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22 June 2016

To: All Councillors

As a Member of the **Council**, please treat this as your summons to attend the meeting on **Thursday 30 June 2016 at 6.00pm in the COUNCIL CHAMBER, TOWN HALL, MATLOCK.**

Yours sincerely

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

Sandra Lamb
Head of Corporate Services

AGENDA

PRESENTATION BY NORTH DERBYSHIRE CLINICAL COMMISSIONING GROUP

A presentation will be given by the North Derbyshire Clinical Commissioning Group on "Better Care Closer to Home"

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 MEETINGS

7 April 2016 and 19 May 2016.

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	
Annual Council	19 May 2016
Council	7 April 2016
Licensing & Appeals Sub-Committee - Taxi	12 May 2016
Planning Committee	24 May 2016
Community & Environment Committee	2 June 2016
Licensing & Appeals Sub-Committee – Taxi	9 June 2016
Licensing & Appeals Sub-Committee – Taxi	9 June 2016
Licensing & Appeals Sub-Committee – Taxi	9 June 2016
Licensing & Appeals Sub-Committee – Taxi	9 June 2016
Governance & Resources Committee	9 June 2016

MINUTE BOOK TO FOLLOW

7. QUESTIONS (RULE OF PROCEDURE 15)

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

Page Nos.

8. GENERAL FUND OUT-TURN 2015/16

5 - 10

To consider the recommendation to transfer the General Fund underspend of £24,394 in 2015/16 to the General Reserve and to note the updated Medium Term Financial Plan.

9. CAPITAL PROGRAMME 2015/16 TO 2019/20

11 - 27

To consider approval of the Actual Capital Expenditure and financing arrangements for 2015/16 as at 31 March 2016 and the revised Capital Programme and financing arrangements for 2016/17. Also, to note the proposals for the Capital Programmes for 2017/18-2019/20 onwards.

10. TEMPORARY TOILET PROVISION IN MATLOCK BATH

28 - 31

To consider a proposal to continue to provide temporary toilets in Matlock Bath, with cleaning provided by the existing Clean and Green resources and that the associated costs between March and October be funded from the general reserve.

- 11. PERFORMANCE MANAGEMENT – KEY PERFORMANCE INDICATORS OUTTURN 2015/16** **32 - 37**
- To receive a report summarising the outturn performance against the District Council's Key Performance Indicators for the year 2015/16.
- 12. A NEW APPROACH TO ENABLING AFFORDABLE HOMES** **38 - 42**
- To consider a report setting out the proposals for the development of a Joint Venture to deliver mixed tenure housing schemes.
- 13. WEBCASTING OF COUNCIL MEETINGS AND EVENTS** **43 - 45**
- To consider the implementation of a working system to webcast Council meetings and events live over the internet and the use of funds from the Information Technology Reserve to meet the associated costs.
- 14. AMENDMENT TO RULES OF PROCEDURE** **46 - 48**
- To consider an amendment to the rules of procedure as contained in the Constitution to allow for regular announcements from the Leader of the Council and for Questions on Notice to be directed to elected representatives on certain Outside Bodies.
- 15. PLANNING APPEALS – WINDFARM AT GRIFFE GRANGE, MANYSTONES LANE, BRASSINGTON** **49 - 52**
- To consider the options available to the District Council in defending the appeal against refusal of planning permission for 5 wind turbines and the recommendation to use up to £30,000 from the General Reserve to cover the associated costs.
- 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.
- 17. EXCLUSION OF PUBLIC AND PRESS**
- At this point the Committee will consider excluding the public and press from the meeting for the remaining items of business for the reasons shown in italics. The Chairman will adjourn the meeting briefly to enable members of the public to speak to Councillors.
- 18. COMMITTEES**
- To receive the exempt minutes of the Committees shown below:**
(The following minutes are excluded from the meeting because they result in exempt information being disclosed)

Licensing & Appeals Sub-Committee – Taxi Appeal – 12 May 2016
Minute No. 398/15
Licensing & Appeals Sub-Committee – Taxi Appeal – 9 June 2016
Minute No. 40/16
Licensing & Appeals Sub-Committee – Taxi Appeal – 9 June 2016
Minute No. 44/16
Licensing & Appeals Sub-Committee – Taxi Appeal – 9 June 2016
Minute No. 48/16
Licensing & Appeals Sub-Committee – Taxi Appeal – 9 June 2016
Minute No. 53/16

NOTE

For further information about this Agenda or on “Public Participation” call 01629 761133 or e-mail committee@derbyshiredales.gov.uk

COUNCIL
30 JUNE 2016

Report of the Head of Resources

GENERAL FUND OUT-TURN 2015/16

PURPOSE OF REPORT

This report advises Members of the final expenditure for 2015/16 and recommends that the under-spending be transferred to the general reserve. The report also advises Members of the updated Medium Term Financial Plan.

RECOMMENDATIONS

1. That Members note the General Fund under-spending of £24,394 in 2015/16.
2. That £24,394 be transferred to the General Reserve.
3. That the updated Medium Term Financial Plan be noted.

WARDS AFFECTED

Not applicable

STRATEGIC LINK

The Council's financial position is taken into account in determining all the priorities in the Corporate Plan.

The financial position as at 31st March 2016 has been reflected in the updated Medium-Term Financial Plan and will be reflected in the Revenue Spending Proposals for 2017/18 that will be presented in early 2017.

