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COUNCIL

Minutes of a Council Meeting held on Thursday 22 June 2017 in the Council Chamber, Town Hall, Matlock at 6.00 pm.

PRESENT

Councillor Andrew Shirley - In the Chair

Councillors Jason Atkin, Sue Bull, Martin Burfoot, Sue Burfoot, Albert Catt, David Chapman, Tom Donnelly, Ann Elliott, Graham Elliott, Chris Furness, Alyson Hill, Susan Hobson, Neil Horton, Angus Jenkins, Vicky Massey-Bloodworth, Jean Monks, Tony Morley, Joyce Pawley, Garry Purdy, Irene Ratcliffe, Mike Ratcliffe, Lewis Rose, OBE, Mark Salt, Peter Slack, Andrew Statham, Jacquie Stevens, Colin Swindell, John Tibenham, Philippa Tilbrook and Joanne Wild.

Paul Wilson (Corporate Director), Sandra Lamb (Head of Corporate Services), Tim Braund (Head of Regulatory Services), Karen Henriksen (Head of Resources), Ashley Watts (Head of Community Development), Steve Capes (Head of Regeneration and Policy), Jane Foley (Data Protection Consultant), Dave Turvey (Active Communities Officer), Jim Fearn (Communications and Marketing Manager) and Jackie Cullen (Committee Assistant).

The Chairman advised those present that the meeting was being recorded live on YouTube.

PRESENTATION

Councillor Andrew Statham arrived at 6.01pm and Councillor Angus Jenkins arrived at 6.04pm during the presentation.

A verbal presentation on Data Protection Awareness was given by Jane Foley, DDDC Data Protection Consultant, outlining the steps taken following the KPMG health check and advising Members that new EU Data protection regulations would take effect from May 2018.

Ms Foley then took questions from the floor.

APOLOGIES

Apologies for absence were received from Councillors Deborah Botham, Jennifer Bower, Richard Bright, Richard FitzHerbert, Steve Flitter, Helen Froggatt and Tony Millward BEM.

34/17 – MINUTES

It was moved by Councillor Joanne Wild, seconded by Councillor Tom Donnelly and

RESOLVED That the Minutes of the meeting of the Derbyshire Dales District Council held on 18 May 2017 be approved as a correct record.
(unanimously)

The minutes were signed by the Chairman.

35/17 – LEADER’S ANNOUNCEMENTS

Councillor Lewis Rose OBE acknowledged the implications that the recent Grenfell Tower fire in London would have on Local Authorities, but was able to confirm that no buildings in the Derbyshire Dales were affected. Cllr Rose also updated Members on the situation regarding Dales Housing in light of its merger with 6 other registered housing providers resulting in the Board decision to collapse the structure during the current financial year. Cllr Rose confirmed that the District Council remained a stake holder; all existing contracts would remain in place, and there would be no impact on customer rights.

Cllr Rose said that he would report back on the government’s Devolution Statement at the July Council meeting.

36/17 – CHAIRMAN’S ANNOUNCEMENTS

In the Chairman’s absence, a list of engagements carried out between Thursday 18 May and Thursday 22 June 2017 was distributed at the meeting.

37/17 – COMMITTEES

It was moved by Councillor Garry Purdy, seconded by Councillor Albert Catt and

RESOLVED That the non-exempt minutes of the Committees listed in the Minute Book for the period 6 April 2017 to 15 June 2017 be received.
(unanimously)

38/17 – QUESTIONS (RULE OF PROCEDURE 15)

Councillor Colin Swindell asked the following question of Councillor Lewis Rose, OBE, Leader of the Council:

“Could Councillor Rose please tell me what action this council can take to advise and assist the owners of holiday cottages who do not dispose of waste properly and, as a result, leave it piled up on the streets uncollected?”

Councillor Rose responded as follows:

“The law (Environmental Protection Act 1990) requires anyone dealing with waste to keep it safe, make sure it’s dealt with responsibly and only given to businesses authorised to take it. The holiday lets and cottages must dispose of their waste through a registered waste company, as it cannot be disposed of via the domestic waste collection service.

