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16 September 2015

To: All Councillors

As a Member of the **Council**, please treat this as your summons to attend the meeting on **Thursday 24 September 2015 at 6.00pm in the COUNCIL CHAMBER, TOWN HALL, MATLOCK.**

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sandra Lamb', with a stylized flourish at the end.

Sandra Lamb
Head of Corporate Services

AGENDA

1. APOLOGIES

Please advise Democratic Services on 01629 761133 or e-mail committee@derbyshiredales.gov.uk of any apologies for absence.

2. PUBLIC PARTICIPATION

To enable members of the public to ask questions, express views or present petitions, **IF NOTICE HAS BEEN GIVEN**, (by telephone, in writing or by electronic mail) **BY NO LATER THAN 12 NOON OF THE DAY PRECEDING THE MEETING.**

3. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

23 July 2015

4. INTERESTS

Members are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the District Council's Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member her/his partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at that time.

5. CHAIRMAN'S ANNOUNCEMENTS

Announcements of the Chairman of the District of Derbyshire Dales.

6. COMMITTEES

To receive the non-exempt minutes of the Committees shown below:

Committee	Date
Non Exempt Minutes to be Received	
Planning Committee	14 July 2015
Licensing and Appeals Committee	15 July 2015
Governance and Resources Committee	16 July 2015
Licensing and Appeals Sub-Committee	20 July 2015
Licensing and Appeals Sub-Committee	20 July 2015
Planning Committee	22 July 2015
Planning Committee	11 August 2015
Planning Committee	08 September 2015
Community and Environment Committee	10 September 2015

MINUTE BOOK TO FOLLOW

7. QUESTIONS (RULE OF PROCEDURE 15)

Questions, if any, from Members who have given notice.

8.

PROPOSAL OF A NOTICE OF MOTION (RULE OF PROCEDURE 16) Page Nos.

The Council will debate the following motion, submitted by Councillor Colin Swindell, in accordance with Rule of Procedure 16

"The members of Derbyshire Dales District Council write to Councillor Anne Western, Leader of Derbyshire County Council, to express serious concern about the County Council's proposals to reduce funding for and the provision of the Community Transport Service. This Council opposes any reduction to this vital service which will have a detrimental impact on a significant number of residents and communities across the Derbyshire Dales and urges Councillor Anne Western to rethink the proposals".

9. REFUGEE ANNOUNCEMENT AND DERBYSHIRE DALES ACTIVITY

A verbal update by the Head of Housing on the current understanding of the refugee crisis and how it may affect local authorities.

10. ASHBOURNE LEISURE CENTRE: ASHBOURNE SKATE PARK CONSULTATION EXERCISE – ANALYSIS AND RESULTS 4 - 14

To consider the outcome of consultation on the future of Ashbourne Skate Park and a proposal that it be removed from its current position and that the feasibility of options for its relocation be investigated and the resulting recommendation and costings be the subject of a future report.

- | | |
|---|---------|
| 11. CAPITAL PROGRAMME 2015/16 TO 2019/20 | 15 - 22 |
| To consider approval of the revised Capital Programme and financing arrangements for 2015/16 - 2016/17 and the Capital Programmes for 2017/18 – 2019/20. | |
| 12. ANNUAL TREASURY MANAGEMENT REVIEW 2014/15 | 23 - 30 |
| To consider a report informing members of the Treasury Management Activities during the 2014/15 financial year. | |
| 13. DERBYSHIRE DALES DISTRICT COUNCIL LOCAL PROJECTS FUND | 31 - 41 |
| To consider the creation of a Grant Scheme, administered by Ward Members, to help the communities that they are elected to serve. | |
| 14. MEMBER ALLOWANCES – RECRUITMENT OF INDEPENDENT REMUNERATION PANEL | 42 - 43 |
| To consider the formal appointment of an independent person to complete the composition of the Independent Remuneration Panel. | |
| 15. OFFICER EMPLOYMENT PROCEDURE – STATUTORY OFFICERS | 44 - 46 |
| To consider the composition of The Panel to make recommendations to Council, in the event of disciplinary action which may result in dismissal affecting the Chief Executive, Chief Financial Officer or Monitoring Officer. | |
| 16. SEALING OF DOCUMENTS | |
| To authorise 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 others, since the last meeting of the Council. | |

NOTE

For further information about this Agenda or on “Public Participation” call 01629 761300 or e-mail committee@derbyshiredales.gov.uk

COUNCIL
24 SEPTEMBER 2015

Report of the Head of Community Development

ASHBOURNE LEISURE CENTRE: ASHBOURNE SKATE PARK CONSULTATION EXERCISE – ANALYSIS AND RESULTS

SUMMARY

The report explains how the consultation exercise took place, analyses and summarises the results and seeks Members views on the future course of action to be taken for the Ashbourne Skate Park.

RECOMMENDATION

1. That the results of the Skate Park consultation are noted.
2. That Members approve the removal of the Skate Park from its current position.
3. That Officers explore the feasibility of the options identified for relocation and report back to Members with recommendations and costs later this year.

WARDS AFFECTED

Ashbourne North, Ashbourne South and surrounding Wards.

STRATEGIC LINK

Leisure Services support the District Council's Corporate Aim to promote quality of life and also makes a significant contribution to the safety and health of the community Derbyshire Dales.

1. BACKGROUND

- 1.1 A report was presented to the 9 July 2015 Community & Environment Committee.
- 1.2 The report set out the background of Ashbourne Skate Park which opened in May 2004. The project was organised and part funded by 'Ashbourne ID' Skate Group to provide a safe environment for young people, mainly under 18's to use BMX Bikes, Skate Boards and Roller Skates away from traffic and pedestrian areas.
- 1.3 Whilst many positive aspects to having a skate park are apparent, the facility has also had a negative impact on the area, mainly through antisocial behaviour and criminal damage, including vandalism to the facility and Ashbourne Leisure Centre.
- 1.4 Shortly after the opening of the skate park, the District Council introduced CCTV and litter bins to the area to help reduce growing antisocial behaviour and littering issues. At certain times, the area is used by young people who consume alcohol. Broken glass is frequently found on site. Drug taking paraphernalia has also been found and reported to the Police.
- 1.5 There have also been incidents of Leisure Centre employees being subject to threatening behaviour and verbal abuse when walking to and from the building and cleaning the area. Complaints have also come from users of the Leisure Centre. Prior to the closure last year

a children's party was 'gate-crashed', and a review of CCTV footage showed the culprits to be users of the skate park.

- 1.6 Employees of the Leisure Centre are tasked with monitoring and cleaning the skate park, however, some employees don't feel comfortable doing so after treatment they have received by skate park users.
- 1.7 Since opening the Skate Park, the District Council has paid in excess of £22,500 in repairs and maintenance. (Please note, this does not include repair and maintenance to the building).
- 1.8 In July 2014 a fire was started by a young person on the skate park. The fire spread from a bin next to the Leisure Centre's plant room to the roof of the building and inside, damaging the newly installed changing village which was due to open to the public the next day. The skate park was closed immediately after and has remained closed since.
- 1.9 An inspection conducted by the company, Ramp Child on 11 June 2015 estimated repair costs of between £6,000 to £7,000 to make the skate park fit for purpose. In addition, there is a cost of £3,293 to repair the damage to the fabric of the building.
- 1.10 District Council representatives have attended various local meetings involving the Police, local volunteer groups and Derbyshire County Council with the aiming of addressing antisocial behaviour issues on the skate park.
- 1.11 Relocating the skate park is an option. The price for removal from the current site and to relocate it on another site, subject to one being found, would cost in the region of £35,000. However, this figure does not include any groundwork required on site to make it suitable for instalment.
- 1.12 The District Council recently applied for £40,000 from the Neighbourhoods Investing Criminal Earnings Fund to use towards possible relocation, should this be the preferred option. Unfortunately this bid was unsuccessful.
- 1.13 Ramp Child also advised a life expectancy of between 10 – 13 years. The park has been open 11 years.
- 1.14 In accordance with the District Council's Consultation and Engagement Strategy, the Community & Environment Committee resolved for a consultation exercise to take place.

2. CONSULTATION EXERCISE

- 2.1 A public consultation exercise took place 24 July to 21 August. Participation was invited via an online form on the District Council's website with paper copies available at the Town Hall and leisure centres.
- 2.2 The consultation was promoted, and a link provided on the District Council's website and through Twitter and Facebook. In addition, press releases were circulated on 10 & 21 July and posters and fliers, which included a QR (Quick Response) code signposting to the consultation, were placed around the district.
- 2.3 A total of 125 electronic questionnaires were received and 17 paper ones, totalling 142 plus one comment by email and one by letter.
- 2.4 Participants were invited to choose one of the following options:
 - a) Continue the use of the Skate

- b) Relocation of the Skate Park
- c) Closure of the Skate Park
- d) Another option?

2.5 Options for an alternative site and other comments and suggestion were also invited.

2.6 Participants were asked to tick all that applied in terms of:

- Are you a user of the skate park facility?
- Are you a parent, guardian or relative of a skate park user?
- Do you live in Ashbourne or the Ashbourne area?
- Are you a visitor to the area?

2.7 In addition, the following were contacted directly and encouraged to engage in the consultation process:-

- Police
- Derbyshire County Council Youth Services
- Ashbourne Town Council
- Zone 6 (superseded Ashbourne ID)
- Ashbourne North & South Ward Members

2.8 Some personal details were requested to ensure updates could be sent to participants, if necessary, and also contact those who had indicated they would like to be part of a user group or to discuss suggestions put forward.

2.9 Equalities monitoring was sought to identify gender and age bracket.

2.10 A summary of the questionnaire responses and comments is attached as Appendix One.

RISK ASSESSMENT

Legal

The legal risks arising from this report are assessed as low.

Financial

The cost of removing the skate park from its current position can be met from existing budgets. The costs of alternative options will be reported to members later this year. The financial risk is, therefore, assessed as "low".

OTHER CONSIDERATIONS

In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, environmental, climate change, health, and human rights.