1. REPORT

- 1.1 The final accounts for 2015/16 show an under-spending on the General Fund of £24,394 when comparing the final expenditure with the revised budget.
- 1.2 The main variations are summarised in Appendix 1 for Members' information. The most significant variations are:-

	£000
Reduction in expenditure on building repairs	(53)
Increased income from trade waste charges	(70)
Reduced income on housing benefits (net of reduced expenditure)	215
Reduction in ICT / telephone costs	(154)

- 1.3 It is suggested that the under-spending of £24,394 be allocated to the General Reserve. Following this transfer, the balance on the General Reserve, available for unforeseen events and emergencies, will be £1,013,750 as at 31st March 2016.

In addition, the Council has a further General Fund Working Balance of £1 million, which is set aside to provide working capital.

- 1.4 The position on reserves and balances following the recommendation set out above can be seen in Appendix 2. In previous years there have been significant revenue underspends, which have been transferred to reserves to assist in financing the capital programme. As there was only a small underspend in 2015/16, it has not been possible to supplement the capital programme reserve.

A review of reserve balances as at 31 March 2016, together with a review of potential future liabilities, has shown that the balance on the Capital Programme Reserve is likely to be insufficient to meet future requirements. This is discussed further in a report on the capital programme, elsewhere on the agenda for this meeting.

- 1.5 The table in Appendix 2 shows that it is considered that approximately £105,000 increased net expenditure will continue in future years. This has been reflected in an updated medium-term financial plan, which is shown at Appendix 3. It is now envisaged that the Council will be able to deliver a balanced budget in 2017/18 but savings will be required from 2018/19 in order to set a balanced budget.

The savings gap that must be closed subsequent years is set out in the table below:

Financial Year	2018/19	2019/20	2020/21	2021/22
Savings required	£344,000	£531,000	£861,000	£1,052,000

The figures in the MTFP and in the table above reflect the funding that has been indicated in the Government's Settlement Funding Assessment. The Government has indicated that 100% of business rates income will be passed to local authorities by 2020/21. It is expected that local authorities will take on additional responsibilities to make this fiscally neutral. As the details are not known at the time of writing this report, the 100% localisation of business rates has not been reflected in the MTFP.

- 1.6 The figures in the medium term financial plan indicate that the Council's revenue budget position is critical in the medium term. Furthermore, the Council's capital resources are likely to be insufficient to meet future needs. If significant savings cannot be made, the Council will not be able to set a sustainable balanced budget. These issues will need to be addressed in an updated Financial Strategy, which officers plan to bring to the Council meeting in November. Members will have to consider whether it is sustainable to continue to provide all current services.
- 1.7 If Members approve the recommendation of this report, it will be reflected in the Statement of Accounts, which must be signed by the Head of Resources by 30th June. The accounts are then subject to an independent audit, carried out by the KPMG. The audited Statement of Accounts will be presented for approval at the Governance and Resources Committee meeting to be held on 22nd September 2016.

2. RISK ASSESSMENT

2.1 Legal

There are no legal risks arising from this report.

2.2 Financial

The recommended transfer to the general reserve will help to mitigate future financial risks that the Council may face. However, the table in paragraph 1.5 of this report shows that significant savings must be found in the medium term. The financial risk in respect of the Council's long-term financial position is, therefore, assessed as "high".

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

Karen Henriksen, Head of Resources
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E-mail: karen.henriksen@derbyshiredales.gov.uk

5 BACKGROUND PAPERS

None

6 ATTACHMENTS

Appendix 1 – Analysis of General Fund Underspend 2015/16

Appendix 2 – Summary of Revenue Balances, Provisions and Earmarked Reserves as at 31st March, 2016

Appendix 3 – Medium Term Financial Plan

BACK TO AGENDA

APPENDIX 1**ANALYSIS OF GENERAL FUND UNDERSPEND 2015/16**

	Revised Estimate	Actual Income / Expenditure	Variance		Ongoing*
	£000's	£000's	£000's	£000's	£000's
Major Variances:					
Expenditure less than expected:					
Salaries	7,289	7,243	(46)		0
General Repairs	577	524	(53)		0
Water charges	184	151	(33)		(5)
ICT & telephones	477	323	(154)	(286)	(22)
Expenditure higher than expected:					
Leisure centre gym fees	79	108	29		
Housing benefit payments	14,165	14,247	82		82
Housing benefits provision for doubtful debts	50	97	47	158	0
Income less than anticipated:					
Car parking charges	2,169	2,150	19		0
Government grants for housing benefits	14,317	13,923	394		394
Leisure centre fees and charges	2,026	1,998	28	441	0
Income higher than anticipated:					
Recovery of housing benefit overpayments	165	459	(294)		(294)
Trade waste charges	374	444	(70)		(50)
Local land charges	98	117	(19)	(383)	0
Other Minor Variances				46	0
				(24)	105

*The ongoing variance has been adjusted to exclude any savings already anticipated when setting the budget for 2016/17.

