

BOROUGH OF CHESTERFIELD

You are summoned to attend a Meeting of the **Council** of the **Borough of Chesterfield** to be held in the **Council Chamber, Town Hall, Rose Hill, Chesterfield S40 1LP** on **Wednesday, 24 April 2024** at **5.00 pm** for the purpose of transacting the following business:-

1. To approve as a correct record the Minutes of the meeting of the Council held on 28 February, 2024 (Pages 3 - 22)
2. Mayor's Communications
3. Apologies for Absence
4. Declarations of Members' and Officers' Interests relating to items on the Agenda
5. Vote of Thanks to the retiring Mayor and Mayoress
6. Public Questions to the Council

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

To receive petitions submitted under Standing Order No. 13
8. Questions to the Leader

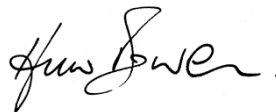
To receive questions submitted to the Leader under Standing Order No.14
9. Deputy Leader and Cabinet Appointments (Pages 23 - 26)
10. Committee Appointments (Pages 27 - 40)
11. Council Outside Body Appointments (Pages 41 - 56)
12. Council's Delegation Scheme and Constitution (Pages 57 - 64)
13. Community Governance Review (Pages 65 - 72)
14. Housing Strategy (Pages 73 - 104)
15. Minutes of Committee Meetings (Pages 105 - 106)

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

- Appeals and Regulatory Committee
 - Employment and General Committee
 - Licensing Committee
 - Planning Committee
 - Standards and Audit Committee
16. To receive the Minutes of the meeting of Cabinet of 20 February, 2024 (Pages 107 - 112)
 17. To receive the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 5 February, 2024 (Pages 113 - 118)
 18. To receive and adopt the Minutes of the meeting of the Scrutiny Select Committee - Resilient Council of 7 March, 2024 (Pages 119 - 126)
 19. Questions under Standing Order No. 19

To receive questions from Councillors in accordance with Standing Order No.19.

By order of the Council,



Chief Executive

Chief Executive's Unit,
Town Hall,
Chesterfield

16 April 2024

COUNCIL

Wednesday, 28th February, 2024

Present:-

Councillor Brady (Chair)

Councillors	Bagley	Councillors	P Innes
	Baldauf-Good		Jacobs
	B Bingham		Kellman
	Blakemore		McLaren
	Brady		Miles
	Brittain		Ogle
	Brock		Perkins
	Callan		Redihough
	Caulfield		Sarvent
	Culley		Snowdon
	Davenport		Staton
	Davies		Stone
	Dyke		Thompson
	Falconer		Thornton
	Flood		Twigg
	P Gilby		Wheeldon
	Holmes		Yates
	J Innes		

*Matters dealt with under the Delegation Scheme

57 **TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 13 DECEMBER, 2023**

RESOLVED –

That the Minutes of the meeting of Council held on 13 December, 2023 be approved as a correct record and be signed by the Chair.

58 **MAYOR'S COMMUNICATIONS**

The Mayor referred with sadness to the recent death of Mrs Lorna Burrows, the wife of Alderman John Burrows. Members observed a minute's silence in her honour.

The Mayor thanked members for their support at the reception that followed the December Council meeting, where £228 was raised for the Mayor's Charity Appeal.

The Mayor referred to recent events which he and the Mayoress had attended including:

- Carol services around the Borough.
- Christmas festivities at the Chesterfield Royal Hospital, alongside staff and patients.
- The Chesterfield Community Roast, where they had taken part in karaoke and bingo and enjoyed a meal with the volunteers who cook once a month for the people of Whittington Moor.

The Mayor and Mayoress had spent time at Ashgate Hospice, talking to staff and volunteers about their upcoming refurbishment plans. The plans would result in a significant increase in beds allowing the Hospice to care for more patients.

As part of National Apprenticeship Week, the Mayor and Mayoress had visited local business, Auto Windscreens, who had a long-standing commitment to providing apprenticeships to young people in Chesterfield. The Mayor met with this year's intake and was pleased to hear how ambitious the apprentices were to pursue careers here in Chesterfield.

Finally, the Mayor invited Members to join him and the Mayoress at the Gala Dinner they would be hosting at the SMH Group Stadium on 15 March, 2024. An evening of food and entertainment would be on offer, all in aid of raising funds for the Mayor's two chosen charities, Chesterfield Royal Charity and Chesterfield Football Club Community Trust.

59 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Bingham, Hollingworth, Niblock, Ridgway and Serjeant.

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

No declarations were received.

61 **PUBLIC QUESTIONS TO THE COUNCIL**

Under Standing Order No. 12, the following question was asked on behalf of James Allsop:

Given the current climate crisis does the Council still feel its support, promotion and financial assistance for a development at Peak Resort in Unstone that so many oppose, and that if successful, despite multiple failures over multiple decades will generate pollution, congestion and disruption for the residents is appropriate when none of the proclaimed thousands of jobs have been created and when so many other potential backers have pulled out of some of the other schemes proposed on this site?

Councillor Tricia Gilby provided a verbal response as follows:

- The Council had reflected the significance of the Peak Resort development in the latest Council Plan, Growth Strategy and Visitor Economy Strategy.
- Peak Resort would comprise of a 165-bed hotel, a range of food and beverage outlets, a cycling school, retail outlets for the hire and sale of outdoor equipment and apparel, a covered area for artisan markets, a skills academy to skill, reskill and upskill the staff that would be employed by the various operators and many more exciting initiatives.
- The development in time would lead to the creation of a significant number of new jobs within the Chesterfield economy, estimated at 1,000 and was projected to attract 1.3m additional visitors per year to the area.
- A solar PV canopy would be installed covering 875 of the planned 1,587 car parking spaces, alongside EV charging points, sustainable urban drainage systems and significant planting schemes, helping mitigate any negative impacts arising from the development.
- Travel planning initiatives such as hydrogen buses and taxis, and cycle hubs would be developed in line with the original Section 106 planning agreements.

The Leader stated that the reference to so many opposing the development is worthy of further consideration as to the vast majority of people signing the petition did not live within the Borough or surrounding areas, in fact only 8.38% did.

The Leader concluded by stating that the decision as to whether to allow the Peak Resort development to proceed would ultimately rest with the Council's Planning Committee, weighing up all of the material planning considerations relating to the application.

Under Standing Order No. 12, the following question was asked on behalf of Chris Allsop:

Will there be new environmental studies done on the land and air pollution as if the project goes ahead and we end up with a carpark what penalties/consequences will there be for the developer and/or the Council that has passed the planning if the environment suffers in any way?

Councillor Tricia Gilby provided a verbal response stating that she did not wish to repeat that which she had already said in response to the first question, but she could confirm that the Peak Resort development was not a car parking scheme.

The latest proposals prioritised a range of measures which aimed to reduce the development's carbon footprint and there had been several supporting studies carried out to inform earlier planning submissions. The latest planning application had referenced those studies and included the results from recent ground investigations.

The site of the Peak Resort development was not within or close to any designated air quality management areas and the Leader had seen no evidence to date to suggest that air quality would be made worse by the latest proposals.

The Leader stated that should the Peak Resort development proceed, the Council would be vigilant in relation to monitoring and managing any resultant impacts on the environment.

62 **PETITIONS TO COUNCIL**

No petitions had been received.

63 **QUESTIONS TO THE LEADER**

Under Standing Order No.14 Members asked the following questions:

Councillor Kellman, as a CBC board member of Chesterfield's Citizens Advice Bureau, asked the Leader if it was appropriate for CBC to consider withdrawing its financial support for the advice agencies in Chesterfield, with the Council potentially losing out on housing and council tax revenues due to the support system not being in place to help households in need?

The Leader reminded Cllr Kellman of the Council's Budget Strategy and Budget Strategy Implementation Plan. Five thematic interventions had been agreed to direct the work of officers and portfolio holders. No decision had been taken to date on this matter, however the Council had conducted a thorough consultation exercise with the organisations involved, and a full and comprehensive report would be prepared for consideration by the Council's Cabinet in due course.

Councillor Snowdon asked if all Councillors would be handing back their free car parking passes?

The Leader replied that as councillors could legitimately claim expenses when carrying out their duties, it would in all likelihood cost the Council more to reimburse councillors for the cost of parking their cars rather than meeting the cost of providing free car parking passes, as she had stated at the last Council meeting.

Councillor Yates asked the Leader for an update on the DRIIVe project, which the Council was taking forward in partnership with the Barrow Hill Engine Shed Society?

The Leader was pleased to update Council on this exciting project. The planning application had been approved and the Council was now finalising the tender documents with a view to appointing an appropriate construction partner. The Leader referenced the broad range of jobs that were available within the rail industry, many boasting good salaries. DRIIVe would seek to provide a range of training opportunities, from entry

level courses to PhDs. There would also be a large number of apprenticeships available for school leavers.

Councillor Twigg announced that 8 March was International Women's Day and wanted to know if the Leader could tell members how the Council would celebrate this?

The Leader was pleased to inform Council that Derbyshire's High Sheriff would be sharing her experiences of championing diversity, equality, and social justice at an event here in Chesterfield, on International Women's Day. Organised by the Council and the Chesterfield Equality and Diversity Forum, Theresa Peltier, would also be reflecting on her 27-year career in policing.

Theresa Peltier had received the Police Staff of the Year Award from the British Association of Women in Policing in 2009 and also two Chief Constable Commendations for her work in Equality and Inclusion. She had also fulfilled the role of Vice-President of the National Black Police Association and received Lifetime Achievement Awards from the National and Derbyshire Black Police Associations.

Councillor Miles asked the Leader if she could tell members what the Council were doing to support people in the borough's communities who were finding it difficult to make ends meet, with inflation still 2% higher than the Bank of England's target?

The Leader replied that over £114,000 worth of funding had been awarded to community groups and local voluntary organisations in Chesterfield as part of a scheme designed to help deliver grassroots projects that would improve life for local residents.

A further £54,272 of grant funding had been awarded to 18 local groups, including Treasures Nursery, Edge Ministries, Global Adventure, Standing Tall Support and Pleasley Canoe and Outdoor Activity Club. The funding would help support these local groups to deliver their projects and build resilient, healthy, and safe neighbourhoods, which in turn would help tackle food poverty and social isolation.

Councillor McLaren asked the Leader if she was looking forward to any upcoming events in her busy diary?

The Leader replied that she was particularly looking forward to the Celebrate Chesterfield event being held at The Winding Wheel Theatre on 20 March. The event, organised by Destination Chesterfield, would comprise an expo showcasing the very best of Chesterfield's businesses and a conference promoting Chesterfield as a 'modern' destination. The event was also a great networking opportunity and was again sold out.

Councillor Bagley asked the Leader if she could highlight initiatives the Council had introduced to help individuals and local businesses contribute towards Chesterfield reaching its goal of net zero by 2050.

The Leader updated the Council on the ECO Hub, which had recently opened up in the town centre. The pilot project was designed to work with residents to improve their awareness of climate change and widen their understanding of net zero and the benefits of a more sustainable Chesterfield. Transition Chesterfield had received £2,500 to open up the Eco Hub, with opening hours of 10am to 12:30pm every Friday.

Councillor Ogle asked the Leader for an update on the 'Letters to Heaven' post boxes that had been installed at three sites in Chesterfield?

The Leader was pleased to reply that the boxes had been positively received and the initiative a great success. Residents were able to post letters, cards and messages to loved one in the post boxes, which would remain confidential and be handled respectfully when the post boxes were emptied. The three sites where the boxes were installed were Boythorpe Cemetery, Staveley Cemetery and Chesterfield and District Crematorium.

64 **TREASURY MANAGEMENT STRATEGY 2024/25 (INCLUDING INVESTMENT AND CAPITAL STRATEGY)**

Pursuant to Standards and Audit Committee Minute No. 94 (2023/24), the Service Director - Finance submitted a report recommending for approval the Treasury Management Strategy Statement for 2024/25, the Capital Strategy Report for 2024/25, the Investment Strategy Report for 2024/25 and the Minimum Revenue Provision (MRP) policy for 2024/25.

RESOLVED –

1. That the Treasury Management Strategy Statement 2024/25 be approved.

2. That the Capital Strategy Report 2024/25, including the Prudential Code Indicators be approved.
3. That the Investment Strategy Report 2024/25 be approved.
4. That the Minimum Revenue Provision policy 2024/25 be approved.

65 **HRA BUDGET 2024/25**

Pursuant to Cabinet Minute No.79 (2023/24), the Service Director – Finance submitted the forecast outturn for the Housing Revenue Account (HRA) for the current financial year, 2023/24, the draft budget for 2024/25 and the Medium-Term Financial Plan (MTFP) for the years 2024/25 through to 2028/29 for approval.

RESOLVED –

1. That the forecast outturn for the Housing Revenue Account for the current financial year 2034/24 be noted.
2. That the draft estimates for the Housing Revenue Account for the financial year 2024/25 and future financial years be approved.
3. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing and the Service Director – Finance, within the total funding provision of £700k to identify and progress service transformation projects and spend to save initiatives, and to respond to possible in-year changes in legislation or national housing policy to ensure that the Council continues to meet its statutory obligations and has a social housing offer which is fit for purpose.
4. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing, within the total funding provision of £1m (£750k revenue and £250k capital), to progress the immediate procurement of contractors to undertake reinstatement work on void properties as set out in paragraph 4.18 of the officer's report.

66 **HRA CAPITAL PROGRAMME 2024/25**

Pursuant to Cabinet Minute No. 80 (2023/24), the Service Director – Housing presented a report seeking approval for the Housing Capital Programmes for 2023/24 and 2024/25 and to provide an indicative programme for the years 2025/26 to 2028/29.

RESOLVED –

1. That the Housing revised Capital Programme for 2023/24 be approved.
2. That the Housing Capital Programme for 2024/25 be approved and its procurement, as necessary, be authorised.
3. That the Housing Capital Programme for 2025/26 to 2028/29 be provisionally approved.
4. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing and the Service Director – Finance, to vire between programmes and budgets as necessary, to manage and deliver the Capital Programme for 2024/25.

67 GENERAL FUND CAPITAL PROGRAMME 2024/25

Pursuant to Cabinet Minute No. 78 (2023/24), the Head of Accountancy and Finance submitted a report to consider the General Fund Capital Programme for the financial year 2024/25.

RESOLVED –

That the updated General Fund Capital Programme expenditure and financing, as detailed in Appendix A of the officers report, be approved.

68 BUDGET AND MEDIUM TERM FINANCIAL PLAN 2024/25

Pursuant to Cabinet Minute No. 77 (2023/24), the Service Director - Finance submitted a report on the General Fund revenue budget, the proposed budget allocations and recommended Council Tax level for approval for the financial year 2024/25.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken for this item as follows:

FOR –

Councillors:

Bagley
Baldauf-Good
Blakemore
Brady
Brittain
Brock
Callan
Caulfield
Culley
Davies
Dyke
Flood
Gilby

Councillors:

J Innes
P Innes
McClaren
Miles
Ogle
Perkins
Sarvent
Staton
Stone
Twigg
Thompson
Wheeldon
Yates

AGAINST –

Councillors:

B Bingham
Davenport
Falconer
Holmes
Jacobs

Councillors:

Kellman
Redihough
Snowdon
Thornton

ABSTENTIONS –

None

RESOLVED –

1. That the budget savings proposals as detailed in section 4.54 of the officer's report be approved and implemented immediately.
2. That the updated forecast outturn for 2023/24, which currently presents a deficit position for the financial year of £282k be noted.
3. That the overall revenue budget for 2024/25, as detailed in table 4 and Appendix B of the officer's report, be approved.

4. That the use of £214k from the Budget Risk Reserve to balance the 2024/25 revenue budget be approved.
5. That the submission of a proposal to employ flexible use of capital receipts in the financial years 2023/24 and 2024/25 and to delegate the amendment and final approval of this proposal to the Service Director – Finance (CFO), in consultation with the Deputy Leader and Cabinet Member for Finance and Asset Management be approved.
6. That the 2024/25 Council Tax Requirement and financing be approved.
7. That the recommended increase of the Council's share of Council Tax in each band be approved on the basis of a 2.99% increase for a Band 'D' property, in 2024/25 to £190.81.
8. That the Local Council Tax Support scheme which remains unchanged for 2024/25 be approved.
9. That the Collection Fund and the Tax Base forecasts be noted.
10. That the financial projections in the Medium-Term Financial Plan (MTFP) for 2025/26 to 2027/28 be noted.
11. That the estimates of reserves including maintaining the General Working Balance at £1.5m be approved.
12. That the budget risks and sensitivity analysis, as detailed in Appendix D of the officer's report, and the Chief Finance Officer's assurances be noted.
13. That it be noted that Cabinet (or the Joint Cabinet and Employment and General Committee) still have to make final decisions on the budget savings proposals described in paragraph 4.55 of the report.