CONTACT INFORMATION

For further information contact:

Ashley Watts, Head of Community Development Tel: 01629 761367

Email: ashley.watts@derbyshiredales.gov.uk

Ros Hession, Community Engagement Officer, Tel: 01629 761302

Email: ros.hession@derbyshiredales.gov.uk

BACKGROUND PAPERS

Questionnaires submitted – 27 July to 21 August 2015

ATTACHMENTS

Appendix One – summary of questionnaires and comments received

**Are you interested in the future of Ashbourne Skate Park?
We want your views and suggestions**

Q1. Please choose from ONE of the following options

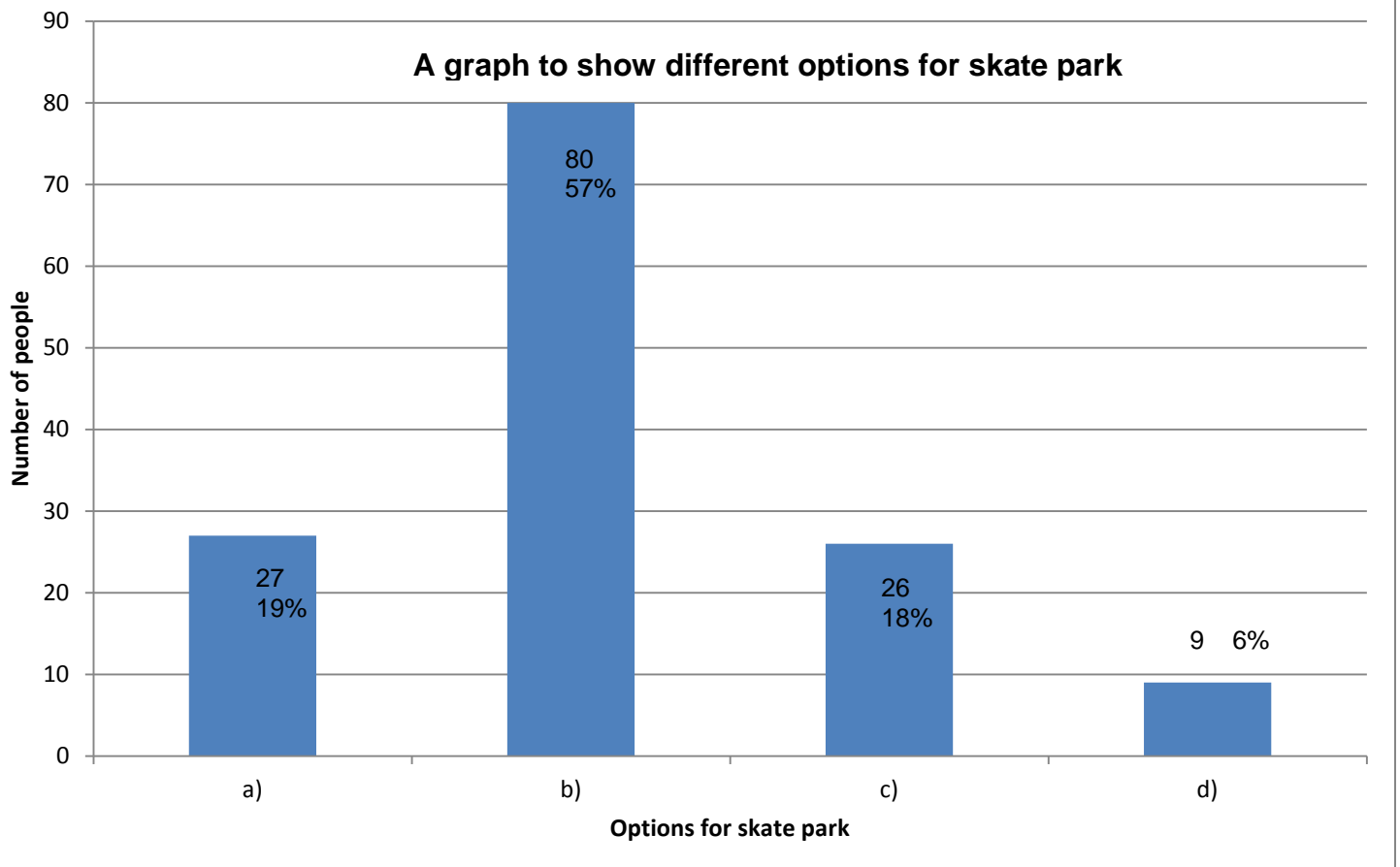
a) Continue the use of the Skate Park (£7,000 repair + building repairs of £3,293 = £10,293) to give a life expectancy of 2 years

b) Relocation of the Skate Park (approximately £35,000 + groundworks) for which external funding could be applied for

If so, have you any suggestions for a new location? Preferably a more visible area which will not attract anti-social behaviour. _____

c) Closure of the Skate Park

d) Another option? Please tell us about any suggestions you have for other options or any comments? _____



Suggestions for alternative sites and comments (b & d)

Park / recreation ground

I feel that the skate park would be more suitable near the recreation ground. This would be an ideal place as locals and visitors could benefit and there would be adults who would supervise their children as they use the recreation ground more often.

Near to the recreation ground, away from any current buildings

On the rec near the adult education centre. Overlooked by houses there.

I suggest using Recreation ground perhaps old tennis court. With DDDC allowing 30% increase in the population of Ashbourne you need to be using some 106 monies from this building to put back into Ashbourne.

These young people worked hard to raise funds and to blame them for mindless foreign idiots who have no feeling for our town is disgraceful on your part. The two incidences were not related.

In the park near to Cokayne car park

On the recreation field adjacent to the tennis courts

Recreation ground

Park

Recreational grounds although I am just happy to have the facility saved wherever that might be.

Adjacent to the park on the recreation ground, to the tennis court side

In the park - other parks have skate parks so I don't see why Ashbourne shouldn't provide one. Let's be honest there is nothing for our younger residents to do in Ashbourne.

Land off Cokayne Avenue

King Edward Street

The Old Bowling Green, King Edward Street

Park road. beside the overflow carpark next to the lake / King Edward St. next to bus station

If Sainsburys isn't going to do anything with the car park and building behind the bus station. It's right behind the police station so there's a way of monitoring it. Make the whole area into the skate park and let people getting off the bus see what talented youths we have in Ashbourne.

Near Sainsbury's

By the Ballroom, the small square of lawn on the left as you enter Sainsburys car park, or on the land next to the river, on the left after the Sainsburys traffic lights. Either would be a lot more public, and not encourage antisocial behaviour. Local youngsters need this sort of facility, it might even attract the younger clients, who may have been put off by the rougher element of users.

The Green Road

Playing fields off the Green Road

The playing fields off The Green Road

The playing fields off The Green Road

Shawcroft

Somewhere on the recreation ground, or the overspill carpark at Shawcroft.

Somewhere in the town centre, maybe in the park or adjacent to the Shawcroft car park.

Park Road

First thought was the recreation ground, but if it was thought that that would attract anti-social behaviour then perhaps an area near the overflow car park on Park Road.

Henmore / Fishpond

The area between the Henmore and the Fish pond

Aldi / Waterside

Near the Aldi development and Waterside Retail Park so that it is accessible to young people from the Clifton Estate and away from the Leisure Centre

Waterside / behind Homebase

Behind Waterside business park, near to Shrovetide monument.

Somewhere in the recreation ground or space behind Homebase if this area is no longer being developed as football pitches!

Clifton Road

There is a large disused area on Clifton road just behind the hospital/Bernard Gadsby Close. Would be a perfect site, not entirely visible but the use of CCTV, neighbourhood watch and possibly a community group (we used to be visited at the old site by youth workers and it had a really positive impact on our group)

Other comments

It needs to be in a public area where the people of Ashbourne can take joint responsibility for keeping an eye on it. It needs to be visible on all sides. Dog walkers, parents and children at the play park, users of the cricket, rugby and football pitches and other community groups who use the area need to feel it is part of their space. It is vital that it isn't a secluded area, bordered by trees and out of view of the general public. We often go to the park in Matlock and the skateboarding park seems to blend in well with all the other activities that go on there.

It needs to be more visible like the one in Matlock, not hidden away as an afterthought at the leisure centre.

Matlock have much better facilities than Ashbourne and I think it's totally unfair.

In addition:-

Email, 21 August: 'I'd just like to say please see fit to save our Skate park'.

Letter, 22 August: 'I strongly believe that this should be kept where it is, at the end / beginning of the Tissington Trail, so convenient for access for many, without the need for motorised transport. Adjacent to the Leisure Centre, people can only be further encouraged to be active, something that all of us should consider important for healthy living.

To dispense with the park altogether, is just asking for more trouble from bored, unoccupied people, teenagers in particular. Ashbourne already has a number of housing estates full of children, both young and old, and, if development is allowed free rein, then their numbers will only grow.

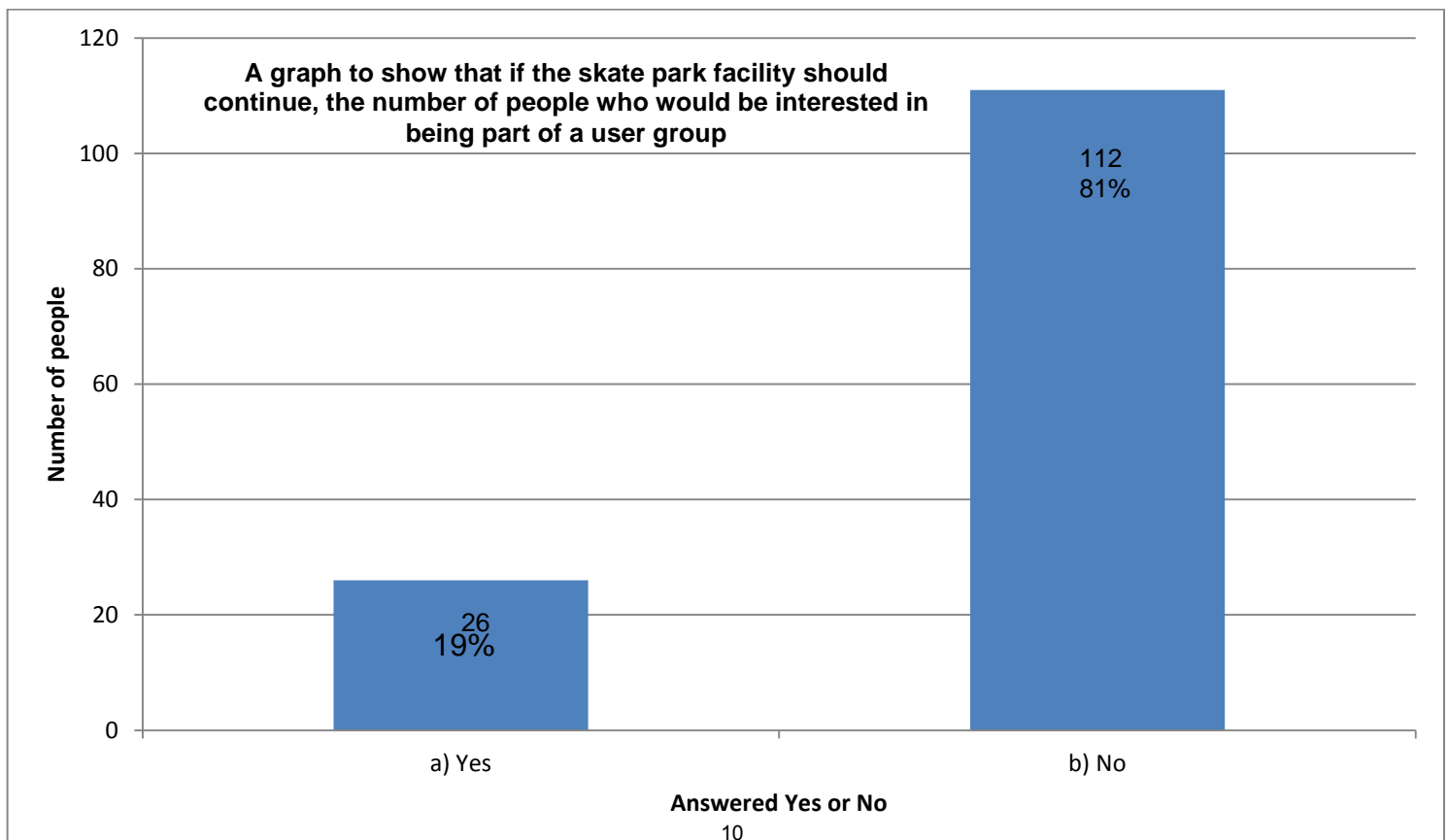
The Skate Park should be considered on investment, an asset to the town – the reality is not so much 'can we afford it', or 'can we afford not to have it' and pay the consequences?'