SUMMARY OF REVENUE BALANCES, PROVISIONS AND EARMARKED RESERVES

	Balance at 31 st March 2015 £000s	Balance at 31 st March 2016 After Report Recommendations £000s
<u>Revenue Balances</u>		
General Fund Working Balance*	1,000	1,000
General Reserve	989	1,013
Building Control	(80)	(105)
	1,909	1,908
<u>Provisions</u>		
Insurances	71	70
	71	70
<u>Earmarked Reserves</u>		
Bakewell A.B.C. Repairs	7	0
Business Rates Fluctuations	0	189
Capital Programme Reserve	2,647	3,242
Carsington Improvements	36	36
Committed Expenditure	308	352
Economic Development	376	376
Elections	104	49
Information Technology	627	597
Insurances	503	498
Job Evaluation	150	150
Invest to Save	220	159
Local Plan	90	140
Member / Officer Indemnity	25	25
Replacement Car Parking Machines	250	0
Revenue Grants Unapplied	1,569	2,454
Vehicle Renewals	1,162	1,368
Ward Member Budgets	156	137
Wheeled Bins	202	202
	8,432	9,974
TOTAL	10,412	11,952

* The General Fund Working Balance is specified as a “controlled reserve” for the purposes of Section 26 of the Local Government Act 2003.

In the main, the above balances are earmarked for specific projects.

MEDIUM TERM FINANCIAL PLAN

	Note	Estimate 2016/17	Estimate 2017/18	Forecast 2018/19	Forecast 2019/20	Forecast 2020/21	Forecast 2021/22
		£000s	£000s	£000s	£000s	£000s	£000s
Existing Funding Requirement		9,065	9,402	9,379	9,498	9,766	9,992
Future Commitments / savings							
Ongoing variances from 2015/16 outturn		105					
Inflation – pay awards	1		76	76	154	157	160
Inflation - general	2		16	16	34	39	44
Reduction in Benefits Administration Subsidy			25	25	25	25	25
Reduction in support for Parish tax base			(22)				
Estimated reduction in vehicle lease costs			(75)				
Ashbourne Leisure Centre Gym Contract			(39)				
Savings from new energy contract		(30)					
Planning appeal costs (one-off 2016/17)		30	(30)				
Apprentices Levy			23				
Cost of implementing National Living Wage					50		
Increased spend on Disabled Facilities Grants (offset by additional grant)		232					
Total Net Spending Requirements		9,402	9,379	9,498	9,766	9,992	10,226
Funded by:							
Revenue Support Grant	3	(736)	(252)	0	0	0	0
Business Rates Baseline Funding	4	(1,533)	(1,563)	(1,609)	(1,661)	(1,702)	(1,736)
Settlement Funding Assessment		(2,269)	(1,815)	(1,609)	(1,661)	(1,702)	(1,736)
Financing from Council Tax	5	(5,466)	(5,622)	(5,781)	(5,943)	(6,108)	(6,276)
Ongoing additional Business Rates	6	(722)	(729)	(736)	(751)	(766)	(781)
NNDR levy, net of income from NNDR Pool	7	128	323	326	329	332	335
NNDR Collection Fund (surplus) / deficit		263					
New Homes Bonus – 2011/12 Allocation		(169)					
New Homes Bonus – 2012/13 Allocation		(147)	(147)				
New Homes Bonus – 2013/14 Allocation		(219)	(219)	(219)			
New Homes Bonus – 2014/15 Allocation		(160)	(160)	(160)	(160)		
New Homes Bonus – 2015/16 Allocation		(171)	(171)	(171)	(171)	(171)	
New Homes Bonus – 2016/17 Allocation	8	(140)	(140)	(140)	(140)	(140)	(140)
Rural Services Delivery Grant	9	(399)	(322)	(248)	(322)	(160)	(160)
Transition Grant		(77)	(77)				
Disabled Facilities Grant		(416)	(416)	(416)	(416)	(416)	(416)
Total Income		(9,964)	(9,495)	(9,154)	(9,235)	(9,131)	(9,174)
Corporate Savings Target		(562)	(116)	344	531	861	1,052

Notes

1. Assumes annual pay awards of 1% in 2017/18 and 2018/19, then 2% from 2019/20.
2. General inflation assumed at 1% per annum in 2017/18 and 2018/19, then 2% p.a. from 2019/20.
3. SFA as proposed four year deal announced February 2016
4. Based on offer from DCLG to 2019/20 then an inflationary increase of 2.5%
5. Assumes that from 2017/18 Council Tax will increase by 1.94% per annum from 2016/17, and by an additional £50,000 p.a. in respect of new homes.
6. Assumes Business Rates Income will increase by 1% per annum in 2017/18 and 2018/19, then 2% p.a. from 2019/20.
7. Assumes no NNDR pooling after 2016/17
8. New Homes Bonus is awarded for 6 years; assumed no further awards after 2016/17
9. Rural Services Delivery Grant awarded until 2019/20; assumed reduction of 50% in 2019/20.

COUNCIL
30 JUNE 2016

Report of the Head of Resources

CAPITAL PROGRAMME 2015/16 TO 2019/20

SUMMARY

This report:

- Determines the Actual Capital Expenditure 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 Actual Capital Expenditure and financing arrangements for 2015/16 and as at 31st March 2016, as detailed in appendix 1 in the sum £1,773,848, be approved;
- 2 That the revised Capital Programme and financing arrangements for 2016/17 in the sum of £5,257,397 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 3rd March 2016, a revised programme showing the actual expenditure for 2015/16 together with new schemes and changes for financial years 2016/17 to 2019/20 is presented for Members' consideration and approval.

The revised programme set out in this report includes new schemes and changes recommended by the Corporate Leadership Team. The changes are explained in paragraphs 1.2.3 and 1.3.3 to 1.3.6 and by the shading used in Appendix 1.

