



Please ask for Emily Taylor
Direct Line: 01246 345236
Email democratic.services@chesterfield.gov.uk

The Chair and Members of
Employment and General Committee

20 January 2023

Dear Councillor,

Please attend a meeting of the EMPLOYMENT AND GENERAL COMMITTEE to be held on MONDAY, 30 JANUARY 2023 at 10.00 am in Committee Room 2, Town Hall, Rose Hill, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to Items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 4)
4. Calculation of the Tax Base 2023/24 (Pages 5 - 18)
5. Non-Domestic Rate Estimates 2023/24

Report to follow.

6. Local Government Act 1972 - Exclusion of Public

To move "That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business

on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act".

Part 2 (Non Public Information)

7. Minutes of the Employer Trade Union Committee (Pages 19 - 28)
8. Minutes of the Council Health and Safety Committee (Pages 29 - 36)

Yours sincerely,

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

Head of Regulatory Law and Monitoring Officer

EMPLOYMENT AND GENERAL COMMITTEE

Monday, 28th November, 2022

Present:-

Councillor T Murphy (Chair)

Councillors K Falconer

Councillors Simmons

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Brittain and Davenport.

16 **MINUTES**

***RESOLVED –**

That the Minutes of the meeting of the Employment and General Committee on 7 November, 2022 be approved as a correct record and signed by the Chair.

17 **REVIEW OF POLLING DISTRICTS AND POLLING PLACES IN THE
BOROUGH OF CHESTERFIELD (EC010)**

The Democratic and Elections Manager presented a report to the Committee on the proposed changes to the polling districts and polling places in the Borough of Chesterfield.

The Committee heard how, following the Local Government Boundary Commission's (LGBC) review of Chesterfield Borough Council's boundaries, approval was sought to approve the interim review of polling districts and polling places. Polling districts and places must be reviewed

every four years, with the next compulsory review likely to take place between 1 October, 2023 and 31 January, 2025.

***RESOLVED –**

1. That the review of the polling districts and polling places in the Borough of Chesterfield be approved.
2. That the Returning Officer be authorised to designate different polling places for those where there were concerns or where a polling place became unavailable.

For publication

Calculation of Tax Base 2023/24

Meeting:	Employment & General
Date:	30 January 2023
Cabinet portfolio:	Leader
Directorate:	Finance

1.0 Purpose of the report

1.1 To approve the Tax Base calculation for 2023/24.

2.0 Recommendations

2.1 That the report for the calculation of the Council's Tax Base for the whole and parts of the area for 2023/24 be approved.

2.2 That pursuant to the report and in accordance with Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the amount calculated by Chesterfield Borough Council as its Tax Base for the year 2023/24 shall be:

Table – 2023/24 TAX BASE (Equivalent Number of Band ‘D’ Dwellings)

	2022/23	2023/24	Increase / (Decrease)	
			No.	%
Chesterfield (whole area)	29,858.12	30,222.43	364.31	1.2
Staveley Town Council	4,378.04	4,434.99	56.95	1.3
Brimington Parish Council	2,405.15	2,508.11	102.96	4.3

3.0 Reasons for recommendations

3.1 To fulfil a statutory requirement and to enable the Council Tax to be set later in the financial year.

4.0 Report details

4.1 Background

The Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended) require the Borough Council as Billing authority to calculate the Tax Base for the Borough and the Parishes and to notify the Major Precepting Authorities (Derbyshire County Council and Derbyshire Police Authority), and those Parishes which request it, by 31st January each year.

Section 84 of the Local Government Act 2003 amended the tax setting regulations so that the tax base calculation no longer has to be approved by the full council. The calculation of the tax base is a procedural matter which, should be delegated to a non-executive committee. The Council agreed (17th December 2003) to delegate the function to the Employment and General Committee.

The tax base represents the estimated full year equivalent number of chargeable dwellings in an area, expressed as the equivalent number of Band D dwellings. Or more simply, it is an estimate of how much income a Council Tax of £1 would raise.

4.2 Calculation of the Tax Base

The regulations mentioned at paragraph 4.1 prescribe the method of calculating the Tax Base and the statements at Appendices A, B, C and D show the Council's Tax Base calculation for the Whole Area, Chesterfield's non-parished areas, Staveley Town Council and Brimington Parish Council respectively.

The estimated collection rate was reduced in 2013/14 to 98.1% to reflect the increased difficulty of collecting small amounts from people affected by the changes to the council tax scheme. A review of collection rates has shown that this difficulty has decreased over time and it is now considered appropriate to work on the basis of a collection rate of 98.25%.

The overall Tax Base for 2023/24 at **30,222.43** (Appendix A) shows an increase of **364.31** or **1.2%** on the 2022/23 Tax Base of 29,858.12.