If a decision is made that the Skate Park facility should continue, would you be interested in being part of a user group or becoming involved in the future of the Skate Park?

Yes

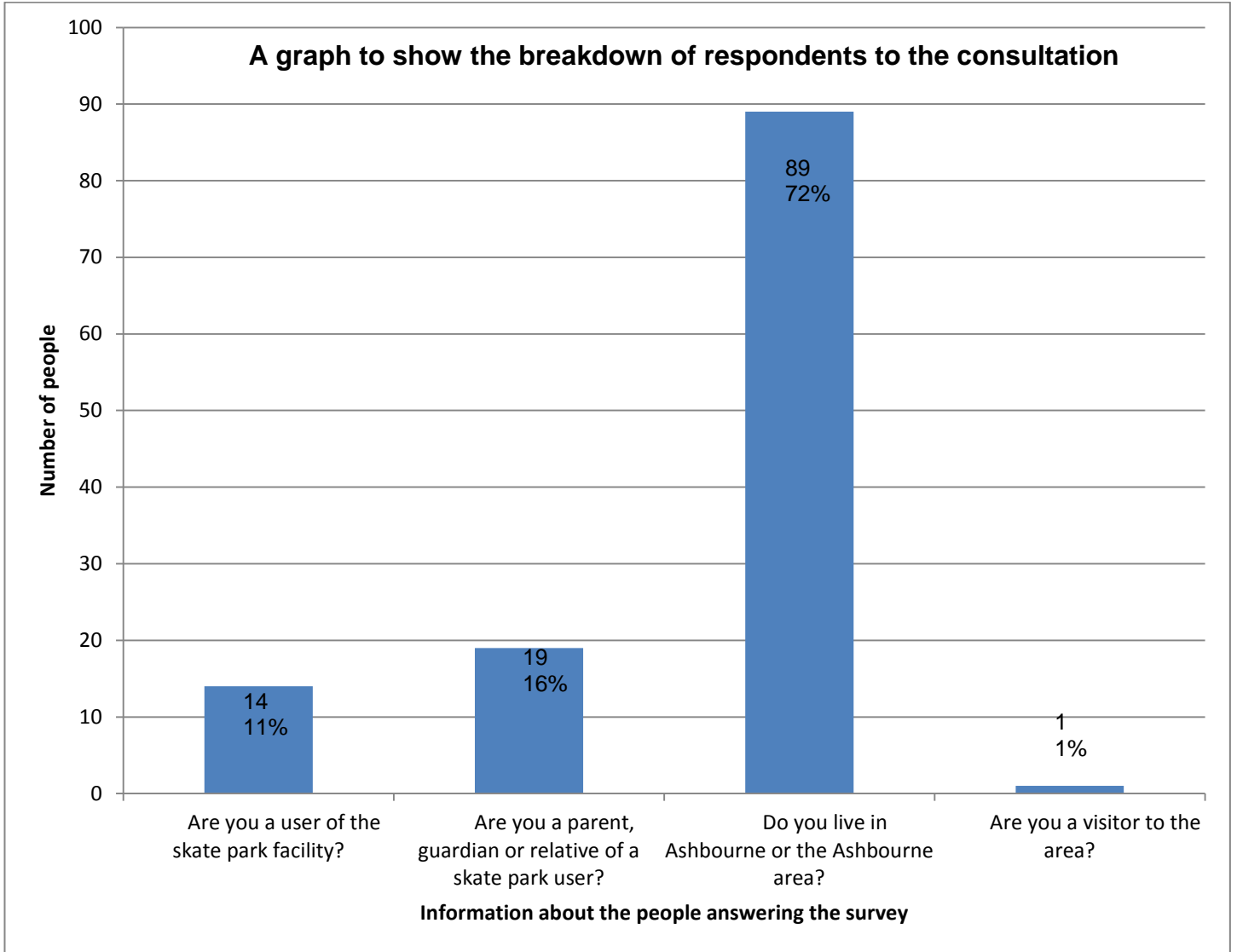
No

If so, please complete the 'Personal Details' section to provide your contact details



Q2. About you – please tick all that apply

- Are you a user of the skate park facility?
- Are you a parent, guardian or relative of a skate park user?
- Do you live in Ashbourne or the Ashbourne area?
- Are you a visitor to the area?



Monitoring Information

Q3. Personal Details

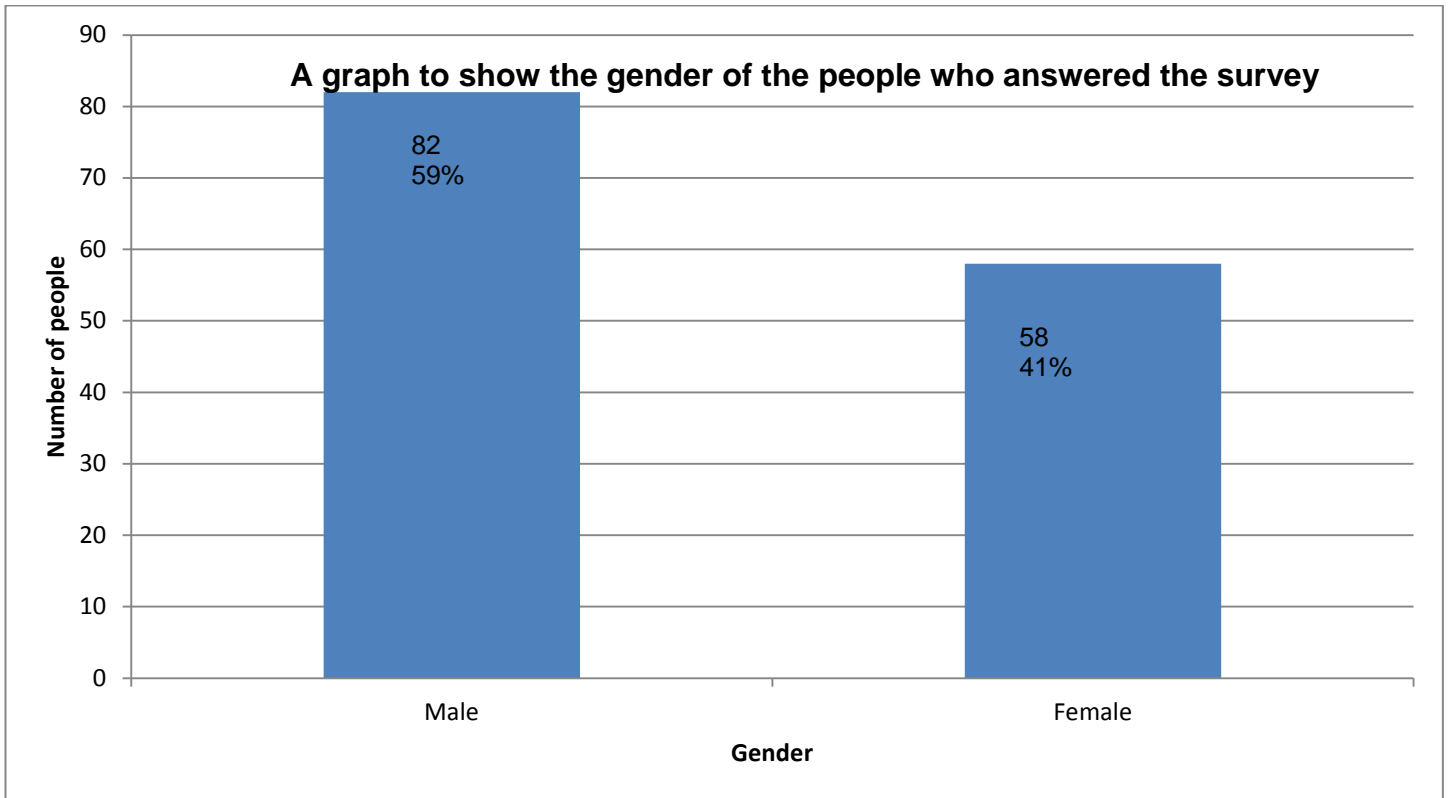
Q4. Are you:

Male

Female

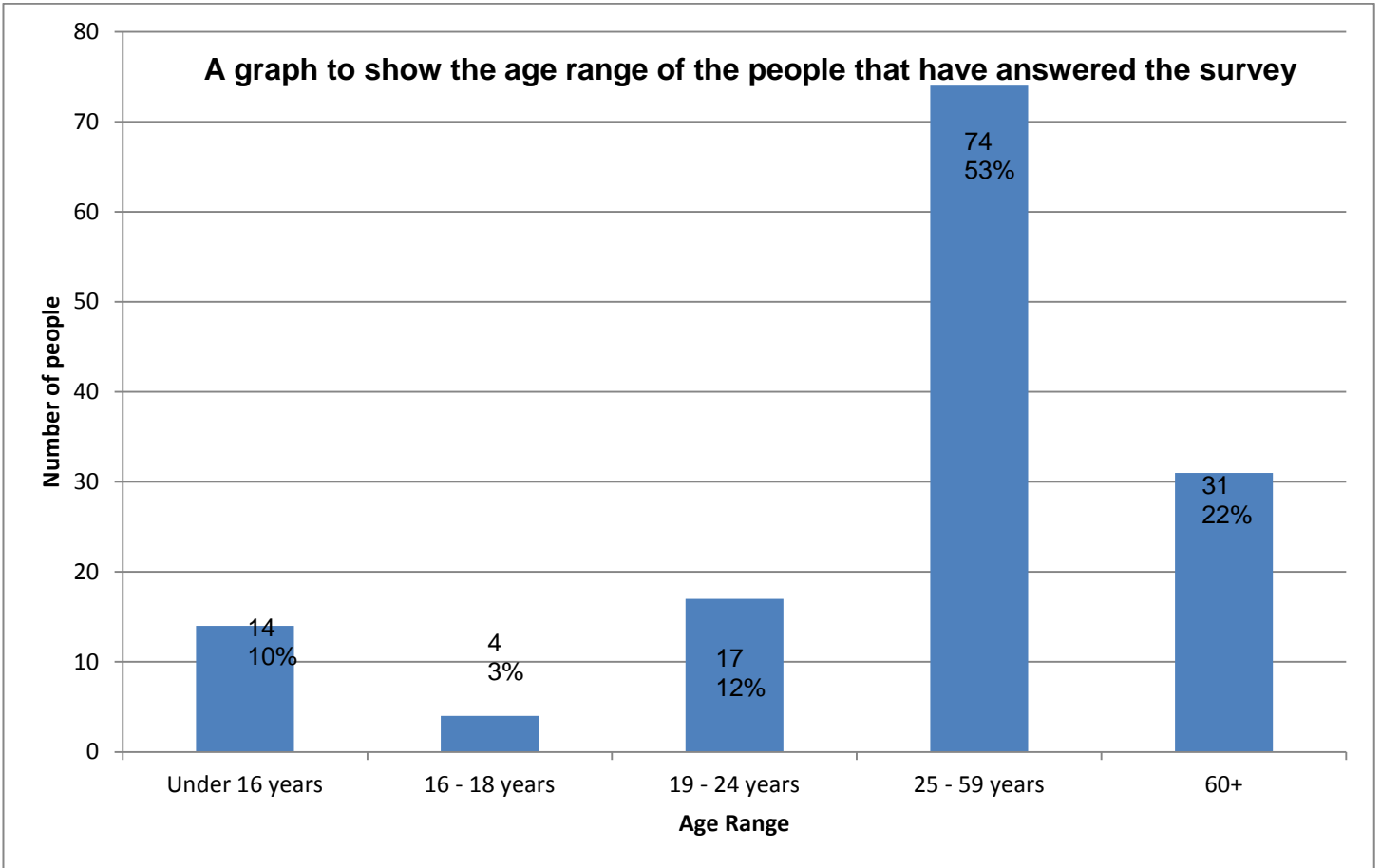
Email _____

Retained in Community Development Department



Q5. What age are you?

- Under 16 years 16 – 18 years 19 – 24 years 25 – 59 years



COUNCIL
24 September 2015

Report of the Head of Resources

CAPITAL PROGRAMME 2015/16 TO 2019/20

SUMMARY

This report:

- Determines the revised Capital Programme and financing arrangements for 2015/16
- Determines Capital Programme and financing arrangements for 2016/17
- Outlines the Capital Programme proposals for 2017/18 to 2019/20

RECOMMENDATIONS

- 1 That the revised Capital Programme and financing arrangements as at 14th September 2015 detailed in appendix 1 for 2015/16 in the sum £ 2,946,964 be approved.
- 2 That the revised Capital Programme and financing arrangements for 2016/17 in the sum of £2,994,359 as detailed in Appendix 1, be approved.
- 3 That the Capital Programmes for 2017/18 – 2019/20 onwards as detailed in appendix 1 be noted.

WARDS AFFECTED

All

STRATEGIC LINK

The Council's Capital Programme takes into account all the priorities and targets within the Corporate Plan and these are identified in the Capital Strategy.

1 REPORT

1.1 BACKGROUND AND INTRODUCTION

Further to the report on the Capital Programme approved at the Council meeting on the 25th June 2015 a revised programme is now presented for consideration.

The updated programme set out in this report includes the cost of works identified in the property condition surveys carried out earlier this year, which will be considered by the Governance and Resources Committee on 17 September 2015. However, the capital programme does not reflect potential liabilities for other issues, such as future work on rock faces or a replacement for Dimple Depot.

1.2 REVISED CAPITAL PROGRAMME FOR 2015/16

1.2.1 Proposed Capital Expenditure 2015/16

The revised Capital Programme for 2015/16 is summarised below:

Priority	2015/16 Recommended Capital Programme
	£
Affordable housing	965,000
Business growth and job creation	269,180
Maintain street cleaning, waste collection & safe and healthy communities	1,030,029
Other	657,755
Capital Salaries and Support Service Charges	25,000
	2,946,964

The spending proposals shown in the table above are the aggregate of the estimated scheme costs. All estimated grants and contributions have been dealt with as part of the financing arrangements (shown below). The major items in the spending proposals where expenditure in 2015/16 is estimated at £250,000 or more are:

	£000
Replacement of Pay & Display Ticket Machines	406
Social Housing Grants	965
Commercial Vehicles	358
Repayment of Derelict Land Grants	269

1.2.2 Financing Arrangements 2015/16

The overall financing package that is proposed for the revised 2015/16 Capital Programme is as follows:

	£	£
Borrowing		0
Capital Receipts		777,151
Revenue Financing		10,000
Grants and Contributions:		
Housing – Disabled Facilities Grants	250,000	
Miscellaneous Grants	23,102	
		273,102
Use of Reserves:		
Car Parking Machine Reserve	250,000	
Capital Programme Reserve	669,988	
Carsington Fund	35,812	
Grants Unapplied Reserve (section 106 contributions)	392,572	
Invest to Save Reserve	13,100	
Information Technology Reserve	110,239	
Vehicle Renewal Reserve	358,000	
Wheeled Bin Reserve	50,000	
Bakewell ABC Reserve	7,000	
		1,886,711
Total		2,946,964

1.2.3 Proposed Capital Expenditure 2016/17

The proposed Capital Programme for 2016/17 is summarised below:

Priority	2015/16 Recommended Capital Programme
	£
Affordable housing	820,000
Maintain street cleaning, waste collection & safe and healthy communities	762,129
Other	1,387,230
Capital Salaries and Support Service Charges	25,000
	2,994,359

The spending proposals shown in the table above are the aggregate of the estimated scheme costs. All estimated grants and contributions have been dealt with as part of the financing arrangements (shown below). The major items in the spending proposals where expenditure in 2016/17 is estimated at £250,000 or more are:

	£000
Social Housing Grants	820
Condition Surveys – Matlock Town Hall	394
Vehicles	854

1.2.4 Financing Arrangements 2016/17

The overall financing package that is proposed for the revised 2016/17 Capital Programme is as follows:

	£	£
Borrowing		0
Capital Receipts		693,709
Grants and Contributions:		
Housing – Disabled Facilities Grants		184,000
Use of Reserves:		
Vehicle Renewal Reserve	804,425	
Information Technology Reserve	76,000	
Wheeled Bin Reserve	50,000	
Grants Unapplied Reserve (section 106 contributions)	57,791	
Capital Programme Reserve	1,128,434	
		2,116,650
Total		2,994,359

1.3 REVISED CAPITAL PROGRAMME PROPOSALS FOR 2017/18 TO 2019/20

1.3.1 Proposed Capital Expenditure 2017/18 to 2019/20

The revised Capital Programme Proposals for 2017/18 to 2019/20 are summarised below and are shown in detail in Appendix 1:

Priority	2017/18 to 2019/20 Recommended Capital Programme
	£
Affordable housing	890,000
Maintain street cleaning, waste collection & safe and healthy communities	350,482
Other (mainly condition surveys at town hall & commercial vehicles)	1,023,684
Capital Salaries and Support Service Charges	75,000
	2,339,166

1.3.2 Proposed Financing Arrangements 2017/18 to 2019/20

The overall financing package that is proposed for the revised Capital Programme Proposals for 2017/18 to 2019/20 is as follows:

	£	£
Borrowing		0
Capital Receipts		834,171
Grants and Contributions: Disabled Facilities Grants		552,000
Use of Reserves:		
Information Technology Reserve	104,000	
Capital Programme Reserve	848,995	
		952,995
		2,339,166

1.4 REVENUE FINANCING

The table below shows the impact on the Council's Reserves and Balances of the above proposals:

Reserve/Balance	B/fwd 01/04/2015 £	New Receipts £	Used £	C/fwd £	Comments
Strategic Reserves (earmarked for capital schemes)	5,015,399	975,000	5,515,095	475,304	Mostly earmarked for specific projects
Section 106 Income	746,988	102,000	450,363	398,625	Relies on new receipts being attained
Capital Receipts	2,045,755	762,000	2,305,031	502,724	Relies on new receipts being attained
General Reserve			10,000		General Reserve
Total	7,808,142	1,839,000	8,280,489	1,376,653	

The table above demonstrates that usable (capital) reserves will have reduced to £502,724 by 31 March 2020, if the capital programme proposals set out in this report are accepted. It also indicates that strategic reserves for capital purposes are rapidly diminishing and that there is very little available for dealing with unforeseen situations.

2 RISK ASSESSMENT

2.1 Legal

Contained within the body of the report.

2.2 Financial

There is adequate funding for the revised capital programme for 2015/16 to 2019/20.. The risk, however, remains high.

A risk assessment of the Capital Programme has been undertaken in the formulation of the schemes. The most significant risks are:

- Forecast capital receipts may not be achieved.
- The danger of overspending on capital schemes with no available finance to meet the overspending.
- Budgets for individual projects may be insufficient when tenders are received.
- There is sufficient funding for Capital schemes to which the council has had a long-term commitment in the current programme. However, the Councils future to finance mandatory Capital expenditure, such as Disabled Facility Grants, will need to be kept under review.
- The amount available might be insufficient to deal with unforeseen capital expenditure, for example, if there was a requirement similar to the costs of addressing structural damage at the Memorial Gardens Toilets.

2.3 Corporate

The council will consider that all proposed schemes are achievable and have sufficient resources including revenue resources, to ensure that the programme is completed and affordable.

3 OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors is also been considered prevention of crime and disorder, equality of opportunity, environmental health, legal and human rights, financial personal and property considerations.