1.2 REVISED CAPITAL PROGRAMME FOR 2015/16

1.2.1 Actual Capital Expenditure 2015/16

The Actual Capital Expenditure for 2015/16 is summarised below:

Priority	2015/16 Recommended Capital Programme
	£
A Thriving District	1,328,429
A Clean and Safe District	402,353
Efficiencies and Innovative Working Practices	43,065
	1,773,848

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

	£000
Disabled Facility Grants	264
Repayment of Derelict Land Grants	269
Replacement of Pay and Display Ticket Machines	269

1.2.2 Financing Arrangements 2015/16

The overall financing package for the Actual Expenditure incurred in 2015/16 Capital Programme is as follows:

	£	£
Capital Receipts		366,606
Grants and Contributions:		
Housing – Disabled Facilities Grants	263,576	
Miscellaneous Grants	14,000	
		277,576
Use of Reserves:		
Car Parking Machine Reserve	250,000	
Capital Programme Reserve	515,676	
Grants Unapplied Reserve (section 106 contributions)	70,000	
Invest to Save Reserve	13,100	
Information Technology Reserve	29,965	
Vehicle Renewal Reserve	243,925	
Bakewell ABC Reserve	7,000	
Total		1,129,666
		1,773,848

1.2.3 Revised Budget (January 2016) compared to Actual Expenditure Incurred 2015/16

The Revised Capital Programme reported to council in March 2016 showed a Proposed Programme of £2,899,597 for 2015/16. Actual Expenditure in 2015/16 was £1,773,848, a reduction of £1,125,749. The reasons for the differences are shown below:

	Budget January 2016 £	Actual Expenditure 2015/16 £	Increased / (Decreased) £	Comments
Disabled Facility Grants	250,000	263,576	13,576	Overspend – financed by underspend last year
Social Housing Grant - Birchover	120,000	0	(120,000)	Scheme Withdrawn – not proceeding
Social Housing Grant - Bonsall	50,000	0	(50,000)	Scheme delayed until 2016/17 – planning application now approved
Social Housing Grant – Bakewell Lady Manners School	142,000	0	(142,000)	Scheme delayed until 2016/17
Social Housing Grant - Litton	80,000	0	(80,000)	Scheme delayed until 2016/17
Social Housing Grant - Wirksworth	273,000	0	(273,000)	Scheme delayed until 2016/17
Social Housing Grant – Cromford/Matlock Bath	50,000	0	(50,000)	Scheme delayed until 2016/17
Social Housing Grant – Dimple Site	0	50,000	50,000	Same cost to scheme, grant given in 2015/16 – scheduled for 2016/17
Ashbourne Shawcroft Car Park Redesign	170,656	141,676	(28,980)	Scheme 80% completed works ongoing underspend slipped into 2016/17
Bakewell ABC – strips to side of Agricultural Way	40,155	19,834	(20,321)	Scheme ongoing – underspend slipped into 2016/17
Repair to car Park – M&S Store	270,000	205,785	(64,215)	Scheme 75% completed at 31 st March 16 – Slippage into 2016/17

	Budget January 2016 £	Actual Expenditure 2015/16 £	Increased / (Decreased) £	Comments
Replacement of Pay & Display Car Park Machines	406,000	269,090	(136,910)	Ongoing – Underspend slipped into 2016/17
Miscellaneous Grants	41,000	36,000	(5,000)	Underspend
Partnership Grants	5,500	6,665	1,165	Overspend
Carsington Fund Grants	35,812	0	(35812)	Slippage into 2016/17
Condition Survey Works – Matlock Town Hall	0	7,914	7,914	Capital salaries allocated – works starting 2016/17
Capital salaries	25,000	0	(25,000)	Capital salaries allocated against individual schemes
Ashbourne Leisure Centre – Changing Rooms	34,605	1,619	(32,986)	Underspend – Slipped into FY 2016/17
Stoney Middleton – Coombs dale	1,500	0	(1,500)	Ongoing – To be resolved in 2016/17
Lovers Walks	62,916	66,132	3,216	Overspend
Matlock Bath – Memorial Toilets	10,000	3,625	(6,375)	Works due to commence 2016/17 – tenders now received
Rural Conveniences	27,000	27,631	631	Overspend
Darley Dale – Cemetery Stores & Paths	57,607	1,866	(55,741)	Works almost completed – slipped into FY 2016/17
Commercial Vehicles	262,000	243,924	(18,076)	Slippage into 2016/17
Electoral Registration	7,677	0	7,677	Funded by grant – transferred to revenue to be spent in 2016/17
Revenues & Benefits Self Service	15,000	13,000	(2,000)	Expenditure less than expected
Electronic Document Management System	50,000	0	(50,000)	Slippage into 2016/17
Leisure Management & Booking System	26,723	30,065	3,342	Scheme now complete – expenditure more than budget
			1,125,749	

1.3 PROPOSED CAPITAL PROGRAMME FOR 2016/17

1.3.1 Proposed Capital Expenditure 2016/17

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

Priority	2015/16 Recommended Capital Programme
	£
A Thriving District	3,067,642
A Clean and Safe District	1,938,371
Efficiencies and Innovative Working Practices	251,384
	5,257,397

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
Disabled Facility Grants	416
Social Housing Schemes	1,615
Condition Survey Works – Matlock Town Hall	401
Condition Survey Works – Ashbourne Leisure Centre	313
Commercial Vehicles	497