69 COUNCIL TAX 2024/25

The Service Director - Finance submitted a report to enable the Council, as Tax Collecting Authority, to set the Council Tax for its area for 2024/25 as required by the Local Government Finance Act 1992.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken for this item as follows:

FOR –

Councillors:

Bagley
Baldauf-Good
B Bingham
Blakemore
Brady
Brittain
Brock
Callan
Caulfield
Culley
Davenport
Davies
Dyke
Falconer
Flood
Gilby
Holmes
J Innes

Councillors:

P Innes
Jacobs
Kellman
McClaren
Miles
Ogle
Perkins
Redihough
Sarvent
Snowdon
Staton
Stone
Twigg
Thompson
Thornton
Wheeldon
Yates

AGAINST –

None

ABSTENTIONS –

None

RESOLVED –

1. That it be noted, that at its meeting on 20 February, 2024, the Employment and General Committee calculated the following tax base amounts for the year 2024/25 in accordance with regulation made under Section 31B of the Local Government Finance Act 1992 as:
 - (a) 30,443.17 being the tax base calculated for the whole Council area.

- (b) For those areas to which a parish precept applies:

Staveley Town Council	4,500.49
Brimington Parish Council	2,525.03

2. That the Council approves the calculation of the Council Tax requirement for the Council's own purposes for 2024/25 (excluding parish precepts) as **£5,808,861**.
3. That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 36 of the Act:
- (a) **£113,598,578** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (gross expenditure) taking into account all precepts issued to it by Parish Councils;
- (b) **£107,365,311** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act (gross income including grants and the use of reserves);
- (c) **£9,971** being the deficit on the Council tax elements of the Collection Fund and **£154,990** being the deficit on the Business Rate elements;
- (d) **£6,398,228** being the amount by which the aggregate at 2.3(a) above exceeds the aggregate at 2.3(b) above plus 2.3(c), calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. Please note that this is the total of the Borough's requirement of **£5,808,861** plus the total parish precepts of **£589,367**.
- (e) **£210.17** being the amount at 2.3(d) above divided by 2.1(a) above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (f) **£589,367** being the aggregate amount of all special items (parish precepts) referred to in Section 34(1) of the Act

- (g) **£190.81** (Band ‘D’ Council Tax) being the amount at 2.3(e) above less the result given by dividing the amount at 2.3(f) above by the amount at .1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates. The tax does not exceed the principles set by the Secretary of State for determining excessive tax increases and triggering a referendum.

Parts of the Council’s area:

- (h) The following being the amounts calculated by adding the amount at 2.3(g) to the amounts of the special item or items relating to dwellings in those parts of the Council’s area mentioned in 2.3(f) divided in each case by the amount at 2.1(b), calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more items relate.

Parish	Band ‘D’ Tax £
Staveley	308.61
Brimington	214.26

- (i) The amounts given by multiplying the amounts at 2.3(g) and 2.3(h) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation band.

Part of the Council's area	Valuation Band							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Staveley Town Council	205.73	240.03	274.31	308.61	377.19	445.77	514.34	617.22

Brimington Parish Council	142.84	166.65	190.44	214.26	261.87	309.49	357.10	428.52
All other parts of the Borough	127.21	148.41	169.61	190.81	233.21	275.61	318.02	381.62

4. That it be noted that for the year 2024/25 the Derbyshire County Council, the Derbyshire Fire and Rescue Service and the Derbyshire Police & Crime Commissioner have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority	Valuation Band							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Derbyshire County Council	1,034.49	1,206.90	1,379.32	1,551.73	1,896.56	2,241.39	2,586.22	3,103.46
Derbyshire Fire & Rescue Service	58.94	68.76	78.59	88.41	108.06	127.70	147.35	176.82
Derbyshire Police & Crime Commissioner	186.40	217.47	248.53	279.60	341.73	403.87	466.00	559.20

*The Derbyshire County Council Tax increase of 4.99% includes 2.00% to support the delivery of adult social care duties and responsibilities in 2024/25, equivalent to an additional £29.56 for dwellings in Council Tax Valuation Band 'D', which is included in the £1,551.73 in the table above.

5. That, having calculated the aggregate in each case of the amounts at 2.3(i) and 2.4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2024/25 for each of the categories of dwellings shown below:

Part of the Council's area	Valuation Band							
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9

	£	£	£	£	£	£	£	£
Staveley Town Council	1,485.56	1,733.16	1,980.75	2,228.35	2,723.54	3,218.73	3,713.91	4,456.70
Brimington Parish Council	1,422.67	1,659.78	1,896.88	2,134.00	2,608.22	3,082.45	3,556.67	4,268.00
All other parts of the Borough	1,407.04	1,641.54	1,876.05	2,110.55	2,579.56	3,048.57	3,517.59	4,221.10

70 **SENIOR PAY POLICY STATEMENT**

Pursuant to Joint Cabinet and Employment and General Minute No. 22 (2023/24), the Service Director – Digital, HR and Customer Services submitted a report seeking approval for the Senior Pay Policy Statement for 2024/25, in accordance with the Localism Act 2011 and the Local Government (Transparency Requirements) (England) Regulations 2014.

RESOLVED –

That the revised Senior Pay Policy Statement for 2024/25, attached at Appendix 1 of the officer's report, be approved.

71 **DERBY AND DERBYSHIRE STRATEGIC LEADERSHIP BOARD**

Pursuant to Cabinet Minute No. 72 (2023/24) the Service Director – Corporate submitted a report seeking approval for the Council to co-establish and participate in a new Joint Committee of Derby and Derbyshire Councils, the D2 Strategic Leadership Board.

RESOLVED –

1. That the proposals for the establishment of the D2 Strategic Leadership Board and functions to be delegated to this Joint Committee in line with the Functions and Responsibilities document attached at Appendix 2 of the officer's report, be approved.
2. That the draft Terms of Reference, including the Introduction and Context, Functions and Responsibilities, Procedural Rules and Information Procedure Rules for the Strategic Leadership Board as set

out in Appendix 2 of the officer's report and the position detailed in those documents regarding scrutiny and co-option, be noted.

3. That the Leader of the Council be appointed as the Council's representative on the D2 Strategic Leadership Board and the Deputy Leader of the Council as substitute.
4. That the intention for the D2 Strategic Leadership Board to be the body for the nomination of district and borough representatives to the East Midlands Combined County Authority (CCA), when established, be noted, subject to the CCA's agreement that this be the mechanism.
5. That the proposals for Derbyshire County Council to act as the host authority for the Joint Committee be agreed.
6. That the proposal to dissolve the D2 Joint Committee for Economic Prosperity, the enactment of which is subject to the establishment of the D2 Strategic Leadership Board be approved and the Constitution be amended accordingly.
7. That the proposal to dissolve the Vision Derbyshire Joint Committee, the enactment of which is subject to the establishment of the D2 Strategic Leadership Board be approved and the Constitution be amended accordingly.
8. That the Council's active participation in the D2 Strategic Leadership Board and the associated costs of taking forward the programme of work be approved.
9. That as the functions of the Joint Committee are executive functions, Chesterfield Borough Council will not have the opportunity to co-opt additional members onto the Joint Committee and the ability to co-opt is restricted within the Terms of Reference.
10. That in accordance with section 9F of the Local Government Act 2000, constituent authorities who operate executive arrangements would need to make formal scrutiny arrangements to review or scrutinise decisions made in connection with the exercise of the functions of the D2 Strategic Leadership Board, and it be noted that the Council's existing scrutiny arrangements would apply.

The Democratic and Elections Manager submitted a report to enable Council to confirm the arrangements for the civic year 2024/25 in respect of the following:

- a) Election of Mayor 2024/25
- b) Election of Deputy Mayor 2024/25
- c) Annual Council Meeting 2024
- d) Annual Civic Service, Parade and Mayoral Reception 2024

RESOLVED –

1. That Councillor Jenny Flood be invited to become Mayor of the Borough of Chesterfield for 2024/25.
2. That Councillor Barry Dyke be invited to become Deputy Mayor of the Borough of Chesterfield for 2024/25.
3. That it be noted that the Annual Council meeting will be held on Wednesday 8 May, 2024, followed by a civic reception.
4. That it be noted that the Annual Civic Service and Parade will be held on Saturday 11 May, 2024.

73

CHANGES TO OUTSIDE BODY APPOINTMENTS

The Democratic and Elections Manager submitted a report to Council proposing changes to outside body appointments for the 2023/24 municipal year.

RESOLVED –

That the following changes to outside body appointments for the 2023/24 municipal year as proposed by the Leader of the majority group be approved.

Chesterfield and North East Derbyshire Royal Hospital Foundation Trust:

- Removal of Councillor Caulfield as a Labour group member
- Addition of Councillor Staton as a Labour group member.

74

MINUTES OF COMMITTEE MEETINGS

RESOLVED –

That the Minutes of the following Committees be noted:

- Appeals and Regulatory Committee of 20 December, 2023, 24 and 31 January, 2024.
- Planning Committee of 4 December, 2023, 8 and 29 January, 2024.
- Standards and Audit Committee of 6 December, 2023.

75 TO RECEIVE THE MINUTES OF THE MEETINGS OF CABINET OF 12 DECEMBER, 2023, 16 JANUARY AND 5 FEBRUARY, 2024

RESOLVED –

That the Minutes of the meetings of Cabinet of 12 December, 2023, 16 January and 5 February, 2024 be noted.

76 TO RECEIVE THE MINUTES OF THE MEETING OF THE JOINT CABINET AND EMPLOYMENT AND GENERAL COMMITTEE OF 19 SEPTEMBER, 2023

RESOLVED –

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 19 September, 2023 be noted.

77 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETINGS OF THE SCRUTINY SELECT COMMITTEE - ECONOMIC GROWTH AND COMMUNITIES OF 26 OCTOBER, 7 DECEMBER, 2023, 11 JANUARY AND 18 JANUARY, 2024

RESOLVED –

That the Minutes of the meetings of the Scrutiny Select Committee – Economic Growth and Communities of 26 October, 7 December, 2023, 11 January and 18 January, 2024 be approved.

78 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETINGS OF THE SCRUTINY SELECT COMMITTEE - RESILIENT COUNCIL OF 9

NOVEMBER, 2023 AND 25 JANUARY, 2024

RESOLVED –

That the Minutes of the meetings of the Scrutiny Select Committee – Resilient Council of 9 November, 2023 and 25 January, 2024 be approved.

79 QUESTIONS UNDER STANDING ORDER NO. 19

There were no questions.

For publication

Deputy Leader of the Council and Cabinet appointments 2024/25

Meeting:	Council
Date:	24.04.24
Directorate:	Corporate
For publication	

1.0 Purpose of the report

- 1.1 To enable the Council to note the appointment by the Leader of the Council of a Deputy Leader of the Council and also of the appointments to Cabinet.

2.0 Recommendation

- 2.1 That the report be noted.

3.0 Reason for recommendation

- 3.1 To appoint the Deputy Leader of the Council and make Cabinet appointments for the municipal year 2024/25.

4.0 Report details

4.1 Appointment of the Deputy Leader of the Council

That Council notes that Councillor Amanda Serjeant shall be the Deputy Leader for the municipal year 2024/25.

4.2 Cabinet appointments

Council is requested to note the following Cabinet appointments:

Portfolio	Elected member
Leader of the Council and Cabinet Member for Economic Growth	Councillor Tricia Gilby
Deputy Leader of the Council and Cabinet Member for Finance and Asset Management	Councillor Amanda Serjeant

Cabinet Member for Climate Change, Planning, and Environment	Councillor Martin Stone
Cabinet Member for Town Centres and Visitor Economy	Councillor Kate Sarvent
Cabinet Member for Health and Wellbeing	Councillor Jonathan Davies
Cabinet Member for Housing	Councillor Jean Innes
Cabinet Member for Governance	Councillor Judy Staton
Cabinet Member for Customers and Business Transformation	Councillor Gavin Baldauf-Good
Minority Member without Portfolio	Councillor Paul Holmes

5.0 Alternative options

5.1 None.

6.0 Implications for consideration – Financial and value for money

6.1 Allowances were considered as part of the 2023 independent remuneration panel review. As of 1st April 2024 each elected member will receive £7,337.91 per annum in basic allowances. Additional special responsibility allowances are also paid for specific roles including Leader, Deputy Leader, Cabinet and Committee Chair's etc.

7.0 Implications for consideration – Legal

7.1 The Leader has the power to appoint a Deputy Leader of the Council and Cabinet members in accordance with Articles 7.3 and 7.4 of the Constitution.

8.0 Implications for consideration – Human resources

8.1 None.

9.0 Implications for consideration – Council plan

9.1 Council agreed the Council Plan 2023 – 2027 at Council in February 2023. The role of Cabinet and Portfolio Holders is critical to the delivery of the Council Plan.

10.0 Implications for consideration – Climate change

10.1 The induction programme for new and returning members includes Climate Change training. This helps members to make informed decisions as part of their portfolio activity and Cabinet decision making.

11.0 Implications for consideration – Equality and diversity

11.1 The induction programme for new and returning members includes equality and diversity training. This helps members to make informed decisions as part of their portfolio activity and Cabinet decision making.

12.0 Implications for consideration – Risk management

12.1 The induction programme for new and returning members includes briefings around a range of topics which include specific risk areas including decision making, code of conduct, information assurance, equality and diversity, safeguarding, communications and health and safety. This helps members to make informed decisions as part of their portfolio activity and Cabinet decision making.

Decision information

Key decision number	1169
Wards affected	All

Document information

Report author
Bethany Fletcher – Democratic and Elections Manager
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.
None
Appendices to the report
None

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For publication

Committee Appointments 2024/25

Meeting:	Council
Date:	24.04.24
Directorate:	Corporate
For publication	

1.0 Purpose of the report

- 1.1 To enable the Council to make appointments to Committees for the municipal year 2024/25.

2.0 Recommendation

- 2.1 That the memberships and appointments to Committees for the municipal year 2024/25 be approved.

3.0 Reason for recommendation

- 3.1 To make Committee appointments for the municipal year 2024/25.

4.0 Report details

4.1 Committee appointments

The Council is requested to make appointments to the following committees:

- Appeals and Regulatory Committee
- Employment and General Committee
- Licensing Committee
- Planning Committee
- Planning sub committee
- Scrutiny Select Committee – Building a resilient Council
- Scrutiny Select Committee – Economic Growth and Communities
- Standards and Audit Committee

4.2 Procedure for making committee appointments

The Leader of the Majority Group will move that the various Committees, and the total number of Members on each, shall be as

shown in Appendix 1. The Leader's proposal will be seconded and voted upon.

- 4.3 In accordance with Section 15 of the Local Government and Housing Act 1989 and Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990, the Chief Executive will indicate to Group Leaders details of the number of seats on each Committee which are to be allocated to each group. These will be as shown in Appendix 2.
- 4.4 The Group Leaders will then indicate their groups' appointments to the Committees. These are as shown in Appendix 3. It will be moved, seconded and voted on that the names submitted by the Group Leaders be approved.
- 4.5 The Leader of the Majority Group will move the appointment of the Chairs and Vice-Chairs of each Committee as shown in Appendix 4. The Leader's proposal will be seconded and voted upon.

5.0 Alternative options

- 5.1 None.

6.0 Implications for consideration – Financial and value for money

- 6.1 Allowances were considered as part of the 2023 independent remuneration panel review. As of 1st April 2024 each elected member will receive £7,337.91 per annum in basic allowances. Additional special responsibility allowances are also paid for specific roles including Leader, Deputy Leader, Cabinet and Committee Chair's etc.

7.0 Implications for consideration – Legal

- 7.1 Committee appointments are made in accordance with Section 15 of the Local Government and Housing Act 1989 and Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990.

8.0 Implications for consideration – Human resources

- 8.1 None.

9.0 Implications for consideration – Council plan

- 9.1 Council agreed the Council Plan 2023 – 2027 at Council in February 2023.

10.0 Implications for consideration – Climate change

10.1 The induction programme for new and returning members includes Climate Change training. This helps members to make informed decisions as part of their committee work.

11.0 Implications for consideration – Equality and diversity

11.1 The induction programme for new and returning members includes equality and diversity training. This helps members to make informed decisions as part of their committee work.

12.0 Implications for consideration – Risk management

12.1 The induction programme for new and returning members includes briefings around a range of topics which include specific risk areas including decision making, code of conduct, information assurance, equality and diversity, safeguarding, communications and health and safety. This helps members to make informed decisions as part of their committee work.