4 CONTACT INFORMATION

For further information contact:

Karen Henriksen 01629 761284 or

Email: karen.henriksen@derbyshiredales.gov.uk

5 BACKGROUND PAPERS

None

6 ATTACHMENTS

Appendix 1 Capital Programme 2015/16 to 2019/20

SCHEMES LISTED BY CORPORATE PRIORITY	ESTIMATE 2015/16	Updated Estimate 2015/16 June 2015	Updated Estimate 2015/16 September 2015	ESTIMATE 2016/17	ESTIMATE 2017/18	ESTIMATE 2018/19	ESTIMATE 2019/20 ONWARDS	TOTAL 2015/20
	£			£	£	£	£	£
<i>Affordable housing</i>								
IMPROVEMENT GRANTS								
Disabled Facilities Grants	250,000	250,000	250,000	260,000	270,000	270,000	270,000	1,320,000
SOCIAL HOUSING GRANT								
Birchover	0	120,000	120,000	0	0	0	0	120,000
Taddington	0	0	0	80,000	0	0	0	80,000
Ashford	0	0	0	80,000	0	0	0	80,000
Winster	0	0	0	0	80,000	0	0	80,000
Bonsall	50,000	50,000	50,000	50,000	0	0	0	100,000
Bakewell Lady Manners School	142,000	142,000	142,000	100,000	0	0	0	242,000
Litton	80,000	80,000	80,000	0	0	0	0	80,000
Wirksworth Cromford Road	273,000	273,000	273,000	0	0	0	0	273,000
Cromford / Matlock Bath	50,000	50,000	50,000	50,000	0	0	0	100,000
Hathersage	0	0	0	200,000	0	0	0	200,000
Sub Total - Affordable housing	845,000	965,000	965,000	820,000	350,000	270,000	270,000	2,675,000
<i>Business growth and job creation</i>								
INDUSTRIAL DEVELOPMENT								
Repayment of DLG Clifton Road Ashbourne	0	269,180	269,180	0	0	0	0	269,180
Sub Total - Business growth and job creation	0	269,180	269,180	0	0	0	0	269,180
<i>Maintain street cleaning, waste collection, safe and healthy communities</i>								
ASHBOURNE LEISURE CENTRE								
Changing Rooms	0	34,605	34,605	0	0	0	0	34,605
External Decoration	20,000	0	0	0	0	0	0	0
Fitness Equipment	0	0	0	70,000	0	0	0	70,000
Condition Survey Works	0	0	0	147,717	0	24,530	139,650	311,897
WIRKSWORTH LEISURE CENTRE								
Condition Survey Works	0	0	0	50,000	0	0	20,000	70,000
CAR PARKS								
Ashbourne Shawcroft Car Park Redesign	225,000	214,000	190,656	0	0	0	0	190,656
Bakewell ABC strips to sides of Agricultural Way	50,000	40,155	40,155	100,000	0	0	0	140,155
Bakewell ABC drainage	0	34,950	34,950	0	0	0	0	34,950
Bakewell ABC new tracks (Guiton)	50,000	47,025	47,025	0	0	0	0	47,025
Matlock - Repair / Resurface Roof Co-op Car Park	0	4,639	4,639	0	0	0	0	4,639
Replacement of Pay and Display Ticket Machines	354,000	406,000	406,000	0	0	0	0	406,000
FLOOD ALLEVIATION								
Matlock Bath	0	10,000	10,000	0	0	0	0	10,000
Stoney Middleton - Coombs Dale	0	1,500	1,500	0	0	0	0	1,500
MISCELLANEOUS GRANTS	30,000	38,000	41,000	30,000	30,000	30,000	30,000	161,000
PARKS and OPEN SPACES								
Matlock Bath - Jubilee Bridge	3,002	3,002	3,002	0	0	0	0	3,002
Wirksworth Fanny Shaw Playing Field Improvements	35,425	35,425	34,997	0	0	0	0	34,997
Lovers Walk	0	0	50,000	0	0	0	0	50,000
Condition Surveys - Parks & Pavillions	0	0	0	122,106	21,950	28,052	5,000	177,108
PUBLIC CONVENIENCES								
Matlock Bath Memorial Gardens Toilets	50,000	0	76,000	100,000	0	0	0	176,000
Condition Survey Works	0	0	0	86,806	0	15,800	0	102,606
PLANNING CONSERVATION / ENHANCEMENT GRANTS								
Partnership Grants	0	15,050	5,500	5,500	5,500	0	0	16,500
RURAL CONVENIENCES	8,500	0	0	0	0	0	0	0
WASTE MANAGEMENT								
Replacement of Waste Containers etc.	0	50,000	50,000	50,000	0	0	0	100,000
Sub Total - Maintain street cleaning, waste collection and healthy communities	825,927	934,351	1,030,029	762,129	57,450	98,382	194,650	2,142,640

SCHEMES LISTED BY CORPORATE PRIORITY	ESTIMATE 2015/16	Updated Estimate 2015/16 June 2015	Updated Estimate 2015/16 September 2015	ESTIMATE 2016/17	ESTIMATE 2017/18	ESTIMATE 2018/19	ESTIMATE 2019/20 ONWARDS	TOTAL 2015/20
Other								
BAKEWELL AGRICULTURAL BUSINESS CENTRE								
Trade Effluent Discharge Improvements	95,590	0	0	0	0	0	0	0
Noise, Drainage and Other Works	63,300	30,000	0	0	0	0	0	0
Drainage on Agricultural Way*	0	34,265	31,320	0	0	0	0	31,320
Condition Survey Works	0	0	0	8,500	0	0	0	8,500
BURIALS								0
Darley Dale Cemetery Store and Paths	60,000	57,607	57,607	0	0	0	0	57,607
Wirksworth Steeple Arch Cemetery Land Purchase etc.	30,000	44,000	44,000	30,000	0	0	0	74,000
Wirksworth St Mary's Churchyard Railings	0	0	0	25,000	25,000	0	0	50,000
CARSINGTON FUND GRANTS	16,044	35,812	35,812	0	0	0	0	35,812
IT STRATEGY								0
Electoral Registration	0	7,677	7,677	0	0	0	0	7,677
Data Storage Capacity	15,000	15,000	0	15,000	0	0	0	15,000
Server Replacements	25,000	25,000	14,000	21,000	0	28,000	0	63,000
Disaster Recovery Storage	20,000	20,000	0	20,000	0	0	0	20,000
Town Hall Recabling	20,000	20,000	0	20,000	0	0	0	20,000
SQL 2008 Replacement	0	0	0	0	0	16,000	0	16,000
Microsoft Enterprise Agreement	0	0	0	0	0	30,000	30,000	60,000
Windows 2008/12 Migration	0	7,550	2,000	0	0	0	0	2,000
Leisure system - Capita link	0	17,239	17,239	0	0	0	0	17,239
HR self service	0	0	12,000	0	0	0	0	12,000
Revenues & Benefits self service	0	0	15,000	0	0	0	0	15,000
Electronic Document Management System	50,000	50,000	50,000	0	0	0	0	50,000
Leisure Management and Booking System	0	13,100	13,100	0	0	0	0	13,100
PUBLIC OFFICES								
Condition Surveys - Matlock Town Hall	0	0	0	393,730	109,884	62,000	210,000	775,614
Matlock Town Hall - Library	0	20,000	0	0	0	0	0	0
COMMERCIAL VEHICLES - Vans, lorries etc.	347,000	328,000	358,000	854,000	226,800	154,000	132,000	1,724,800
Sub Total - Other	741,934	725,250	657,755	1,387,230	361,684	290,000	372,000	3,068,669
CAPITAL SALARIES	17,500	25,000	25,000	25,000	25,000	25,000	25,000	125,000
	17,500	25,000	25,000	25,000	25,000	25,000	25,000	125,000
	2,430,361	2,918,781	2,946,964	2,994,359	794,134	683,382	861,650	8,280,489

COUNCIL
24 September 2015

Report of the Head of Resources

ANNUAL TREASURY MANAGEMENT REVIEW 2014/15

SUMMARY

This report informs members of the Treasury Management Activities during the 2014/2015 financial year.

RECOMMENDATION

That Treasury Management activities for 2014/15 be noted and approved

WARDS AFFECTED

All

STRATEGIC LINK

The Council's Treasury Management strategy contributes to all of the Council's Corporate Plan Priorities

Annual Treasury Management Review 2014/15

1.1 Introduction

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2014/15. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

During 2014/15 the minimum reporting requirements were that the full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 06/03/2014)
- a mid-year (minimum) treasury update report (Council 25/09/2014)
- an annual review following the end of the year describing the activity compared to the strategy (this report).

The regulatory environment places responsibility on members for the review and

scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

Member training on treasury management issues will be undertaken during the year on in order to support members' scrutiny role.

1.2 The Economy and Interest Rates

The original market expectation at the beginning of 2014/15 was for the first increase in Bank Rate to occur in quarter 1 2015 as the unemployment rate had fallen much faster than expected through the Bank of England's initial forward guidance target of 7%. In May, however, the Bank revised its forward guidance. A combination of very weak pay rises and inflation above the rate of pay rises meant that consumer disposable income was still being eroded and in August the Bank halved its forecast for pay inflation in 2014 from 2.5% to 1.25%.

Expectations for the first increase in Bank Rate therefore started to recede as growth was still heavily dependent on buoyant consumer demand. During the second half of 2014 financial markets were caught out by a halving of the oil price and the collapse of the peg between the Swiss franc and the euro. Fears also increased considerably that the ECB was going to do too little too late to ward off the threat of deflation and recession in the Eurozone. In mid-October, financial markets had a major panic for about a week. By the end of 2014, it was clear that inflation in the UK was going to head towards zero in 2015 and possibly even turn negative. In turn, this made it clear that the MPC would have great difficulty in starting to raise Bank Rate in 2015 while inflation was around zero and so market expectations for the first increase receded back to around quarter 3 of 2016.

Gilt yields were on a falling trend for much of the last eight months of 2014/15 but were then pulled in different directions by increasing fears after the anti-austerity parties won power in Greece in January; developments since then have increased fears that Greece could be heading for an exit from the euro. While the direct effects of this would be manageable by the EU and ECB, it is very hard to quantify quite what the potential knock on effects would be on other countries in the Eurozone once the so called impossibility of a country leaving the EZ had been disproved. Another downward pressure on gilt yields was the announcement in January that the ECB would start a major programme of quantitative easing, purchasing EZ government and other debt in March. On the other hand, strong growth in the US caused an increase in confidence that the US was well on the way to making a full recovery from the financial crash and would be the first country to start increasing its central rate, probably by the end of 2015. The UK would be closely following it due to strong growth over both 2013 and 2014 and good prospects for a continuation into 2015 and beyond. However, there was also an increase in concerns around political risk from the general election due in May 2015.