1.3.2 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		1,028,500
Grants and Contributions:		
Housing – Disabled Facilities Grants		416,000
Use of Reserves:		
Carsington Reserve	35,812	
Vehicle Renewal Reserve	496,694	
Information Technology Reserve	251,384	
Grants Unapplied Reserve (section 106 contributions)	738,000	
Capital Programme Reserve	2,291,007	
		3,812,897
Total		5,257,397

1.3.3 Changes to Programme for 2016/17 – January 2016 estimates compared to current proposals

The Capital Programme reported to council in March 2016 showed a Proposed Programme of £3,657,104 for 2016/17. The current proposals for 2016/17 total £5,257,397 an increase of £1,600,293 The reasons for the differences are shown below:

	January 2016 £	June 2016 £	Increased / (Decreased) £	Comments
Disabled Facility Grants	260,000	416,000	156,000	Better Care Fund now delivered by councils – We will receive increased grant to offset this increased expenditure
Social Housing Grant - Bonsall	50,000	100,000	50,000	Slippage from 2015/16
Social Housing Grant – Bakewell Lady Manners School	100,000	242,000	142,000	Slippage from 2015/16
Social Housing Grant - Litton	0	80,000	80,000	Slippage from 2015/16
Social Housing Grant – Wirksworth Cromford Road	0	273,000	273,000	Slippage from 2015/16
Social Housing Grant – Cromford/Matlock Bath	50,000	100,000	50,000	Slippage from 2015/16
Social Housing Grant – Dimple Site	80,000	30,000	(50,000)	£50,000 grant given in 2015/16 – same overall cost
Ashbourne Shawcroft Car Park Redesign	20,000	120,221	100,221	Slippage from 2015/16
Bakewell ABC Strips to sides of Agricultural Way	100,000	120,321	20,321	Slippage from 2015/16
Matlock M&S Store – car park	0	64,215	64,215	Slippage from 2015/16
Replacement of Pay & Display car park machines	0	136,910	136,910	Slippage from 2015/16
Carsington Fund Grants	0	35,812	35,812	Slippage from 2015/16

	January 2016 £	June 2016 £	Increased / (Decreased) £	Comments
Condition Surveys – Matlock Town Hall	408,492	400,578	(7,914)	Same overall cost – Capital salaries allocated against scheme in 15/16
Big Belly Bins	0	199,186	199,186	New Scheme – see below (see report to C & E Committee April 2016)
Ashbourne Leisure Centre Changing Rooms	0	32,986	32,986	Slippage from 2015/16
Ashbourne Leisure Centre – Condition Survey Works	197,717	312,717	115,000	Increase in costs – new boiler & dehumidifier (see report to G & R Committee 9 June 2016)
New Depot to replace The Dimple/Tinti's yard	80,000	35,000	(45,000)	Price reduced
Stoney Middleton – Coombs dale	0	1500	1500	Slippage from 15/16 – to be resolved in 16/17
Hurst Farm Play Area	35,000	18,200	(16,800)	External funding part of scheme
Ashbourne Civic Square	0	50,000	50,000	New Scheme – see below (see report to G & R Committee 9 June 2016)
Darley Dale Cemetery Store & Paths	0	55,741	55,741	Slippage from 2015/16
Wirksworth St Mary's Churchyard Railings	23,963	0	(23,963)	Slippage into 17/18
Commercial Vehicles	461,000	496,694	35,694	Change to replacements & profile plus some slippage from 2015/16
Electronic Document Management System	0	145,384	145,384	Slippage from 2015/16 plus increase in cost £95,384 (see report to G & R Committee 9 June 2016)
Total			1,600,293	

1.3.4 Details of significant changes for 2016/17

Big Belly Bins £199,186 (new scheme)

This proposal is to replace approximately 113 existing litter bins and install 47 Big Belly bins across 5 Town Centre locations, Bakewell, Ashbourne, Matlock, Wirksworth and Matlock Bath (was originally only Bakewell and Matlock Bath). The total cost of the bins is £199,186. The cost includes the unit price, 2 tubular ashtrays, delivery, installation, servicing and maintenance and the telemetry system required to monitor the bins for a period of five years.

A trial of the bins took place in Matlock Bath in October last year whilst the illuminations event was running. From the trial alone which included replacing 12 street litter bins with 5 Big Belly bins we saw a reduction in labour hours (16 hours over 1 month), an 85% reduction in collections (372 empties reduced to 54) and resources such as bags and fuel. These reductions freed up time to focus on other much needed work in all Town Centres. The bins also prevent wind-blown litter or litter scattered by birds and a general improvement in the cleanliness of the streets was reported.

A Big Belly bin holds 8 times the capacity of a normal litter bin and works by compacting the waste to provide greater capacity. They enable us to monitor 'up-to-the-minute' how full the bins are and schedule the rounds to when they need emptying. All the trial bins used in Matlock Bath went from 3 times a day emptying (during the illuminations), to every other day. One bin went 5 days before it needed emptying allowing us to monitor and locate bins where most needed. Although the initial investment needed is significant these units will save resources in the future and provide a revenue stream through the advertising panels on the sides to fund additional bins. It is therefore anticipated that this investment will be a one-off.