At the end of 2016, the Waste & Recycling team sent letters to all holiday lets and cottages advising them of the need to use ‘a’ trade waste service and requested a copy of their Waste Duty of Care. The majority responded either with their copy of their Waste Duty of Care or with a request to join District Council’s trade waste service.

However, this advice was not popular with all holiday lets and there are still some who are not complying with the request. We are aware of those who did not reply and continue to deal with matters of non-compliance and complaint.

Those who have not sourced a trade waste service and do not comply with the notifications have been informed of the potential for prosecution.”

Cllr Swindell thanked Cllr Rose for his response and advised that Winstar Parish Council had asked DDDC for a list of holiday homes in the village so that those properties that should be using Trade Waste services could be identified. He was, however, aware of data protection issues and asked whether the addresses of holiday homes could be provided, without naming the owners.

Cllr Rose agreed that it would be constructive for Parish and Town Councils to work with the District Council on issues such as this. It was agreed that further research should be undertaken to establish what information, if any, could be provided with regard to data protection concerns.

39/17 – LEISURE REVIEW

The Committee considered a report requesting approval of the specification for the future management of the Leisure Centres. The Specification Contents Page was attached as an Appendix to the report for information. This report had been considered by the Community & Environment Committee on 15 June 2017.

A report on the outcomes of the first stage of the review was considered by the Community Committee on 10 July 2014. The second phase of the review included numerous visits and discussions with other Local Authorities, to help identify alternative models for delivering the Leisure Service in the longer term which would help in reducing costs, as outlined in the report. After a successful tendering process, FMG Consulting Ltd was appointed to support the second phase of the review; they were commissioned to provide a detailed Business Options Appraisal, outlining the financial implications and feasibility of the alternative management options currently available, and to provide advice in order that the Council could determine the most effective choice in line with the District Council’s local priorities and local needs.

The final Options Appraisal report was completed and provided in October last year highlighting five possible options, outlined in Table One in the report. It was subsequently agreed that Options 2 and 5 were the most appropriate options, and that further information should be gathered and presented on the viability of these two models.

Discussions had also taken place with relevant stakeholders and staff, including several meetings with representatives from Anthony Gell School (AGS) and the Anthony Gell Foundation (AGF), which centred on the Joint Use Agreement, as outlined in the report. Furthermore, in December 2016 a Leisure Review Working Group was formed that set out a timeline (attached as Appendix One to the report) which identified key points in the process, such as staff, public and union consultation, discussions with partners, deadlines and collation of information, key committee report dates, workshops and milestones in preparing and evaluating the contract.

The key points of the specification were highlighted in the report, together with points arising from several Members’ Workshops, public and staff consultation and advice from the Working Group.

It was moved by Councillor Joanne Wild, seconded by Councillor Susan Hobson and

RESOLVED That the specification to outsource the management of the Leisure Service based on the heads of terms set out in the report be approved.
(unanimously)

40/17 - GENERAL FUND OUTTURN 2016/17

Council considered a report on details of the actual net revenue expenditure for 2016/17 and recommended that the under-spending be transferred to reserves. The report also advised Members of the updated Medium Term Financial Plan and Efficiency Plan, which would be reflected in the Revenue Spending Proposals for 2018/19 to be presented in early 2018.

The final accounts for 2016/17 showed an under-spending on the General Fund of £586,363 when comparing the final expenditure with the revised budget. The main variations were summarised in Appendix 1 to the report and the most significant variations were listed in the report.

The balance on the General Reserve, available for unforeseen events and emergencies, was £1,013,749 as at 31st March 2017. In addition, the Council had a further General Fund Working Balance of £1 million, which was set aside to provide working capital. As this was considered to be sufficient, it was suggested that the under-spending of £586,363 be transferred to reserves.

The Medium Term Financial Strategy, approved in November 2016, stated that “Any under-spending on the revenue account will be transferred to strategic reserves used to finance the Capital Programme or “Invest To Save” Initiatives.” The balance on the Invest to Save Reserve was considered sufficient to meet needs over the medium term. It was therefore recommended that the under-spending of £586,363 be transferred to the capital programme reserve. This would provide funding for future capital projects that had not yet been included in the capital programme (see the report on the capital programme elsewhere on the agenda for this meeting).