1.3 Overall Treasury Position as at 31 March 2015

At the beginning and the end of 2014/15 the Council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

The interest rate of 4.1% is the rate of interest on the PWLB loan, which amounts to £5,450,000 of the Total debt.

TABLE 1	31 March 2014 Principal £'000	Rate/Return	Average Life years	31 March 2015 Principal £'000		Rate/Return	Average Life years
Total debt	£5606	4.1%		£5606		4.1%	
CFR	£8450			£7901			
Over / (under) borrowing	(2844)			(2295)			
Total investments	£3385	0.52%		£5030		0.50%	
Net debt	£2221			£576			

1.4
The
Strategy
for

2014/15

The expectation for interest rates within the strategy for 2014/15 anticipated low but rising Bank Rate (starting in quarter 1 of 2015), and gradual rises in medium and longer term fixed borrowing rates during 2014/15. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

In this scenario, the treasury strategy was to postpone borrowing to avoid the cost of holding higher levels of investments and to reduce counterparty risk.

The actual movement in gilt yields meant that PWLB rates saw little overall change during the first four months of the year but there was then a downward trend for the rest of the year with a partial reversal during February.

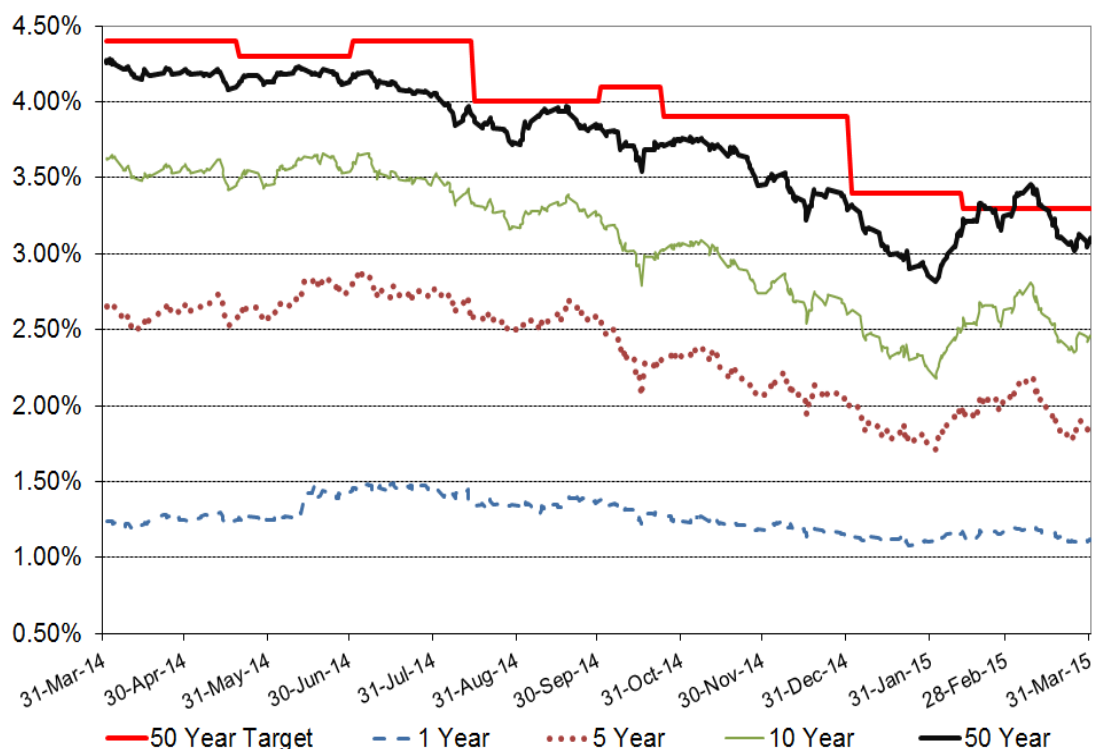
1.5 The Borrowing Requirement and Debt

The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR).

	31 March 2014 Actual £'000	31 March 2015 Budget £'000	31 March 2015 Actual £'000
CFR General Fund (£m)	8450	7901	7901

1.6 Borrowing Rates in 2014/15

PWLB borrowing rates - the graph below shows how PWLB certainty rates have fallen to historically very low levels during the year.



1.6.1 Borrowing Outturn for 2014/15

Borrowing

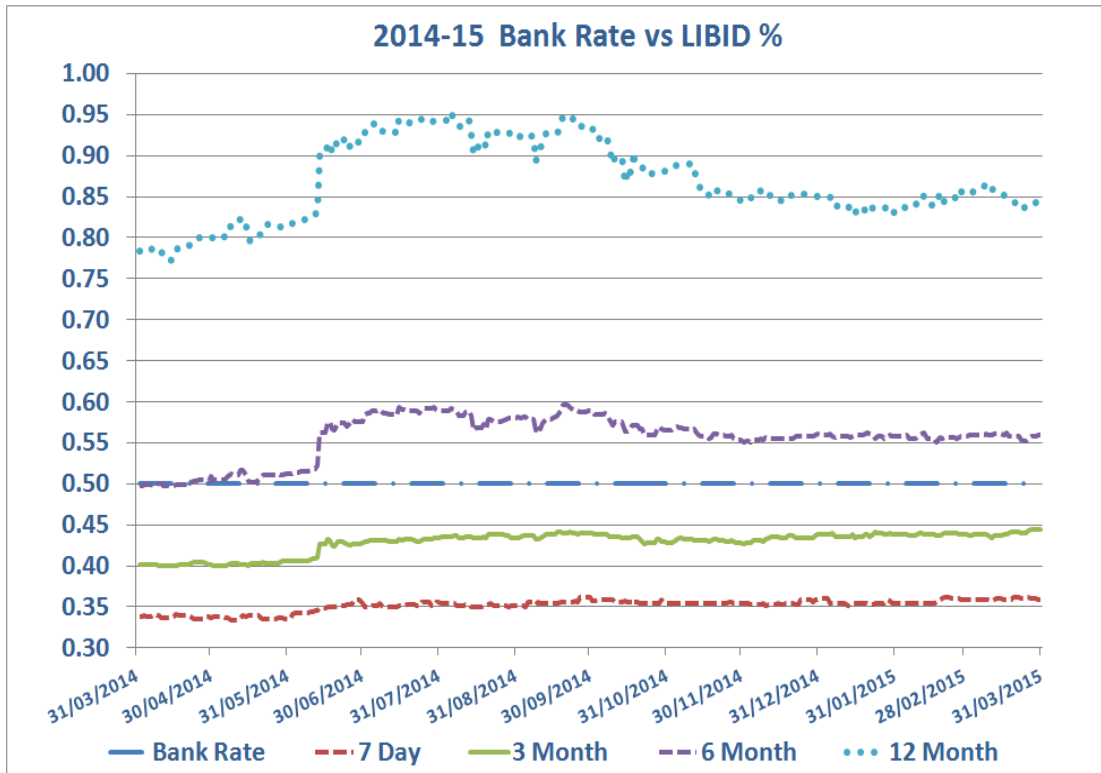
Due to investment concerns, both counterparty risk and low investment returns, no borrowing was undertaken during the year.

Rescheduling

No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

1.7 Investment Rates in 2014/15

The Bank Rate remained at its historic low of 0.5% throughout the year; it has now remained unchanged for six years. Market expectations as to the timing of the start of monetary tightening started the year at quarter 1 2015 but then moved back to around quarter 3 2016 by the end of the year. Deposit rates remained depressed during the whole of the year, primarily due to the effects of the Funding for Lending Scheme.



1.7.1 Investment Outturn for 2014/15

Investment Policy – the Council's investment policy is governed by CLG guidance, which has been implemented in the annual investment strategy approved by the Council on 5th March 2015. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

1. PRUDENTIAL INDICATORS	2013/14	2014/15	2014/15
Extract from budget and rent setting report	actual	original	actual
	£'000	£'000	£'000
Capital Expenditure			
Non - HRA	£1,644	£3,110	£2358
TOTAL	£1644	£3,110	£2358
Ratio of financing costs to net revenue stream			
Non - HRA	9.62%	9.47%	9.18%
Gross borrowing requirement General Fund			
brought forward 1 April	£8303	£7845	£7845
carried forward 31 March	£7845	£7384	£7384
in year borrowing requirement	£0	£0	£0
Gross debt	£7845	£7384	£7384
CFR			
Non – HRA	£8450	£7901	£7901
TOTAL	£8450	£7901	£7901
Annual change in Cap. Financing Requirement			
Non – HRA	£527	£549	£549
TOTAL	£527	£549	£549
Incremental impact of capital investment decisions	£ p	£ p	
Increase in council tax (band D) per annum	£0.88	1.30	

2. TREASURY MANAGEMENT INDICATORS	2013/14	2014/15	2014/15
	actual	original	actual
	£'000	£'000	£'000
Authorised Limit for external debt -			
borrowing	£12,000	£11,000	£11,000
other long term liabilities	£ 3,000	£ 3,000	£ 2,000
TOTAL	£15,000	£14,000	£14,000
Operational Boundary for external debt -			
borrowing	£11,000	£ 8,000	£ 8,000
other long term liabilities	£ 3,000	£ 3,000	£ 3,000
TOTAL	£14,000	£11,000	£11,000
Actual external debt	£5,619	£5,606	£5,606
Upper limit for fixed interest rate exposure			
Net principal re fixed rate borrowing / investments	100%	100%	100%
Upper limit for variable rate exposure			
Net principal re variable rate borrowing / investments	30%	30%	30%
Upper limit for total principal sums invested for over 364 days			
(per maturity date)	£	£2000	£

Maturity structure of fixed rate borrowing during 2014/15	upper limit	lower limit
under 12 months	50%	0%
12 months and within 24 months	50%	0%
24 months and within 5 years	50%	0%
5 years and within 10 years	75%	0%
10 years and within 20 years	100%	0%
20 years and within 30 years	100%	0%
30 years and within 40 years	100%	0%
40 years and within 50 years	100%	0%

2 RISK ASSESSMENT

2.1 Legal

The Council has complied with the CIPFA Code of Practice for Treasury Management, therefore the legal risk is considered to be low.

2.2 Financial

The information contained within the body of the report complies with the Treasury Management Policy Statement. The effect of the treasury management transactions has been reflected in the Council's 2014/15 Statement of Accounts, which was reported to the Governance and Resources Committee on 17th September 2015.

2.3 Corporate

A risk assessment of the treasury management function has not identified any high risks.

3 OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors is also been considered prevention of crime and disorder, equality of opportunity, environmental health, legal and human rights, financial personal and property considerations.