Decision information

Key decision number	1168
Wards affected	All

Document information

Report author
Bethany Fletcher – Democratic and Elections Manager
Background documents
These are unpublished works which have been relied on to a material extent when the report was prepared.
None
Appendices to the report
Appendix 1 - Committee appointments 2024/25
Appendix 2 - Allocation of seats 2024/25
Appendix 3 - Proposed membership of committees 2024/25
Appendix 4 – Appointment of Chair and Vice Chair of Committees 2024/25

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Appendix 1

Committee appointments 2024/25

It will be moved and seconded that the Member-level bodies of the Council for 2024/25 and the number of Members on each shall be as follows:-

Committee	Number of members
Planning Committee	12
Planning Sub Committee	3
Licensing Committee	12
Appeals and Regulatory Committee	12
Employment and General Committee	6
Standards and Audit Committee	6
Scrutiny Select Committee – Economic Growth and Communities	10
Scrutiny Select Committee – Resilient Council	10

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Appendix 2

Allocation of Seats

In accordance with Section 15 of the Local Government and Housing Act 1989 and Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990, the Chief Executive will indicate to Group Leaders that the allocation of seats on the Member-level bodies for 2024/25 will be as follows:-

Body	Majority Group (Labour)	Minority Group (Liberal Democrats)
Planning Committee	8	4
Planning Sub Committee	2	1
Licensing Committee	8	4
Appeals and Regulatory Committee	8	4
Employment and General Committee	4	2
Standards and Audit Committee	4	2
Scrutiny Select Committee – Economic Growth and Communities	7	3
Scrutiny Select Committee – Resilient Council	7	3
Total Number of seats	48	23

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Appendix 3

Proposed membership of bodies 2024/25

The Group Leaders have indicated that their Groups' appointments will be as follows:-

Body	Majority Group (Labour)	Minority Group (Liberal Democrats)
Appeals and Regulatory Committee	Cllr Laura Bagley Cllr Stuart Brittain Cllr Jenny Flood Cllr Kate Caulfield Cllr Keith Miles (VCH) Cllr Gordon McLaren Cllr Suzie Perkins (CH) Cllr Leslie Thompson	Cllr Barry Bingham Cllr June Bingham Cllr Shirley Niblock Cllr Nick Redihough
Employment and General Committee	Cllr Gavin Baldauf-Good Cllr Bob Brock Cllr Dave Culley TBC (CH)	Cllr Maureen Davenport Cllr Glenys Falconer
Licensing Committee	Cllr Bob Brock (VCH) Cllr Dave Culley Cllr Jenny Flood Cllr Gordon McLaren Cllr Suzie Perkins (CH) Cllr Leslie Thompson Cllr Michelle Twigg TBC	Cllr Maggie Kellman Cllr Shirley Niblock Cllr Tom Snowdon Cllr Kelly Thornton
Planning Committee	Cllr Mick Brady Cllr Stuart Brittain (VCH) Cllr Ian Callan (CH)	Cllr Barry Bingham Cllr June Bingham Cllr Maureen Davenport

	Cllr Kate Caulfield Cllr Keith Miles Cllr Jacquie Ridgway Cllr Martin Stone Cllr Stuart Yates	Cllr Glenys Falconer
Planning Sub Committee	Cllr Martin Stone (CH) Cllr Ian Callan (VCH)	Cllr Maureen Davenport
Scrutiny Select Committee – Resilient Council	Cllr Jenny Flood (VCH) Cllr Barry Dyke (CH) Cllr Gordon McLaren Cllr Allan Ogle Cllr Jacquie Ridgway Cllr Michelle Twigg Cllr Debbie Wheeldon	Cllr Katherine Hollingworth Cllr Maggie Kellman Cllr Tom Snowdon
Scrutiny Select Committee – Economic Growth and Communities	Cllr Laura Bagley Cllr Barry Dyke Cllr Lisa Blakemore (CH) Cllr Allan Ogle Cllr Michelle Twigg Cllr Debbie Wheeldon Cllr Stuart Yates	Cllr Katherine Hollingworth Cllr Paul Jacobs Cllr Shirley Niblock (VCH)

Standards and Audit Committee

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

The Group Leaders have indicated that their appointments will be as follows:-

Body	Majority Group (Labour)	Minority Group (Liberal Democrats)
Standards and Audit Committee	Cllr Bob Brock Cllr Ian Callan Cllr Kate Caulfield (CH) Cllr Judy Staton	Cllr Paul Jacobs (VCH) Cllr Kelly Thornton

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Appendix 4

Appointment of Chairs and Vice-Chairs of Committees for 2024/25

It will be moved and seconded that the appointment of the Chairs and Vice-Chairs of each Committee for the Council year 2024/25 shall be as follows:

Committee	Chair	Vice-Chair
Planning Committee	Cllr Ian Callan	Cllr Stuart Brittain
Planning Sub Committee	Cllr Martin Stone	Cllr Ian Callan
Licensing Committee	Cllr Suzie Perkins	Cllr Bob Brock
Appeals and Regulatory Committee	Cllr Suzie Perkins	Cllr Keith Miles
Employment and General Committee	TBC	No Vice-Chair
Standards and Audit Committee	Cllr Kate Caulfield	Cllr Paul Jacobs
Scrutiny Select Committee – Economic Growth and Communities	Cllr Lisa Blakemore	Cllr Shirley Niblock
Scrutiny Select Committee – Resilient Council	Cllr Barry Dyke	Cllr Jenny Flood

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For publication

Representatives on outside bodies 2024/25

Meeting:	Council
Date:	24.04.24
Directorate:	Corporate
For publication	

1.0 Purpose of the report

1.1 To enable the Council to appoint representatives to a range of outside bodies.

2.0 Recommendation

2.1 That the appointments of representatives to outside bodies for 2024/25, attached at Appendix 1 to the report, be confirmed.

2.2 That the Portfolio Holder for Governance is given delegated authority to approve urgent changes to outside bodies appointments in between Council annual business meetings.

3.0 Reason for recommendation

3.1 To make appointments to a range of outside bodies enabling elected members to support crucial working group, partnership and community activity.

4.0 Report details

4.1 There are a number of organisations and bodies that members of the Council are appointed to as representatives of the Council. These include:

- Informal Council bodies / consultative committees / internal working groups
- Partnerships and partnership boards
- Sector support organisations
- Community and voluntary sector organisations
- Miscellaneous – may include charities, external project groups etc.

4.2 Appendix 1 shows all the outside bodies and organisations that appointments are to be made to. The list of organisations and bodies was circulated to the Labour Group and Liberal Democrat Group for nominations to be made for

each position. Appendix 1 includes the nominations made by the groups.

5.0 Alternative options

5.1 None.

6.0 Implications for consideration – Financial and value for money

6.1 There is no remuneration for representation on outside bodies but expenses such as public transport, mileage and parking will be paid.

7.0 Implications for consideration – Legal

7.1 None.

8.0 Implications for consideration – Human resources

8.1 None.

9.0 Implications for consideration – Council plan

9.1 Council agreed the Council Plan 2023 – 2027 at Council in February 2023. Many of the activities of outside bodies contribute to the delivery of Council Plan activity.

10.0 Implications for consideration – Climate change

10.1 The induction programme for new and returning members includes Climate Change training. This helps members with their outside bodies representation.

11.0 Implications for consideration – Equality and diversity

11.1 The induction programme for new and returning members includes equality and diversity training. This helps members with their outside bodies representation.

12.0 Implications for consideration – Risk management

12.1 The induction programme for new and returning members includes briefings around a range of topics which include specific risk areas including decision making, code of conduct, information assurance, equality and diversity, safeguarding, communications and health and safety. This helps members with their outside bodies representation.

Decision information

Key decision number	Non-key
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Wards affected	All
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Document information

Report author
Bethany Fletcher – Democratic and Elections Manager
Background documents
These are unpublished works which have been relied on to a material extent when the report was prepared.
None
Appendices to the report
Appendix 1 – Nominations for outside bodies

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Outside Bodies Nominations

Category 1 – Informal Council Bodies / consultative committees / internal working groups

These informal council bodies are recognised within the Council’s constitution (part 3) and have specific responsibilities:

Informal working groups or consultative bodies established by the council, which are advisory only. These bodies:

- Are not committees or subcommittees of the Council or of the Cabinet
- Do not exercise any final legal decision making functions on behalf of the Council or the Cabinet
- Are not subject to the Access to Information Rules which apply to Council Committees and to the Cabinet
- Are not subject to members' common law "need to know"

These bodies may make recommendations to formal decision makers, and in most cases their minutes will be reported to the Council, Cabinet, committees or to decision makers via the portfolio holder. The membership of these bodies usually consists of nominated elected members of the Chesterfield Borough Council together with non-councillor representatives of outside organisations or groups.

Body	Purpose	Representatives requested	Further information / comments	Nominations
Borough Parish Liaison	To facilitate discussion with Brimington Parish Council and Staveley Town Council on matters of interest or concern to either party.	<ul style="list-style-type: none"> • Leader of the Council • Leader of opposition • 1 ward member from STC area • 1 ward member from BPC area 	<p>Eligible wards STC area: Staveley North, Staveley Central, Staveley South</p> <p>Eligible wards BPC area: Brimington North, Brimington outh</p>	<p>Cllr Tricia Gilby Cllr Paul Holmes Cllr Barry Dyke Cllr Suzie Perkins</p>

Employer / Trade Union Committee	<p>To establish regular methods of negotiations and consultation between the Council and its employees on matters of mutual interest, including the prevention of differences and the reconciliation of them should they arise; but no question of individual discipline or grievance shall be within the scope of this Committee.</p> <p>To consider any relevant matter referred to it by a Committee of the Council, a directorate Joint Consultative Committee, or by the branch secretaries on behalf of the recognised trade union representatives.</p> <p>To make recommendations to the appropriate Council Committees as to the application of terms and conditions of service and the training of employees of the Council.</p>	<ul style="list-style-type: none"> • Leader of the Council • Deputy Leader of the Council • Portfolio holder 		<p>Cllr Tricia Gilby Cllr Amanda Serjeant Cllr Gavin Baldauf-Good</p>
Health and Safety Committee	<p>The promotion of co-operation between employers and employees in instigating, developing and carrying out measures to ensure the health and safety at work of employees.</p> <p>To act as a focus for employee participation in the prevention of</p>	<ul style="list-style-type: none"> • Portfolio holder • 5 elected members 	Political balance	<p>Cllr Judy Staton Cllr Kate Caulfield Cllr Jean Innes Cllr Nick Redihough Cllr Kelly Thornton TBC</p>

	accidents and the avoidance of industrial diseases.			
Markets consultative committee	To act as liaison between the council and the market traders and for consultation	<ul style="list-style-type: none"> • Portfolio holder • 3 elected members 	Political balance	Cllr Kate Sarvent Cllr Kate Caulfield Cllr Keith Miles Cllr Glenys Falconer
Taxi consultative committee	To act as liaison between the council and the taxi and private hire trade and for consultation.	<ul style="list-style-type: none"> • Portfolio holder • 3 elected members 	Political balance	Cllr Jonathan Davies Cllr Bob Brock Cllr Kate Caulfield Cllr Glenys Falconer
Chesterfield in Bloom committee	Co-ordinating the Chesterfield in Bloom activity	<ul style="list-style-type: none"> • Nomination from majority party – can be portfolio holder or another member 		Cllr Dave Culley
Chesterfield Innovation Centres Management Board	Leadership of Innovation Centre Management	<ul style="list-style-type: none"> • Nomination from majority party – can be portfolio holder or another member 		Cllr Ian Callan
Elections Working Group	Assist and advise on polling station reviews – pre-election.	<ul style="list-style-type: none"> • Chair of Employment and General Committee • Portfolio holder • 6 members 	Political balance and geographical spread	Cllr Judy Staton Cllr Barry Dyke Cllr Suzie Perkins Cllr Keith Miles Cllr Les Thompson Cllr Maggie Kellman Cllr Tom Snowdon TBC
Member Development Group	Advisory group for the member development programme and member induction.	<ul style="list-style-type: none"> • Portfolio holder • 5 members 	Political balance	Cllr Jenny Flood Cllr Judy Staton Cllr Tricia Gilby Cllr Barry Bingham Cllr June Bingham Cllr Michelle Twigg

Housing Advisory Board	To ensure detailed and effective oversight and scrutiny of all social landlord activities, in order to improve services to tenants, and comply with the requirements of the Social Housing Regulator and the Housing Ombudsman.	<ul style="list-style-type: none"> • Housing portfolio holder (Chair) • Member of the opposition party • Two further Labour councillors one of whom will act as Vice Chair 	Full details of the new Housing Advisory Board, which will include four council tenants, can be accessed in this report: Cabinet report - Establishment of a Housing Advisory Board.pdf (moderngov.co.uk)	Cllr Jean Innes Cllr Glenys Falconer Two further labour councillors to be confirmed.
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Category 2 – Partnerships / partnership boards

The Council is a key player in a number of key local, regional and national partnerships and has nomination rights for both members and officers for partnership boards. These will generally be the Cabinet portfolio holder and relevant Corporate Leadership Team officer – but not always.

Body	Purpose	Representatives requested	Further information / comments	Nominations
Active Derbyshire and Derbyshire Schools Sports Partnership	Active Derbyshire is one of 44 active partnerships covering England. Active Partnerships think tactically about creating chances to get active which achieve the health, social and economic outcomes in the government's Sporting Future strategy. This means identifying where extra capacity is needed to create a more joined-up approach to tackling inactivity in their areas.	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Jonathan Davies

Derbyshire Armed Forces Covenant	In 2019 we re-signed the Armed Forces Covenant for Derbyshire which pledges our commitment and support to the Armed Forces Community. Derbyshire Armed Forces Partnership developed to develop and deliver the covenant.	<ul style="list-style-type: none"> Portfolio holder 	Elected Member and Senior Officer Armed Forces Champion are now mandatory – Armed Forces Act 2021.	Cllr Kate Sarvent
Joint Board – CBC/ BDC / NEDDC	Leadership of CBC/ NEDDC / BDC joint services.	<ul style="list-style-type: none"> Leader of the Council 		Cllr Tricia Gilby
Chesterfield and District Joint Crematorium Committee	Leadership of the CBC / NEDDC / BDC shared service provision – Chesterfield Crematorium.	<ul style="list-style-type: none"> Portfolio holder Leader of the opposition 3 elected members of which are cabinet members 	Political balance (4 Lab / 1 Lib)	Cllr Jonathan Davies Cllr Jean Innes Cllr Martin Stone Cllr Judy Staton Cllr Paul Holmes
PATROL (Parking and Traffic Regulations Outside London) Adjudication joint Committee	Partnership service provision - parking and traffic	<ul style="list-style-type: none"> Portfolio holder 		Cllr Kate Sarvent
Derbyshire Safer Communities Board / Chesterfield Community Safety Partnership	Crime and disorder reduction partnership.	<ul style="list-style-type: none"> Portfolio holder 	Mandatory requirement – Crime and Disorder Act 1998.	Cllr Jonathan Davies
Derbyshire Police and Crime Panel (OPCC)	Part of the Derbyshire Safer Communities Board – Crime and Disorder Partnership arrangements.	<ul style="list-style-type: none"> Portfolio holder 2 members 	Mandatory requirement – Crime and Disorder Act 1998.	Cllr Jonathan Davies Cllr Jenny Flood

			Political balance (2 Lab / 1 Lib)	Cllr Maureen Davenport
Destination Chesterfield	Destination Chesterfield delivers a number of marketing campaigns which are helping to improve the economic prosperity of Chesterfield by promoting it as a contemporary destination to inward investors and supporting existing businesses. The project was established in 2011, funded through support from the European Regional Development Fund, Local Businesses and Chesterfield Borough Council.	<ul style="list-style-type: none"> Nomination from majority group – usually Leader / Deputy Leader or Portfolio holder 		Cllr Tricia Gilby
Marketing Peak District and Derbyshire	Partnership to market Peak District and Derbyshire – CBC is a member.	<ul style="list-style-type: none"> Portfolio holder 		Cllr Kate Sarvent
Sheffield City Region Mayoral Combined Authority Board	Representing CBC as a non-constituent member of SCR MCA.	<ul style="list-style-type: none"> Leader of the Council 		Cllr Tricia Gilby
Sheffield City Region – Skills and Employment Board	Representing CBC as a partner in skills and employment programmes.	<ul style="list-style-type: none"> Nomination from majority group – usually Leader / Deputy Leader or Portfolio holder 		Cllr Tricia Gilby
Staveley Town Deal Board	Leadership of the Staveley Town Deal Programme	<ul style="list-style-type: none"> Leader of the Council 	CBC are the accountable body	Cllr Tricia Gilby

UKSPF Partnership Board	Consultative partnership board for the delivery of the UK shared prosperity investment plan.	<ul style="list-style-type: none"> • Leader of the Council 	CBC are the accountable body	Cllr Tricia Gilby
Trans Pennine Trail Steering Group	Partnership of local authorities across the Trans Pennine Trail	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Martin Stone
Chesterfield Canal Partnership Executive Steering Group	Partnership to oversee the Chesterfield Canal restoration.	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Martin Stone
Chesterfield Waterside Limited	Partnership to develop Chesterfield Waterside	<ul style="list-style-type: none"> • Leader of the Council 		Cllr Tricia Gilby
Derby and Derbyshire Strategic Leadership Board	Derby and Derbyshire Strategic Leadership Board – feeding into EMCCA arrangements.	<ul style="list-style-type: none"> • Leader of the Council – Deputy Leader as substitute 		Cllr Tricia Gilby Cllr Amanda Serjeant
Chesterfield Town Board	Long-term Plan for Town Partnership. CBC is the accountable body.	<ul style="list-style-type: none"> • Deputy Leader of the Council 		Cllr Amanda Serjeant
Derbyshire Health and Wellbeing Partnership Board	Representing CBC as a partner in setting priorities to improve health and wellbeing in the county	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Jonathan Davies
Chesterfield Health and Wellbeing Partnership	Representing CBC as a partner in setting and delivering on priorities to improve health and wellbeing in the borough	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Jonathan Davies

Category 3 – Sector Support organisations

We are members of a number of sector support organisations and hold positions on several boards. Members to inform Democratic and Elections Manager of election to any sector support organisation board.

Body	Purpose	Representatives requested	Further information / comments	Nominations
East Midlands Councils	East Midlands Councils represents the interests of local councils to Government and national organisations.	<ul style="list-style-type: none"> • Leader of the Council 		Cllr Tricia Gilby
Local Government Association General Assembly	The national voice of local government, working with councils to support, promote and improve.	<ul style="list-style-type: none"> • Leader of the Council 		Cllr Tricia Gilby
National Association of British Market Authorities	National body for markets nationally.	<ul style="list-style-type: none"> • Portfolio holder 		Cllr Kate Sarvent

Category 4 – Community and Voluntary Organisations which we fund

CBC provide grant funding to the following organisations and have been allocated places on their boards.

