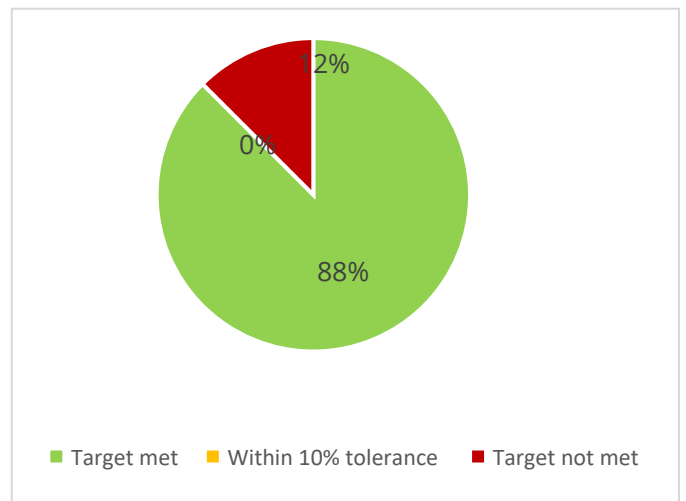
Making Chesterfield a thriving borough measures



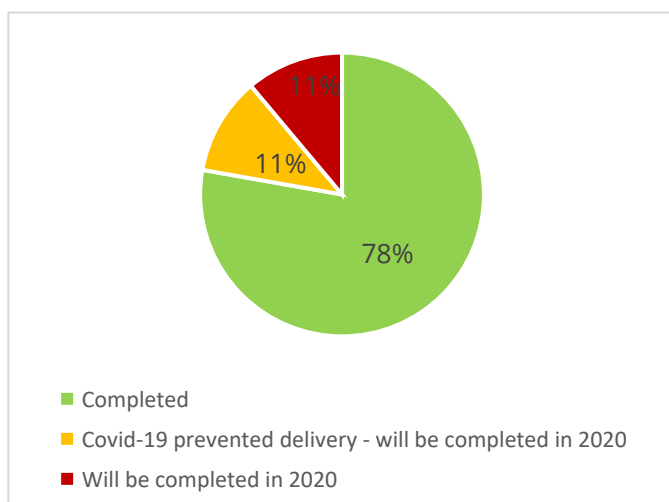
Improving quality of life for local people milestones



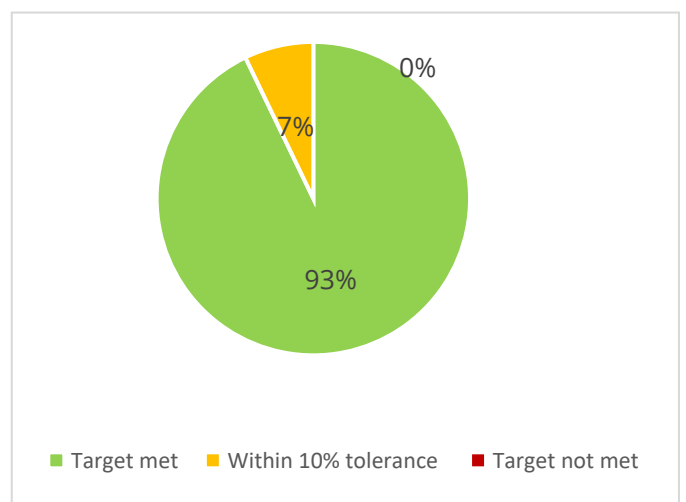
Improving quality of life for local people measures



Providing value for money services milestones



Providing value for money services measures



3.0 Priority – Making Chesterfield a thriving borough

3.1 There are four objectives for this priority area:

- Chesterfield Borough – A great place to live, work and visit
- Vibrant town centres
- Build a stronger business base
- Develop an inclusive and environmentally sustainable approach to growth

3.2 The progress on the key milestones for this priority is detailed in the table below. There are 11 milestones, seven of which were completed during the delivery plan period (64%). A further two would have been completed but were significantly impacted by the Covid-19 pandemic in the final quarter of the year (18%).

Milestone	RAG Rating	Progress
Open the Saltergate multi-storey car park	✓	The new Saltergate multi-storey car park was opened in July 2019. The new car park is located at the heart of Chesterfield close to local shops, restaurants and entertainment venues. It provides 526 spaces over five levels, 32 disabled spaces, 15 parent and child spaces and 6 spaces offering electric vehicle charging points, with a further 10 spaces enabled for conversion to electric charging as demand increases. The car park is open 24 hours a day 7 days a week and has inbuilt secure parking features including CCTV.
Public realm improvements at Northern Gateway		Public realm improvement work was scheduled to start in March 2020. Unfortunately, due to the Covid-19 outbreak this work is now being re-scheduled and will be completed during 2020/21.
Commence the construction of the Northern Gateway Enterprise Centre	✓	The main contractor Robert Woodhead Ltd has been appointed. Construction of the Northern Gateway Enterprise Centre has commenced. The works will be delivered in accordance with the Covid 19 Construction Site Operating Procedures published by the Construction Leadership Council. The new Northern Gateway Enterprise Centre will accommodate a range of businesses within 32 office suites. It will also offer access to outstanding shared facilities and local business support services.
Commence residential development at Waterside	✓	Avant Homes began construction of 177 new homes at Waterside following the completion of a bridge off Brimington Road to enable access. The new developed called "Waterside Quarter" offers a range of 2, 3 and 4 bedroom homes all within easy reach of Chesterfield town centre and rail station.

		Developers are continuing to secure investment to enable the private rented sector scheme for the Canal Basin site.
Complete the HS2 Station Masterplan		<p>The consultation stage of Masterplan development has been delayed due to Covid-19 and is now being planned for autumn 2020 (subject to the latest Government guidelines).</p> <p>Additional external funding has been secured to progress important work to build the evidence base for transport infrastructure, public realm improvements and the bridge across the A61 to improve pedestrian and cycling access to the town centre.</p> <p>Following completion of this evidence work a revised masterplan will be finalised and a Supplementary Planning Document will be prepared, prior to public and stakeholder consultation.</p> <p>Despite the delay, securing investment and infrastructure improvements have continued. D2N2 recently approved a £3.8 million grant towards the construction of Hollis Lane Link Road. This £7.42 million project will form a critical part of the Chesterfield Station Masterplan, bringing forward wholesale regeneration and supporting sustainable economic growth in the centre of Chesterfield.</p>
Complete the Visitor Economy Action Plan		<p>During 2019/20 an evidence base was developed to improve our understanding of our core visitor offer in Chesterfield. This included analysis of how developments such as Peak Resort and planned investment in the borough and town centre will improve our offer.</p> <p>A workshop with Cabinet portfolio holders took place in February 2020 to identify key themes and priorities over the next 3 years. The Visitor Economy Action Plan is now being developed with an aim of securing adoption by Council in Autumn 2020. This plan will sit alongside the already adopted Growth Strategy. Together these strands will enable the economy and communities of Chesterfield Borough to take full advantage of our visitor economy assets and future developments.</p>
Develop options for the refurbishment of the George Stephenson's Memorial Hall		Funding for options development was approved during 2019/20 and a scope developed. Consultants were appointed in February 2020 with the project inception meeting taking place in early March 2020. Due to the Covid-19 pandemic and the temporary closure of the theatres and Museum, the project was formally paused. The project will be restarted as soon as possible and options developed during 2020/21.

Deliver a programme of town centre events	✓	<p>All events planned for 2019/20 were successfully delivered. Highlights include:</p> <ul style="list-style-type: none"> • The 1940s Market in October 2019 was our biggest Markets event to date with around 15,000 people visiting the town centre. The event included a Spitfire being on display in New Square and several period singers, bands and dancers bringing music to the event • The Christmas Lights Switch On took place on 17 November and featured stars from the Pomegranate Theatre pantomime, Father Christmas and an appearance from Peter Rabbit who had also appeared in Rykneld Square meeting and greeting children, earlier in the day. The event attracted around 25,000 people despite the poor weather conditions • During November and December Santa met over 1,500 children in his Market Hall grotto – an increase of 52% over the previous year
Support the delivery of the Elder Way development	✓	<p>Throughout 2019/20 our Economic Development Team and our partners Kier and Destination Chesterfield continued to support the developers Jomast to market and support the development. There has been significant interest in the remaining units at the Elder Way development with progress at varying stages.</p>
Develop and launch successful spend local campaign	✓	<p>With our partners at Destination Chesterfield we ran an extensive shop local campaign during the Autumn and Winter in 2019/20. The campaign focused around supporting our town centre, independent traders and encouraging local people to move their spend to our local economy. The campaign included:</p> <ul style="list-style-type: none"> • A two page feature in Your Chesterfield/Our Homes highlighting Chesterfield's shopping offer, key festive dates and special offers • Sustainable shop local bags available at market stalls, market hall, independent retailers and at the Christmas lights switch on event • Social media campaign including a daily advent calendar featuring Santa showcasing various independent outlets • Key radio messages via Peak FM <p>We are currently developing our campaign for 2020/21 which will continue to feature our distinctive local offer and also support the climate change agenda.</p>
Organise and host the Skills Conference	✓	<p>The annual skills conference took place in February 2020. The conference brought together the business and education communities together to focus on skills activity to equip Chesterfield Borough's current and future workforce with the skills they need to access employment opportunities.</p>

	The conference included sessions on skills and knowledge for the future led by D2N2, AECOM showcased how they are developing a talent pipeline and Chesterfield College and Chesterfield Borough Council delivered a session around supporting the digital agenda. The keynote speech this year focused on the role of education leaders in addressing social mobility.
--	---

3.3 The progress on the key measures for this priority is detailed in the table below. There are 22 measures, 18 of which had targets and measures collected. 16 of the 18 measures met their target (89%). A further measure is within 10% tolerance of meeting the target (5.5%). The direction of travel of the measures will be compared over the four year plan period.