4 CONTACT INFORMATION

For further information contact:

Karen Henriksen 01629 761284 or

Email: karen.henriksen@derbyshiredales.gov.uk

5 BACKGROUND PAPERS

None

COUNCIL
24 SEPTEMBER 2015

Report of the Head of Corporate Services

DERBYSHIRE DALES DISTRICT COUNCIL LOCAL PROJECTS FUND

SUMMARY

This report recommends the creation of a grant scheme, administered by Ward Councillors, to help the communities they were elected to serve.

RECOMMENDATION

1. That Council discharges to Ward Councillors the power to make decisions on the allocation of funding in accordance with the scheme for the Derbyshire Dales District Council Local Projects Fund as set out in the report.
2. That the Derbyshire Dales District Council Local Projects Fund be established on 1 October 2015 based on the guidance notes and application form attached as appendices to the report
3. That a report be presented to the Annual Meeting of the Council for Ward Councillors to provide feed-back on grant schemes awarded within their communities
4. That £1,000 per member per annum be made available for disbursement during the life of the Council to 2018/19, to be funded from the Ward Member Budgets Reserve.

WARDS AFFECTED

All

STRATEGIC LINK

The Derbyshire Dales District Council Local Projects Fund is an innovative scheme which will enable the Ward Councillors to work closely with the communities they serve and in doing so support the District Council's vision and Corporate Plan.

1. BACKGROUND

- 1.1 The Local Government and Public Involvement in Health Act 2007 introduced provisions which allow local authorities to discharge functions to its members to make decisions on matters affecting the electoral ward for which the Councillor is elected.
- 1.2 The Leaders Advisory Group met on 22 July to consider a grant scheme which will enable all Ward Councillors to administer a small budget and distribute to worthy causes within their Ward, in accordance with a new scheme. The scheme, provisionally called the Derbyshire Dales District Council Local Projects Fund, is described in the attachments to this report.

- 1.3 The application form as designed is intended to be available as an online resource for applicants to complete and submit online. Paper copies will be available on request. Councillors may assist community groups in completion of the form via their iPad or in paper format. The important element is that a responsible person from the applicant organisations is willing to agree to the terms and conditions of the Scheme. This can be signified by a wet signature or by submission of the form from the applicant's email address.
- 1.4 Appropriate checks and balances have been incorporated into the scheme to ensure that there is an appropriate audit trail and that forms are sense checked prior to release of funding.
- 1.5 Promotion of the scheme and its beneficiaries will be co-ordinated by the Communications and Marketing Team to ensure that the District Council is recognised as the fund provider. A web page is currently being designed and will be displayed at the meeting for Members to consider.

2. RISK ASSESSMENT

2.1 Legal

The legal provisions are contained in the report. Sound audit and probity principles have also been incorporated into the administrative arrangements resulting in low risk to the District Council.

2.2 Financial

The scheme is to be funded from the Ward Member Budgets Reserve which currently holds £156,000, therefore the financial risk is low.

3. OTHER CONSIDERATIONS

In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, environmental, climate change, health, and human rights.

4. CONTACT INFORMATION

Sandra Lamb, Head of Corporate Services, Tel. 01629 761281 or email sandra.lamb@derbyshiredales.gov.uk

5. ATTACHMENTS

Appendix 1 - Guidance on the Scheme for would-be applicants
Appendix 2 - Guidance for Councillors on how the Scheme operates
Appendix 3 - Application form

LIST OF BACKGROUND PAPERS

None



Local Projects Fund

Thank you for showing an interest in the District Council Local Projects Fund - our grant scheme that helps communities deliver their ambitions. This guidance aims to provide you with the information you need to apply for funding.

Introduction

The District Council Local Projects Fund enables Derbyshire Dales District Councillors to assist Local Projects led initiatives to deliver their ambition in the area they represent. Each year £1,000 is allocated to Councillors to support projects or initiatives in their Ward that will benefit the local communities. The Scheme provides for a wide degree of flexibility and can be used to support one off projects or those that support the development of sustainable longer term projects that are seen as valuable to the area.

Who can apply?

Applications can be made by local groups and individuals that are based within the Derbyshire Dales area providing they can demonstrate Local Projects benefit. For example

- Parish/town councils (for specific projects only)
- Young people's groups – scouts, guides, boys and girls brigade local organisations
- Locally based charities
- Benevolent societies
- Individuals

Organisations that are not eligible include:

- Political parties and organisations with political aims
- Any organisation that raises funds for national distribution
- Single issue pressure groups
- Any group formed to oppose any proposed or likely District Council policy
- Other public sector bodies that deliver core services

What type of projects / initiatives is covered by the scheme?

Groups and organisations can apply for funding for both revenue (one-off) and minor capital projects. Revenue grants should generally be used to support short term project related costs e.g. equipment, transport, advertising, goods and materials.

It is expected that the grants will benefit a wide range of groups/activities. For example, vulnerable children or adults, young people, facilities for older people, Local Projects facilities, parish councils (but only for specific projects), local environment projects, and innovative events which may promote Local Projects spirit or bring economic benefit to the area.

The scheme may be used to facilitate match funding from other organisations, but match funding is in no way a requirement.

The approval process

Organisations/groups applying for a grant must complete the online application form [hyper link to web page to be inserted] and liaise with their local ward Councillor. Ward Councillor contacts are available from the District Council's website and a quick email link is on the last page of this guide. Forms submitted electronically will be sent direct to the relevant local Councillor and a decision is likely within two weeks.

How will applications be judged?

Applicants must demonstrate that their project will have a positive effect on the inhabitants of their local Local Projects and be within the Derbyshire Dales Area. The applicant must also be in a position to sign that in the event of a grant, all terms and conditions will be complied with.

The relevant ward Councillor will judge the application in liaison with the applicant and will make a decision on whether to award a grant.

How much can be awarded?

The minimum grant payable is £100 and the maximum grant payable is £1,000. Payment of grant will be made by BACS and bank account details will be requested once a grant award has been confirmed.

Terms and Conditions

Derbyshire Dales District Council retains the right to reclaim, at any time, all or part of the awarded money which was not spent for the purpose it was awarded.

Any grant awarded is subject to:

- The availability of funds within the respective Councillors Local Projects Fund allocation
- It being used for the benefit of residents of the Derbyshire Dales and particularly the residents of the Councillors electoral Ward;
- It being used for the specific purpose for which it was requested and granted;
- It being spent within the financial year the grant was awarded months of being received. Any request to vary this condition will need to be submitted in writing and agreed by the Head of Resources
- Derbyshire Dales District Council being publicly recognised in any and all publicity regarding the Local Projects project organised by the District Council or applicant
- It being recorded in any records or accounts which will be made available for inspection by the Council if required
- An acknowledgement that the grant award is a one off and does not imply a commitment to any future funding. Repeat requests within the same financial year will not be considered.
- The applicant providing an end of grant report to the Ward Councillor on how the money has been spent and what outcomes were achieved

Applicants are also asked to note that the District Council is not able to undertake feasibility work to assess the merits of an initiative/project, nor to assist applicants in making their bid beyond advising on the application process.

Please note that there are no rights of appeal against decisions made by ward Councillors.



Local Projects Fund - Guidance notes

Introduction

This note has been prepared to assist Councillors, and sets out the basis of the operation of the District Council Local Projects Fund and process for payments.

The District Council Local Projects Fund allocates £1,000 annually to each Councillor to support projects or initiatives that will benefit their communities.. The Scheme allows for flexibility in the type of project a Councillor may support. And, it is for each Councillor to determine applications within their area and the amount they wish to allocate from their Local Projects Ambition fund.

How the Scheme Operates

Copies of an application form are available on line on the District Council's website or from the Business Support Unit (Tel x, email y) and should be completed by the applicant. The Councillor is then required to ensure that the information provided on the form gives a clear indication as to what the grant will fund and come to a decision on whether to grant aid and to what level, by completing the control box at the end of the application form.

Completed application forms should then be sent to the Head of Resources who will sense check the application and arrange for payment. Should an application form contain any apparent anomalies, the form will be returned to the Councillor to recheck the information with the applicant. . The relevant Councillor will be informed of any applications which, on sense checking, are considered to be outside the remit of the scheme and a refusal letter will be prepared for the Councillors signature.

The grant award will be paid by BACS or cheque and sent directly to the organisation. Mock cheques can be arranged for promotional purposes.

As a guide, the process from receipt of the grant application to a payment being processed will normally take 2 weeks.

Promotion and Reporting

All promotional activities relating to the Fund and individual grant awards will be co-ordinated by the District Council's Communications and Marketing Team.

The District Council Local Projects Fund must be acknowledged as the grant giver in all circumstances and individual Ward Councillors must not use the scheme to promote themselves or to increase their personal profile.

Beneficiaries of the Fund will be required to report back to the Ward Councillor on how their Local Projects has benefitted from the grant aid. Each Ward Councillor will then be expected to contribute to an Annual report to Council on implementation of the scheme, which will list the beneficiaries throughout the Derbyshire Dales area.

How much can be allocated?

The total available under the Scheme for each member is £1000 per year. Members can allocate the entire fund to one project or organisation in the financial year or more usually, divide the money between several projects. The suggested minimum grant is £100.

Councillors are encouraged to fully utilise their annual grant allocation in the current financial year. Any unused funds will be carried forward and added to the next year's allocation. Carrying forward of unused funds at the end of a Councillors 4 year term of office is not allowed.

Councillors are also advised to check they have sufficient funds available before making a commitment. The Business Support Team will monitor Councillors' budgets and can provide advice on the availability of funds on request.

Restrictions on the use of the Fund

The Scheme is designed to be flexible in order to support the ambitions of communities, no matter how small or innovative. There are however some restrictions. Grants are not available to support:

- Political parties and organisations with political aims
- Any organisation that raises funds for national distribution
- Single issue pressure groups
- Any group formed to oppose any proposed or likely District Council policy

It is possible for Councillors to join together to support a project covering two or more Wards. It is for each Councillor to determine the amount they wish to contribute and indicate on the application form.

When deciding whether or not to recommend a grant for approval Councillors must give due regard to the public sector equality duty and adhere to the principles of the Derbyshire Dales District Council's Code of Conduct. Councillors are specifically excluded from recommending a grant award if s/he has a Pecuniary Interest in the matter. In such circumstances an applicant may be referred to another Councillor for consideration. If the application is approved, the expenditure will be drawn from the budget of the Councillor to whom the application was first directed, subject to a maximum limit specified by that Councillor.

Individuals can be supported provided that there is some Local Projects benefit, but where possible, monies should be paid to an organisation to which the individual belongs.

Determination of applications will be suspended during the election period before the District Council and UK Parliamentary elections. This is to ensure impartiality. Councillors will be informed when these restrictions apply.

Terms and Conditions

Derbyshire Dales District Council retains the right to reclaim, at any time, all or part of the awarded money which was not spent for the purpose it was granted.

Any grant awarded is subject to:

- The availability of Funds within the retrospective Councillors Local Projects Fund allocation. It being used for the benefit of residents of the Derbyshire Dales and particularly the residents of the Councillors electoral Ward;
- It being used for the specific purpose for which it was requested and granted;

- It being spent within the financial year the grant was awarded. Any request to vary this condition will need to be submitted in writing and agreed by the Head of Resources
- Derbyshire Dales District Council being publicly recognised in any and all publicity regarding the Local Projects project organised by the District Council or applicant
- It being recorded in any records or accounts which will be made available for inspection by the Council if required
- An acknowledgement that the grant award is a one off and does not imply a commitment to any future funding. Repeat requests within the same financial year will not be considered.
- The applicant providing an end of grant report to the Ward Councillor on how the money has been spent and what outcomes were achieved.

Audit and reporting

The scheme will be subject to scrutiny in the same way as any other District Council budget would be. All application forms and correspondence must be retained for a period of 6 years. It is therefore important that all Councillors pass on to the Business Support unit any correspondence they made hold in relation to the scheme for proper retention and reference by either internal or external audit.

All successful applicants will be expected to report, to the Councillor who approved the grant, on how the money was spent, either in the form of a letter or by providing a set of accounts which shows details of the expenditure.

Details of qualifying grants awarded will be recorded and published as an Elected Member decision, made by an Officer in accordance with Access to Information requirements.



Community Fund Application

Applicant's name	
Registered Charity No (if applicable)	

Name of correspondent	
Position in Organisation	
Applicant's address	
	Post Code
Telephone Number	
Email	

Please tell us what you would use the grant for

.....

.....

.....

.....

Please describe how your community will benefit from a grant

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.....

.....

How many people would benefit from a grant?	
What is the total cost of the project?	£
How much have you raised so far?	£
Have any funds been promised?	£
What amount of grant do you require?	£

TERMS AND CONDITIONS

Derbyshire Dales District Council retains the right to reclaim, at any time, all or part of the awarded money which was not spent for the purpose it was granted.

Any award of grant is subject to:

- The availability of funds within the respective Councillors' Community Fund allocation
- It being used for the benefit of residents of the Derbyshire Dales and particularly the residents of the Councillors electoral Ward;
- It being used for the specific purpose for which it was requested and granted;
- It being spent within 3 months of being received. Any request to vary this condition will need to be submitted in writing and agreed by the Head of Corporate Services.
- Derbyshire Dales District Council being publicly recognised in any and all publicity regarding the community project organised by the District Council or applicant
- It being recorded in any records or accounts which will be made available for inspection by the Council if required
- An acknowledgement that the grant award is a one off and does not imply a commitment to any future funding.
- The applicant providing an end of grant report to the Ward Councillor on how the money has been spent and what outcomes were achieved

DECLARATION

I confirm, on behalf of _____ (name of organisation) that I am authorised to sign this declaration. As far as I am aware, all the information on this form is true and complete. The application is made on the understanding that if successful, the grant will be used for the purposes specified and all other terms and conditions as set out above will be complied with.

Your Name in full:

Position in organisation:

Signature:

Date:

Application forms submitted on-line will be directed automatically to the relevant Ward Councillor for consideration. Alternatively paper copies should be returned direct to the relevant Ward Councillor for your area. Please check the web site for the contact details or contact 01629 761100 for further information.

For office use

Ward Councillor –

Date received –

Date checked

Decision – Approval/Refusal

Grant Award

Payment requested date

Fair processing notice to be added.

COUNCIL
24 SEPTEMBER

Report of the Head of Corporate Services

MEMBERS ALLOWANCES – RECRUITMENT OF INDEPENDENT REMUNERATION PANEL

SUMMARY

This report recommends the formal appointment of an independent person to complete the composition of the Independent Remuneration Panel.

RECOMMENDATION

That Mr Ian Orford's appointment as a temporary member of the Panel for a period not exceeding six months be confirmed.

WARDS AFFECTED

Not applicable

STRATEGIC LINK

Not applicable

1. REPORT

- 1.1** At its July meeting, Council appointed three independent persons to form an Independent Remuneration Panel (IRP) to review the Scheme of Members' Allowances. There is one further vacancy.
- 1.2** Mr Ian Orford, currently serving as a member of Derbyshire County @Council's IRP has come forward to offer his service for a temporary period to cover the initial review. The Head of Corporate Services has confirmed Mr Orford's eligibility and in consultation with the Chairman of the Council, an offer of appointment has been made subject to confirmation by Council. The appointment would be for a temporary period, not exceeding six months.
- 1.3** Council is therefore requested to formally confirm the appointment as required by legislation.

2. RISK ASSESSMENT

Legal

The scheme of Members' Allowances is made in accordance with Section 99 of the Local Government Act 2000 and the Local Authority (Members Allowances) (England) Regulations 2003. The recruitment process as described meets with the requirements and the legal risk is therefore low.

Financial

Members of the Panel are entitled to an allowance whilst undertaking work as members of the IRP. The cost can be met from existing budgets, therefore the financial risk is low.

3. OTHER CONSIDERATIONS

In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, environmental, climate change, health, and human rights.

4. CONTACT INFORMATION

Sandra Lamb, Head of Corporate Services and Monitoring Officer, Tel. 01629 761281 or email sandra.lamb@derbyshiredales.gov.uk

5. LIST OF BACKGROUND PAPERS

None

COUNCIL
24 SEPTEMBER 2015

Report of the Head of Corporate Services

OFFICER EMPLOYMENT PROCEDURE – STATUTORY OFFICERS

SUMMARY

This report recommends the composition of the Panel to make recommendations to the Council in the event of disciplinary action which may result in dismissal affecting the Chief Executive, Chief Financial Officer or Monitoring Officer.

RECOMMENDATION

1. That the Licensing and Appeals Committee be constituted in accordance with the Local Authorities (Standing Orders (England) (Amendment) Regulations 2015 to deal with disciplinary matters relating to a statutory Chief Officer, which may result in dismissal.
2. That a Sub-Committee of the Licensing and Appeals Committee be constituted to comprise two Independent Persons together with three elected members of the Committee, reflecting political balance, in any disciplinary matter related to a statutory officer which may result in dismissal.

WARDS AFFECTED

Not applicable

STRATEGIC LINK

Not applicable

1. BACKGROUND

- 1.1 At its Annual Meeting, the Council made amendments to its Employment Protocol as required by the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015, to review the dismissal procedure for statutory officers. The relevant positions are those of Head of Paid Service, Monitoring Officer and Chief Financial Officer.
- 1.2 In summary the Regulations provide for a simplified process, which in the case of disciplinary action -
 - removes the requirement for a Designated Independent Person to be appointed to investigate and make a binding recommendation on disciplinary action against these senior staff;

- provides that in place of the Designated Independent Person process, a decision will be taken by Council who must consider the advice and recommendations from an independent panel. The independent persons to be invited to form a panel must include the Independent Persons appointed under the Localism Act provisions to assess complaints of member misconduct;
- The Panel must be convened at least 20 working days before the relevant meeting of the Council at which the decision regarding disciplinary action is to be taken.

1.3 At the time of the Annual Meeting further guidance was awaited in procedural terms. The statutory elements were therefore adopted and this report now deals with the recommended procedure and composition of the Panel.

2. REPORT

2.1 Where disciplinary action which may result in the dismissal of a statutory officer, the decision must be taken by Council itself and take account of any recommendations from an independent panel, the conclusions of any investigation into the proposed dismissal and any representations from the officer concerned.

2.2 The Panel must be appointed at least 20 working days before the date of the Council meeting at which the decision to dismiss will take place (although the Regulations are silent as to when the Panel must meet.

2.3 It is expressly provided that the Panel :

“may consist of such persons (whether members of the appointing authority or authorities or not) appointed for such terms as may be determined by the appointing authority or authorities”.

2.4 The Council therefore has the option to constitute a panel comprising wholly of independent persons or a panel comprising a mixture of independent persons and elected members.

2.5 The Councillors Commission recommends a mixed panel. If that recommendation is accepted the Panel would need to reflect political balance. The legislation also provides that the independent members of the panel have voting rights and are therefore caught by the Code of Conduct requirements including the requirement to complete a Register of Interests.

2.6 A further issue that needs careful consideration is exactly what role the Panel should play in the disciplinary process for relevant statutory officers.

2.7 The Regulations simply require the Council to take into account “any advice, views or recommendations” as well as the conclusions of any investigation into the proposed dismissal and any representations from the officer subject to the disciplinary proceedings.

2.8 The role of the Panel is therefore seen to be consistent with the current discharge of functions to the Licensing and Appeals Committee, where 3 of its members are

drawn from the membership as a whole to determine disciplinary matters. Its remit would therefore remain broadly the same, save that if its recommendation were for the dismissal of a relevant statutory officer, then it could only recommend such action to Council.

- 2.9 It should however be borne in mind, in constituting the relevant Panel that those members participating in either the Investigating and Disciplinary Panel, the members ideally should not participate in any decision taken by Council in relation to the dismissal of the relevant officer to avoid any appearance of bias.
- 2.10 The procedure in respect of non-statutory Chief Officers will remain un-changed and will continue to be dealt with through the existing arrangements.
- 2.11 A further complication is that the case of the Chief Executive, the right for a Designated Independent Person to be appointed is preserved through the Joint National Council terms and conditions of employment, notwithstanding the introduction of the Regulations. It therefore follows that the Council must preserve the right to the appointment of a designated independent person in the case of the Chief Executive unless and until the terms of conditions of employment are changed, but are not required to do so in the case of the Section 151 Officer and Monitoring Officer.

3. RISK ASSESSMENT

3.1 Legal

The legal provisions are outlined in the report. The legal risk is therefore considered to be low.

3.2 Financial

The Independent Persons are entitled to an allowance whilst called upon for their services. It is noted however that this will only happen should the need arise to call a Sub-Committee of the Licensing and Appeals Committee.

4. OTHER CONSIDERATIONS

In preparing this report, the relevance of the following factors has also been considered: prevention of crime and disorder, environmental, climate change, health, and human rights.

5. CONTACT INFORMATION

Sandra Lamb, Head of Corporate Services and Monitoring Officer, Tel. 01629 761281 or email sandra.lamb@derbyshiredales.gov.uk

6. LIST OF BACKGROUND PAPERS

None