Body	Purpose	Representatives requested	Further information / comments	Nominations
Chesterfield and North East Derbyshire Council for Voluntary Service (LINKS) Board	Advice agency for community and voluntary sector groups.	<ul style="list-style-type: none"> 1 from majority party 		TBC
Chesterfield Citizens' Advice Bureau Management Committee	Advice agency – residents	<ul style="list-style-type: none"> 2 from majority party 1 from minority party 	Note – representatives will be limited company directors	Cllr Stuart Brittain Cllr Bob Brock Cllr Maggie Kellman
Derbyshire Law Centre Management Committee	Advice agency – residents	<ul style="list-style-type: none"> 1 from majority party 	Note – representatives will be limited company directors	Cllr Jenny Flood
Derbyshire Unemployed Workers' Centres – Management Committee	Advice agency	<ul style="list-style-type: none"> 1 from majority party 		Cllr Amanda Serjeant

Category 5 – Miscellaneous

Body	Purpose	Representatives requested	Further information / comments	Nominations
Arthur Townrow Pensions Fund Management Committee	The Fund is a small charity founded in 1966 to support widows and spinsters living in Chesterfield and beyond who are dependent on state benefits or who only have a small income. The fund is administered by a committee including a relative of Mr Townrow, the Methodist Minister and representatives of Local Councils and NCVOs. All trustees to try and attend the twice yearly meetings (April & October) held at Chesterfield Methodist Church. The meetings are to discuss new applications, financial accounts and investments of the fund and usually last around 1.30 to 2 hours.	<ul style="list-style-type: none"> Mayor of Chesterfield 	The Charity have requested that we continue to nominate a representative in coming years in order to ensure they follow the guidance set out in their Declaration of Trust.	Cllr Jenny Flood
Chesterfield and North Derbyshire Royal Hospital Foundation Trust	Confirmed with the hospital trust that that they request a governor from CBC, BDC and NEDDC for the Council of Governors and that this is a key part of governance arrangements.	<ul style="list-style-type: none"> Nomination from majority party – can be portfolio holder or another member 		Cllr Judy Staton
Chesterfield and North East Derbyshire Credit Union (CNEDCU) Board	Local Community Bank.	<ul style="list-style-type: none"> 1 from majority party 	<p>Note – representatives will be limited company directors.</p> <p>BDC / NEDDC also nominate</p>	Cllr Kate Sarvent

Chesterfield and North East Derbyshire Volunteer Centre Management Committee	Community organisation co-ordinating volunteering opportunities and building community resilience.	<ul style="list-style-type: none"> • 1 from majority party 		Cllr Kate Sarvent
Chesterfield/Tsumeb Association – Executive Committee	Twin town relationship co-ordination.	<ul style="list-style-type: none"> • 1 from majority party • 1 from minority party 		Cllr Mick Brady Cllr Shirley Niblock
Chesterfield/Tsumeb Trust Fund	Twin town relationship co-ordination – funding.	<ul style="list-style-type: none"> • 1 from majority party • 1 from minority party 		Cllr Mick Brady Cllr Maureen Davenport
Chesterfield United Charities	Provision and management of alms houses in Hasland and Spire areas.	<ul style="list-style-type: none"> • 1 member from either Hasland or Spire wards 	Does not need to be an elected member but the charity has confirmed that that is their preference. Trustee member for 4 years.	Cllr Mick Brady
Erin Void (Viridor) Liaison Committee	Committee established following MP intervention, local councillor concerns etc. DCC and CBC have nomination rights for ward members.	<ul style="list-style-type: none"> • 1 ward member – Staveley South 		Cllr Debbie Wheeldon
Hartington Reclamation Scheme Local Liaison Group	Group established due to local community concerns about a major reclamation site.	<ul style="list-style-type: none"> • 1 ward member – Staveley North 		Cllr Paul Jacobs
Eyre Chapel Trust	Restoration of a chapel.	<ul style="list-style-type: none"> • 1 ward member – Brockwell 	Optional but Eyre Chapel Trust have requested a representative.	Cllr Katherine Hollingworth
Uncle Billy's Children's Fund	Charity – legacy gift to the children of a specific area of Chesterfield – CBC support administration.	<ul style="list-style-type: none"> • 1 ward member – Dunston • 1 ward member – Whittington Moor 		Cllr Gordon McLaren Cllr Kate Caulfield

For publication

Delegation Scheme and Constitution

Meeting:	Council – Annual Business Meeting
Date:	24 TH April 2024
Cabinet portfolio:	Governance
Directorate:	Corporate

1.0 Purpose of report

1.1 To seek confirmation of the current scheme of delegation and Constitution.

2.0 Recommendations

2.1 That members confirm the Constitution, including the scheme of delegation in Part 3, subject to and as amended by changes recommended in the report at item 9 to 11 on the Agenda (*Cabinet, Committees, Overview and Scrutiny and Outside Bodies arrangements for 2024/25*).

3.0 Reasons for Recommendation

3.1 To ensure effective and efficient operation of the Council.

4.0 Report Details

4.1 The Constitution is a key document, required by law, which sets out the principal powers, duties and procedures of the Council. It also sets out in Part 3 to whom decision making over the Council's various functions is delegated.

4.2 The current form of Constitution has been in place since the early 2000s, using a government model. Most council constitutions follow a similar format, though some are now moving away from it. The constitution is publicly available on the Council's website at

<https://www.chesterfield.gov.uk/your-council/the-council/the-constitution.aspx>

4.3 The Constitution needs to be changed and updated from time to time to ensure it reflects current legislation, practices, functions, structures and efficient working of the authority.

- 4.4 Full Council considers the main changes and other changes are delegated to Standards and Audit Committee. Any consequential amendments and general updates are the responsibility of the Monitoring Officer.
- 4.5 Council approved and confirmed the current version of the Constitution at its May 2023 Annual Business Meeting. Since that time there have been some updates, but no major changes.
- 4.6 Many changes to the Constitution, including changes to the delegation scheme, are now agreed by Standards and Audit Committee.
- 4.7 *Delegation Scheme* - Standing Order 1 paragraph 7 says that the Annual Business Meeting should agree the delegation scheme or such part of it as the Constitution determines it is for the Council to agree. The scheme, which sets out responsibilities for decision making, is set out in Part 3 of the Constitution (Responsibility for Functions).
- 4.8 The currently approved version of the delegation scheme at Part 3 of the Constitution is at:
<https://www.chesterfield.gov.uk/media/2131826/constitution-part-three-responsibility-for-functions.pdf>
- 4.6 Subject to approval of Council, other changes (see separate reports *Cabinet, Committees, Overview and Scrutiny and Outside Bodies arrangements for 2024/25* at item 9 to 11 on this agenda) will need to be incorporated in the Constitution.
- 4.7 Going forward, rolling reviews of, and periodic updates to, the Constitution will continue, to help ensure the document remains up to date and effective.
- 5.0 Alternative options and reasons for rejection**
- 5.1 *Do not confirm the scheme:* The Constitution was approved by Council at its Annual Business Meeting in May 2023. Further updates have been made as summarised in Appendix 1. The scheme sets decision making at the appropriate level and is essential for effective working of the Council. The Constitution is required by law and is generally reviewed on a rolling basis. Confirmation by Full Council ensures certainty that that the current version of the Constitution is approved by the authority.
- 6.0 Implications for consideration – Financial and Value for Money**
- 6.1 The Constitution is a living document and is changed as necessary to respond to current circumstances, enable more efficient working of the authority, reflecting the

current structure and best practice. It contributes to effective achievement of providing value for money services.

7.0 Implications for consideration - Legal

7.1 This report is seeking confirmation of the current delegation scheme and Constitution, with changes previously approved by Council and Standards and Audit Committee, incorporating further changes considered in a separate report on the agenda.

7.3 The Council must have a constitution and this must be updated periodically: it is a living document. While changes are authorised by full Council, many other changes are delegated to Standards and Audit Committee. Approval of the Constitution periodically by full Council avoids uncertainty.

8.0 Implications for consideration - Human resources

8.1 The Constitution is a living document and is changed as necessary to enable more efficient working of the authority, reflecting the current structure and best practice. It enables officers and members to operate within a clear framework.

1.0 Implications for consideration – Council plan

9.1 The Constitution is a living document and is changed as necessary to enable more efficient working of the authority, reflecting council plan priorities, current structure and best practice. It enables officers and members to operate within a clear framework to help achieve the council plan.

2.0 Implications for consideration – Climate change

2.1 Efficient operation of the Council through its Constitution will help work towards climate change priorities.

3.0 Implications for consideration – Equality and diversity

3.1 The updates to, and current version of, the Constitution take account of Equality and Diversity priorities.

9.0 Implications for consideration - Risk management

9.1 This report concerns confirmation of the existing Constitution and other changes.

Description of risk	Impact	Likelihood	Mitigating Action	Resulting Impact	Resulting Likelihood
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Constitution not reflect current requirement of the Council	H	M	Regular review of all parts of the Constitution and appropriate proactive and reactive amendment.	L	L
Complaint / challenge as relevant approval of changes not obtained	H	L	Ensure those changes requiring approval are approved by Standards and Audit committee / Full Council as appropriate. Periodic approval of whole Constitution by Full Council	L	L
Inability of Council to effectively operate during Covid-19 pandemic and beyond	H	H	Ensure appropriate changes are made quickly to governance arrangements so the Council can continue to operate effectively and lawfully	L	L

Decision information

Key decision number	<i>All key decisions must be in the Forward Plan at least 28 days in advance. There are constitutional consequences if an item is not in the Forward Plan when it should have been. Contact Democratic Services if in doubt.</i>
Wards affected	All
Links to Council Plan priorities	to provide value for money services

Document information

Report author	Contact number/email
Gerard Rogers Monitoring Officer	01246 936471 gerard.rogers@chesterfield.gov.uk

Background documents	
The Council's Constitution – on Council website https://www.chesterfield.gov.uk/your-council/the-council/the-constitution.aspx	
<i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix 1	Summary of changes



Constitution - Document Control

Brief information about updates to each Part of the Constitution Autumn 2011 to April 2024

Key: *Italics: authority for change (since September 2017): C = Council, S&A = Standards and Audit Committee, L = Leader, U = other update, OC = other correction,*

Part	Date of Change (most recent first)	Version	Change <i>Key to right hand column Italics: authority for change (since September 2017): C = Council, S&A = Standards and Audit Committee, L = Leader, U = other update, OC = other correction</i>	Annual Review/ Update	By
Part 1	May 2023	26	Cabinet and Scrutiny Changes, general update		<i>C 15/05/23 U 02/06/23 Gerard Rogers</i>
Part 2	February 2024	30	Amendments to provisions relating to Statements of Truth (Article 14.3.2)		<i>S&A 14/02/24 Gerard Rogers</i>
	February 2024	30	Correction of reference to number of councillors		<i>OC 07/02/24 Gerard Rogers</i>
	July 2023	30	Changes to permit electronic signature and sealing		<i>S&A 12/07/23 Gerard Rogers</i>
	May 2023	30	Changes to Overview and Scrutiny Committees		<i>C 15/05/23 Gerard Rogers</i>
Part 3	April 2024	44	Ability of Service Director – Housing to refer to Appeals and Regulatory Committee cases for review and decision pursuant to		<i>17/04/24 S&A Gerard Rogers</i>

Part	Date of Change (most recent first)	Version	Change <i>Key to right hand column Italics: authority for change (since September 2017): C = Council, S&A = Standards and Audit Committee, L = Leader, U = other update, OC = other correction</i>	Annual Review/ Update	By
			the Absolute Ground for Possession for Anti-social Behaviour (Review Procedure) (England) Regulations 2014		
Part 4 Page 63	February 2024	44	May 2023 portfolio realignment. Grant offer acceptance, police TEN objections, housing advisory body reports, community grants, miscellaneous minor HR updates		<i>L 15/05/23, 06/12/23S&A 14/02/24, OC, U Gerard Rogers</i>
	January 2024		Amendment of contract thresholds under The Public Procurement (Agreement on Government Procurement) (Thresholds) (Amendment) Regulations 2023 will come into force on 1 January 2024		<i>U 20/12/23 Gerard Rogers</i>
	December 2023		Contract Procedure Rules - Reference to grant acceptance delegations in Part 3		<i>S&A 06/12/23 Gerard Rogers</i>
	July 2023		Change to contract document and signatory value threshold		<i>S&A 12/07/23 Gerard Rogers</i>
	May 2023		Cabinet and Overview and Scrutiny Committee Changes		<i>C 15/05/23 Gerard Rogers</i>
Part 5	April 2022		Employee Code 2020 upload		<i>U April 2022 Gerard Rogers</i>
Part 6	December 2023	25	Reference to mobile phones included		<i>C 13/12/23 Gerard Rogers</i>

Part	Date of Change (most recent first)	Version	Change <i>Key to right hand column Italics: authority for change (since September 2017): C = Council, S&A = Standards and Audit Committee, L = Leader, U = other update, OC = other correction</i>	Annual Review/ Update	By
	August and November 2023	25	Updates to legislation and figures not previously captured		Gerard Rogers
Part 7	April 2024		More information about statutory officers		<i>U 16/04/24 Gerard Rogers</i>
Part 8			No updates since May 2023		
All Parts	May 2023		Delegation Scheme approved. Whole Constitution confirmed		C 15/05/23 Gerard Rogers

For Publication

Community Governance Review

Meeting:	Council
Date:	24 April 2024
Cabinet portfolio:	Governance
Directorate:	Corporate

1.0 Purpose of the report

- 1.1 To inform members of the process for community governance reviews and consider the formal request made by Toby Perkins MP to undertake a review of Staveley Town Council.

2.0 Recommendations

- 2.1 That a Community Governance Review is not undertaken at this time, however this will be reconsidered by Council if valid trigger conditions for a Community Governance Review are met in the future.
- 2.2 That Chesterfield Borough Council continues to support Staveley Town Council's improvement efforts including the recommendations of the Staveley Improvement Board.

3.0 Reason for recommendations

- 3.1 There is an opportunity to work with Staveley Town Council to support the implementation of the recommendations made by the local improvement board. Staveley Town Council needs some time to work through these recommendations and improve their governance arrangements and financial position.

4.0 Report details

This report was considered by Cabinet at its meeting on 16 April, 2024 where it was resolved that the report and its recommendations be supported and referred to Council for approval.

4.1 Background information

In November 2022, the incoming Town Clerk of Staveley Town Council reported that the Council's bank balance was insufficient to discharge its

obligations and that the final accounts for 2021/22 reported a deficit of £236,000 which is the equivalent of 63% of the Council's precept figure for 2021/22.

4.2 The Town Clerk of Staveley Town Council urgently contacted both local MPs – Toby Perkins MP and Lee Rowley MP and Chesterfield Borough Council to discuss the situation. In February 2023, Chesterfield Borough Council, with the permission of the Secretary of State for the Department for Levelling-Up Housing and Communities agreed to assist Staveley Town Council to pay its debts and remain in a position of cash solvency through 2023/24. The financial rescue package made the provision for the payment of a maximum loan of £400k at a 4.4% interest rate repayable over a five year period.

4.3 The Local Government Association, Chesterfield Borough Council and Staveley Town Council, with the support of the National Association of Local Councils also agreed to establish an independent local improvement board. The board was commissioned to undertake a review of Staveley Town Council which aimed to regain public confidence in the council and demonstrate Staveley's ambitions and ability to deliver value for money services to the local community, whilst prudently managing its finances. The review was completed in November 2023 and the recommendations approved by Staveley Town Council. The review report can be accessed [here](#).

4.4 Community governance review request

In June 2023, Toby Perkins MP wrote to the Leader of Chesterfield Borough Council formally requesting that Chesterfield Borough Council carry out a community governance review of Staveley Town Council. This request was made as a result of a residents' survey carried out in the Staveley Town Council area by the MP's office. 5,172 questionnaires were distributed with 706 being returned. 83% of respondents were in favour of the abolition of Staveley Town Council.

4.5 The Leader of Chesterfield Borough Council commissioned a review of the process for carrying out a community governance review. This information alongside the findings from the local improvement board have been used to formally consider the community governance review request.

4.6 Triggering a community governance review

There are a number of ways in which a Community Governance Review can be triggered:

- Boundary issues - A local government boundary commission review was completed for Chesterfield borough during 2022/23 and was applied from the 2023 borough and parish elections. There were some changes impacting the two parished areas, but these are not

considered to be significant enough to warrant a governance review as a sole trigger.

- Scheduled reviews - Some authorities (generally those with a large number of parishes) choose to schedule a review of parish / town council arrangements every 10 to 15 years. We do not currently have this approach in Chesterfield Borough.
- By request - Some parish councils have requested a review by the principal council with the intent of self-abolition.
- Petition - Under the Local Government and Public Involvement in Health Act 2007, local electors can petition their principal council for a community governance review to be undertaken.