Ashbourne Civic Square £50,000 (new scheme)

This scheme has been around for a number of years having originally been part of the Ashbourne Library scheme but was pulled by DCC due to a lack of funding. It was also removed from the Capital Programme at a previous review. Now that the redesign and resurfacing of Shawcroft Car Park has been completed, this area (which provides one of the main links between the car park and the Library and Town Centre) looks unsightly and continues to incur high maintenance costs.

The current surface is a mixture of 4 different areas of worn tarmac, paving slabs (which keep cracking) and grassed areas (which are muddy where people walk across them). We are constantly spending money fixing the paving slabs and have had a number of claims/injuries when people have tripped on this area over the last 5 years.

The scheme, at a budget cost of £50,000, involves providing a new surface and landscaping of Civic Square, which would really enhance this area of the Town. In conjunction with enabling works already completed as part of the Shawcroft Car Park scheme, it would also allow this area to be used for staging of markets and increase its suitability for use for Civic Events.

The former Ashbourne HIT society has £4,000 available to put into this scheme and further funding may be available from external sources. It is therefore recommended that an additional £50,000 is requested in the 2016/17 Capital Programme to finance these works.

Ashbourne Leisure Centre Condition Survey Works – costs increased by £115,000

The works were originally included in the sum of £327,000 approved as part of the Condition Survey Works. This figure included a budget cost for a new Dehumidifier of £75,000. In addition £40,000 was included in financial year 2019/20 for three replacement dry-side boilers.

Further survey and costing works have determined that the cost of a new dehumidifier and wet-side boiler, which are best replaced at the same time, would be £150,000. Additionally, problems have occurred with the dry-side boilers which would make their replacement more of a priority at an expected cost of £40,000.

It is therefore recommended that the £40,000 in the 2019/20 Capital Programme is brought forward to 2016/17 and an additional £75,000 is requested in the 2016/17 Capital Programme to finance these works.

Electronic Document Management System – costs increased by £95,384

Electronic document management (EDMS) is software that is used to scan incoming mail, circulate and file documents, and to manage work flow. The Administration Service Review report (issued 28 November 2013) recommended that a document management system with workflow that links to and integrates with existing back office systems should be procured.

The procurement of an EDMS, along with any necessary support, was approved by Corporate Committee on 20 March 2014, subject to a business case being approved by CLT. EDMS has remained a core feature of the District Council's transformation programme and capital programme since, being included in the Service Review programme approved by Council on 23 April 2015 and the Capital Programme approved by Council on 3 March 2016.

EDMS is already used in the revenues and benefits section of the Council as well as by development management staff. However, the Development Management Review identified that the system is not fully utilised by planning staff. This proposal aims to roll out EDMS across the whole council over time, commencing with development management.

The potential benefits of introducing an EDMS across the District Council include:

- less reliance on costly, time-consuming paper-based systems
- less danger of losing documents once scanned
- fast routing of documents from person to person
- can interface with other systems, such as the planning system
- streamlined production of letters and reports by template
- less space required for storing paper files
- improved disaster recovery
- underpins agile working.

As reported to the Governance and Resources Committee on 24 March 2016, the redesign of business processes in Development Management (and, consequently, the redesign of the organisational structure) based on 'digital by default' is dependent on the introduction of electronic document management. This proposal includes a temporary project manager role to lead this transformation. The capital cost can be financed from

the Information Technology Reserve. It is expected that savings from transforming the planning service would start to be generated from 2018 onwards.

Public Conveniences and Shelter at Memorial Gardens, Matlock Bath

Following the identification of major structural defects at the above property as part of the District Council's programme of Condition Surveys last year, a number of options were considered and were subject to public consultation.

The outcome of the consultation was reported to the 17 September 2015 meeting of the Governance and Resources Committee where it was resolved that the building be repaired and internally refurbished at a budget cost of £236,000. This figure was included in the capital programme for 2016/17.

Following this there have been a number of issues including the presence of bats and problems with access to neighbouring private land which have delayed the projected start date for this project to 01 October 2016. Additionally, the successful tender for the works came in substantially over budget at £324,000, as reported to the Governance and Resources Committee on 9th June 2016.

Since the Governance and Resources Committee meeting, officers have met the proposed contractor to discuss the implications of the delayed start date and to agree some cost engineering measures that will reduce the overall scheme cost. The contractor has now agreed to proceed with the proposed works at the original budget cost of £236,000 thus eliminating the £88,000 projected overspend that was reported to the Governance and Resources Committee. Officers are confident that the proposed revisions to the specification will still deliver a high quality facility to the public whilst making significant cost savings on the original tendered price.

Subject to Members' approval of this proposed capital programme, works could take place to formalise Environment Agency consent and the bat licence with a view to commencing works on site in September in advance of gaining access rights to the neighbouring site in October. The contractor is aware of the Matlock Bath Illuminations and the Parish Council's requirements regarding access to the war memorial etc. and will work with the Council to minimise any impact on these events.

1.3.5 Officer Comment

The Corporate Leadership Team recommends the following schemes for approval:

- Big Belly Bins
- Ashbourne Civic Square
- Ashbourne Leisure Centre Condition Survey Works
- EDMS

All of these projects have been approved by policy committees and have been included in the draft programme for 2016/17.