The position on reserves and balances following the recommendations set out above was set out in Appendix 2 to the report; the updated MTFP was attached as Appendix 3 to the report, and the Council’s Efficiency Plan was attached as Appendix 4 to the report.

The figures in the MTFP reflected the funding that had been indicated in the Government’s Settlement Funding Assessment. The Government had indicated that 100% of business rates income would be passed to local authorities by 2020/21 and it was expected that local authorities would take on additional responsibilities to make this fiscally neutral. As the details were not known at the time of writing this report, the 100% localisation of business rates had not been reflected in the MTFP.

The recommendations made in this report had been reflected in the draft [Statement of Accounts](#), which had been published on the Council’s website and was subject to an independent audit, carried out by KPMG. The audited Statement of Accounts would be presented for approval at the Governance and Resources Committee meeting to be held on 14th September 2017.

An amended Recommendation was moved by Councillor Lewis Rose OBE and seconded by Councillor Jacqui Stevens, and it was

RESOLVED
(unanimously)

1. That the General Fund under-spending of £586,363 in 2016/17 is noted
2. That the following transfers to reserves is approved:
 - (a) £586,363 to the Capital Programme Reserve
 - (b) £600,000 to the Business Rates Fluctuations Reserve;
3. That the following expenditure from the General Reserve in 2017/18 is approved:
 - (a) The sum of £10,000 to fund the request by Matlock Community Vision to facilitate a feasibility study;
 - (b) The sum of £10,000 to be made available and offered to the County Council towards the commissioning of a feasibility study or other commissioning work for the Ashbourne bypass proposal;
4. That the updated Medium Term Financial Plan be noted;
5. That the updated Efficiency Plan is approved

41/17 – CAPITAL PROGRAMME 2016/17 TO 2020/21

Council considered a report that determined the Capital Out-turn and financing arrangements for 2016/17; determined a Revised Programme for 2017/18 to 2021/22; and outlined potential future liabilities not included in the Capital Programme.

The Council approved the initial Capital Programme for 2016/17 at the Council meeting on 3rd March 2016; the programme had subsequently been updated in June, September and November. The out-turn for 2016/17, together with changes for financial years 2017/18 to 2020/21, was presented for Members' consideration and approval. The revised programme included new schemes as tabled in the report, and changes to the current capital programme, and was attached as Appendix 1 to the report.

The capital expenditure for 2016/17 was summarised in the report and the major items where expenditure in 2016/17 was £250,000 or more were listed.

The overall financing package for Actual Expenditure in 2016/17 was tabled in the report, together with a table showing reasons for the Capital Programme underspend of £1,314,508.

It was noted that the revised capital programme for 2017/18 had been updated to reflect slippage and new bids, as tabled in the report, and the major items in the spending proposals where expenditure in 2017/18 was estimated at £250,000 or more were listed.

The overall financing package proposed for the revised 2017/18 and 2018/19 to 2021/22 Capital Programme were tabled in the report; together with the Capital Programme Proposals for 2018/19 to 2021/22, which had been revised to reflect the New scheme.

The impact on the Council's Reserves and Balances of the proposals were illustrated in the report, together with a table showing the breakdown of Strategic reserves and Officer comments thereon.

The Corporate Leadership Team had identified a number of future capital liabilities and potential new projects that would be required in the next 1-2 years that had not been included in the revised capital programme; these projects were set out in Appendix 2 to the report, at a total of £597,500 (not including the estimated costs of a traveller site or works required at Lovers Walk to the rock faces). It was noted however that the projects included in Appendix 2 to the report, the traveller site and works to rock faces were *potential* liabilities at this time and had not yet been approved by Members; they would be the subject of reports to policy committees and / or Council at the appropriate time. If the £587,500 were deducted from the £2.6m, it left the Council with a balance of £2m to address those projects.