- 4.7 Petitions are the most common trigger for a community governance review. For a petition to be valid, it must meet certain conditions:
1. It must be signed by the requisite number of local electors – 10% of the electors on the most recently published electoral register
 2. The petition would need to clearly define the area to which the review relates
 3. Where a petition recommends the establishment of a town or parish council in an area which does not currently exist as a parish, the petition is to be treated as including a recommendation for a parish to be created even if it does not expressly make such a recommendation

To date, Chesterfield Borough Council has not received a valid petition calling for a community governance review.

What a community governance review can and can't do

- 4.8 Community Governance reviews are required to take into account a number of factors including:
- The impact of community governance arrangements on community cohesion
 - The size, population and boundaries of a local community or parish
 - That community governance within the area under review will be reflective of the identities and interests of the community in that area
 - The community governance will be effective and convenient

A community governance review can make recommendations on:

- 4.9
- Whether a new parish or any new parishes should be constituted
 - Whether existing parishes should be abolished, or boundaries altered
 - Electoral arrangements

The review cannot:

- Change the number of councillors on Chesterfield Borough Council
- Change Chesterfield Borough Council ward boundaries
- Change the amount of money that a parish council raises through your council tax (known as 'precept')

Abolition of a parish council

4.10 Section 88 of the 2007 Act provides for a community governance review to recommend the alteration of the area of, or the abolition of, an existing parish as a result of a review. The guidance clearly states that the abolition of parishes should not be undertaken unless clearly justified. Any decision a principal council may make on whether to abolish a parish should not be taken lightly, however, there may be exceptional circumstances where abolition may be the most appropriate way forward. Under the 2007 Act provisions, the principal council would need to consider local opinion, including that of parish councillors and local electors. It would need to find evidence that the abolition of a parish council was justified, and that there was clear and sustained local support for such action.

4.11 Prior to 2007, the Secretary of State took decisions on the outcome of community governance review. A key factor taken into account by Government in deciding abolition cases, was that local support for abolition needed to have been demonstrated over at least a period equivalent to two terms of office of the parish councillors (i.e. eight years), and that such support was sufficiently informed. This means a properly constituted parish council should have had an opportunity to exercise its functions so that local people can judge its ability to contribute to local quality of life.

4.12 This two-term consideration is an important one and links into the current improvement work being undertaken by Staveley Town Council, following the acceptance of the recommendations made by the local improvement board. The recommendations aim to improve the Councils governance and financial status and are relevant to the consideration of whether or not to undertake a community governance review. Staveley Town Council need to be afforded some time to implement the findings and embed the improvements.

Approval for a community governance review

4.13 Chesterfield Borough Council's Full Council must approve the launch of a Community Governance Review and its terms of reference. The Council must then publish a community governance review notice and agreed terms of reference via:

- The Council's website
- Arrange for copies to be available for public inspection at public buildings
- Send a copy to all parish clerks
- Request for publication on the parish council websites, notice boards and public buildings
- Send a copy to all local members of parliament

4.14 The 2007 Act allows principal councils to determine the terms of reference under which a community governance review is to be undertaken. It requires the terms of reference to specify the area under review and the principal council to publish the terms of reference. The terms should be appropriate to local people and their circumstances and reflect the specific needs of their communities.

4.15 As Chesterfield Borough is within a two tier area, we are required under section 79 of the Act to notify Derbyshire County Council of our intention to undertake a review and engage them in the development of the terms of reference.

Timescales

4.16 Principal authorities have 12 months in which to complete the review from the date of the terms of reference being published. The review ends when the council publishes the final recommendations which have been approved by Full Council.

Consultation

4.17 There is a requirement to consult electors in the area under review and other key stakeholders including the county council, parish councils and other bodies such as businesses, community and voluntary sector organisations, schools and health bodies. Many community governance reviews undertake a two stage consultation process:

- Stage 1 (12 weeks) includes a public consultation paper and invitation to submit proposals for consideration under the terms of the community governance review. Individual invites to take part in the consultation would be required for key stakeholders including the relevant parish councils, County Council, MPs, Schools, other key public sector organisations including Fire, Police, NHS etc.
- Stage 2 (12 weeks) Following on from the first stage of consultation, draft proposals will be developed and considered by Full Council for a second round of consultation. This consultation is more extensive and will require an individual invite to all electors within the parish council areas to comment and make representations and further submissions on the proposals. Once again key stakeholders including relevant parish councils, County Council, MPs, Schools, other key public sector organisations including Fire, Police, NHS etc. plus any organisations that made initial submissions will also need to receive an individual invite to have their say.

Local Government Boundary Commission consent

4.18 If, as part of a Community Governance Review, a principal council wishes to alter the electoral arrangements for a parish whose existing electoral arrangements were put in place within the previous five years by an order

made either by the Secretary of State, the Electoral Commission, or the Local Government Boundary Commission (LGBC), the consent of the LGBC is required. Both Staveley Town Council and Brimington Parish Council electoral arrangements were reviewed as part of the Chesterfield Borough review in 2022 (came into force in May 2023). We are therefore within the five year consent period.

Implementation

- 4.19 Following completion of a Community Governance Review and a reorganisation order being made, new or revised parish electoral arrangements come into force at ordinary parish elections, rather than parish by-elections (provided that permission can be obtained). The next scheduled elections for both Staveley Town Council and Brimington Parish Council is May 2027.

5.0 Alternative options

- 5.1 No alternative options have been identified.

6.0 Implications for consideration – Financial and value for money

- 6.1 Due to the advice requirements and two extensive consultation periods, the anticipated cost of the Community Governance Review is in the region of £50,000. A growth request would be required as there is no budget currently assigned to this activity.
- 6.2 Should the Community Governance Review recommend and the recommendation be accepted (with all permissions required) the abolition of one or more parish council, then all assets and liabilities would need to be transferred to the principal authority. The precept power of the parishes would be abolished alongside the council, so the principal authority has no opportunity to cover any additional costs via a precept for these areas.

7.0 Implications for consideration – Legal

- 7.1 Chapter 3 of Part 4 of the Local Government and Public Involvement in Health Act 2007 streamlines and devolves the responsibility for community governance reviews to the 'principal authority' which in the case of Staveley Town Council and Brimington Parish Council is Chesterfield Borough Council. The latest guidance for principal authorities is from 2010 and is available [here](#).

8.0 Implications for consideration – Human resources

8.1 Community governance reviews are resource intensive and have a significant strain on services within Directorate Corporate including Regulatory Law, Policy and Partnerships, Democratic and Elections and Communications and Marketing.

9.0 Implications for consideration – Council Plan

9.1 None.

10.0 Implications for consideration – Climate Change

10.1 A climate change impact assessment would need to be undertaken for a community governance review terms of reference, consultation and recommendations.

11.0 Implications for consideration – Equality and diversity

11.1 An equality impact assessment would be a key part of developing the community governance review terms of reference, consultation and recommendations.

12.0 Implications for consideration – Risk management

Description of the Risk	Impact	Likelihood	Mitigating Action	Impact	Likelihood
Legal challenge – judicial review	H	M	<ul style="list-style-type: none"> Careful consideration of legislation and guidance prior to agreeing to undertake a review. 	H	L
Negative budget impact of carrying out the review	M	H	<ul style="list-style-type: none"> Careful consideration of legislation and guidance prior to agreeing to undertake a review. Development of a costed project plan prior to decision being taken 	M	L

Liabilities being transferred to the principal authority should a community governance review recommend abolition of a parish council.	H	H	<ul style="list-style-type: none"> Local improvement board review informs asset and liability position Transition period with extensive project plan would need to be developed 	M	M
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Decision information

Key decision number	1223
Wards affected	All

Document information

Report author
Service Director – Corporate
Background documents
These are unpublished works which have been relied on to a material extent when the report was prepared.
None
Appendices to the report
None

For publication (H000)

Housing Strategy 2024-2027

Meeting:	Council
Date:	24 April 2024
Cabinet portfolio:	Cabinet Member for Housing
Directorate:	Housing Services
For publication	

1.0 Purpose of report

1.1 To seek Council approval of the Chesterfield Housing Strategy 2024-2027.

2.0 Recommendations

2.1 That the Chesterfield Housing Strategy 2024-2027 be adopted by Council.

2.2 That authority be delegated to the Service Director- Housing, in consultation with the Cabinet Member for Housing, to make minor amendments to the Housing Strategy as and when appropriate.

3.0 Reason for recommendations

3.1 The purpose of the Housing Strategy 2024-2027 (attached as **Appendix 1**) is to provide an overarching framework for the delivery of housing related programmes and initiatives where the Council can play an active role.

4.0 Report details

This report was considered by Cabinet at its meeting on 16 April, 2024 where it was resolved that the report and its recommendations be supported and referred to Council for approval.

4.1 The Housing Strategy 2024-2027 will play a role in supporting the delivery of the Council Plan vision of 'putting our communities first' and the priorities of 'making Chesterfield a thriving borough' and 'improving the quality of life for local people'.

4.2 The Strategy, set out in Appendix 1, details the housing and housing related activity of the Council in response to the national and local strategic context, local issues affecting demand for housing and housing services locally.

4.3 The Strategy sets this out under an overall vision and seven priorities:

Vision: 'Chesterfield is a great place to live; there is a choice of good quality homes, a pleasant environment, and strong communities that can support people's wellbeing and aspirations'

Priorities

- Maintaining new build supply
- Delivery of affordable homes
- Improving the quality of existing homes and environments
- Climate change and decarbonisation
- Implementing regulatory housing reforms
- Specialist and supported accommodation
- Tackling homelessness and rough sleeping

Housing Strategy 2024- 2027 Consultation

4.4 A series of consultation events were held during the summer and autumn of 2023 to identify residents' housing priorities to feed into the development of the new Housing Strategy. Sessions were held with staff, tenants, councillors, and online surveys were carried out to gather views and opinions on the priorities for housing in the borough.

4.5 The sessions with the staff and council tenants identified a number of ideas for the Housing Service to progress around tenant involvement in the service and a desire to increase the environmental sustainability of the Council stock.

4.6 The consultation helped inform the priorities of the Strategy to align the housing related work of the Council.

4.7 An annual Housing Strategy action plan will be developed and a progress report will be completed and reported to Cabinet.

5. Alternative options

5.1 The development of a housing strategy is no longer a statutory requirement so the option of not producing a strategy was considered. It was felt that the development of a strategy helps identify housing priorities locally and set a framework for the housing related activities of the Council to meet those priorities.

6.0 Implication for consideration - Financial and value for money

6.1 The Housing Strategy 2024-2027 provides the overall strategic framework for housing and housing related activities by the Council. As such, the preparation of the Housing Strategy has no direct financial implications for the Council, although new activities brought forward under the action plan may require resourcing in the future.

7.0 Implications for consideration – Legal

7.1 None

8.0 Implications for consideration – Human Resources

8.1 None

9.0 Implications for consideration – Council Plan

9.1 Delivery of the Housing Strategy priorities will contribute to the delivery of the key priority areas of the Council Plan; to make Chesterfield a thriving borough, improving quality of life for local people and to build a more resilient council.

10.0 Implications for consideration – climate change

10.1 Climate Change officers have been consulted on the Housing Strategy. The development and production of the Strategy itself does not have any implications for climate change; the Strategy summarises the various housing-related activities of the Council that have already been subject to climate change assessments. However, one of the priorities of the Strategy is the decarbonisation of Chesterfield's housing stock.

11.0 Implication for consideration – equality and diversity

11.1 An Equalities Impact Assessment has been produced and is attached at **Appendix 2**.

12.0 Implications for consideration - risk management

Description of the risk	Impact	Likelihood	Mitigating action	Impact	Likelihood
A risk of duplication or less effective service delivery between partner organisations in delivering housing objectives	M	M	The Housing Strategy clearly sets out the role of the Council in supporting housing and housing related activities within the Borough	L	L
There is a risk that the Council's	L	L	The Housing Strategy provides a clear link	L	L

Description of the risk	Impact	Likelihood	Mitigating action	Impact	Likelihood
approach to supporting housing growth and investment in new and existing stock will lack focus and be fragmented in the absence of a Housing Strategy			between housing issues and the Council's policy/action response. The Strategy provides a framework for the development of new programmes and initiatives		
The ability of the Council to make the case for housing investment is reduced in the absence of a Housing Strategy	M	L	The Housing Strategy ensures demonstration of a strategic fit when preparing business cases for funding	L	L

Decision information

Key decision number	
Wards affected	All

Document information

Report author	
Jane Davies Service Director - Housing jane.davies@chesterfield.gov.uk	
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
N/A	
Appendices to the report	
Appendix 1	Draft Housing Strategy 2024-2027
Appendix 2	Equality impact assessment

Chesterfield Borough Council

Housing Strategy 2024-2027



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Foreword

Councillor Jean Innes, Cabinet Member for Housing

"I am pleased to introduce the Chesterfield Borough Council Housing Strategy for 2024 – 2027.

"We understand that a home is much more than just bricks and mortar and through the priorities set out in this strategy, we are committed to improving the lives of local people and making Chesterfield a thriving place to live.

"This Housing Strategy builds on the successes of the previous strategy and sets out the programme of activities and initiatives that we will deliver over the next three years to ensure Chesterfield can continue to offer good quality and well managed homes that help to improve the quality of life for local people.

"It continues to be a challenging time for local government, as well as for our communities - as we all face the impact of rising inflation, the increased cost of living, the legacy of the pandemic, and greater demand for housing services both locally and nationally.

"This strategy has been developed during - and in response to - this period of ongoing and significant pressure. But despite this challenging context we remain determined in our commitment to ensure everyone in our borough can access an affordable and quality home.

"We will also continue to work in partnership with our partners and developers to meet our housing delivery targets and continue to tackle homelessness across the county by ensuring people have the support they need.

"Addressing climate change must also be at the heart of the Council's long-term plans, and I am proud that our housing service is contributing towards our goal of becoming a carbon neutral organisation by 2030, and carbon neutral borough by 2050. This strategy highlights how we will continue to work towards this.

"We look forward to working with our local communities to help achieve the aims set out in this strategy."

Executive summary

Our vision for housing in the borough:

'Chesterfield is a great place to live; there is a choice of good quality homes, a pleasant environment, and strong communities that can support people's wellbeing and aspirations'

Our Housing Strategy sets out key housing ambitions and activities for the Borough. An evidence base has been drawn from national policies and initiatives, local consultation, and analysis of the housing market to inform the development of the Strategy. The actions in the Housing Strategy will play a key role in delivering against the Council Plan priorities of 'making Chesterfield a thriving borough', 'improving the quality of life for local people' and 'building a more resilient council'.

During the summer and autumn of 2023 we undertook consultation with tenants, residents and elected members. The feedback from this consultation work has helped us to identify seven priorities for housing over the next three years:

- Priority 1: Maintaining new build supply
- Priority 2: Delivery of affordable homes
- Priority 3: Improving the quality of existing homes
- Priority 4: Climate change and decarbonisation
- Priority 5: Implementing regulatory housing reforms
- Priority 6: Specialist and supported accommodation
- Priority 7: Tackling homelessness and rough sleeping

Through this Strategy the Council will support the delivery of good quality housing across all tenures, along with making improvements to the existing housing stock.

Chesterfield Borough Council will work with partners and engage with local communities to maximise the delivery opportunities set out in this Strategy.

Delivering homes to meet the needs of our communities

The delivery of sufficient new homes is essential for the economic growth and success of the Borough. Working with developers, new housing can play a vital role in the regeneration of urban, brownfield and regeneration priority areas across the Borough, increase standards and create employment opportunities. Through the review of the Local Plan, the Council will seek to maximise the sustainability and quality of new build homes built over the next five years. The Council will also seek to increase affordable housing delivery through making best use of its land and assets, as well as working with registered providers and Homes England.

Priority 1: Maintaining new build supply

The Borough's objectively assessed need for housing was set at 240 units per year. Over the period of the last Housing Strategy (2019-2023), net housing delivery has been above the 240 units required as part of the housing delivery test requirements.

Despite recent national economic trends such as the high increase in interest rates, and the challenging nature of local brownfield allocated sites such as Waterside and Staveley Corridor (which are expected to produce a large proportion of the housing numbers set out in the Local Plan), the Council remains committed to ensuring the rate of housing delivery meets the local plan target of 240 dwellings per annum, and delivers over 1,000 homes over the Council Plan period.

As at April 2023 the [Annual Monitoring report](#) indicated that there was a deliverable supply of 2,022 new homes over the next five years, which exceeds the target of 1,260 (including a 5% buffer applied) over the same period.

The Council will review its Local Plan to ensure that the delivery of new homes in the Borough continues to meet needs. The review will include consideration of urban design, environmental standards and building quality - both design and space standards - and their viability.

Key activities to deliver new homes that meet the needs of our communities

We will:

- Undertake a revised housing needs assessment during 2024 to inform the types and tenures of homes needed in the Local Plan review.
- Make the best use of public sector land and assets to deliver new homes.
- Produce an updated masterplan and delivery plan for Chesterfield Waterside. As a partner in Chesterfield Waterside Limited the Council will use its planning function and take a leadership approach, working with all public and private landowners to build and shape new neighbourhoods across the site.

- Look to explore and develop opportunities for the Spire neighbourhood adjacent to the town centre to understand the delivery of the right new homes, including options for sensitive conversions and changes of building uses in the town centre.
- Support stakeholders in transformation and integration of the existing fabric of Staveley works into a new residential urban area.
- Explore whether it is viable to introduce policies and standards above building regulations for new homes.
- Seek to develop urban design and quality policies including public open space.
- Seek to increase energy efficiency ratings, carbon reduction methods and standards in new homes.