The Tax Base for each of the parished areas is as follows:

- ◆ Staveley **4,434.99** – an increase of 56.95 or 1.3% on last year’s tax base of 4,378.04 (Appendix C); &
- ◆ Brimington **2,508.11** – an increase of 102.96 or 4.28% on last year’s tax base of 2,405.15 (Appendix D).

5.0 Alternative options

5.1 There are no alternative options.

6.0 Implications for consideration – Council Plan

6.1 There are no Council Plan implications to consider in this report.

7.0 Implications for consideration – Financial and value for money

7.1 Financial and value for money considerations are detailed in section 4.

8.0 Implications for consideration – Legal

8.1 The tax base must be set between the 1st December and 31st January.

9.0 Implications for consideration – Human resources

9.1 There are no human resource implications to consider in this report.

10.0 Implications for consideration – Risk management

10.1 There are a number of significant risks inherent in any budget forecasting exercise. The most significant budget risk currently is the impact of the effect of the cost of living crisis and the council’s ability to collect Council Tax.

11.0 Implications for consideration – community wellbeing

11.1 There are no community wellbeing implications to consider in this report.

12.0 Implications for consideration – Economy and skills

12.1 There are no economy and skills implications to consider in this report.

13.0 Implications for consideration – Climate Change

13.1 Individual climate change impact assessments are not required for the budget process. These are included as part of the decision-making processes for specific spending options.

14.0 Implications for consideration – Equality and diversity

14.1 Individual equality and diversity impact assessments are not required for the budget process. These are included as part of the decision-making processes for specific spending options.

Decision information

Non Key decision number	
Wards affected	All

Document information

Report author	
Theresa Channell – Service Director Finance	
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
<i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix A	2023/24 Council Tax Base – Whole Area
Appendix B	2023/24 Council Tax Base – Chesterfield
Appendix C	2023/24 Council Tax Base – Staveley Town Council
Appendix D	2023/24 Council Tax Base – Brimington Parish Council

2023/2024 COUNCIL TAX BASE - WHOLE AREA

BAND	A (Disabled)	A	B	C	D	E	F	G	H	TOTAL
Number of Dwellings		26,883.00	10,474.00	6,393.00	3,967.00	2,054.00	609.00	224.00	26.00	50,630.00
Less Exempt/Demolished(classes B & D to W))		483.00	171.00	109.00	56.00	19.00	8.00	6.00	0.00	852.00
Less Council Tax Reduction scheme	16.85	5,224.90	724.75	226.53	71.88	20.35	5.92	0.31	0.00	6,291.49
Less Revised Exempt Class A & C discount (on 100% discount)		294.00	59.00	36.00	11.00	7.00	2.00	0.00	0.00	409.00
Less Disregards at 50% (including 50% for work related dwellings)		8.88	8.50	4.00	3.00	2.00	6.50	6.50	3.50	42.88
Less Single Person and Disregard Discounts at 25%	5.00	3,302.50	945.50	477.50	211.75	89.25	25.00	8.50	0.00	5,065.00
Plus Empty Homes Surcharge (50% addition)		74.50	12.50	7.00	1.50	1.50	0.50	1.00	0.00	98.50
Adjustment for Disabled Relief	63.00	-7.00	-3.00	-33.00	1.00	-13.00	7.00	-4.00	-11.00	0.00
Adjustments for New Properties and anticipated changes in reliefs		67.95	85.99	85.17	61.29	30.80	1.35	-0.90	0.00	331.65
Total for Band	41.15	17,705.17	8,660.74	5,599.14	3,677.16	1,935.70	570.43	198.79	11.50	38,399.78
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	-
Band D Equivalent	22.86	11,803.45	6,736.13	4,977.01	3,677.16	2,365.86	823.95	331.32	23.00	30,760.74
Tax Base 2023/24 (on the basis of a 98.25% Collection Rate)	22.46	11,596.89	6,618.25	4,889.91	3,612.81	2,324.46	809.53	325.52	22.60	30,222.43

This page is intentionally left blank

2023/2024 COUNCIL TAX BASE - CHESTERFIELD

BAND	A (Disabled)	A	B	C	D	E	F	G	H	TOTAL
Number of Dwellings		18,636.00	8,565.00	5,035.00	3,255.00	1,865.00	572.00	207.00	19.00	38,154.00
Less Exempt/Demolished(classes B & D to W))		371.00	146.00	93.00	52.00	17.00	8.00	6.00	0.00	693.00
Less Council Tax Reduction scheme	11.59	3,650.68	600.91	162.28	61.38	19.57	5.25	0.31	0.00	4,511.97
Less Revised Exempt Class A & C discount (on 100% discount)		211.00	50.00	28.00	7.00	6.00	2.00	0.00	0.00	304.00
Less Disregards at 50% (including 50% for work related dwellings)		5.50	6.00	3.00	2.00	0.00	4.50	3.50	2.50	27.00
Less Single Person and Disregard Discounts at 25%	3.00	2,419.50	782.75	379.75	184.75	83.25	23.00	8.25	0.00	3,884.25
Plus Empty Homes Surcharge (50% addition)		39.50	10.50	5.50	1.50	1.50	0.00	1.00	0.00	59.50
Adjustment for Disabled Relief	36.00	12.00	-16.00	-19.00	6.00	-13.00	5.00	-5.00	-6.00	0.00
Adjustments for New Properties and anticipated changes in reliefs		54.45	57.80	66.06	35.51	18.59	1.35	-0.90	0.00	232.86
Total for Band	21.41	12,084.27	7,031.64	4,421.53	2,990.88	1,746.27	535.60	184.04	10.50	29,026.14
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	-
Band D Equivalent	11.89	8,056.18	5,469.05	3,930.24	2,990.88	2,134.34	773.64	306.73	21.00	23,693.97
Tax Base 2023/24 (on the basis of a 98.25% Collection Rate)	11.69	7,915.20	5,373.35	3,861.46	2,938.54	2,096.99	760.10	301.37	20.63	23,279.33