It was moved by Councillor Albert Catt, seconded by Councillor Chris Furness and

RESOLVED
(unanimously)

1. That the Capital Out-turn and financing arrangements for 2016/17, as detailed in Appendix 1 to the report, in the sum £2,866,828 be approved;
2. That the revised Capital Programme and financing arrangements for 2017/18, as detailed in Appendix 1 to the report, in the sum of £4,589,092 be approved.
3. That the Capital Programmes for 2018/19 to 2021/22, as detailed in Appendix 1 to the report, for the sum of £4,870,374 be approved.
4. That the potential future liabilities outlined in Appendix 2 to the report be noted.

42/17 – PLANNING APPEALS – RESIDENTIAL DEVELOPMENT AT BABBS LANE, DOVERIDGE

Council considered a report on the progress made in relation to an appeal against the non-determination of planning permission for 165 dwellings, up to 47 units of Class C2 extra care and doctors' surgery at Babbs Lane, Doveridge (Application 16/00095/OUT) and the addition of a further refusal of a reduced scheme at the same location (Application 16/00879/OUT) into the appeal process. The appeal was now due to be determined by Public Inquiry in June 2017. The report outlined the options available to the District Council in defending the appeal and recommended preferred options.

The relevant points in considering the appeal against the current policy position were set out in the report, and taking all of these into account officers believed that there was a strong case to defend this appeal. However, it was considered necessary to appoint suitably experienced, independent landscape experts in addition to Counsel. A budget of up to £20,000 was approved by Council in November 2016, and for reasons stated in the report, a further £20,000 was now requested, to be funded from the General Reserve.

It was moved by Councillor Garry Purdy, seconded by Councillor Albert Catt and

RESOLVED
(unanimously)

1. That the approach outlined in Section 4 of the report is approved.
2. That additional expenditure of up to £20,000 be approved and financed from the General Reserve and that this expenditure into consideration in calculating the revised budget estimates

for 2017/18.

43/17 – ANNUAL REVIEW OF PLANNING DECISIONS

Council considered a report on the performance of the Development Management Section and the Planning Committee in respect of the number of applications considered and the consistency of decision making.

Performance statistics for all planning applications determined between 16 April 2016 and 11 April 2017 had been analysed and compared with the same periods in 2014/15 and 2015/16. The same exercise had been repeated for those applications determined by Committee; the results were detailed in the report.

In July 2015 Planning Committee arrangements were changed so that instead of having two separate Planning Committees for the Central and Southern areas a single Planning Committee was introduced to consider applications from across the whole of the planning authority area. It was considered appropriate to consider those applications determined since the introduction of the single Committee separately, as set out in the report.

Members had expressed an interest in the parishes within which Planning Applications had required consideration by Planning Committee; the top 8 Parishes were tabled in the report.

It was moved by Councillor Garry Purdy, seconded by Councillor Peter Slack and

RESOLVED That the report be noted.
(unanimously)

44/17 – RESPONSES TO BUSINESS RATES CONSULTATIONS AND PROPOSALS TO REVIEW DISCRETIONARY RATE RELIEFS

Councillor Jason Atkin left the meeting at 8.52pm during discussion of this item.

Council considered a report that informed Members of government consultation on a Locally Administered Business Rates Relief Scheme; further government consultation on Business Rates Retention and plans to develop a policy on discretionary rate reliefs.

In his budget on 8 March 2017, the Chancellor of the Exchequer announced £300m support to businesses affected by the 2017 rates revaluation. The Department for Communities and Local Government subsequently issued a consultation paper, the key points of which were set out in the report, together with the proposed allocations for Derbyshire Dales District Council.

The estimated number of Dales' businesses affected by the 2017 revaluation was difficult to assess at the current time, without a very detailed examination of each case. Current figures were estimated in the report.

Responses to the consultation paper were required by 7 April 2017. Derbyshire Dales District Council's response, which was prepared in consultation with the Council Leader and Deputy Leader in time to meet the deadline, was given in Appendix 1 to the report.