Priority 2: Affordability of homes

Whilst house prices and rents in Chesterfield are lower than national averages, the price of housing has risen faster than wages over time. Prices for 'entry' level property types such as flats and terrace houses are 4.4 and 5.7 times higher than the average median salary. This ratio has increased from 2.9 in 2000.

The government's announcement in November 2023 to unfreeze local housing allowance (LHA) levels will improve the affordability of the private rented sector, following three years of the rate having been frozen. The freezing of LHA rates reduced the ability of households to afford private rented accommodation which has increased the pressure on the social housing stock in the Borough. The number of households on the Council's housing register has increased by almost a third over the past two years.

Whilst the Borough has a good supply of social housing in comparison with other areas, it is essential to ensure a continued supply of new affordable homes to meet rising demand and changing needs from households on the housing register.

Key activities to deliver new homes that meet the needs of our communities

We will:

- Review affordable housing requirements as part of the Local Plan process to inform developers of the types and tenures the Council will seek on local developments.
- Increase the supply of affordable housing opportunities and build stronger partnerships with registered providers and Homes England.
- Work with Derbyshire County Council to meet the housing needs identified in their all-age accommodation strategy to meet the housing requirements of vulnerable groups.

- Directly build or acquire 100 new homes for social rent through the council housing service by 2027.

Ensuring the Borough has the right housing offer (in terms of both quality and quantity) is not only vital for the quality of life of local communities, it also supports economic growth and the objectives of the Council's Growth Strategy 2023-2027, by providing for the needs of the local workforce and helping to attract skilled workers to the area.

We will continue to take action to develop our housing offer including: achieving a comprehensive understanding of site development issues in the Borough through positive engagement with developers and landowners; supporting housing investment on surplus land owned by the Council; purchasing new council homes to address local housing need and enable the development of stalled or marginally viable housing sites; and on-going investment to create quality places where people want to live.

Improving the quality of existing homes

The vast majority of the housing stock that will be in place in the Borough by 2027 is already built. The challenge is to ensure as many as possible of these existing homes are maintained to a high standard, and that the properties are as sustainable as possible for the future. The Council will have a direct role in improvements to its own housing stock but can also support some households through the Housing Renewal Policy to access funding for grants to improve housing conditions, increase accessibility and reduce energy bills through schemes such as Green Homes Grants.

Priority 3: Improving the quality of existing homes and environments

Whilst the Council's own housing stock is of good quality and 99.6% meets the government's Decent Home Standard, the 2019 private sector stock condition survey identified that the private sector stock in the Borough is more likely to fail the Decent Homes Standard than the national average. The tenure with the highest rate of failure was private rented stock, where almost 30% properties did not meet the standard.

The government is seeking to drive improvements in the standards of homes in both the public and private rented sector to improve conditions for all tenants. Through its enforcement role, the Council will tackle landlords who offer poor quality rented housing. Ensuring the Council plays an active role in improving standards in the private sector will have benefits for the overall health and wellbeing of our residents.

The links between housing and health are well documented. A home that meets the Decent Home Standard, offers security of tenure, is the right size and connected to local facilities and services including green spaces, can deliver health benefits to the residents of the Borough.

Key activities to deliver on improving homes across all tenures

We will:

- Invest over £74million in our own housing stock to continue to meet the Decent Homes Standard.
- Implement requirements of building safety and fire safety legislation for council properties across the Borough.
- Work with local authorities across Derbyshire on options to update the private sector stock condition survey.
- Enforce conditions in the private rented sector to ensure that private landlords supply good quality, healthy and safe private rented properties.
- Provide adaptations and disabled facilities grants for households across the borough.
- Track and monitor the number of empty homes in the borough and identify options for intervention.

Priority 4: Climate change and decarbonisation

The Council's Climate Change Strategy lays the groundwork for the target of becoming a carbon neutral borough by 2050. Proposals and schemes for reducing emissions from existing and new residential properties across the Borough will need to be developed to help towards delivering this objective.

Key activities to work towards being a carbon neutral borough by 2050

We will:

- Establish plans to decarbonise the Council's housing stock and support the decarbonisation of the Borough's private sector housing stock.
- Begin implementation of the decarbonisation of the Council's independent living schemes in advance of the 2030 deadline.
- Maximise access to green home grants, East Midlands Combined Authority funding and other grants to deliver home energy efficiency retrofitting to tackle fuel poverty and reduce carbon emissions for private households.
- Use the Better Care Fund to deliver grants and loans to improve the thermal efficiency of properties and to carry out boiler servicing, repairs and improvement work for vulnerable households.

Priority 5: Implementing regulatory housing reforms

The Social Housing Regulation Act 2023 legislated to strengthen the Social Housing Regulator and Housing Ombudsman to provide more in-depth oversight of social landlords. New enforcement powers have been introduced to tackle failing social housing landlords who are not taking swift action to address damp, cold and unsafe homes but also more detailed criteria for delivering housing management services. All social landlords operating in the Borough will need to ensure their services to tenants meet the expectations and standards to be set out by the Social Housing Regulator from 2024.

The government is also intending to enact several new pieces of housing legislation – the Renters Reform Bill and Supported Housing (Regulatory Oversight) Bill during the strategy period that will amend the Council's role in overseeing private rented and supported housing in the Borough.

The Renters Reform Bill aims to make the rental market fairer for tenants by considering the revoking of section 21 evictions and making amends to section 8 so that tenants can only be evicted with good reason. The full remit of the proposed Bill is not yet known though there will be requirements on the Council to ensure the reforms are enforced.

The Supported Housing (Regulatory Oversight) Bill has been developed in response to concerns about the supported housing sector being insufficiently regulated, with some residents living in poor quality accommodation with ineffective support. The Bill is likely to

introduce new powers for local authorities to better manage their local supported housing market by creating local licensing schemes for exempt accommodation.

Key activities to deliver on implementing regulatory housing reform

We will:

- Monitor the development of the Renters Reform Bill and Supported Housing Regulatory Oversight Bill to ensure we are prepared for the implementation of new requirements locally
- Ensure the Council's Housing Service meets the updated requirements of the Housing Ombudsman Service and Regulator of Social Housing
- Develop relationships with local housing providers to work together on housing management issues

Meeting different housing needs

Chesterfield has a relatively low value housing market with house prices and rents below national averages. The Borough also has a good supply of affordable homes as a proportion of the total housing supply. Despite these positive factors, with national cost of living issues there are still many households who can struggle to find and sustain housing that meets their needs. The Council will play a direct role to ensure it can support as many households as possible, but also work in partnership with other public sector bodies such as Derbyshire County Council, supported housing providers and voluntary agencies to ensure as many people as possible can access the housing and housing related support they need.

Priority 6: Need for specialist and supported accommodation

Whilst modest rises in the population and number of households residing in the Borough are forecast, the proportion of local residents aged over 75 is expected to increase by almost a quarter by 2035. Working with Derbyshire County Council and other partners to ensure suitable accommodation and support options to support this ageing population is required.

Derbyshire County Council's all age accommodation strategy recognises the increasing demand for accommodation for people with support needs, including a range of housing options such as housing for care leavers, housing with support, housing with care, residential and nursing care with a preference for independent living options. Chesterfield Borough Council will work closely with Derbyshire County Council on ensuring that suitable accommodation and support options are available to residents of the Borough.

There is a range of successful supported accommodation schemes catering for a range of needs within the Borough. Schemes such as the Sustainable Tenancies project, Platform for Life and Newbold Court through Action Housing, Healthy Futures and the hospital discharge scheme through Derventio. Derbyshire County Council also works with providers in the provision of housing schemes for groups such as care leavers and adults with learning disabilities.

Derbyshire County Council will work with Chesterfield Borough to develop sub-district area analysis in forthcoming appendices to its all-age accommodation strategy. The work will ensure specialist and support accommodation needs are current and reflect market need.

A Derbyshire and East Staffordshire gypsy and traveller needs assessment was completed in July 2023. The assessment indicated a need for an additional two permanent pitches during the housing strategy period and a further three by 2035. The findings of this study will inform the development of the Local Plan to ensure that the gypsy and traveller site needs in the Borough are met.

Key actions to deliver on ageing population and specialist and supported accommodation

We will:

- Work with Derbyshire County Council and other partners to ensure suitable accommodation and support options are available
- Work with Derbyshire County Council to deliver the objectives of the 'All age accommodation strategy' to provide supported accommodation that meets local needs in the borough
- Continue to deliver 24/7 Careline services to our residents, helping them to remain living independently in their homes
- Help vulnerable people to maintain independent living through the delivery of high-quality support services
- Identify options to meet gypsy and traveller pitch requirements

Priority 7: Tackling homelessness and rough sleeping

Although the number of homelessness cases as a direct result of the Covid-19 pandemic are reducing, homelessness services remain under pressure - both nationally and locally. With the rising cost of living and new policies such as the national asylum seeker dispersal scheme coming in to effect, it is putting further pressures on homelessness services to fund and provide emergency accommodation options. The emergency response to floods in October 2023 highlighted the lack of suitable emergency and temporary accommodation that is readily available locally.

The Domestic Abuse Act 2021 provides victims of domestic abuse an automatic priority need for homelessness assistance and accommodation. We will work with Derbyshire County Council to meet these requirements to support those experiencing domestic abuse.

A countywide homelessness and rough sleeping strategy is now in place. This strategy builds upon the multi-agency response seen during the pandemic to prevent and reduce homelessness, with a priority of making homelessness everyone's responsibility. The strategy is overseen by the Derbyshire Homelessness Officers Group (DHOG), which brings together leads from nine local district and borough councils, Derbyshire County Council and Public Health.

Key actions to tackle homelessness and rough sleeping

We will:

- Undertake early intervention to tackle homelessness and rough sleeping through partnership working
- Work with our partners to reduce homelessness through the delivery of the objectives of the County wide Homelessness and rough sleeper strategy
- Explore options for alternative provision and supply of emergency and interim accommodation

Local Housing Market: (to be infographics)

People and households

People (Census 2021 and population and household projections)

Population and projections 103,500
 The population is expected to rise to 107,957 by 2035
 (4.3% increase)

Households (ONS household projections for 2023) 48,943
 The number of households is expected to rise to 51,063 by 2035 (4.3% increase)

Elderly persons over 75 (Population projections for 2023) 11,559
 The number of elderly person 75+ is expected to increase to 14,159 by 2035
 (22.5%) increase)

Local housing stock

Number of properties (Council tax data October 2023)

There are almost 51,000 properties in Chesterfield. As the house price market is valued significantly lower than national averages this is reflected in the Council Tax banding of the properties in the borough.

Council tax band	Number of properties
A	26,964
B	10,528
C	6,436
D	4,010
E	2,091
F	613
G	223
H	26
Total	50,891
Vacant for 6 months +	676

Tenure (LADR Government return April 2023)

Of the 50,891 properties 10,595 (21%) are affordable properties owned either by Chesterfield Borough Council or one of 36 other registered housing providers operating locally.

Condition of local housing stock (Local data and Private Sector Stock condition survey)

Current council decent homes figure (Stock Condition Survey 2022/23) – 99.6%.
 The 2019 private sector stock condition survey estimated that 8,956 (23.8%) of private properties (owned and privately rented) did not meet the decent homes standard in the

Borough. National average 21.8%. The proportion of private rented properties not meeting the standard was 29.0%.

The average cost per private property to bring up to the decent homes standard was £3,128 (2019 prices)

Price of housing

Average house prices (all Land Registry data)

Housing prices (all properties)	£185,466 Aug 2023	UK £291,044
Terraced homes	£144,339 Aug 2023	UK £236,996
Flat	£111,009 Aug 2023	UK £232,556

Rents – average private rent, local housing allowance rates and social rents

Number of bedrooms	Private rent*	Local Housing Allowance rate**	Social Rent***
1	£465	£389	£334
2	£575	£449	£365
3	£675	£548	£386
4+	£1,100	£723	£422
All	£595	-	£362

*2022 data from deposit protection schemes **April 2023 *** 2023 data from LADR

Income data (Annual survey of Hours and Earnings 2022)

Average median salary in Chesterfield: £25,417

House price affordability ratio to purchase median property (ONS 2022):
6.05 (Chesterfield) / 8.16 (England and Wales)

Supply of housing

Net new housing completions (Annual Monitoring report)

Year	Number
2022/23	273
2021/22	379
2020/21	276
2019/20	304

Housing Register (Local data)

Year	Number
March 2023	2,926
March 2022	2,558
March 2021	2,252

A 30% increase in households on the Council's housing register in two years.

Affordable lettings and nominations (LAHS)

Year	Number
------	--------



2022/23	650
2021/22	733
2020/21	733

Homelessness

Homeless assessment prevention and relief 2022/23

Homelessness assessments	581
<i>Of which:</i>	
Prevention cases	272
Relief cases	285
Not threatened with homelessness	24
% of homeless prevention case successfully resolved	73.5%
% of homeless relief cases successfully resolved	54.7%
<i>Main reason for homelessness:</i>	
Friends and family no longer willing to accommodate	167
Loss of private rented tenancy	140

Rough Sleeper Count 8

Gypsy and Travellers pitch requirement (GTNA July 2023)

	Identified number of pitches required
2020-2025	2
2025-2030	1

Strategic context

The key pieces of recent and upcoming legislation, strategies and documents that influence housing in Chesterfield over the next three years are set out below. These documents provide the context for the Council's direct and indirect role in providing housing and housing related services and informed the development of this Strategy.

National

National Planning Policy Framework

The [National Planning Policy Framework](#) was revised in December 2023. The framework sets out the government's planning policies for England and how these are expected to be applied. It provides a framework within which locally prepared plans for housing and other development can be produced.

Social Housing Regulation Act

The [Social Housing Regulation Act](#) received Royal Assent in July 2023. The legislation strengthens the Regulator of Social Housing to carry out inspections of the social housing providers and the power to issue fines. The new enforcement powers will be made available to tackle failing social housing landlords who are not taking swift action to address damp, cold and unsafe homes.

Building Safety Act and Fire Safety Act

The [Building Safety Act 2022](#) gained Royal Assent 28 April 2022. The Act changes the legal obligations for all individuals and organisations to be competent to ensure compliance with the Building Regulations in both design, construction and management.

The [Fire Safety Act 2021](#) clarifies that buildings with two or more sets of domestic premises, that the Fire Safety Order applies to both the structure and external walls of the building, including cladding, balconies and windows; and all doors between the domestic premises and the common parts. The Act requires fire risk assessments of buildings with two or more sets of domestic premises to be updated to take account of these changes.

Levelling up and Regeneration Act

The [Levelling up and Regeneration Act](#) received royal assent in October 2023. The Act is designed to ensure new development is built to a higher standard, produces more local infrastructure, like GP surgeries, schools and transport links to create neighbourhoods where people want to live and work. The Act covers a wide range of economic and housing issues to boost supply of new homes and includes granting new powers for councils to increase Council Tax on empty homes.

Supported Housing (Regulatory Oversight) Bill

The [Supported Housing \(Regulatory Oversight\) Act 2023](#) was enacted in August 2023. The Act sets out to introduce changes to how supported exempt accommodation is regulated. The key provisions in the Act require the government to establish regulations on supported accommodation to improve quality of accommodation and care. Once these are

published local authorities will be required to carry out a review of supported exempt accommodation in their area and following this publish a supported housing strategy.

Renters Reform Bill

The [Renters \(Reform\) Bill](#) was introduced into Parliament in May 2023, and received its second reading in October 2023. It will legislate reforms set out in the [private rented sector white paper](#) published in June 2022. The Bill aims to deliver a fairer, more secure, and higher quality private rented sector for both tenants and landlords by making changes to the Housing Act 1988.

Regional and County

East Midlands Devolution

Derbyshire County Council, Nottinghamshire County Council, Derby City Council and Nottingham City Council have agreed to a £1.14 billion devolution deal by the government. The deal would see an extra £38 million a year coming to the East Midlands from 2024. The deal will see a transfer of funding and powers move from a national level to a regional level from 2024 to help the 2.2 million people who live across the two counties.

A key priority of the new [Combined County Authority](#) is to work with local authorities, landowners, developers and the full range of housing providers to create affordable, good quality housing options and to retrofit existing homes to be more environmentally sustainable.

'A place we call home' Derbyshire All age accommodation strategy 2023 to 2038

Derbyshire County Council's [all age adults housing accommodation and support strategy](#) and delivery plan covers the housing needs of our older residents and working age adults. It focusses on and outlines the increasing demand for accommodation, including a range of housing options such as housing with support, housing with care, residential and nursing care.

Derbyshire health and wellbeing strategy 2022

The [Derbyshire health and wellbeing strategy 2022](#) seeks to ensure that health and wellbeing systems are working together to develop person-centred approaches to health and care that focuses on the needs of the individual. It aims to:

- enable people to remain healthy and independent in the place they call home for as long as possible
- collaborate across a wide range of sectors including health, social care, housing and education to create environments that support good health and positive wellbeing

Housing plays a central role in achieving the outcome: 'All vulnerable populations are supported to live in well-planned and healthy homes setting out the relationship between housing and health'.