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

1.4.1 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
	£
A Thriving District	2,442,384
A Clean & Safe District	1,244,610
Efficiencies and Innovative Working Practices	120,000
	3,806,994

1.4.2 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		1,239,463
Grants and Contributions: Disabled Facilities Grants		810,000
Use of Reserves:		
Information Technology Reserve	120,000	
Capital Programme Reserve	682,216	
Vehicle Reserve	955,315	
		1,757,531
		3,806,994

1.4.3 Changes to Programme for 2017/18 – January 2016 estimates compared to current proposals

	January 2016 £	June 2016 £	Increased / (Decreased) £	Comments
Wirksworth St Mary's Churchyard Railings	0	23,963	23,963	Slippage from 16/17
Commercial Vehicles	637,800	619,315	(18,485)	Change to replacements & profile
Total	637,800	643,278	5,478	

1.4.4 Changes to Programme for 2018/19 – January 2016 estimates compared to current proposals

	January 2016 £	June 2016 £	Increased / (Decreased) £	Comments
Commercial Vehicles	197,000	204,000	7,000	Change to replacements & profile

1.4.5 Changes to Programme for 2019/20 January 2016 estimates compared to current proposals

	January 2016 £	June 2016 £	Increased / (Decreased) £	Comments
Ashbourne Leisure Centre Condition Surveys	139,650	100,000	(39,650)	Reduction in cost

1.5 SOURCES OF FUNDING FOR CAPITAL PROGRAMME

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

Reserve	Balance 1 st April 2015	Receipts received	Used in Capital Programme	Estimated balance 31 st March 2020	Comments
Strategic Reserves (earmarked for capital schemes)	4,770,403	3,368,448	7,400,670	738,181	Mostly earmarked for specific projects
Section 106 Income	778,087	812,256	803,000	787,343	Relies on new receipts being attained
Capital Receipts	2,076,720	1,379,696	2,634,569	821,847	Relies on new receipts being attained
	7,625,210	5,560,400	10,838,239	2,347,371	

The table above demonstrates that, if the capital programme proposals set out in this report are accepted, usable capital receipts will have reduced to £821,847 by 31 March 2020. The table also indicates that strategic reserves for capital purposes are rapidly diminishing and that there is very little available for dealing with unforeseen situations or other issues on the horizon such as CCTV, the provision of a site for travellers, replacement fitness equipment, replacement play equipment etc.

1.5.2 Replacement Fitness Equipment

In February 2017, the profit share lease agreement with Competition Line UK Ltd (third party provider) for the provision of fitness suite equipment at Ashbourne Leisure Centre comes to an end. In order to replace this and other equipment, officers will be exploring a range of purchase and lease options through a market testing process to find the most economically advantageous tender which meets the specification. We will report the findings to Council in September, along with a request for appropriate funds.

2 RISK ASSESSMENT

2.1 Legal

Contained within the body of the report.

2.2 Financial

There is adequate funding for the proposed 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

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5 BACKGROUND PAPERS

None

6 ATTACHMENTS

Appendix 1 Capital Programme 2015/16 to 2019/20 onwards

BACK TO AGENDA

Capital Programme 2015/16 to 2019/20 onwards

Key for explanation of changes

Change to costings
New
Slippage

SCHEMES	Updated Estimate	Spend to date	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	TOTAL
	2015/16						
	January 2016		£	£	£	£	£
A Thriving District							
Affordable Housing							
Improvement Grants							
Disabled Facility Grants	250,000	263,576	416,000	270,000	270,000	270,000	1,489,576
Social Housing Grants							
Birchover	120,000	0	0	0	0	0	0
Taddington	0	0	80,000	0	0	0	80,000
Ashford	0	0	80,000	0	0	0	80,000
Winster	0	0	0	80,000	0	0	80,000
Bonsall	50,000	0	100,000	0	0	0	100,000
Bakwell Lady Manners School	142,000	0	242,000	0	0	0	242,000
Litton	80,000	0	80,000	0	0	0	80,000
Wirksworth Cromford Road	273,000	0	273,000	0	0	0	273,000
Cromford / Matlock Bath	50,000	0	100,000	0	0	0	100,000
Hathersage	0	0	200,000	0	0	0	200,000
Matlock - Dimple Site	0	50,000	30,000	0	0	0	80,000
Eyam	0	0	80,000	0	0	0	80,000
Dales Housing Garage Sites	0	0	110,000	0	0	0	110,000
Tideswell	0	0	120,000	0	0	0	120,000
Rural village - affordable housing for rent programme	0	0	0	0	250,000	750,000	1,000,000
Temporary Accommodation - Matlock & Ashbourne	0	0	120,000	0	0	0	120,000
Business growth and job creation							
Industrial Development							
Repayment of DLG Clifton Road Ashbourne	269,180	269,180	0	0	0	0	269,180
Blenheim Road - Ashbourne			25,000				25,000
Car Parks							
Ashbourne Shawcroft Car Park Redesign	170,656	141,676	120,221	0	0	0	261,897
Bakewell ABC strips to sides of Agricultural Way	40,155	19,834	120,321	0	0	0	140,155
Bakewell ABC drainage & new tracks	27,390	27,390	54,585	0	0	0	81,975
Matlock - Repair / Resurface Roof Co-op Car Park	270,000	205,785	64,215	0	0	0	270,000
Replacement of Pay and Display Ticket Machines	406,000	269,090	136,910	0	0	0	406,000
Bank Road Car Park - Retaining wall repairs	0	0	10,000	0	0	0	10,000
Miscellaneous Grants	41,000	36,000	30,000	30,000	30,000	30,000	156,000
Planning Conservation/Enhancement Grants							
Partnership Grants	5,500	6,665	5,500	5,500	0	0	17,665
Bakewell Agricultural Business Centre							
Drainage on Agricultural Way*	31,320	31,320	0	0	0	0	31,320
Condition Survey Works	0	0	8,500	0	0	0	8,500
Carsington Fund Grants	35,812	0	35,812	0	0	0	35,812
Public Offices							
Condition Surveys - Matlock Town Hall	0	7,914	400,578	109,884	62,000	210,000	790,376
Capital Salaries	25,000	0	25,000	25,000	25,000	25,000	100,000
Sub Total - A Thriving District	2,287,013	1,328,429	3,067,642	520,384	637,000	1,285,000	6,838,455