Measure	2019/20 target	2019/20 actual	Rag Rating	Comments
Number of new homes in the borough	240	314		
Number of new homes in the town centre	Baseline	10		New measure for 2019/20
Major planning applications - speed of decisions	60%	85.5%		New measure for 2019/20 Rolling two-year average required of over 60% to meet national planning standards
Other planning applications – speed of decisions	70%	78.9%		New measure for 2019/20 Rolling two-year average required of over 70% to meet national planning standards
Major planning applications – quality of decisions	Under 10%	3.5%		New measure for 2019/20 Rolling two-year average required of under 10% to meet national planning standards
Other planning applications – quality of decisions	Under 10%	0.3%		New measure for 2019/20 Rolling two-year average required of under 10% to meet national planning standards
Amount of external funding accessed for HS2 programme	£1 million	£7,424,207		Local Growth Fund £3,808,000 DCC/Joint Growth Board £3,616,207
Number of children reached via HS2 and you project	1500	970		Take up from primary schools have been extremely successful with 8 out of the 9 targeted taking part. Secondary school engagement has been slower with 3 of the 9 targeted schools taking part this was due to other commitments and

				<p>curriculum pressures. 1 special school also took part, this enabled 30 students with additional needs to take part but this is lower than the 180 participants anticipated with secondary schools.</p> <p>Prior to the Covid-19 pandemic plans were in place to engage three more secondary schools in the spring term.</p>
Tourism contribution to the economy	5% increase			Figure for 2019 will be available in autumn 2020
Visitor numbers	5% increase			Figure for 2019 will be available in autumn 2020
Visitor overnight stays	5% increase			Figure for 2019 will be available in autumn 2020
Town centre occupancy rates	90%	90.1%		
Number of businesses	Over 3270	3280		
Number of business start-ups in the borough	Over 330	340		
Number of businesses supported to find accommodation	Over 500	649		
% local labour clauses	100%	100%		
% jobs secured by local people on developments with local labour clauses	50%	70%		Performance varies from development to development depending on the skills requirements. Skills and recruitment plans continued to be developed with companies to maximise local employment potential.
Percentage of young people not in education, employment or training	Under 5%	4.8%		Definition change in 2019/20. Technical definition of NEET is 16 – 18 cohort not in employment education and training (as all young people should be in one of these up until age of 18).
Funding levied for skills programmes	Over £750k	£1,049,769		
Number of schools and businesses engaged in skills programmes	40	56		

Number of learners engaged in skills programmes	400	2005		
Visitor numbers at theatres	135,000	127,826		Some productions were unable to go ahead in February and full closure of theatres due to Covid-19 in March 2020 impacted on visitor numbers.

4.0 Priority – Improving quality of life for local people

4.1 There are four objectives for this priority area:

- Provide quality housing and improve housing conditions across the borough
- Improve our environment and enhance community safety for our communities and future generations
- Help our communities to improve their health and wellbeing
- Reduce inequality and provide support to vulnerable people

4.2 The progress on the key milestones for this priority is detailed in the table below. There are nine milestones, eight of which were completed during the delivery plan period (89%).

Milestone	RAG Rating	Progress
Complete a borough wide private sector stock condition survey	✓	<p>A partnership approach to this work was adopted with Derby City Council being selected as the lead agency. The private sector stock condition survey has been completed and individual stock profiles for each authority are being developed.</p> <p>The stock condition survey offers valuable insight in terms of health and wellbeing. Derbyshire County Council will be using the information to develop a health impact assessment to inform our plans and priorities for private sector housing improvement activities.</p>
Complete estate and environmental improvements phase 1 at Barrow Hill and commence phase 2 of estate	✓	<p>The environmental works for phase 1 at Barrow Hill have been completed within the allocated budget. Phase 1 included 15 new roofs, 20 new sets of windows, landscaping around 6 blocks of flats and 30 additional parking spaces.</p> <p>Planning permission for phase 2 of the Barrow Hill project was granted in December 2019. The Principal Designer and Contractor have now been appointed for phase 2,</p>

improvement works.		unfortunately phase 2 works have been delayed due to the Covid-19 pandemic but the Principal Designer and Contractor has been appointed for phase 2 works which are restarting in early 2020/21.
Continue estate improvements work at Grangewood.	✓	<p>Environmental and refurbishment works are continuing at Grangewood including new doors, windows, security, electrical works, flooring, roofing and rendering.</p> <p>Improvement works for three blocks of (Birchwood, Longcroft and Thorntree) have now been completed. The work at the final block (Stockwell) has been paused due to Covid-19 but will restart in early 2020/21.</p> <p>The Council and Fortem's tenant liaison team are working in partnership to deliver excellent tenant and resident liaison.</p>
Develop and approve the parks and open spaces strategy and action plan		Significant progress has been made in developing the evidence base and priorities for the Parks and Open spaces strategy alongside the supporting strategy around play. Further consultation is now required prior to strategy adoption but this has been paused due to the Covid-19 pandemic.
Develop a costed climate change action plan and introduce performance measures	✓	<p>The Climate Change working group which includes elected members, Chesterfield BC officers and the community developed a climate change action plan which was approved by Full Council in February 2020.</p> <p>The working group showed innovative thinking, dynamism and commitment to develop a plan which can make a significant impact with this agenda.</p> <p>The action plan contains eight key themes; housing / buildings, power / electricity, transport, industry / business, agriculture / land use, waste / consumption, engagement / education and finally policy / general. The themes have a series of specific actions that will support our carbon reduction programme to fulfil the objective of Chesterfield becoming a carbon neutral and resilient borough.</p>
Open the new 3G pitch at Queen's Park	✓	<p>The new 3G pitch was opened in September 2019 and has been a major success.</p> <p>Occupancy is high with 20 clubs / groups / organisations using the facility at peak times which is really positive and off-peak use is growing steadily currently achieving an occupancy rate</p>

		<p>of circa 40% which again is really positive for the winter months.</p> <p>The pitch generates an average income of £1,245 per week and facilitates approximately 500 different users are engaged in a range of different physical activities. Work continues to help grow the number of clubs / groups using the facility especially at off peak times.</p> <p>The overall impact of the development on the grade two star listed park has been positive and the landscaping and boundary treatment has added real value to the pure physical activity element of the development.</p>
<p>Plan and deliver four equality and diversity events</p>	<p>✓</p>	<p>Following planning workshops with the Equality and Diversity Forum, five successful forum events and activities were delivered in partnership by the forum.</p> <p>These included:</p> <ul style="list-style-type: none"> • Autism awareness training (June and October 2019) • A diverse Chesterfield cultural event; 'Talk 20' (November 2019) • Derbyshire LGBT Meeting • Holocaust Memorial Day (January 2020) • International women's day (March 2020) <p>A wide variety of community and voluntary sector groups and other key partners including Chesterfield College were involved in developing and delivering these events.</p> <p>Autism awareness</p> <p>In June 2019 the forum held their first event of the year – Autism Awareness training. This was provided by Derbyshire Autism Services and was attended by over 50 people including staff from Chesterfield Borough Council and partner agencies and the community and voluntary sector organisations. The training looked at some myths surrounding autism and how to support staff and customers with an autism diagnosis.</p> <p>Following the training there was a high demand for further training opportunities. As a result, a further session was held in October 2019 which a further 50 people attended by public sector employees, community and voluntary sector groups and members of the public.</p> <p>The high interest in these training sessions has demonstrated the relevance of this topic in the local area. It has also enabled</p>

the forum to connect with a wide range of people in the local community who were not previously involved in the forum, but are now participating in activities and have requested to become members.

Talk 20

The Forum's 'Talk 20' event was held on 14 November 2019. This was a morning of awareness raising mini workshops led by three local community groups: The Asian Association, African Caribbean Community Association (ACCA) and Derbyshire Gypsy Liaison Group.