The government had considered the responses to the consultation on the scheme and determined that final allocations to local authorities would be made according to the draft allocations published as part of the consultation. DCLG had also confirmed that new burdens funding would be paid to cover the additional cost of administering these relief schemes. The government had recently issued further guidance on the scheme, and

Officers were developing a draft scheme based on the guidance; this would be reported to a future Council meeting for Members' approval.

The Department for Communities and Local Government issued a further consultation paper on the design of the reformed system for 100% business rate retention, as outlined in the report. The response to this consultation paper was required by 3 May 2017. Derbyshire Dales District Council's response, which was prepared in consultation with the Council Leader and Deputy Leader in time to meet the deadline, was given in Appendix 2 to the report. The Council was a member of SPARSE Rural and the Rural Services Network, who had issued draft responses to the consultation papers, and these had been reflected in some of the Council's responses.

Since the consultation response had been submitted, a general election had been called. The fate of 100% business rate retention was tied up with the outcome of the general election, and the decisions of the Secretary of State and the new government. It was likely that there would be a delay in the implementation of 100% rate retention from 2019/20 to 2020/21. The Secretary of State had confirmed that the 2018/19 100% Business Rate Pilots would be delayed; however this could just be a delay to the process for selecting and agreeing the pilots rather than delaying the next round of pilots to 2019/20.

The Council did not currently have a written formal policy on discretionary rate reliefs. Many existing reliefs have been given for many years; new applications were determined on a case-by-case basis by the Head of Resources under the Council's Scheme of Delegation. Under the current rates retention scheme, 40% of the cost of discretionary rate reliefs fell to the District Council.

It was considered that there was a risk that existing reliefs no longer reflected the Council's priorities. It was therefore recommended that officers undertook a review of existing discretionary rate reliefs and presented a report to a future Council meeting, prior to carrying out a consultation exercise.

It was moved by Councillor Jacquie Stevens, seconded by Councillor Chris Furness and

RESOLVED
(unanimously)

1. That the responses to the Consultation Papers, as given in Appendices 1 and 2 to the report, be noted.
2. That it be noted that a review of existing discretionary rate reliefs will be carried out during 2017/18.

45/17 – CAPACITY AND SKILLS FOR ECONOMIC REGENERATION

Councillor Mark Salt left the meeting at 8.04pm prior to discussion of this item.

Council considered a report on the need to enhance skills and capacity to support a more proactive approach to enabling the delivery of economic growth sites utilising the Economic Development Reserve, focusing on District Council involvement in the direct delivery of business workspace and associated infrastructure.

Recent evidence compiled on behalf of the District Council indicated a pressing requirement to accelerate the provision of new employment land within the Derbyshire Dales, as listed in the report. The Derbyshire Dales Economic Plan 2014-2019 aimed to enhance the conditions for economic growth and job creation within the district, and identified the requirement to bring forward sites to support the objective of economic growth and job creation, providing quality employment accommodation suited to such uses. The following priority sites were identified:

- Ashbourne Airfield Industrial Estate extension (Ashbourne Business Park)
- Cawdor Quarry, Matlock
- Riverside Business Park, Bakewell
- Halldale Quarry, Matlock
- Middleton Road quarry, Wirksworth

Each of the sites was within private ownership and was subject to mixed use proposals to overcome viability issues, and it was considered that if appropriate interventions were not taken to accelerate delivery of employment sites, there was a significant risk that new business accommodation would not materialise for many years, resulting in constrained growth and firms choosing to re-locate (an issue already). A more pro-active approach to securing employment delivery was therefore required.

The Council's development of a new approach to employment growth sites was set out in the report, together with a list of options for achieving the necessary interventions.

Over recent years the District Council had lost 'development' skills and experience in several areas, and an audit of current teams / posts had revealed that there were significant gaps relating both to skills and experience, and particularly to capacity, given the very small team sizes within regeneration and policy. Details were provided in Appendix 1 to the report.

The recommendation from the Place Shaping Hub (supported by the Corporate Leadership Team) was to pursue Option (f): Recruit to new Principal Regeneration Officer Post – Sites Delivery Officer/Manager. A first draft outline job description was attached as Appendix 2 to the report, setting out key responsibilities of the role and key criteria for the Person Specification (to be developed further prior to Job Evaluation).