Joint strategic needs assessment

The [joint strategic needs assessment](#) reports on the health and wellbeing needs of people across Derbyshire. It brings together data on local health and wellbeing needs and looks

ahead at emerging challenges. The information is used by Health and Wellbeing Boards to guide the future planning and commissioning of health and wellbeing services in Derbyshire.

Local

Council Plan 2023-27

The [Council Plan 2023-2027](#) sets out the Council's priorities. It is set out under three priorities with housing related aspirations and objectives under each:

Making Chesterfield a thriving borough

- Increase the number of residents living and working in our town centres
- Support the future development of the Chesterfield Waterside area and deliver further housing and commercial development on Basin Square
- Work to accelerate the delivery of housing sites across the borough to facilitate the development of over 1,000 new homes

Improving the quality of life for local people

- Establishing plans to decarbonise the council's housing stock and support the decarbonisation of the borough's private sector housing stock
- Work with our partners to reduce homelessness
- Help vulnerable people to maintain independent living through the delivery of high-quality support services
- To help improve housing standards for all
- Facilitate the development of over 1000 new homes with improved standards around design, adaptability and sustainability
- Build or acquire 100 new homes for council rent
- Invest over £81million in our own housing stock to continue to meet the decent homes standard

Building a more resilient Council

- Ensure we have a viable, well managed 30-year business plan for the Housing Revenue Account.
- Embrace new ways of working and maximise potential from our assets, partnerships and respond to key challenges

Chesterfield Local Plan 2018-2035

The [Local Plan](#) guides how and where development will take place in the borough based on the National Planning Policy Framework. It is the basis of how the council makes decisions on planning applications including for new housing, affordable and special needs housing. The local plan was adopted in 2020 and has a target of 240 net new dwellings a year.

Growth strategy 2023-2027

The [Growth strategy](#) sets out the role of the council in supporting the economic and housing of Chesterfield borough. It provides a framework for actions over the period 2023

to 2027 that will deliver the Council Plan priorities of making Chesterfield a thriving borough and contribute towards the priority of improving the quality of life for local people.

Climate change strategy 2023-2030

The Chesterfield Borough Council's [Climate change strategy 2023 - 2030](#) and delivery plan sets out the council's public commitment to addressing climate change both within the council and with our communities. It is a framework for the council's activities for the next seven years. The strategy complements the Council Plan 2023-2027 and seeks to ensure that our approach to climate change is embedded within everything we do.

Homelessness and rough sleeper strategy 2022-2027

The [Homelessness and rough sleeper strategy 2022-2027](#) is a Derbyshire wide strategy that seeks to build upon the multi-agency response developed during the covid pandemic to prevent and reduce homelessness. It sets out how we will work across the county to tackle homelessness and rough sleeping.

Tenancy strategy 2020

The [tenancy strategy 2020](#) sets out the framework by which the council expects registered providers such as housing associations with properties in its area to allocate and offer tenancies.

Private sector renewal policy

The [private sector renewal policy](#) sets out the range of financial assistance that the council have made available to improve living conditions for the most vulnerable residents living in private housing within the borough. The policy aims to:

- Increase the number of decent homes within the private housing sector
- Support vulnerable householders to remove or reduce housing related defects that are detrimental to health
- Reduce the number of private sector households living in fuel poverty
- Support the aims of Governments Better Care Fund to minimise avoidable hospital admissions and facilitate early discharge from hospital where possible
- Increase the number of people who are able to live independently and safely at home.

This policy sets a framework detailing how the Council intends to achieve these aims.

Anti-social behaviour strategy 2022-2025

The [anti-social behaviour strategy](#) outlines Chesterfield Borough Council's strategic intent with regard to preventing and tackling anti-social behaviour in Chesterfield and sets out how the council, in conjunction with other partnership agencies, will deliver anti-social behaviour services across the Borough of Chesterfield.

Through reviewing the local housing market information and strategic context in which the local authority operates there are a number of priority areas where the council will need to focus its efforts on housing over the next four years.



CHESTERFIELD
BOROUGH COUNCIL

Delivery plan monitoring and review

This Strategy and the high-level themes and priorities we have set out are the starting point to delivering successful housing outcomes locally. The Strategy sets out the challenges and our approach to meeting them, identifies our priority activities and shows how they link with other strategies that are being delivered.

Delivery plan

The successful delivery of the Housing Strategy requires working with partners in achieving the aims and objectives of their strategies which are in place across Chesterfield Borough Council as well as other organisations. We'll make sure we're delivering on our plans by monitoring progress through our governance structure.

Delivery of the Housing Strategy will ultimately be the responsibility of Chesterfield Borough Council; however, we will continue to work in partnership where possible and engage with local communities to maximise delivery of the Strategy. Through working on our housing priorities we want to bring people, communities, and organisations together to share resources and expertise to deliver this Strategy.

Monitoring and review

Progress against the delivery plan will be monitored and challenged annually in line with the Council's performance management framework. This will also include the opportunity to make any amendments to the delivery plan in response to emerging needs and challenges. Key performance information will also be monitored and challenged during the plan period including satisfaction and usage data, quality and value score updates.

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FOR PUBLICATION - Chesterfield Borough Council equality impact assessment - full assessment form

<i>Title of the policy, project, service, function or strategy:</i>	Housing Strategy 2024-2027
Service Area:	Housing Services
Section:	Statutory Housing Solutions
Lead Officer:	Jane Davies
Date of assessment:	March 2024
Is the policy, project, service, function or strategy:	
Existing	<input type="checkbox"/>
Changed	<input type="checkbox"/>
New / Proposed	x

Section 1 – Clear aims and objectives

1. What is the aim of the policy, project, service, function or strategy?

The Chesterfield Borough Council Housing Strategy 2024-2027 will play a key role in helping deliver the Chesterfield Borough Council Plan's vision of '*putting our communities first*' and the priorities of '*making Chesterfield a thriving borough*' and '*improving the quality of life for local people*'.

2. Who is intended to benefit from the policy project, service, function or strategy and how?

The Housing Strategy is intended to co-ordinate the housing and housing related activity of the council. The co-ordination of this activity is intended to benefit residents across the Borough in delivering housing to meet local needs and provide appropriate support to residents who need assistance in accessing and maintaining their homes.

3. What outcomes do you want to achieve?

The strategy is set out under three key themes and seven priorities:

Delivering homes to meet the needs of our communities

Priority 1 Maintaining new build supply

Priority 2: Delivery of affordable of homes

Improving the quality of existing homes

Priority 3: Improving the quality of existing homes

Priority 4: Climate change and decarbonisation
 Priority 5: Implementing regulatory housing reforms
 Meeting different housing needs
 Priority 6: Specialist and supported accommodation
 Priority 7: Tackling homelessness and rough sleeping

4. What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved?

5. Any other relevant background information

Section 2 – Collecting your information

6. What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

The housing strategy has been informed through utilising a wide range of secondary information relating to the quantity, price, condition, and affordability of housing
 This information is considered within a policy context set by national and local government and its funding priorities and opportunities. The information identifying the levels of expected demand for support services is produced via the Joint Strategic Needs Assessment from Derbyshire County Council

7. Have you identified any gaps in the information/evidence that you have regarding the policy, project, service, function or strategy, which may be needed in order to give proper consideration? *It is not sufficient to say "we do not have the evidence", you should identify gaps in the evidence and fill them in a proportionate and balanced manner.*

<input type="checkbox"/> Yes, gaps have been identified	<i>If gaps have been identified, please explain what action has been taken to fill them in a proportionate and balanced manner.</i>
<input checked="" type="checkbox"/> No, there are no gaps	The strategy is based on a full review of available secondary information and outcomes of consultations with local residents, tenants, staff and elected members.

Section 3 – Additional engagement activities

8. Please list any additional engagement activities undertaken when developing the proposal and completing this EIA. Have those who are anticipated to be affected by the policy been consulted with?		
Date	Activity	Main findings
June 2023	Staff sessions	Consultation with staff many of whom are residents of the borough were asked their views on housing and housing priorities for the Borough. As well as identifying their priorities the feedback from staff was used to formulate subsequent consultations with residents, tenants and elected members
September 2023	Online questionnaires for residents and elected members	An online survey was carried out with between 31 st August 2023 and 25 th September 2023. The Council has consulted residents on their views of housing in the Borough to inform the development of a new Housing Strategy. The survey sought feedback from all residents and interested stakeholders on what they feel are the main challenges and priorities for housing in the Borough. The Council will consider the responses as it develops a new Housing Strategy that sets out the work the Council can do to improve the delivery of new homes, improve standards of existing homes, and assist people into homes that meet their needs in the Borough
October 2023	Tenant consultation session	In addition to the public consultation an in-person consultation session with tenants in October was held to run through their priorities and priorities.

Section 4 – What is the impact?

9. Summary of anticipated impacts. <i>Please tick at least one option per protected characteristic. Think about barriers people may experience in accessing services, how the policy is likely to affect the promotion of equality, knowledge of customer experiences to date. You may need to think about sub-groups within categories eg. older people, younger people, people with hearing impairment etc.</i>			
	Positive impact	Negative impact	No disproportionate impact
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability and long term conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender and gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Pregnant women and people on parental leave	<input type="checkbox"/>	<input type="checkbox"/>	X
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	X
Ethnicity	<input type="checkbox"/>	<input type="checkbox"/>	X
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	X

10. Details of anticipated positive impacts.

a)	The Housing Strategy is designed to co-ordinate the housing and housing related activity of Chesterfield Borough Council. This framework provides the evidence and resources available for interventions to benefit the residents of the borough. We will work with Derbyshire County Council to deliver the objectives of the 'All age strategy' to provide supported accommodation that meets local needs in the borough.							
	X Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
b)	We will provide adaptations and disabled facilities grants for households across the borough and maintain independent living through the delivery of high-quality support services.							
	<input type="checkbox"/> Age	x Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
c)								
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion

11. Details of anticipated negative impacts.

a)	<i>Negative impact:</i>							
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
b)	<i>Negative impact:</i>							
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
c)	<i>Negative impact:</i>							
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion

12. Have all negative impacts identified in the table above been mitigated against with appropriate action?

Yes No N/A *If no, please explain why:*

13. Have you assessed the equality impact on the people who may have to implement your decision, such as staff or suppliers?

Staff	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why</i>
Specific users	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why</i>
Wider community	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<i>If no, please explain why</i>

Section 5 – Recommendations and monitoring

14. How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

The Housing Strategy will be supported by annual action plan of identified work areas for the Council to deliver. The strategy action plan will be reviewed and refreshed to respond to changing demands and priorities over the strategy period 2024-27.

15. Summary of the Equality Impact Assessment

The Housing Strategy has been developed taking into consideration protected groups, the outcomes of recent consultations and other strategies which are being delivered. No negative impacts have been identified as a result of the assessment.

Has due regard been given to the Public Sector Equality Duty statutory guidance or was there a good reason why the duty, or particular parts of it, did not apply to that decision?

The general duty requires public authorities, to have due regard to the need to:

- *Eliminate unlawful discrimination, harassment, victimisation and any other unlawful conduct prohibited by the act*
- *Advance equality of opportunity between people who share and people who do not share a relevant protected characteristic*
- *Foster good relations between people who share and people who do not share a relevant protected characteristic*

Yes No N/A

Section 6 – Knowledge management and publication

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

Reviewed by Head of Service/Service Manager	Name:	Jane Davies
	Date:	14/03/24
Reviewed by Policy Service	Name:	Allison Potter
	Date:	13/03/24
Final version of the EIA sent to Policy Service	<input type="checkbox"/>	
Decision information sent to Policy Service	<input type="checkbox"/>	

COUNCIL MEETING – 24 APRIL 2024 **MINUTES OF COMMITTEE MEETINGS**

These Minutes are of Committee meetings taken under delegated powers since the last meeting of Council. The Minutes are for information only.

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

Appeals and Regulatory Committee	21 February , 14 February , 27 March , 3 April ,
Employment and General Committee	20 February , 25 March
Licensing Committee	29 November 2023 , 13 March ,
Planning Committee	19 February , 11 March , 25 March
Standards and Audit Committee	14 February

If you require paper copies of the Minutes please contact:

Emily Taylor

Democratic Services, Town Hall, Chesterfield, S40 1LP

Tel: 01246 345236

Email: democratic.services@chesterfield.gov.uk

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CABINET

Tuesday, 20th February, 2024

Present:-

Councillor Gilby (Chair)

Councillors	Holmes	Councillors	Serjeant
	Sarvent		J Innes
	Baldauf-Good		Staton
	Davies		Stone

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

69 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

70 **MINUTES**

The minutes of the meetings of the Cabinet held on Tuesday 16 January and Monday 5 February would be available for members to approve at the next scheduled meeting of the Cabinet, on Tuesday 27 February.

71 **FORWARD PLAN**

The Forward Plan for the four-month period March, 2024 to June, 2024 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

72 DERBYSHIRE STRATEGIC LEADERSHIP BOARD

The Leader of the Council presented a report setting out the work that the Council had recently been engaged in with Derby City Council and other Derbyshire Councils on a revised approach to collaborative and partnership working, and seeking approval for the Council to participate in a new Joint Committee of Derby and Derbyshire councils, the D2 Strategic Leadership Board (D2 SLB).

Work was progressing at pace towards the establishment of the new East Midlands Mayoral Combined County Authority (EMMCCA), which would bring new powers and funding opportunities to improve outcomes for people and places. It was important that Chesterfield Borough Council had a voice in these new governance structures, which would be enabled by its members and officers being able to actively participate in the proposed D2 SLB.

The case for a new single leadership board for Derby and Derbyshire, where the 10no. councils could come together to work collectively to tackle the city's and county's challenges and speak with one voice, had been further strengthened by the challenging financial circumstances that many were facing. There was a pressing need to collaborate, to create new ways of working, and to be more cost effective in delivering services for people and places.

The D2 SLB was proposed as a successor body to the two existing joint committees, the Vision Derbyshire Joint Committee and the D2 Joint Committee for Economic Prosperity, which would be dissolved on establishment of the new Board.

The proposed structure for the new Board was attached at Appendix 1 of the officer's report, and the draft Terms of Reference, including the Articles, Procedure Rules and Access to Information Procedure Rules attached at Appendix 2.

A short guide to the D2 SLB was attached at Appendix 3 of the officer's report, providing a simple, accessible description of both the D2 SLB's vision and functions, and how it would work in practice.

It was proposed that membership would be open to all 10no. Derbyshire councils, including Derby City Council.

It was also proposed that following establishment of the EMMCCA, the D2 SLB would be the formal nominating body for making district and borough council appointments to the EMMCCA Board. Derbyshire's district and borough councils would be entitled to two seats on the EMMCCA Board, with Derby City Council and Derbyshire County Council each having one seat by virtue of being constituent councils. It would be for the districts and boroughs to determine their two nominations via the D2 SLB.

Under the proposals, Derbyshire County Council would act as the host authority and would establish a programme team to support the D2 SLB. The Programme Team would be responsible for:

- Overseeing and managing the new body – including servicing meetings of the Board and its advisory committees.
- Working with thematic delivery leads to identify, develop, and deliver programmes and projects in line with the Board's proposed vision and functions.
- Shaping the Board's future programme and ensuring alignment with the proposed EMMCCA, when established, to optimise the outcomes for people and places.

All 10no. Derby and Derbyshire Councils were now being asked to become members of the D2 SLB. It was felt to be important for the Council to become a member of the D2 SLB and for it to engaged in the development of the Board's work programme over the coming months. Accordingly, it was recommended that the Leader be nominated to represent Chesterfield Borough Council on the D2 SLB and that the Deputy Leader be nominated as substitute.

***RESOLVED –**

That it be recommended that Council;

1. Approves the proposals for the establishment of the D2 Strategic Leadership Board and delegates functions to this Joint Committee in line with the Functions and Responsibilities document attached at Appendix 2 of the officer's report.
2. Notes the draft Terms of Reference, including the Introduction and Context, Functions and Responsibilities, Procedural Rules and

Information Procedure Rules for the Strategic Leadership Board as set out in Appendix 2 of the officer's report and the position detailed in those documents regarding scrutiny and co-option.

3. Appoints the Leader of the Council as the Council's representative on the D2 Strategic Leadership Board and the Deputy Leader of the Council as substitute.
4. Notes the intention for the D2 Strategic Leadership Board to be the body for the nomination of district and borough representatives to the East Midlands Combined County Authority (CCA), when established, further noting that this is subject to the CCA's agreement that this be the mechanism.
5. Agrees that Derbyshire County Council will act as the host authority for the Joint Committee.
6. Notes the dissolution of the D2 Joint Committee for Economic Prosperity, the enactment of which is subject to the establishment of the D2 Strategic Leadership Board and recommends to Council that the Constitution is amended accordingly.
7. Notes the dissolution of the Vision Derbyshire Joint Committee, the enactment of which is subject to the establishment of the D2 Strategic Leadership Board and recommends to Council that the Constitution is amended accordingly.
8. Approves the Council's active participation in the D2 Strategic Leadership Board and the associated costs of taking forward the programme of work.
9. Notes that as the functions of the Joint Committee are executive functions, Chesterfield Borough Council will not have the opportunity to co-opt additional members onto the Joint Committee and the ability to co-opt is restricted within the Terms of Reference.
10. Notes that, in accordance with section 9F of the Local Government Act 2000, constituent authorities who operate executive arrangements will need to make formal scrutiny arrangements to review or scrutinise decisions made in connection with the exercise of the functions of the D2 Strategic

Leadership Board, and that the Council's existing scrutiny arrangements will apply.