Each workshop focused on the contributions each community group makes to the community, challenges they may face, misconceptions and some myth busting. The event was attended by approximately 30 delegates who were split into smaller groups to attend each workshop. This enabled people to have a more focussed discussion, with greater opportunity for conversation and networking.

In addition, there was an opportunity for networking over lunch, and delegates reported that they had made new useful contacts, including representatives from the Chesterfield Royal Hospital connecting with the Asian Association to arrange for members to welcome 20 new nurses from India to Chesterfield.

Forum Meeting at the Derbyshire LGBT+ offices

In November 2019 the forum held their meeting at the Derbyshire LGBT+ offices on Rutland Road.

Derbyshire LGBT+ had recently opened the Rutland Road office to provide a local base outside of Derby to meet the demand for services in the Chesterfield community.

The agenda for the meeting included a tour of the premises and a discussion around crimes against Trans / people with gender diverse status and the next steps / challenges for the LGBT+ team, including continuing to support those affected by Hate Crime.

Holocaust Memorial Day 2020

The Holocaust Memorial Day activities continue to be very well supported by local communities, drawing in large audiences.

The theme set by the Holocaust Memorial Day Trust for 2020 was 'Stand Together', which encouraged everyone to challenge identity-based hostility.

This year, the event was held at West Studios, Chesterfield College, and we were pleased to welcome the Pomegranate Youth Theatre Group who presented a short performance based on this year's theme, specially written for the evening. Their performance enabled everyone to reflect on how families felt as they were moved away from their homes into the Ghetto and their adjustment to the conditions there.

Our guest speaker, Dr Carmen Levick, a lecturer in Theatre from the University of Sheffield, then talked to about how we can commemorate the Holocaust in the UK. Students from the College also displayed their work, having written letters of solidarity and support to the victims of genocide or discrimination.

Over 70 people attended the evening, which ended with a Q and A session touching on locally relevant issues and themes.

International Women's Day 2020

In celebration of inspirational women, the Equality and Diversity Forum and Chesterfield Museum held an event in March this year to coincide with International Women's Day.

Cllr Tricia Gilby, Leader of the Council, opened the event and welcomed the two guest speakers, Angie Smithson, Chief Executive of the Royal Hospital and Julie Richards, Principal of the Chesterfield College Group who both talked about what they do, their career paths and any barriers they may have faced and how they dealt with them. There was also an opportunity at the end of the event for Questions and Answers.

The Forum are very grateful to Chesterfield Museum for hosting the event and for organising the Extraordinary Women exhibition at the Museum throughout February and March, which celebrated the lives of local women who have made a significant contribution to their communities, including political campaigners such as Emma Miller and Barbara Castle and the story of suffragette Winifred Jones. The exhibition also included the story of the ladies' football tournament – which took place during the First World War – possibly the first of its kind to be played anywhere in Britain.

		<p>In addition to the International Women’s Day event, the Chesterfield Museum also hosted an Explore Science exhibition in March looking at how women have contributed to science and engineering innovations that are now essential to our everyday lives. Kakou CIC provided a range of exciting hands-on activities for all ages - covering a wide range of science, technology, engineering and maths (STEM) subjects from codebreaking to paper marbling.</p>
<p>Plan and deliver the 2019/20 local democracy programme</p>	<p>✓</p>	<p>The focus for local democracy activities during 2019/20 was not only engaging in democracy and voting but also learning more about our twinning links. This was to coincide with the 60th anniversary of our first twinning link with Darmstadt.</p> <p>Activities included various voting exercises, exploring twinning links and promoting engagement and learning with other cultures and the value of team work. This supports the national curriculum aims around democracy, the rule of law and mutual respect for and tolerance of others, three of the four British Values.</p> <p>We hosted 12 primary school local democracy visits to the Town Hall and worked with 2 secondary schools on their local democracy activity. Over 770 children were engaged in local democracy activity during 2019/20.</p> <p>Over 350 young people took part in the Remembrance Sunday service and parade representing a variety of organisations including army, navy and air cadets, St. Johns Ambulance, scouts and guides.</p> <p>Over 700 students from across the Borough attended our 11th hour ceremony on Armistice day. Representatives from each school laid a wreath they had made; this supported the teaching of the respect and tolerance values.</p> <p>In addition, the VE Day Working Group have activity engaged with schools in preparation for this year’s 75th anniversary celebrations. Unfortunately this activity was significantly impacted by Covid-19 and a virtual campaign was developed to ensure the whole community could commemorate and celebrate this important occasion.</p>
<p>Develop and deliver partnership intervention schemes to</p>	<p>✓</p>	<p>A range of activities have taken place throughout the year to bring key health and wellbeing partners into community settings and raise awareness of services and improve access to the most vulnerable. Each event this year has engaged</p>

reduce the impact of child poverty		between 300 and 400 local people and has focused on reducing the impact of child poverty as well as improving health and wellbeing outcomes for the wider community. Activities have been delivered in Grangewood, Mastin Moor and Barrow Hill during 2019/20. Activities have included holiday hunger projects, time for you cafes, advice and support sessions etc.
------------------------------------	--	---

4.3 The progress on the key measures for this priority is detailed in the table below. There are 12 measures, eight of which had targets and measures collected. Seven of the eight measures met their target (88%).The direction of travel of the measures will be compared over the four year plan period.

Measure	2019/20 target	2019/20 actual	Rag Rating	Comments
Number of new Council homes developed or acquired	16	10		Development and acquisition stalled in March 2020 due to Covid-19. Developments and acquisitions resuming in June 2020.
Decent homes standard	100%	100%		
Children who are fairly active as measured by the active lives survey		40.3%		Definition changed for 2019/20 – baseline year.
Adults who are fairly active as measured by the active lives survey		63.3%		Definition changed for 2019/20 – baseline year.
Number of children in our learn to swim programme	1900	1905		
Number of green flag rated parks and open spaces	5	5		
Tenancy sustainment, number of people supported who remain in their tenancies one year after support started	85%	90%		
Number of homeless preventions per annum	Over 300	397		
Additional amount of benefits claimed due to Council support		£797,065		Baseline year

Number and amount spent on disabled facilities grants		£400,000		Baseline year
Number of children engaged in local democracy and civic campaigns	500	1826		
Number engaged in theatres health and wellbeing programme	1000	1195		

5.0 Priority – Providing value for money services

5.1 There are three objectives for this priority area:

- Become and stay financially self sufficient
- Make our services easier to access, deliver savings and reduce our environmental impact through the use of technology
- Improve services and customer interaction by investing in our staff

5.2 The progress on the key milestones for this priority is detailed in the table below. There are nine milestones, seven of which were completed during the delivery plan period (78%). A further milestone would have been completed but were significantly impacted by the Covid-19 pandemic in the final quarter of the year (11%).

Milestone	RAG Rating	Progress
Promote the Council's commercial service offer to residents and businesses	✓	<p>We continue to promote the range of commercial services available from the Council via a range of outlets including Your Chesterfield/Our Homes (the Council's newsletter), social media, website, press releases, interviews, videos and where appropriate radio adverts. This could include discount codes for the Market Hall café available via Your Chesterfield, special offers for leisure centres and the theatres etc. Shop local campaign included the market hall café and the Visitor Information Centre.</p> <p>A website content review is now underway to ensure that the CBC website is clear, concise and easy to navigate. This will be taking place using a phased approach over the next 12 months and will improve access to commercial services as well as general service provision and information.</p>

		<p>The digital improvement programme also currently taking place will positively impact on the Council's commercial service offer:</p> <ul style="list-style-type: none"> • Resident / Business online account - Salesforce digital platform now in the implementation stage. Once live, residents and businesses will be able to create an account with Chesterfield Borough Council and transact with us online, 24/7, at a time and place of their choosing. • Environmental Protection / Food, Health and Safety - A number of business processes improvements have been identified and approved. These include changes to the way that requests are received, offering a wider range of payment options for residents and businesses, and mobilising the workforce to allow them to focus on high value / income generating activities. Improved processes are now being built into the system, and are being tested 'end to end' on a number of different devices. Businesses within the borough will be able to apply for services such as food registration, animal licensing and environmental permits online in the future. • Waste and Environmental Services - The redesign of business processes throughout waste management / street scene are well underway, incorporating the use of mobile technology and real time updates, which will lead to improved service delivery. • Online payments – GOV.UK payment development work is now underway. The council will implement this service as soon as we are happy with the solution developed. This will allow residents and businesses to apply and pay for commercial services, e.g. licensing applications, online. • Business Rates – CBC have now entered into a contract with Capita to deliver e-forms to apply for NNDR exemptions and reliefs, view bills online and administer electronic bills.
Develop a resource and transition plan for the return of PPP services	✓	<p>Joint Cabinet and Employment and General Committee took the formal decision to return Council services run by Arvato and Kier to in-house provision by January 2021. This includes services provided to Derbyshire Dales District Council.</p> <p>A comprehensive transition planned has been developed and approved to enable a successful and smooth transition of services and staff.</p>
Complete the depot review as part of the One		Funding and resources have been allocated to this project during 2019/20 as part of the Derbyshire One Public Estate programme. Unfortunately there have been some delays