A programme for expenditure of the Economic Development Reserve was agreed at the Community and Environment Committee meeting on 29 October 2015 and updated on 27 October 2016. The expenditure programme (Appendix 3 to the report) had therefore been updated to summarise committed and proposed expenditure from the Economic Development Reserve up to 31 March 2020, including that recommended in the previous section, and was submitted for Council approval.

It was noted that in 2020 proposed expenditure was programmed to reduce the Economic Development Reserve to zero, should the recommendations in this report be approved.

The Community and Environment Committee on 27 October 2016 considered a detailed report on the Ashbourne Airfield Industrial Estate. An update on activity resulting from the decisions made was provided at the 12 January 2017 Community and Environment Committee meeting and recent progress was set out in the report.

Members were informed that an appeal in respect of conditions attached to planning permission for Riverside Business Park, Bakewell had been allowed, meaning development could now commence *prior* to the provision of an access bridge between the site and the A6.

Councillor Tony Morley, Member Representative for Place Shaping, commented as follows:

"I have considered the costs and benefits all options a) to g), and I fully support the officer recommendation f). The reasons are as follows

1. Retraining is in itself time-consuming and expensive.
2. Collaboration with other local authorities can be affected by their own changing priorities.
3. Buying in consultancy expertise can be expensive and does not encourage relationship building and continuity
4. A crucial function of this post would be to build local knowledge and allow the post-holder to develop relationships with partners across the Derbyshire Dales.

My conclusion therefore, as noted above, is that recruiting the right person will help sites regeneration to move forward by contributing crucial areas of business expertise, negotiation skills and relationship building, and would allow the post holder to become part of the Team (with resultant benefits of commitment and accountability).

I believe that the benefits of recruiting such a person considerably outweigh the costs and that the post-holder will, during the period of engagement, be able to contribute significantly to the District Council's Regeneration priority."

It was moved by Councillor Tony Morley, seconded by Councillor Garry Purdy and

RESOLVED
(unanimously)

1. The resolutions of the Community and Environment Committee on 12 January 2017 with regard to the availability and facilitation of industrial land in the Derbyshire Dales be noted;
2. That the skills and capacity be enhanced within the Economic Development Team to support a more proactive approach to delivering economic growth sites, as set out in Option f within the report;
3. That the cost be met by releasing funds from the sites allocation identified within the Economic Development Reserve and the updated Economic Development Reserve expenditure programme be approved;
4. That the planned exhaustion of the Economic Development Reserve in 2020 be noted;
5. That progress with respect to the Ashbourne Airfield Industrial Estate Link Road be noted.

46/17 – APPOINTMENT TO INDEPENDENT REMUNERATION PANEL AND INDEPENDENT PERSON

Council considered a report that recommended the appointment of independent persons to join the Independent Remuneration Panel and to support the Monitoring Officer in the assessment of complaints about elected Members.

Currently there was one permanent member of the Panel and three vacancies. Following public advertisement of the vacancies four applicants were interviewed for the positions by the Monitoring Officer and Chairman of the Governance and Resources Committee. Recommendations were for Council to appoint as follows:

Matthew Keane	Independent Person
David C Willis	Member of the IRP
Jessica Stinchcombe-Reynolds	Member of the IRP

All candidates met the legal requirements regarding independence from the Council and were recommended on the basis of merit.

It was moved by Councillor Jacquie Stevens, seconded by Councillor Joanne Wild and

RESOLVED
(unanimously)

1. That Mathew Keane be appointed as Independent Person to assist in the assessment of complaints regarding elected member behaviour, for a four year term expiring in May 2021;
2. That David C Willis and Jessica Stinchcombe-Reynolds be appointed to serve on the Independent Remuneration Panel for a four year term expiring in May 2021.