REASONS FOR RECOMMENDATIONS

1. To establish the D2 Strategic Leadership Board with robust governance arrangements in place and secure the Council's future involvement and participation in the new governance arrangements as they develop and emerge.
2. To enable the Council to commit the financial resources required to support the D2 Strategic Leadership Board and its work activities.
3. To enable the Council to participate fully in all decision making and programme activity that will take place under the remit of the D2 Strategic Leadership Board.
4. To ensure the Council has appropriate lead Elected Member representation on the proposed D2 Strategic Leadership Board.

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JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE**Monday, 5th February, 2024**

Present:-

Councillor Gilby (Chair)

Councillors	Holmes	Councillors	Davies
	Serjeant		Falconer
	Baldauf-Good		Sarvent
	Brock		Staton
	Culley		Stone
	Davenport		

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

14 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Innes and P Innes.

15 MINUTES**RESOLVED –**

That the minutes of the meeting of Joint Cabinet and Employment & General Committee held on 19 September, 2023 be approved as a correct record and signed by the Chair.

**16 INTRODUCTION OF CHARGING FOR THE COLLECTION OF
GARDEN WASTE**

The Cabinet Member for Climate Change, Planning and Environment presented a report setting out the results arising from a review of the current garden waste kerbside collection arrangements and making the case for the introduction of an annual service charge to households for the collection of garden waste, with the new charge to be introduced from 1 April 2024.

The report had been developed following Cabinet approval on 13 November 2023 of a range of budget savings proposals listed in the council's Budget Strategy Implementation Plan.

It was reported that the collection of garden waste was a discretionary service for which the Council could make a reasonable charge under the provisions of the Controlled Waste Regulations 2012. The Council had provided a non-chargeable garden waste kerbside collection service for many years but given the unprecedented financial pressures that the Council was facing and in line with the recently adopted fees and charges policy, it was felt appropriate for the Council to consider the introduction of an annual charge to households who wished to continue to receive the kerbside service.

The total cost of providing the non-chargeable service in 2023/24 was circa £672,000. The introduction of an annual charge for the garden waste kerbside collection service would make a significant contribution to reducing the total cost of providing the service whilst enabling the Council to continue to provide a valued service to those households who chose to opt-in.

The Council had launched its 'budget conversation' with the borough's residents, businesses, and other stakeholders in November 2023. The conversation had captured views on the Council's budget strategy and the generality of the budget savings proposals. However, a specific consultation exercise had been undertaken between 20 December 2023 and 10 January 2024 on this specific proposal. The results indicated that circa 25% of households would be prepared to pay an annual charge for the service.

It was recommended that an annual charge of £40 be introduced for the kerbside collection of garden waste from 1 April 2024, and that a year one early bird annual charge of £30 be made available for any household subscribing to the service before 1 May 2024.

***RESOLVED –**

1. That the introduction of an annual fee for residents who wish to continue to use the kerbside garden waste collection service from 1 April 2024 be approved.
2. That the current free of charge service be ceased on 31 March 2024.
3. That an annual subscription charge of £40 per annum for the service be approved.
4. That a year one only, early bird annual subscription charge of £30, be approved for any resident subscribing to the paid garden waste collection service before 1 May 2024.
5. That a sum of up to £40,000 be allocated, to enable the Service Director – Leisure, Culture and Community Wellbeing in consultation with the Cabinet Member for Climate Change, Planning and Environment to make appropriate adjustments to the current staffing arrangements within the Council's waste management service to support the introduction of the paid garden waste service and its ongoing management.

REASONS FOR RECOMMENDATIONS

1. To comply with the Council's Budget Strategy for recovering fees and charges to contribute to the costs of service delivery.
2. To respond to the savings targets identified in the Budget Strategy Implementation Plan, which was approved in November 2023. This will enable the Council to work towards developing a balanced 2024/25 budget and Medium-Term Financial Plan.

17 EXCLUSION OF PUBLIC**RESOLVED –**

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 involved the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act.

18 **TRANSFORM VISITOR INFORMATION SERVICE TO DIGITAL DELIVERY AND REVIEW THE USE OF VISITOR INFORMATION CENTRE**

The Cabinet Member for Town Centres and Visitor Economy presented a report setting out proposals for the Council to move to a more digitally enabled visitor information service as opposed to continuing to operate a visitor information centre (VIC). The Cabinet Member also promoted the idea of re-purposing the VIC to enable the development of a new crooked spire experience, in line with the priority action set out in the council's Visitor Economy Strategy.

A detailed review of the services that the Council provides from the VIC had been carried out in January/ February 2022. The review had assessed the range of services provided and the amount of time that staff spent delivering the services.

There had been a significant decline in demand for face-to-face visitor information services in recent years and the afore mentioned review had identified that most of those visiting the VIC were not by visitors to Chesterfield. All of the services provided at the VIC, whether Council services or services provided for third parties, could be provided elsewhere through alternative face-to-face, telephone and online channels.

There was also recognition of the potential tourism value to Chesterfield of developing an experience around the borough's most valued asset, the Crooked Spire.

The Council had launched its' 'budget conversation' with the borough's residents, businesses and other stakeholders on 15 December 2023. 70 respondents had expressed views on the Council's proposal to close the VIC and move to a more digitally enabled visitor information service. These were detailed in Appendix F of the Cabinet Member's report.

It was reported that in 2022/23 the cost of operating the VIC stood at £155,092. Following agreement to reduce the VIC's opening hours from 1

April 2023, the operating cost had reduced to £109,660 in 2023/24. The VIC's closure would result in further savings of £43,176 in 2024/25.

***RESOLVED –**

1. That the Visitor Information Centre (VIC) be closed and the planned re-shape of the Visitor Information Service to be more digitally focussed be approved.
2. That the delivery of other council services, which have traditionally been provided at the VIC, be transferred to appropriate services across the Council, as set out in Appendix A of the officer's report.
3. That it be noted that the closure of the VIC will lead to implications for employees and that they will be supported by Human Resources (HR) and trade union colleagues, in line with the Council's HR policies and procedures.
4. That the proposal to re-purpose the VIC building at Rykneld Square, to support the development of the crooked spire experience, in line with the priority objective set out within the Council's visitor economy strategy, be supported in principle.
5. That authority be delegated to the Service Director for Leisure, Culture and Community Wellbeing in consultation with the Deputy Leader of the Council and the Cabinet Member for Town Centres and Visitor Economy to develop heads of terms and in time appropriate lease arrangements to support the development of the crooked spire experience for the benefit of the borough.
6. That officers be authorised to explore alternative options for the future use of the property, should the development of the crooked spire experience not proceed.

REASON FOR RECOMMENDATIONS

To support the council and stakeholders in the delivery of key priorities within the visitor economy strategy and ensure that the council continues to deliver services that provide value for money to Chesterfield borough communities.

SCRUTINY SELECT COMMITTEE – RESILIENT COUNCIL**Thursday, 7th March, 2024**

Present:-

Councillor Dyke (Chair)

Councillors Blakemore
McLaren
OgleCouncillors Twigg
Wheeldon
Yates

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

31 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hollingworth, Ridgway and Snowdon.

32 HRA BUDGET 2024-25

The Service Director – Housing presented a report on the HRA Budget 2024/25. It detailed the draft estimates of the Housing Revenue Account for 2024/25 that were presented to Cabinet on 27.02.24 and Full Council on 28.02.24. Also presented was the draft HRA budget for 2024/25 and the Medium-Term Financial Plan (MTFP) for the years 2024/25 to 2028/29.

The deficit for 2023/24 was forecast to be £858k (as at period 8), which was an improved position of £2.223m against the original budget, primarily due to a number of funding and financing adjustments such as removing the planned £3.389m revenue contribution to fund the capital programme and pausing the voluntary repayment of debt (£1.841m). Table 1 in the officer's report summarised the forecast outturn for 2023/24 against the original budget. The main variances included:

- Rents
- Repairs and maintenance
- Depreciation charges
- Provision for the repayment of debt
- Direct Revenue Financing

The financial strategy for the HRA was to deliver a balanced and sustainable budget which was self-financing in the longer term, and which reflected both the requirements of tenants and the strategic vision and priorities of the Council.

The HRA was not permitted to run at an overall deficit and risks must continue to be identified and managed effectively. A minimum working balance of £3.5m (increased annually by inflation) was maintained to avoid the risk of the HRA moving into a position of negative balance in the event of an exceptional cost(s) arising.

The MTFP, in Appendix 1 of the officer's report, showed that the HRA balance was anticipated to fall to £5.071m in 2024/25.

New service pressures of £3.673m had been included within the budget for 2024/25, some of which were one off, whilst £1.625m were ongoing and had been built into budgets from 2025/26. These pressures were essential activities but in the short-term represented costs over and above the base budget. However, many of the activities would deliver savings in future financial years. A full breakdown of the service pressures was set out in Appendix 2 of the officer's report.

A key service pressure for scrutiny by this Committee is Void Properties. It was reported that a range of activity is underway to improve the Council's performance in dealing with voids – reducing the number and speeding up the relet process. It is recommended that £1m of additional funding be allocated in 2024/25 (£750k from revenue and £250k has been included with the capital programme) for the procurement of external contractors to undertake this work and reduce the backlog of void properties.

The current rate of void properties is 3.57% and it is estimated that this commission will bring 200 empty homes back into use within 2024/25, reducing the void rate to 2.5%. These assumptions have been built into the medium-term financial plan and will deliver substantial savings in lost rent and reduced council tax payments from 2024/25.

Pending the procurement of the external contractors, there will however be additional costs associated with the current level of void properties in 2024/25; an additional £427k in lost rental income and £267k in additional council tax payments. The activity set out to reduce the level of voids was reported to mitigate this pressure from 2025/26.

It was reported that Transformation Activities would require £200k in 2024/25. This included the development of a more efficient and effective model of delivering repairs and maintenance services, the implementation of better ICT systems, and the review of red-book staff's payment arrangements/ terms and conditions. As the provision of £300k in 2023/24 remains unspent, this will be carried forward into 2024/25 so that the total funding for transformation activity in 2024/25 will be £700k.

It was reported that savings proposals for 2024/25 included:

- Savings from Vacant Post
- Phasing out Voluntary Sector Advice Agency Grants
- Changes to Careline

The budget estimates for 2024/25 were shown in Table 2 of the officer's report and compared the movements to the original budget estimates for 2023/24. The MTFP shown at Appendix 1 evidenced a working balance, over and above the minimum of £3.5m (updated by inflation), in all years through 2028/29. However, the 2024/25 budget had a gap of £729k which had been covered by an allocation from the working balance and, whilst the deficits over the MTFP reduced year on year, it was not until 2028/29 that the MTFP did not rely on the use of the working balance to achieve a balanced budget position.

Members discussed the proposed new ICT system and the amount of investment it would be receiving. The Service Director- Housing assured members that it was not a new system being designed, more of consolidation of changes within the system, transferring everything into a central place. Members requested that the Service Director – Housing return to this Committee in September to give an update on the ICT Housing system.

Members questioned why only 200 voids were being given to external contractors rather than the full amount of 296. The Service Director – Housing reported that there was a balance between not wanting to

increase financial pressures further, whilst also keeping a workload for CBC staff. The Council had to be mindful of the affordability and capacity of the sector, detailing that both soft and hard market testing had taken place. The Cabinet Member for Housing stated that the Council did not want to outsource all of the work and wished to keep as much in-house as possible. It was reported that there were a number of new apprentices who would be able to help with the back log of work.

Members asked whether the specific voids to be given to contractors had been assessed in terms of difficulty of completion and also if there would be break clauses within the contract depending on an assessment of the standard of work completed. It was reported that sampling of the voids had taken place to ensure that a cross section of properties would be contracted out. There was however a balance to be achieved as there are current voids which are on the Council's specific match list so these properties would need to be escalated. It was reported that there would be rules within the contract to ensure a successful outcome. It was desirable to have an element of contractor competition whilst also utilising local labour in order to add social value.

RESOLVED –

1. That the forecast outturn for the Housing Revenue Account for the current financial year, 2023/24 be noted.
2. That the Service Director – Housing return to this Committee in September to report on the Housing ICT system.

33 HRA CAPITAL PROGRAMME 2024-25

The Service Director – Housing presented a report that had been delivered at Cabinet on 27.02.24 and Full Council on 28.02.24 detailing the Housing Capital Programmes for 2023/24 and 2024/25 and to provide an indicative programme for 2025/26 to 2028/29.

The 2023/24 Programme had been revised to recognise changes during the year. The principal change was the delayed start of major new build schemes at Staveley and Middlecroft, due to the Covid pandemic and a main contractor going into liquidation. The delayed works had been incorporated into the revised 2023/24 and 2024/25 Programmes which were shown in Appendix 1 of the officer's report.

The 2022 Stock Condition Survey, carried out by Savills, identified that the condition of the housing stock had improved since the previous survey in 2017. The proposed 2024/25 Programme had been designed to ensure stock achieved and maintained 100% decency. Currently, 99.7% of the housing stock met the Decent Homes Standard (as of December 2023) and it was anticipated this would reach 100% during 2024/25.

One of the main focusses of the Programme remained the modernisation of properties to maintain the Decent Homes Standard, with the balance of activity over the next 12 months concentrating on building elements such as kitchens, heating renewals, roofs and windows, and further improvements to external estate environments. The work programmes for 2024/25 until 2028/29 continued to be prioritised in line with the level of investment needed according to the 2022 stock condition survey, and the amount of recent expenditure on repairs and maintenance.

Investment in blocks would continue through the block refurbishment programme, with the next scheme to be Loundsley Green commencing in 2024/25.

The investment proposed in the Programme would make a significant contribution to improving the energy efficiency of the Council's housing stock whilst also contributing to the Council's decarbonisation targets. A decarbonisation feasibility study had been undertaken for a pilot scheme at one of the sheltered schemes, Brocklehurst Court, to work towards meeting the 2030 Council Climate Change target and a feasibility study was planned for 2024/25 to identify options available to enable Housing Services to meet the 2050 target.

The Council's new build programme would continue with Middlecroft and Westwood Avenue due to complete in 2024/25. An additional new site at Mastin Moor had been identified and the designs submitted to planning. Development was planned to start in 2024/25. All existing and proposed new build schemes were shown in the table at paragraph 4.14 of the officer's report.

It was also proposed that the council's successful programme of strategic housing acquisitions would continue, to allow the purchase of properties which met housing need, thus increasing the Council's housing stock.

The table shown at paragraph 6.1 of the officer's report showed the level of planned investment in the council's housing stock, over the 5-year

Programme to 2028/29. This had been informed by the stock condition survey carried out in 2022 by Savills.

Members discussed the fantastic work that had already been delivered at Aston Court and Pullman Close. The need for more bungalows was emphasised and members were happy to hear of the significant numbers of bungalows in the forward plan that would be EPC Band A and of a lifetime standard.

Questions were raised over the inclusion of money for fencing in the budget. It was reported that this would be for the boundaries of estates rather than individual properties. The Service Director – Housing would check that the tenancy agreement stated that the upkeep of boundary fences of individual properties was the responsibility of the tenant.

Members questioned whether there was a possibility of a contingency for the budget. The Service Director - Housing reported that there is already a working balance of £5m in the HRA. The Head of Finance and Accountancy clarified that a contingency was not a usual way to operate the HRA or general fund as having a contingency would have meant cutting some of the Capital programme out.

The Chair thanked the officers for providing the reports and acknowledged the hard work being done by all involved.

RESOLVED -

1. That the Housing Capital Programme be noted.
2. That the Service Director – Housing would return in September with an update of how the budgets for the HRA account and Capital are progressing.

34

SCRUTINY PROJECT GROUPS PROGRESS UPDATES

The Chair shared feedback with Members of the Committee around a discussion held with The Service Director – Corporate, The Head of Policy and Partnerships, The Climate Change Officer, and the Chair of the Scrutiny Select Committee – Economic Growth & Communities, that had taken place the previous evening about the plan for Climate Change Scrutiny going forward. Exact plans and timescales would be shared with Members in the coming weeks.

35 **SCRUTINY MONITORING**

It was noted that the items discussed at the last meeting of this Committee had been added to the Work Programme.

The Housing Updates requested following the reports received tonight would be added on for September.

RESOLVED –

That the Scrutiny Monitoring schedule be noted.

36 **FORWARD PLAN**

The Committee considered the Forward Plan for the period 1 April to 31 July 2024. Items of interest for future meetings included:

- Sale of CBC land
- Sale of Tapton House
- Staveley 21 – the procurement of a main contractor
- Market fees and charges

These would be scheduled into the work programme where appropriate.

37 **WORK PROGRAMME FOR THE SCRUTINY SELECT COMMITTEE - RESILIENT COUNCIL**

The Work Programme for the Scrutiny Select Committee – Resilient Council was considered. Members were asked for any specific questions relevant to the reports scheduled for May be forwarded to enable officers to prepare responses.

It was suggested that the Lighting Strategy Update be scheduled to return to this Committee before the end of the year, enabling monitoring of progress to be carried out.

RESOLVED –

That the Work Programme be noted.

38 **MINUTES**

RESOLVED –

That the Minutes of the Scrutiny Select Committee – Resilient Council on 25th January 2024 be approved as a correct record and signed by the Chair.