Public Estate programme		<p>within the project to the complexity and size of the wider programme. The project has now been paused due to the impact of the Covid-19 pandemic but will restart in summer 2020/21.</p>
Achieve year 1 business plan income targets for the leisure centres		<p>Performance against the revised business plan for both leisure centres was strong until the last quarter. In February 2020 services available at the centres were starting to be limited and then closed completely in March due to Government guidelines following the outbreak of the Covid-19 pandemic.</p> <p>Prior to service limitation, the centres were showing an income uplift of over £95,000 to February 2020 compared to budget profile. Due to the Covid-19 pandemic measures the trading position worsened significantly with the centres missed the financial target by over £80,000 by the end of 2019/20.</p> <p>Business plans are currently being revised in light of the Covid-19 impact.</p>
Develop a feasibility study for the utilisation of available space at the Healthy Living Centre	✓	<p>A detailed feasibility study and business case to maximise the available space at the Healthy Living Centre was developed. During the assessment some significant limitations were identified due to the Council's VAT position which required mitigation.</p> <p>At the same time conversations have been taking place with Derbyshire County Council to consider the co-location of some community facilities within the leisure centre. Pro-active talks are also taking place with the Midwifery service.</p>
Achieve year 1 business plan income targets for the theatres	✓	<p>The income targets for the financial year were exceeded at both the Winding Wheel theatre and the Pomegranate theatre. This was an exceptionally strong result as both theatres were closed from Mid-March due to the Covid-19 pandemic.</p> <p>Business plans are currently being revised in light of the Covid-19 impact.</p>
Complete the year 1 ICT improvement programme	✓	<p>The capability and capacity of the ICT service has improved as a result of recruitment to a number of new roles enabling the project to be taken forward at pace.</p> <p>Development of the Council's digital platform is well underway. The recruitment of an experienced CRM engineer has helped resource the project. By summer 2020 residents will be able to</p>

		<p>access a secure customer portal to obtain personalised information and request council services online.</p> <p>A number of planned improvements to key systems as well as productivity tools such as Microsoft teams, Office 365, more resilient internet connections and soft phones have been developed. This has enabled us to maintain essential services during the Covid-19 pandemic.</p>
Achieve customer services excellence accreditation	✓	<p>Customer Services Excellence full accreditation was achieved in January 2020. Strong results were demonstrated for:</p> <ul style="list-style-type: none"> • Customer insight • Information access • Customer service delivery • Timeliness and quality of service • Culture of the organisation <p>This accreditation lasts for one year. Work towards the next assessment, due in January 2021, will begin shortly.</p>
Develop a business case and resource plan for a Project Management Office	✓	<p>The Project Management Office review has been completed following the recruitment of new Executive Directors. An approach has been recommended and trailed in several key areas before moving towards implementation in 2020/21.</p>

5.3 The progress on the key measures for this priority is detailed in the table below. There are 15 measures, 14 of which had targets and measures collected. 13 of the 14 measures met their target (93%). A further measure is within 10% tolerance of meeting the target (taking us to 100%). The direction of travel of the measures will be compared over the four year plan period.

Measure	2019/20 target	2019/20 actual	Rag Rating	Comments
Number of CBC apprentices	23	54		
Council tax collection	96.4%	96.7%		
NNDR collection rates	97%	98.2%		
Rent collection rates	97.7%	95.7%		
Revenues, benefits and rents calls average time to answer	1 minute	50 seconds		
Environmental services calls average time to answer	1 minute	34 seconds		

Switchboard calls average time to answer	1 minute	35 seconds		
Housing repairs hotline calls average time to answer	1 minute	45 seconds		
Facebook followers	8500	10114		
twitter followers	8000	8498		
Net promoter score - Winding Wheel	Above 50%	52%		
Net promoter score - Pomegranate Theatre	Above 65%	72%		
Participation in parks and open spaces events and activities	Over 60,000	73951		
Increase in self-service transactions		146,249		Baseline year - Includes 136,382 self-service cash transactions and 9867 cashless online transactions. Note: Does not include daily car parking transactions.
Website hits	370,000	445,570		

For publication

Equality and Diversity Annual Report 2019/20 (GV430)

Meeting:	1. Cabinet 2. Council
Date:	1. 23/06/2020 2. 15/07/2020
Cabinet portfolio:	Governance
Report by:	Policy Officer

For publication

1.0 Purpose of report

To present the Council's Equality and Diversity Annual Report for 2019/2020 for consideration.

2.0 Recommendations

- 2.1 That the Equality and Diversity Annual Report be supported.
- 2.2 That the Equality and Diversity Annual Report is published on the Council's website and circulated to partners.
- 2.3 That the International Holocaust Remembrance Alliance working definition of Antisemitism be formally adopted by the Council.

3.0 Background

3.1 Equalities legislation and good practice require public bodies to publish annual equalities reports. The report should summarise equalities progress during the last year, and future plans.

4.0 Equality and Diversity Annual Report

4.1 The Equality and Diversity Annual Report is attached at Appendix 1. The report includes improvements and achievements over the last year, including progress in delivering the corporate Equality and Diversity Strategy and Action Plan, and also future plans.

4.2 The Annual Report has been developed in consultation with the Equality and Diversity Forum. It also includes a summary of the equality impact assessments undertaken during 2019/20 around Council policies, strategies and plans, along with progress on equality and diversity issues during the year.

5.0 International Holocaust Remembrance Alliance definition of Antisemitism

5.1 The Government has now formally adopted the International Holocaust Remembrance Alliance's working definition of Antisemitism and have written to all local authorities in England requesting that they formally adopt the working definition.

5.2 The working definition is *"Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities."*

5.3 The definition is not designed to be legally binding but is an invaluable tool for public bodies to understand how antisemitism manifests itself in the 21st century. It demonstrates a commitment to engaging with the experiences of Jewish communities and supporting them against the challenges they face.

5.4 Chesterfield Borough Council currently uses this definition, although not currently formally adopted, to inform our Equality and Diversity Strategy, action plan and hate crime arrangements. We organise with community and voluntary partners annual Holocaust Memorial Day events with the Holocaust Memorial Trust.

6.0 Risk management

This work concerns the implementation of statutory and good practice performance requirements. It is required that all relevant documents and reports are published.

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Reputational and legislative risk of not publishing the Annual Report which demonstrates compliance with Equality Annual Report.	M	L	Publish the Annual Report on the Council's website and distribute via partner mailing lists (eg. Links).	L	L

7.0 Alternative options and reasons for rejection

7.1 The alternative approach would be to not publish the Annual Report, however, this would make it difficult to demonstrate the Council's progress in delivering Equalities outcomes.

8.0 Recommendations

8.1 That the Equality and Diversity Annual Report be supported.

8.2 That the Equality and Diversity Annual Report is published on the Council's website and circulated to partners.

8.3 That the International Holocaust Remembrance Alliance working definition of Antisemitism be formally adopted by the Council.

9.0 Reasons for recommendations

9.1 To provide the community and relevant organisations with an update of the Council's progress in delivering equalities outcomes.

Decision information

Key decision number	N/A
Wards affected	All
Links to Council Plan priorities	An inclusive Borough, where everyone feels valued and has equal and fair access to local services.

Document information

Report author	Contact number/email
Allison Potter	Allison.potter@chesterfield.gov.uk
Appendices to the report	
Appendix 1	Equality and Diversity Annual Report 2019/20

This page is intentionally left blank



Chesterfield Borough Council

Equality and Diversity Annual Report

2019 – 20



Are we accessible to you?

- We want everyone to be able to understand us.
- We want everyone to be able to read our written materials.
- We aim to provide you with what you need to read, speak and write to us.

On request we will provide free:

- Language interpreters, including British Sign Language.
- Translations of written materials into other languages.
- Materials in Braille, large print, on tape, and in Easy Read.

Please contact us:

Telephone: 01246 345247

Text: 07960 91 02 64

Email: enquiries@chesterfield.gov.uk

1. Introduction from Cllr Sharon Blank, Cabinet Member for Governance



Welcome to Chesterfield Borough Council's Equalities Annual Report for 2019/20. This report highlights the work we have been doing over the last year to promote equality with our partners and the wider community.

Our organisational vision is "Putting Our Communities First". Chesterfield Borough Council is committed to treating people fairly in everything we do as a service provider, employer and community leader. We want to ensure that our employees and the people we serve receive fair treatment in all aspects of our work.