This page is intentionally left blank

2023/2024 COUNCIL TAX BASE - STAVELEY TOWN COUNCIL

BAND	A (Disabled)	A	B	C	D	E	F	G	H	TOTAL
Number of Dwellings		5,726.00	1,115.00	838.00	386.00	82.00	24.00	11.00	4.00	8,186.00
Less Exempt/Demolished(classes B & D to W))		68.00	17.00	8.00	1.00	2.00	0.00	0.00	0.00	96.00
Less Council Tax Reduction scheme	4.38	1,156.29	65.01	45.39	3.72	0.78	0.67	0.00	0.00	1,276.24
Less Revised Exempt Class A & C discount (on 100% discount)		60.00	4.00	7.00	2.00	0.00	0.00	0.00	0.00	73.00
Less Disregards at 50% (including 50% for work related dwellings)		2.00	1.50	0.50	0.00	1.00	0.50	1.00	1.00	7.50
Less Single person and Disregard Discounts at 25%	1.50	588.25	92.75	59.50	11.75	3.50	1.00	0.25	0.00	758.50
Plus Empty Homes Surcharge (50% addition)		30.00	0.50	1.00	0.00	0.00	0.50	0.00	0.00	32.00
Adjustment for Disabled Relief	19.00	-14.00	7.00	-7.00	-3.00	0.00	-1.00	1.00	-2.00	0.00
Adjustments for New Properties and anticipated changes in reliefs		11.70	22.12	15.52	12.50	4.19	0.00	0.00	0.00	66.03
Total for Band	13.12	3,879.16	964.36	727.13	377.03	78.91	21.33	10.75	1.00	6,072.79
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	-
Band D Equivalent	7.29	2,586.11	750.06	646.34	377.03	96.44	30.81	17.92	2.00	4,513.99
Tax Base 2023/24 (on the basis of a 98.25% Collection Rate)	7.16	2,540.85	736.93	635.03	370.43	94.75	30.27	17.60	1.97	4,434.99

This page is intentionally left blank

2023/2024 COUNCIL TAX BASE - BRIMINGTON PARISH COUNCIL

BAND	A (Disabled)	A	B	C	D	E	F	G	H	TOTAL
Number of Dwellings		2,521.00	794.00	520.00	326.00	107.00	13.00	6.00	3.00	4,290.00
Less Exempt/Demolished(classes B & D to W))		44.00	8.00	8.00	3.00	0.00	0.00	0.00	0.00	63.00
Less Council Tax Reduction Scheme	0.88	417.93	58.83	18.86	6.78	0.00	0.00	0.00	0.00	503.28
Less Revised Exempt Class A & C discount (on 100% discount)		23.00	5.00	1.00	2.00	1.00	0.00	0.00	0.00	32.00
Less Disregards at 50% (including 50% for work related dwellings)		1.38	1.00	0.50	1.00	1.00	1.50	2.00	0.00	8.38
Less Single person and Disregard Discounts at 25%	0.50	294.75	70.00	38.25	15.25	2.50	1.00	0.00	0.00	422.25
Plus Empty Homes Surcharge (50% addition)		5.00	1.50	0.50	0.00	0.00	0.00	0.00	0.00	7.00
Adjustment for Disabled Relief	8.00	-5.00	6.00	-7.00	-2.00	0.00	3.00	0.00	-3.00	0.00
Adjustments for New Properties and anticipated changes in reliefs		1.80	6.07	3.59	13.28	8.02	0.00	0.00	0.00	32.76
Total for Band	6.62	1,741.74	664.74	450.48	309.25	110.52	13.50	4.00	0.00	3,300.85
Multiplier	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	-
Band D Equivalent	3.68	1,161.16	517.02	400.43	309.25	135.08	19.50	6.67	0.00	2,552.78
Tax Base 2023/24 (on the basis of a 98.25% Collection Rate)	3.61	1,140.84	507.97	393.42	303.84	132.72	19.16	6.55	0.00	2,508.11

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank