

**CABINET****Tuesday, 25th February, 2020**

Present:-

Councillor P Gilby (Chair)

Councillors Serjeant  
Blank  
T GilbyCouncillors Holmes  
Mannion-Brunt  
Sarvent

\*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

**101 APOLOGIES FOR ABSENCE**

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

**102 MINUTES****RESOLVED –**

That the minutes of the meeting of Cabinet held on 4 February, 2020 be approved as a correct record and signed by the Chair.

**103 FORWARD PLAN**

The Forward Plan for the four month period 1 March to 30 June, 2020 was reported for information.

**\*RESOLVED –**

That the Forward Plan be noted.

**104 MINUTES OF THE SHEFFIELD CITY REGION MAYORAL COMBINED**

## **AUTHORITY BOARD**

Minutes of the meeting of the Sheffield City Region Mayoral Combined Authority held on 27 January, 2020 were reported for information.

### **\*RESOLVED –**

That the Minutes be noted.

## **105 IMPROVING COLLABORATIVE WORKING ACROSS DERBYSHIRE AUTHORITIES**

The Chief Executive submitted a report updating members on the work taking place with Derbyshire Councils on non-structural reform and seeking approval for the Council's participation in the development and implementation of a new model of local government collaboration for Derbyshire.

In June 2019, Price Waterhouse Coopers (PwC) were commissioned by all Derbyshire Councils to undertake a programme of work to identify a new approach for local government collaborative working in Derbyshire. A number of guiding principles emerged along with several areas for future working which were outlined in the officer's report.

Derbyshire County Council and the eight district and borough councils in Derbyshire had expressed an interest in participating in Phase 2 of PwC's proposal which was outlined in section 4 of the officer's report. The cost of taking the Phase 2 activity forward would be split between the authorities; the estimated cost to the Council would be £17,000 and would be met from reserves.

### **\*RESOLVED –**

1. That Cabinet notes the progress being made on the development of a new vision and new model of local government collaboration in Derbyshire.
2. That the agreed principles for collaboration and areas of potential focus for future working, as set out in the officer's report, be noted.
3. That Price Waterhouse Coopers' (PwC's) proposals for Phase 2 and Derbyshire County Council's (DCC's) suggested approach for

sharing the costs of commissioning PwC to support Derbyshire Councils' to progress development of a new model of local government collaboration for Derbyshire be supported.

4. That the Council's active participation in Phase 2 and the associated costs of supporting PwC to implement its proposals be approved.

## **REASON FOR DECISIONS**

To enable Chesterfield Borough Council to fully participate in the proposed development of a new model of local government collaborative working for Derbyshire; with a particular focus on improving outcomes for Chesterfield Borough and Derbyshire County residents.

### **106 APPROVAL OF THE COUNCIL PLAN 2019 - 2023 DELIVERY PLAN FOR 2020/21**

The Assistant Director – Policy and Communications presented the Council Plan Delivery Plan for 2020/21. The delivery plan sets out the key milestones and performance measures that will be applied to keep the Council Plan on target for delivery during year two of the four year plan.

#### **\*RESOLVED –**

1. That the Council Plan 2020/21 delivery plan be approved.
2. That the Deputy Leader be granted delegated authority to approve any minor drafting changes to the delivery plan in order to improve the readability and accessibility of the plan.

## **REASON FOR DECISIONS**

To provide the Council with a clear statement of its strategic priorities for 2019 – 2023 and to approve the year two delivery plan.

### **107 2020/21 BUDGET & MEDIUM TERM FINANCIAL PLAN**

The Acting Chief Finance Officer submitted a report on the General Fund Budget. The report also included recommendations that would be made to Full Council on budget allocations and the Council Tax level for 2020/21.

The original budget for 2019/20 was approved in February, 2019 and predicted a deficit of £202k. Throughout 2019/20 there had been active management of budget variances and regular budget monitoring reports to identify further variances. Due to this strict budgetary control, the updated revised budget for 2019/20 showed an estimated surplus of £148k.

The budget for 2020/21 had been prepared assuming a council tax increase of £5 for a Band 'D' property, which equates to a rise of 9.6 pence a week towards the costs of services provided by Chesterfield Borough Council.

Members were also informed of the expenditure estimates for the coming financial year as well as the medium term forecasts for 2021/22 through to 2024/25.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The revised budget for 2019/20, as detailed in section 5 of the officer's report, be approved.
2. The requests for funding from the Budget Risk Reserve, as detailed in paragraphs 5.3 to 5.6 of the officer's report, be approved.
3. The overall revenue budget summary for 2021/22, as detailed in section 7 and Appendix A of the officer's report, be approved.
4. The Collection Fund and the Tax Base forecasts, as detailed in section 8 of the officer's report, be noted.
5. The use of the capital receipts flexibility to fund the revenue costs of the ICT programme which will lead to budget savings, as detailed in section 9 of the officer's report, be approved.
6. The budget forecasts for 2020/21 and the medium term and the action plan for addressing the projected deficits, as detailed in section 10 of the officer's report, be noted.

7. The estimates of reserves including maintaining the General Working Balance at £1.5m, as detailed in section 11 and Appendix D of the officer's report, be approved.
8. The budget risks and sensitivity analysis, as detailed in Appendix E of the officer's report, be noted.
9. The recommended £5 increase in the Council's share of Council Tax for a Band 'D' property in 2020/21 be approved.
10. The 2020/21 Council Tax Requirement and financing, as detailed in Appendix F of the officer's report, be approved.
11. The Acting Chief Finance Officer's assurances, as detailed in section 16 of the officer's report, be noted.

## **REASON FOR DECISIONS**

In order to meet the statutory requirements relating to setting a budget and the council tax.

108

## **CHESTERFIELD BOROUGH LOCAL PLAN - CONSULTATION ON MAIN MODIFICATIONS**

The Strategic Planning and Key Sites Manager submitted a report to advise members on progress with the emerging Local Plan and the main modifications to the Local Plan that had been recommended by the inspectors following the public examination held in October and November 2019. The report also sought approval to undertake a public consultation on the main modifications and to submit the final recommendations and representations received during the consultation to the Planning Inspectorate.

The full range of main modifications were detailed in Appendix A of the officer's report. The Council would also put forward a series of additional modifications which did not affect the functioning of the plan. All the main modifications had been subject to a Sustainability Appraisal and Equalities Impact Assessment which had not raised any additional issues of concern.

**\*RESOLVED –**

1. That consultation be undertaken on the proposed Main and Additional Modifications to the emerging Local Plan, as set out in Appendix A of the officer's report, for a minimum of six weeks, as required by The Town and Country Planning (Local Planning) (England) Regulations 2012 and the Council's Statement of Community Involvement (SCI).
2. That, following the end of the consultation, the proposed modifications and any representations received during the consultation period be submitted to the Planning Inspectorate.

## **REASON FOR DECISIONS**

To meet the duty to prepare a development plan as set out in the Planning and Compulsory Purchase Act 2004 and in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

### **109 SENIOR PAY POLICY**

The Human Resources and Support Services Manager submitted a report seeking approval for the Senior Pay Policy Statement for 2020/21, in accordance with the Localism Act 2011 and the Local Government (Transparency Requirements) (England) Regulations 2014.

The Senior Pay Policy Statement for 2020/21, as attached at Appendix 1 of the officer's report, included details of how senior pay was set within the Council.

#### **\*RESOLVED –**

That it be recommended to Full Council that the revised Senior Pay Policy Statement for 2020/21, attached at Appendix 1 of the officer's report, be approved.

## **REASON FOR DECISION**

To meet the requirements of the Localism Act 2011 by publishing this policy by 31 March 2020.

### **110 GENERAL FUND CAPITAL PROGRAMME 2020/21**

The Acting Chief Finance Officer submitted a report recommending for approval the General Fund Capital Programme for the financial year 2020/21.

The report provided details of updated expenditure forecasts, new schemes added to the Capital Programme during the last year and progress made on current major schemes. Members were also made aware of the Council's capital financing arrangements, including the level of capital receipts, and the net financing position.

**\*RESOLVED –**

That it be recommended to Full Council that the updated General Fund Capital Programme expenditure and financing, as detailed in Appendix A of the officer's report, be approved.

**REASON FOR DECISION**

To update the Council's General Fund Capital Programme and ensure that it is affordable and deliverable over the medium term.

**111 ELECTED MEMBERS PARENTAL LEAVE POLICY**

The Assistant Director – Policy and Communications presented the Parental Leave Policy for Elected Members, ahead of recommendation for adoption by Full Council.

At present, Elected Members have no legal right to parental leave. In order to support the Council's members in carrying out their duties, it was proposed to voluntarily implement a policy that would ensure that members were able to take appropriate leave at times of birth or adoption, that both parents were able to take leave, and that reasonable and adequate arrangements were in place to provide cover for Cabinet Members and others in receipt of Special Responsibility Allowances during any period of leave taken.

The policy, attached at Appendix 1 of the officer's report, would be submitted for approval at Full Council on 26 February, 2020.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The Parental Leave Policy for Elected Members be approved and implemented.
2. The Cabinet Member for Governance be granted delegated authority to approve minor amendments to the Parental Leave Policy for Elected Members between the formal review periods.
3. The Parental Leave Policy for Elected Members be reviewed every three years.

## **REASON FOR DECISIONS**

To give members a more equitable entitlement to parental leave after giving birth or adopting.

### **112 CIVIC ARRANGEMENTS 2020/21**

The Senior Democratic and Scrutiny Officer submitted a report outlining proposals for the civic year 2020/21 in respect of the election of the Mayor, Deputy Mayor, the Annual Council meeting, Civic Dinner and Civic Service.

The report noted that each year the Council is asked to confirm its civic arrangements for the forthcoming municipal year, namely the appointment of the Mayor, Deputy Mayor, the date of the Annual Council meeting to elect the Mayor and Deputy Mayor, and the associated civic events. During 2020, the Council celebrates the 60th anniversary of the signing of the twinning agreement with Darmstadt, Germany. It was proposed that for the municipal year 2020/21, the Mayoral Dinner marking the election of Cllr Glenys Falconer as Mayor of the Borough would take place on the evening of Saturday 16 May 2020 to coincide with a visit by the Oberbürgermeister of Darmstadt.

The appointment of the Mayor and Deputy Mayor as Chairman and Vice Chairman of the Council is a statutory appointment under Part 1 of the Local Government Act 1972.

**\*RESOLVED –**

1. That it be recommended to Full Council that Councillor Glenys Falconer be invited to become Mayor of the Borough for 2020/21.



2. That it be recommended to Full Council that Councillor Tony Rogers be invited to become Deputy Mayor of the Borough for 2020/21.
3. That it be noted that the Annual Council meeting will be held on Wednesday 13 May 2020, followed by a drinks reception at the Town Hall.
4. That it be noted that the Annual Civic Service and Procession will be held on Saturday 16 May 2020.
5. That it be noted that the Mayoral Dinner will take place at The Winding Wheel Theatre on the evening of Saturday 16 May 2020 to coincide with a visit of the Oberbürgermeister of Darmstadt to mark the 60th anniversary of Chesterfield's twinning friendship with Darmstadt.

## **REASON FOR DECISIONS**

To enable the Council to confirm civic arrangements for 2020/21.

### **113 HOUSING REVENUE ACCOUNT (HRA) - BUDGET 2020/21 TO 2024/25**

The Acting Chief Finance Officer and Assistant Director - Housing submitted a report presenting the probable outturn on the Housing Revenue Account (HRA) for 2019/20, and the budget estimates for 2020/21 through to 2024/25.

The Council is required to produce a 30 year HRA Business Plan that is financially viable and which maintains the Council's housing stock at least at the minimum Decent Homes Standard.

The probable outturn for the HRA in 2019/20 was reported in section 5 of the officer's report.

The financial strategy for the HRA is to deliver a balanced and sustainable budget which is self-financing in the longer term and reflects both the requirements of tenants and the strategic vision and priorities of the Council. The initial budget forecast for 2020/21 was detailed in section 7 of the officer's report.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The probable outturn for the current financial year be noted.
2. The draft estimates for 2020/21 and future years be approved.

**REASON FOR DECISIONS**

1. To enable the council to set the HRA budget for 2020/21.
2. To continue with the financial strategy contained in the Housing Revenue Account Business Plan and self-financing debt settlement arrangements.

**114 HOUSING CAPITAL PROGRAMME: 2020/21 TO 2024/25**

The Assistant Director - Housing submitted a report seeking approval for the public sector Housing Capital Programme for 2020/21, and provisionally for 2021/22 through to 2024/25.

The overall financing strategy continued to focus on maintaining the Council's housing stock at the Decent Homes Standard, improving the non-traditional housing stock, delivering improvements to estates environments and building new council housing.

The Housing Capital Programme had been set in accordance with the profile set out in the stock condition survey carried out by Savills in 2017. Improvements to existing housing stock would include the continuation of the central heating and roof replacement programmes, replacement of aging UPVC windows and installation of external wall insulation to non-traditional and solid wall properties.

In addition, the programme would also fund the second phase of environmental improvements at the Barrow Hill London Boroughs Estate and the new build housing programmes planned for Heaton Court, Manor Drive and Brockwell Court; in total delivering 35 new council homes. The refurbishment of one general needs and two further former sheltered housing schemes would also be undertaken to ensure that older person's accommodation remained accessible and met the future needs of the ageing population.

**\*RESOLVED –**

That it be recommended to Full Council that:

1. The Housing (Public Sector) revised Capital Programme for 2019/20 be approved.
2. The Housing (Public Sector) Capital Programme for 2020/21 be approved and its procurement, as necessary, be authorised.
3. The Housing (Public Sector) Capital Programmes for 2021/22 to 2024/25 be provisionally approved.
4. The Commercial Services share of the 2020/21 programme be approved.
5. Delegated authority be granted to the Assistant Director – Housing and/or Acting Chief Finance Officer to transfer funds between programme heads and budgets in order to manage the Capital Programme as set out in the report.

**REASONS FOR DECISIONS**

1. To enable the Council to maintain its 'Decent Homes Standard' targets in line with the Council's Vision and Corporate Plan.
2. To maintain and improve the condition of the Public Sector housing stock and its environment.
3. To contribute to the aims of the Council's Housing Strategy and to deliver the HRA Business Plan.

**115 EXCLUSION OF THE PUBLIC****RESOLVED –**

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

Government Act 1972 as they contained information relating to financial and business affairs.

**116 LAND ACQUISITION - STATION MASTERPLAN AREA**

The Executive Director presented a report seeking approval to acquire a key strategic site to support delivery of the emerging HS2 Masterplan for the station area. The purchase of the site would be funded from the Local Growth Fund programme as part of the Council's HS2 Strategic Sites Project; however this was still subject to final approval of the full business case, which had recently been submitted to the D2N2 Local Enterprise Partnership.

**\*RESOLVED –**

1. That the acquisition and leasing of land to support delivery of the emerging HS2 Station Masterplan, as detailed in the officer's report, be approved.
2. That the Executive Director, in consultation with the Cabinet Member for Economic Growth, be granted delegated authority to continue to negotiate the details of the heads of terms, in line with the due diligence advice, and, subject to satisfactory agreement, enter into a conditional contract leading to the acquisition and leasing of the specified land.
3. That the Executive Director, in consultation with the Cabinet Member for Economic Growth, be granted delegated authority to enter into a funding agreement with D2N2 LEP to support the acquisition and associated works such as demolition, site preparation and investigation; planning application submission and other activities which will assist the development and delivery of the HS2 Station Masterplan.

**REASON FOR DECISIONS**

The acquisition of a strategic site adjacent to Chesterfield railway station will support the Council to achieve its growth objectives and kick-start the delivery of the emerging HS2 Station Masterplan. The short-term availability of LEP grant funding allows the Council and its partners to work at a pace and scale which could not be supported by the Council's own resources.

**117 REQUEST TO WRITE OFF BUSINESS RATES ACCOUNT**

The Operational Revenues Manager submitted a report seeking approval for the writing off of a business rates debt due to insolvency.

As formal insolvency proceedings had commenced, the Council could not take any action against the debtor to recover the debt therefore the Cabinet were asked to write off the debt as recommended by the Council's external auditors.

**\*RESOLVED –**

That the debt, as detailed in paragraph 4.2 of the officer's report, be written off.

**REASON FOR DECISION**

Collection of the debt is not possible and early write off has been recommended by the Council's external auditors.