In the current climate, our work promoting equality is becoming more of a challenge, but is also increasingly important - as you will see in this report, working with partners in the community is an essential part of how we do this. We are very proud of our achievements over the last year, including our continued promotion of equalities and celebration of diversity within our services, as well as out in the wider community.

The Equality and Diversity Forum continues to promote equality and diversity within the borough and with its communities, and has organised a number of activities and events over the year on a range of locally relevant themes.

We believe we are continuing to make a real difference to the quality of life of our residents, businesses and visitors. We would like to take this opportunity to highlight some of our key equalities achievements during the last year.

2. Equality and Diversity Strategy – Action Plan Progress

- 2.1.** Our current Equality and Diversity Strategy outlines our corporate equality objectives between 2019 and 2023, and the way in which we plan to promote equality and diversity both within the Council and with our communities. The Equality and Diversity Policy and Strategy provide a framework for the Council to continue to ensure that the services we provide are fair and meet the needs of the local community, and that we discharge and progress our responsibilities under the Equality Act 2010.
- 2.2.** In addition to reporting on our progress in implementing the strategy and action plan through these annual reports, progress is also monitored via the corporate performance management framework. The Equality and Diversity Forum also have a role in scrutinising our performance in delivering the strategy.
- 2.3.** During 2019/20 we have completed the following activities which contribute to the action plan outcomes for the four-year Strategy:

Supporting and facilitating the Chesterfield Equality and Diversity Forum to act as a critical friend.

During 2019 and 2020, the Equality and Diversity Forum have met regularly and have worked together with Chesterfield Borough Council and acted as a critical friend when discussing current issues and projects, for example discussing licensing issues for accessible taxis.

Outcome: - Improving and championing access to the Council's services and other public services for all.

Review the corporate accessibility statement to ensure that it is reflective of and accessible to our local communities

During 2019 the accessibility statement was reviewed, revised and circulated to the council teams to ensure information is accessible to all in the community.

Outcome: Information is now reflective of and accessible to our local communities.

Maintain the State of the Borough report in line with latest available information

The State of the Borough report draws mainly on data from the 2001 Census and 2011 Census and more recent statistics from the Office of National Statistics and Indices of Multiple Deprivation. The Report considers information surrounding the demography and communities of Chesterfield and comparisons are shown with Derbyshire, the East Midlands and England, and where possible, at Ward Level.

The report was reviewed and updated in 2019 and is now available for viewing on the Borough Council website.

Outcome: - Communities are empowered, having access to knowledge and information about their local area. The information can be used to maximise the town's assets and build on them further to address key issues within communities.

Retain our Customer Service Excellence Accreditation

The Customer Services team continue to meet the requirements of the Customer Service Excellence Standard with all elements being fully compliant.

Outcome: The community are provided with choice of access to a wide range of services which the council provides.

Raising awareness of local equality issues and celebrating our diverse communities through the delivery of a minimum of four events each year through Chesterfield Equality and Diversity Forum on a range of locally relevant equality themes

The Equality and Diversity Forum have successfully delivered four events during 2019/20; Autism Awareness training, Talk 20, Holocaust Memorial Day and International Women's Day.

Outcome: Diversity continues to be celebrated and awareness of local issues raised in the wider community.



Continue to take an active role in Dementia Friendly Chesterfield

CBC continues to be a key partner in the Dementia Friendly Chesterfield Group (CBC is currently chairing the group) which is made up of representatives from local organisations and is committed to working towards Chesterfield being a dementia friendly place. Current projects include creating a Dementia Awareness Garden and Dementia Friendly Café.

Outcome: Continuing towards the goal of making Chesterfield a nicer place for people with Dementia.

3. Chesterfield Equality and Diversity Forum

3.1. During 2019/20 members of Chesterfield Equality and Diversity Forum continued to work together to share ideas and best practice, be a 'critical friend', and raise awareness in the community of equality and diversity. One of the most important contributions of the forum is the successful engagement with the wider community, and at the beginning of this year, the Forum held a workshop looking at demographics and locally relevant topics to develop a plan of activities and events for the year. This resulted in another year of excellent educational and awareness raising activities led by the forum. The forum has acted as a critical friend for many of the Council's services during the year and has played a key role in the scrutiny and development of equality impact assessments which inform the Council's decision-making process.

A message from Sarah Roy, Chair of Chesterfield Equality and Diversity Forum



I am very happy to be continuing as chair of the Equality and Diversity Forum again this year and I would like to thank all members of the forum for their continued dedication and hard work throughout last year, especially in relation to supporting the events and activities that we carry out and helping to promote equality throughout the borough by putting it right at the top of their own agendas. Every year we build on the previous year and try really hard to make our events better and more varied, in order to reach new

audiences. We have certainly achieved that in the last year, with so many new faces in attendance and more local people being able to see the value in the work that we do.

The Equality and Diversity Forum last met in February to decide our priorities and activities for 2020/21 and we left that meeting looking forward to putting these plans into action. However, things can change



so much in such a short space of time and we are now having to revisit those plans and will have our next meeting remotely due to the Covid-19 outbreak. We will be looking at revising how we can deliver some of the activities to the people of Chesterfield in a virtual or socially distanced way to ensure that everyone is as safe as possible. The pandemic has affected all of the charities and organisations that make up our Forum and many of us have found that we are rethinking how our roles can adapt, so that we can still provide our communities with the support needed without putting our own health at risk.

Looking ahead, the theme for our Holocaust Memorial Day in January 2021 will be **'Be the light in the darkness'**. It encourages everyone to reflect on the depths humanity can sink to, but also the ways individuals and communities resisted that darkness to 'be the light' before, during and after genocide. We also have some plans for the next International Women's Day in March 2021 as well as some free training opportunities. If you would like further details of our meetings or activities, we welcome new members so please get in touch. We will do as much as we can this year, as always.

3.2. Equality and Diversity Forum meetings and engagement

A key aim of the Forum is to raise awareness of equalities and issues affecting local people. The Forum has over 250 members that receive regular information about the meetings, events and equalities news. Some of the participants represent a community group, or statutory organisation, while others are there as individuals from the community with an interest in promotion of equality and diversity.

During 2019/20 there were high levels of engagement at the meetings with a variety of issues being considered including an initial workshop to plan equality and diversity events, training and activities, followed by ongoing planning throughout the year.

3.3 Equality and Diversity Forum events and activities

During 2019/20 the Equality and Diversity Forum have continued to organise, host and support a number of events throughout the year on a



range of equality themes that are relevant to the community. We continued to work on these events in partnership with a number of organisations to maximise the impact we can all make in the community and to pool our limited resources. We would like to thank all those who have given up their time to support and help plan the following events that have taken place over the past year. Events during 2019/20 included:

Autism Awareness Training



In June 2019 the forum held their first event of the year – Autism Awareness training. This was provided by Derbyshire Autism Services and was attended by over 50 people including staff from Chesterfield Borough Council and partner agencies and the community and voluntary sector organisations. The training looked at some myths surrounding autism and how to support staff and customers with an autism diagnosis. There was excellent feedback from the event, some examples include:

“I really enjoyed this training, it has given me a lot to think about and change when meeting someone with autism. I also learned the difference between a learning disability and learning difficulty.”

“Really cleared up some myths and confusion for me, making me more confident to assist staff and customers with an autism diagnosis.”

“It’s increased my awareness of autism spectrum conditions and dispelled some myths.”

Following the training there was a high demand for further training opportunities. As a result, a further session was held in October 2019 which a further 50 people attended by public sector employees, community and voluntary sector groups and members of the public.

The high interest in these training sessions has demonstrated the relevance of this topic in the local area. It has also enabled the forum to connect with a wide range of people in the local community



who were not previously involved in the forum, but are now participating in activities and have requested to become members.

Talk 20

The Forum's 'Talk 20' event was held on 14 November 2019. This was a morning of awareness raising mini workshops led by three local community groups: The Asian Association, African Caribbean Community Association (ACCA) and Derbyshire Gypsy Liaison Group.

Each workshop focused on the contributions each community group makes to the community, challenges they may face, misconceptions and some myth busting. The event was attended by approximately 30 delegates who were split into smaller groups to attend each workshop. This enabled people to have a more focussed discussion, with greater opportunity for conversation and networking.

In addition, there was an opportunity for networking over lunch, and delegates reported that they had made new useful contacts, including representatives from the Chesterfield Royal Hospital connecting with the Asian Association to arrange for members to welcome 20 new nurses from India to Chesterfield.