47/17 – MOTION TO CONTINUE

It was moved by Councillor Jacquie Stevens, seconded by Councillor Angus Jenkins and

RESOLVED
(unanimously)

That, in accordance with Rule of Procedure 13, the meeting continue beyond 2 ½ hours to enable the business on the agenda to be concluded.

48/17 - ANNUAL REPORT OF MEMBER REPRESENTATIVES

Council were asked to consider the Annual Report of the Member Representatives, as listed below:

Role	Representative
Member Development	Councillor Alyson Hill
Events Hub	Councillor Helen Froggatt
Health and Wellbeing Hub	Councillor Susan Hobson
Communications and Marketing Hub	Councillor Joyce Pawley
Transformation	Councillor Richard Bright
Community Engagement Hub	Councillor Colin Swindell
Procurement Hub	Councillor John Tibenham
Place Shaping Hub	Councillor Tony Morley

The Annual Report of the Member Representatives for 2016/17 was attached to the report.

It was moved by Councillor Joanne Wild, seconded by Councillor Vicky Massey-Bloodworth and

RESOLVED
(unanimously)

That the Annual Reports are received.

49/17 – PERFORMANCE MANAGEMENT – KEY & CORPORATE PERFORMANCE INDICATORS OUT-TURN 2016/17

Council considered a report that summarised the outturn performance against the District Council's Key & Corporate Performance Indicators for the year 2016/17, demonstrating where services were performing strongly and where improvements were to be made.

For 2016/17, there were thirteen Corporate Plan targets set by Council in March 2016. These covered the three priority areas of: (1) Business growth and job creation; (2) Affordable housing; and (3) Market towns.

Overall, of the 23 performance indicators for the financial year 2016/17 for which data was available, 18 (78%) were fully or partially achieved, as tabled in the report. A lower proportion of Corporate Plan targets were fully achieved (5 out of 12, or 42%) as compared to Key Performance Indicator targets (9 out of 11, or 82%).

The detailed outturn position for each of the key performance indicators for 2016/17 was set out in Appendix 1 to the report.

Performance highlights from 2016/17 were listed in the report.

The Corporate Plan and Service Plans approved by Council on 2 March 2017 set out the Corporate Plan targets and Key Performance Indicators for 2017/18. Service Plans were being updated to include 2016/17 outturn data and would be published on the District Council's website by 30 June 2017.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Albert Catt and

- RESOLVED** (unanimously)
1. The outturn performance against Corporate Plan targets for 2016/17 be noted.
 2. The outturn performance against the Key Performance Indicators for 2016/17 be noted.
 3. Bi-annual reports be brought to Council to highlight progress, demonstrate good performance, and address areas for improvement.

50/17 – APPOINTMENT OF VICE-CHAIRMAN TO AREA COMMUNITY FORUM

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Albert Catt and

- RESOLVED** (unanimously) That Councillor John Tibenham be appointed Vice-Chairman of the Northern Area Community Forum until the next Annual Meeting of the Council.

51/17 – SEALING OF DOCUMENTS

It was moved by Councillor Joanne Wild, seconded by Councillor Jean Monks and

- RESOLVED** (unanimously) That the common seal of the Council be affixed to those documents, if any, required to complete transactions undertaken by Committees or by way of delegated authority to officers since the last meeting of the Council.

52/17 – EXCLUSION OF PUBLIC AND PRESS

It was moved by Councillor Jean Monks, seconded by Councillor Angus Jenkins, and

- RESOLVED** That any members of the public or press be invited to leave the

(unanimously) meeting for the remaining item of business for the reason shown below:

“These minutes are excluded from the meeting because they result in exempt information being disclosed.”

53/17 – COMMITTEES

It was moved by Councillor Jean Monks, seconded by Councillor Angus Jenkins and

RESOLVED That the Minutes of the Licensing & Appeals Sub-Committee shown
(unanimously) below be approved as a correct record:

Licensing & Appeals Sub Committee – 03 April 2017

Licensing & Appeals Sub Committee – 24 April 2017

Licensing & Appeals Sub Committee – 24 April 2017

Licensing & Appeals Sub Committee - 15 May 2017

MEETING CLOSED 8.40PM

CHAIRMAN