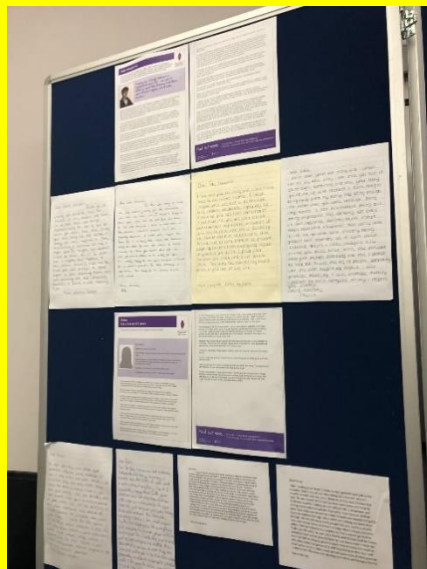
Forum Meeting at the Derbyshire LGBT+ offices, Rutland Road



In November 2019 the forum held their meeting at the Derbyshire LGBT+ offices on Rutland Road.

Derbyshire LGBT+ had recently opened the Rutland Road office to provide a local base outside of Derby to meet the demand for services in the Chesterfield community.

The agenda for the meeting included a tour of the premises and a discussion around crimes against Trans / people with gender diverse status and the next steps / challenges for the LGBT+ team, including continuing to support those affected by Hate Crime.



Holocaust Memorial Day 2020 **Stand Together**

Holocaust Memorial Day 2020

The Holocaust Memorial Day activities continue to be very well supported by local communities, drawing in large audiences. The theme set by the Holocaust Memorial Day Trust for 2020 was 'Stand Together', which encouraged everyone to

challenge identity-based hostility.

This year, the event was held at West Studios, Chesterfield College, and we were pleased to welcome the Pomegranate Youth Theatre Group who presented a short performance based on this year's theme, specially written for the evening. Their performance enabled everyone to reflect on how families felt as they were moved away from their homes into the Ghetto and their adjustment to the conditions there.

Our guest speaker, Dr Carmen Levick, a lecturer in Theatre from the University of Sheffield, then talked to about how we can commemorate the Holocaust in the UK. Students from the College also displayed their work, having written letters of solidarity and support to the victims of genocide or discrimination.

Over 70 people attended the evening, which ended with a Q and A session touching on locally relevant issues and themes.

International Women's Day 2020

In celebration of inspirational women, the Equality and Diversity Forum and Chesterfield Museum held an event in March this year to coincide with International Women's Day.



Cllr Tricia Gilby, Leader of the Council, opened the event and welcomed the two guest speakers, Angie Smithson, Chief Executive of the Royal Hospital and Julie Richards, Principal of the Chesterfield College Group who both talked about what they do, their career paths and any barriers they may have faced and how they dealt with them. There was also an opportunity at the end of the event for Questions and Answers.

The Forum are very grateful to Chesterfield Museum for hosting the event and for organising the Extraordinary Women exhibition at the Museum throughout February and March, which celebrated the lives of local women who have made a significant contribution to their communities, including political campaigners such as Emma Miller and Barbara Castle and the story of suffragette Winifred Jones. The exhibition also included the story of the ladies' football tournament - which took place during the First World War - possibly the first of its kind to be played anywhere in Britain.

In addition to the International Women's Day event, the Chesterfield Museum also hosted an Explore Science exhibition in March looking at how women have contributed to science and engineering innovations that are now essential to our everyday lives. Kakou CIC provided a range of exciting hands-on activities for all ages - covering a wide range of science, technology, engineering and maths (STEM) subjects from codebreaking to paper marbling.



4.0 Promoting equality and diversity through our services

Throughout the year, a range of activities and developments take place in the Council's services which contribute towards our commitment to embrace diversity and treat everyone fairly.

4.1 Customer Services

The Council's Customer Services have once again retained their Customer Service Excellence accreditation, meeting the standards with full compliance. Retaining the accreditation gets harder each year, requiring us to prove that we continue to deliver good customer service, whilst also making improvements since the last assessment.

The Customer Service Excellence standards consist of 5 key areas:

- Customer Insight
- The Culture of the Organisation
- Information and Access
- Delivery
- Timeliness and Quality of Service

Through our case studies and evidence, we were able to demonstrate that the customer service delivery over the five areas had been of a high standard, with numerous improvements. We were also able to show a commitment to continual development in the service which we provide to our customers.

4.2 Community Development

Our community development activity continues to contribute to the promotion of health, wellbeing and equality in the wider community. During 2019/20 we continued to support and facilitate the successful financial inclusion partnership project, "Health, Wealth and Wellbeing" which takes an outreach approach to providing people with information and advice in their local community.

The 'Derbyshire Schools Holiday Programme (Holiday Hunger)' project in Barrow Hill continues to be a success, where packed lunches and activities are provided for local children during the school holidays. This project is designed to support nutrition for children who are likely to eat

significantly less than they would during the school term when they have access to food in school.

The Rother Active Youth project, providing holiday activities and food for children and young people in Rother ward goes from strength to strength, supported in partnership with local councillors, residents and organisations active in the area. The weekly youth club for local young people aged 11 – 16 based at Queen’s Park Sports Centre continues with a new emphasis each year on the needs of young people.

We continue to be a key partner in the ‘Time 4 U Café’ events. These are free multi-agency events aimed at facilitating members of the community to access information and advice from a range of health and wellbeing agencies within their own communities. Events are designed to be non-threatening and relaxing. The free beauty treatments, crafts, cookery activities, crèches, lunches incentivise attendance to the event and encourage interaction with the health and wellbeing agencies. CBC continues to be a key partner in the Dementia Friendly Chesterfield Group (currently chairing the group) which is made up of representatives from local organisations and is committed to working towards Chesterfield being a dementia friendly place and current projects include creating a Dementia Awareness Garden and Dementia Friendly Cafe.

We are working with partners for Chesterfield to becoming Age Friendly on two particular projects – Time For You Tills and Take a Seat Campaign.

4.3 Sport and leisure

We continue to provide inclusive activities in our leisure centres and in the community to improve access to sport and leisure and reduce inactivity. A very popular 50 plus activity programme is delivered at Queen’s Park Sports Centre providing a range of physical activity opportunities, in addition our women only swimming at The Healthy Living Centre continues to be popular. All of our swimming lessons aimed specifically at supporting the needs of autistic children are now fully subscribed, with children gradually progressing into mainstream lessons. The continued success of the Autism swimming programme has enabled the service to



extend it and create more spaces. In addition, the service has also delivered Disney themed swim session in partnership with Swim England specifically aimed at autistic children and their families. The approach we have taken has been nationally recognised by Swim England and also commended with staff recognition within the county through the Active Derbyshire Awards.

We directly support the delivery of the Derbyshire County Council weight management programmes in both our Leisure Centres. They are self-referral and are free for anyone in the borough. We also support a health referral scheme for customers that have, or are at risk of developing a medical condition, we support our customers to exercise and be more physically active to help improve health and wellbeing. Our health referral scheme sessions take place at Queens Park Sports Centre and the Healthy Living Centre, with qualified staff to guide, support and help customers achieve their goals.

Our program of Health Walks has continued to offer residents a chance to take safe, simple exercise outdoors and enjoy the benefits to both their physical and mental health. It's a great way for residents to meet others, to form friendships and can be an introduction to taking part in other social activities. It is especially suitable for anyone with a health condition or who may be new to exercise.

Here is what one of our walkers said about our programme:

"The walk was perfect as I enjoyed the sights and sounds of nature which helped my tinnitus and the gentle walk allowed me to move more easily. I spent time with a lovely group of people and engaging with others also added to this very relaxing and mindful experience."

This year we have offered walks in both the Chesterfield area and the Canal Trust walking festivals.

We have worked with Community Growth Community Interest Company on a project to engage with those furthest away from the Labour market, who are socially isolated and suffer with their mental health, raising their confidence and aspirations towards learning and becoming volunteers in the community. Two participants have successfully completed training to become volunteer walk leaders, gaining in confidence and resilience and



developing skills to take forward in their lives. They have since gone on to lead health walks open to members of the public, with another 4 participants midway through their training.

A major project this year has been the Beat the Streets initiative which saw members across the whole spectrum of the community taking part to walk, jog or cycle between “Beat Boxes” located throughout the borough to earn points for their school, group or charity. People of all ages, abilities and fitness levels were able to take part together and the enthusiasm and excitement for the game was wonderful to see.

We have continued to work with partner agencies to support residents in some of our more challenged communities, through the local area Health and Wellbeing Networks. For example, in Rother ward the networks have helped support initiatives such as the new community centre, Umbrella’s Cosy Hub, based at CBC’s former Burns Close Community Rooms. CBC have enabled the charity Community Transformation to take over the space and convert it into a much-needed base for residents to meet, take part in group activities and to gain advice and support for any issues affecting their lives.

Our staff regularly link with organisations and health support groups to offer information and advice on health and wellbeing, particularly around the importance of keeping active. Examples include regular advice sessions at NHS pulmonary rehabilitation groups and prostate and breast cancer support groups.

4.4 Parks and open spaces

Chesterfield’s parks continue to provide excellent facilities for the community and visitors. We are proud to hold 5 Green Flags which recognise the best parks and green spaces across the country with one of the key considerations being accessibility. We continue to invest in our smaller local parks aiming to make them as accessible and appropriate as possible. Parks provide outlets to play sport (football, petanque, cricket, walking football, bowls) and informal recreation and we also maintain many equipped play areas, several of which have had makeovers and new



facilities. We are also now running accessible bike sessions in Queen's Park.

A growing number of people are holding events on our parks and has attracted Eid picnics by members of the Muslim community as a celebration of the end of Ramadan. We also continue to support Chesterfield Pride at Stand Road park, now in its fourth year which continues to grow year on year. As part of the walking festival we hosted a roll and stroll event designed for people with physical and learning disabilities, and a dementia walk.

We aim to instil ownership and pride at a young age by involving infants and junior school groups with bulb planting their local parks. This has helped contribute towards the 16,000 spring bulbs planted in 2019 to make Chesterfield a brighter borough.

4.5 Housing

During the last year, the council invested £20.04 million in its own housing stock and estates with further investment planned for the coming year to ensure that all our tenants continue to benefit from a decent and affordable home.

We are becoming more active in providing new Council properties to meet demand for affordable homes in the Borough. Building work has started on a ten-unit scheme at Brampton, a four unit scheme at Brimington and a 21 unit scheme at Loundsley Green. In addition, the Council is also buying a number of new build homes directly from developers.

During the last financial year, our Private Sector Housing Team has supported the completion of 101 Disabled Facilities Grant adaptations in properties in Chesterfield Borough. Adaptations have included the installation of stairlifts, extensions and bathrooms, a total spend of approximately £400k.

We are also working hard to secure more affordable private sector housing to meet the needs of a growing and changing population. Recent

planning applications have included the provision of 90 new affordable homes to be let by Housing Associations.

Our tenancy sustainment team provides support, advice and assessments to vulnerable tenants to reduce tenancies breaking down and prevent homelessness.

During 2019/20 we continued to be part of the Syrian Vulnerable Persons Resettlement Scheme which is a national scheme that prioritises help for survivors of torture and violence, and women and children at risk or in need of medical care. As a participating district, we have supported the resettlement of a number of families who are settling well locally.

4.6 Apprenticeships town and improving our economy

During 2019/20 we have continued to deliver activity outlined in the Skills Action Plan. This includes working with Chesterfield College and other partners to develop Chesterfield as an Apprentice Town. We have our own successful apprenticeships scheme that currently supports 30 apprenticeships, but we want to support all young people in our communities to gain employment, further education and develop their skills. In 2018/19 over 2000 individuals were participating in apprenticeships in Chesterfield with over 55% participating in apprenticeships at level 3 or above and 12% being at higher or degree level. Of the 930 new apprenticeship starts in 2018/19, 140 were at higher or degree level, compared to 110 in 2017/18. The growth in higher and degree level apprenticeships has continued with 100 higher level starts being reported in the first 2 quarters of 2019/20.

Higher and Degree Level Apprenticeships also featured heavily in the annual employability and skills conference which took place in February 2020. The conference provided a platform for the University of Derby and Chesterfield based employer AECOM to showcase the benefits of undertaking degree level study via apprenticeships. The conference was attended by over 100 delegates from across Chesterfield's business and education community, including 11 year 13 students. Now in its fourth year, the conference again examined



the work being done in Chesterfield to bridge the gap between education and business, and saw how, by forging relationships with local businesses, schools are enriching their curriculums and harnessing a strong pipeline of local talent. Gogglebox star, Baasit Siddiqui delivered the keynote speech at the conference, where he urged business and education to come together to address issues of social mobility.

The HS2 and You school engagement programme was launched in June 2019. The programme, which aims to raise awareness of the career opportunities in the Rail sector has to date been delivered to 970 students across 8 primary, 3 secondary and one special school in Chesterfield.

Ensuring that local people and businesses have the right skills to access current and future opportunities is a key objective underpinning the Skills Action plan and one that contributes to the Councils priority to make Chesterfield a thriving Borough. We have continued to work with Spanish Rail Manufacturer Talgo to develop their plans for the creation of DRIVE (Derbyshire Rail Innovation Vehicle) at Barrow Hill and in November 2019 Talgo established their UK Headquarters at Barrow Hill Roundhouse. This commitment was further endorsed in January 2020 when Talgo took another step forward towards bringing advanced rail skills and technology to the town by gifting on of their high-speed carriages with unique 'rodal' technology to Chesterfield.

Both SCR and D2N2 have launched Skills Support for the Workforce programmes in the last year, which to date have supported 152 individuals to upskill in the workplace. The D2N2 Building Better Opportunities programme has supported 318 participants into or towards work, education and training.

Local labour clauses have continued to be agreed on 100% of eligible developments and to date, 326 local jobs, 32 apprenticeships and over £15.2m of contracts being award to the local supply chain.

The Council is still actively supporting the delivery of key regeneration schemes (Peak and Waterside) and is actively engaged in the direct delivery of the Northern Gateway Scheme which has now seen the completion of Saltergate MSCP and the commencement of the Enterprise Centre. These developments will directly deliver hundreds of new employment opportunities to Chesterfield.

4.7 Arts and culture accessibility

The Theatres Access Group continues to deliver its action plan to improve access at the Council's Theatres. We continue to provide performances with audio description, signed performances and touch tours to improve accessibility for people with disabilities.

Over the last year, we have worked in partnership with Working with Matinee Project/Arts Derbyshire to deliver four film showings in a relaxed environment for people with dementia and their carers. These have been well-attended, with 218 people attending to see 'Miracle on 34th Street' in December last year.

Chesterfield Museum continues to run its memory boxes project for people with dementia. The memory boxes contain items designed to inspire conversations about people's personal interests with friends and caregivers. During 2019/20, the Museum loaned out 27 memory boxes.

4.8 Equalities training for our staff

We offer the three mandatory equalities training modules in an online format, covering the Equality Act 2010, equality and diversity in Chesterfield's communities, and a guide to reasonable adjustments. Feedback from employees shows that these modules have been effective, with an average of 99% of participating employees stating that the modules either met or exceeded their expectations. In addition, a number of comments were made by employees who completed the modules about how they would apply their learning including:

I will check my behaviour to ensure I do not unintentionally indirectly discriminate against someone who has a protected characteristic

Increased my awareness of how my actions may be perceived by others

To be aware that small adjustments can make a big difference

Learnt more about the demographic Chesterfield which will help me be more aware at work

Apply learning on a daily basis, considering implications when setting up, changing or delivering services

We have further training planned for later this year, including Lone Working, Mental Health First Aider training and a Mentoring Programme.

4.9 Parental Leave Policy for Elected Members

In February 2020 Chesterfield Borough Council agreed a new policy which sets out members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances.

The objective of the policy is to ensure that insofar as possible members are able to take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority members. It will also assist with retaining experienced members and making public office more accessible to individuals who might otherwise feel excluded from it.

5.0 Equality impact assessments

The Council is committed to demonstrating that all relevant equality issues have been considered before changes are made to policies, projects, services, functions and strategies, or when new ones are created. Chesterfield Borough Council does this through its robust Equality Impact Assessment (EIA) process.

The EIA process enables us to look at our work in depth to see what impact it has on different equality groups, and to mitigate against any potentially negative impacts that are identified. Staff received training in the completion of EIAs ensuring that the process is embedded across all council services.

During 2019/20 the Council undertook around 22 Equality Impact Assessments (EIAs) for a variety of changes to policies, strategies and

projects. These have taken into consideration: best practice, demographic information and employee and customer feedback and other engagement activities. The EIAs were published with the relevant reports to the Council's Cabinet. Through the EIA process, we have been able to address any negative impacts on sections of the community promote equality by identifying and acting on opportunities to implement positive impacts for groups where possible.

6.0 Looking forward to 2020/21

The Covid-19 pandemic has brought with it unprecedented challenges for Chesterfield Borough Council. During this time we are working hard to provide support to both staff and the wider community, particularly those who are more vulnerable who may need more assistance.

We will continue to work with partners to promote and support equality and diversity with our communities and within our organisation. We will need to adapt as we move towards community and economic recovery but here is a sample of some of the activities we would like to take forward in 2020/21:

- Continuing to work in partnership with communities to organise a range of equality and diversity themed awareness activities and events, through the Equality and Diversity Forum.
- Continuing to embed the Council's commitment to equalities in its service planning and delivery by delivering a robust equality impact assessment process and upholding the importance of this during financially challenging times.
- Providing employees with training and development opportunities so that they have the skills, abilities and confidence to recognise and respond appropriately and sensitively to diversity and discrimination, both within the workplace, when delivering services and, ultimately, in their everyday lives. Delivering ongoing equality and diversity refresher training as required with services and a range of additional awareness raising modules on locally relevant themes.
- Launching the Mental Health First Aider programme as part of our commitment to the health and wellbeing of our employees and seeking volunteers to undertake accredited training to become Mental Health First Aiders at Chesterfield Borough Council.



- Support the planning and delivery of the local arrangements for the 2021 Census.
- Continuing to deliver the Equality and Diversity Strategy for 2019-23.
- We have made a commitment to review commemorations on public land within the borough, this work will start in 2020/21. We need to develop a greater understanding of the historical and cultural context around existing commemorations to enable debate, education and to inform decisions. This will also be a great opportunity to identify who is missing from our commemorations – who and what should be celebrated in the future to represent the history of Chesterfield borough and our diverse communities. There are no simple and quick answers but there is a commitment to work together to ensure that we can properly commemorate those individuals, organisations and historical events that have helped to shape our great borough.
- We will recommend that the working definition of Antisemitism is formally approved and adopted by Chesterfield Borough Council. The International Holocaust Remembrance Alliance (IHRA) working definition of Antisemitism is:
“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”
Antisemitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong.” It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits.

7.0 Further information

If you have any comments on our Equalities Annual Report or would like to request further information or copies of any of the documents highlighted in the report, please contact:

Katy Marshall or Allison Potter

Policy Officer

Tel: 01246 345247

E-mail: katy.marshall@chesterfield.gov.uk or allison.potter@chesterfield.gov.uk

For publication

Update on Civic Arrangements 2020 - 2022 (GV000)

Meeting:	Cabinet Full Council
Date:	23 June 2020 15 July 2020
Cabinet portfolio:	Governance
Report by:	Senior Democratic and Scrutiny Officer

For publication

1.0 **Purpose of report**

1.1 To confirm arrangements for the civic years 2020/21 and 2021/22 in respect of the following:

- a) Election of Mayor
- b) Election of Deputy Mayor
- c) Revised date for the Annual Council Meeting
- d) Revised date for the Mayoral Dinner
- e) Revised date for the Annual Civic Service and Parade

2.0 **Recommendations**

- 2.1 That it be recommended to Full Council that Councillor Glenys Falconer be invited to become Mayor of the Borough for the period from October 2020 to May 2022.
- 2.2 That it be recommended to Full Council that Councillor Tony Rogers be invited to become Deputy Mayor of the Borough for the period from October 2020 to May 2022.
- 2.3 That it be noted that the Annual Council Meeting will be held on 21 October 2020, followed by a drinks' reception at the Town Hall, subject to Government restrictions in response to Covid-19.
- 2.4 That it be noted that the Annual Civic Service and Parade, and the Mayoral Dinner, will be delayed until May 2021.

3.0 **Background**

- 3.1 Each year the Council is asked to confirm its civic arrangements for the forthcoming municipal year, namely the appointment of Deputy Mayor, the date of the Annual Council meeting to elect the Mayor and Deputy Mayor and the associated civic events.
- 3.2 Members approved a report on 26 February 2020 to invite Councillor Glenys Falconer to become Mayor of the Borough for 2020/21 and to invite Councillor Tony Rogers to become Deputy Mayor of the Borough for 2020/21. Due to the Covid-19 pandemic, restrictions were implemented by the Government in March 2020 which resulted in the Council being unable to hold the Annual Business Meeting (ABM) and Annual Council Meeting (ACM) as planned, along with the associated Civic events: Mayoral Dinner, Civic Service and Civic Parade. Regulations made pursuant to the Coronavirus Act 2020 made it possible for local authorities to postpone their annual meetings.

3.3 This report proposes changes to the civic arrangements for the period July 2020 to May 2022 in light of the Covid-19 pandemic which have been subject to consultation with the leaders of the three political groups, the current Mayor, Mayoress and the Mayor and Deputy Mayor Elect.

4.0 **Annual Business Meeting and Annual Council Meeting**

4.1 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) provide for local authorities to alter the frequency, move or cancel annual meetings. The Chief Executive, in consultation with the Mayor, took the decision to postpone the Annual Business Meeting (ABM) and Annual Council Meeting (ACM) as a result of the ongoing restrictions and limitations arising from the Covid-19 pandemic.

4.2 It is proposed that the ABM will now take place on 14 October 2020 and the ACM on 21 October 2020.

4.3 Regulation 4(2) of the 2020 Regulations allow for appointments usually made at the annual meetings to continue until the next cycle of annual meetings or until such time as the authority decides.

4.4 The Local Government Act 1972 and the Council’s Constitution provide that the election of the Mayor can only be undertaken at the ACM, therefore, in line with the Council’s Constitution and Regulations, the current Mayoral term would continue until the ACM on 21 October 2020.

4.5 While the Local Government Act 1972 does not require the election of the Deputy Mayor to be undertaken at the ACM, this is the procedure chosen by the Council and is required by the Constitution. Therefore, in line with the Council’s

Constitution and Regulations, the current Deputy Mayoral term would also continue until the ACM on 21 October 2020.

5.0 **Mayoral Terms**

5.1 The election of Mayor as Chair of the Council and Deputy Mayor as Vice-Chair of the Council are statutory appointments under Part 1 of the Local Government Act 1972. The LGA 1972 also states that the election of the Mayor must be the first business transacted at the annual meeting (this Council's ACM).

5.2 Cabinet adopted the existing protocol for electing the Mayor and Deputy Mayor in November 2006 (minute no. 124), continuing the practice adopted in 1995, namely:-

- a) That the Mayor will be the councillor with the longest service, and that priority between councillors with equal length of service will be governed by ascending alphabetical order of surname, without regard to membership of a political group.
- b) That the Deputy Mayor will be elected as Mayor after his or her year as Deputy Mayor.

The decision on 26 February 2020 departed from this protocol for the reasons stated in that report to Members.

5.3 Each year the Council elects a new Mayor at the ACM with the duration for the term of office for each Mayor being one year. The new Regulations only provide for the alteration of annual meetings until May 2021; therefore the ACM will continue to take place in May in line with the Local Government Act 1972 from 2022 onwards.

5.4 To mitigate the negative impact that the restrictions due to Covid-19 will have on the 2020/21 Mayoral term, an emergency transition period is proposed for 2020/21 whereby

the current Mayor, Councillor Gordon Simmons, and the Mayor Elect, Councillor Glenys Falconer, each serve as Mayor for 6 months.

- 5.5 At the ACM on 21 October 2020, Councillor Glenys Falconer would be proposed to be elected as Mayor of the Borough for the period from October 2020 to May 2022 to enable the Mayoral terms to return to the Council's protocol outlined in paragraph 5.2. Councillor Tony Rogers would be proposed to be elected as Deputy Mayor at the ACM in October, 2020 and his proposed term of office as Mayor would be deferred to 2022/23.

6.0 **Civic Arrangements 2020/21**

- 6.1 The Mayoral Dinner and Civic Parade and Service are important events in the life of the Borough. The Civic Parade and Service is the first opportunity for residents to see and support their new Mayor. In addition, the Mayoral Dinner is a large event which provides an opportunity for the Council to recognise those who have contributed to the civic life of the borough.
- 6.2 It is unclear when the Government will relax restrictions in order to allow large gatherings to take place again, people may also have reservations about meeting in large groups for some time.
- 6.3 The Mayoral Dinner and Civic Service and Parade usually take place as soon as possible after the ACM, namely the Saturday following Mayor Making. In light of the Covid-19 restrictions, these significant events will instead take place in May 2021 to enable them to be delivered in a fitting manner and be attended by the residents of the Borough, Mayor's guests and local civic dignitaries.

7.0 **Recommendations**

- 7.1 That it be recommended to Full Council that Councillor Glenys Falconer be invited to become Mayor of the Borough for the period from October 2020 to May 2022.
- 7.2 That it be recommended to Full Council that Councillor Tony Rogers be invited to become Deputy Mayor of the Borough for the period from October 2020 to May 2022.
- 7.3 That it be noted that the Annual Council Meeting will be held on 21 October 2020, followed by a drinks' reception at the Town Hall, subject to Government restrictions in response to Covid-19.
- 7.4 That it be noted that the Annual Civic Service and Parade, and the Mayoral Dinner, will be delayed until May 2021.
- 8.0 **Reasons for recommendations**
- 8.1 To enable the Council to revise and confirm the civic arrangements for 2020 to 2022 in light of the Covid-19 pandemic national emergency.

Decision information

Key decision number	<i>Non-key decision</i>
Wards affected	All wards
Links to Council Plan priorities	To provide value for money services and improve the quality of life for local people.

Document information

Report author	Contact number/email
Rachel Appleyard	01246 345277 rachel.appleyard@chesterfield.gov.uk