SCHEMES	Updated Estimate	Spend to date	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	TOTAL
	2015/16		2016/17	2017/18	2018/19	2019/20	
	January 2016	27th January 2016				ONWARDS	
			£	£	£	£	£
A Clean and Safe District							
Refuse							
Big Belly Bins			199,186	0	0	0	199,186
Ashbourne Leisure Centre							
Changing Rooms	34,605	1,619	32,986	0	0	0	34,605
Fitness Equipment	0	0	70,000	0	0	0	70,000
Condition Survey Works	0	0	312,717	0	24,530	100,000	437,247
Wirksworth Leisure Centre							
Condition Survey Works	0	0	50,000	0	0	20,000	70,000
Depot							
New Depot to replace The Dimple/Tinti's yard	0	0	35,000	0	0	0	35,000
Flood Alleviation							
Matlock Bath	0	0	20,662	0	0	0	20,662
Stoney Middleton - Coombs Dale	1,500	0	1,500	0	0	0	1,500
Parks & Open Spaces							
Matlock Bath - Jubilee Bridge	3,002	3,002	0	0	0	0	3,002
Wirksworth Fanny Shaw Playing Field Improvements	34,997	34,997	0	0	0	0	34,997
Lovers Walk	62,916	66,132	0	0	0	0	66,132
Condition Surveys - Parks & Pavillions	0	0	122,106	21,950	28,052	5,000	177,108
Main Paths at Bakewell Recreation Ground	0	0	30,000	0	0	0	30,000
Wooden Fencing to protect cliff face at High Tor	0	0	0	0	25,000	0	25,000
Hurst Farm play area	0	0	18,200	0	0	0	18,200
Re-instatement of River bank - Bakewell Riverside Path	0	0	10,000	0	0	0	10,000
Ashbourne Civic Square	0	0	50,000	0	0	0	50,000
Public Conveniences							
Matlock Bath Memorial Gardens Toilets	10,000	3,625	236,000	0	0	0	239,625
Condition Survey Works	0	0	86,806	0	15,800	0	102,606
Rural Conveniences	27,000	27,631	21,000	0	0	0	48,631
Burials							
Darley Dale Cemetery Store and Paths	57,607	1,866	55,741	0	0	0	57,607
Wirksworth Steeple Arch Cemetery Land Purchase etc.	14,227	14,227	59,773	0	0	0	74,000
Wirksworth St Mary's Churchyard Railings	1,037	1,037	0	48,963	0	0	50,000
St Giles Churchyard retaining wall	4,293	4,293	0	0	0	0	4,293
Paths at Bakewell Cemetry	0	0	30,000	0	0	0	30,000
Commercial Vehicles	262,000	243,924	496,694	619,315	204,000	132,000	1,695,933
Sub Total - A Clean & Safe District	513,184	402,353	1,938,371	690,228	297,382	257,000	3,585,334

SCHEMES	Updated Estimate	Spend to date	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	TOTAL
	2015/16		2016/17	2017/18	2018/19	2019/20 ONWARDS	2015/20
	January 2016	27th January 2016	£	£	£	£	£
Efficiencies and Innovative Working Practices							
IT Strategy							
Electoral Registration	7,677	0	0	0	0	0	0
Data Storage Capacity	0	0	15,000	0	0	0	15,000
Server Replacements	0	0	39,000	0	28,000	0	67,000
Disaster Recovery Storage	0	0	20,000	0	0	0	20,000
Town Hall Recabling	0	0	20,000	0	0	0	20,000
SQL 2012 Replacement	0	0	0	0	16,000	16,000	32,000
Microsoft Enterprise Agreement	0	0	0	0	30,000	30,000	60,000
HR self service	0	0	12,000	0	0	0	12,000
Revenues & Benefits self service	15,000	13,000	0	0	0	0	13,000
Electronic Document Management System	50,000	0	145,384	0	0	0	145,384
Leisure Management and Booking System	26,723	30,065	0	0	0	0	30,065
Sub Total - Efficiencies and Innovative Working Practices	99,400	43,065	251,384	0	74,000	46,000	414,450
Total - Capital Programme as at June 2016	2,899,597	1,773,848	5,257,397	1,210,612	1,008,382	1,588,000	10,838,239

BACK TO AGENDA

COUNCIL
30 JUNE 2016

Report of the Head of Environmental Services

TEMPORARY TOILET PROVISION IN MATLOCK BATH

PURPOSE OF REPORT

The report provides the cost of providing temporary toilet provision in Matlock Bath until the end of October 2016 and options for cleaning the facilities.

RECOMMENDATION

- 1) That a cost of £16,416 for the temporary toilet provision, between March and October be funded from the general reserve.
- 2) That the temporary toilet provision is cleaned within existing Clean and Green resources in accordance with option 2, outlined in 2.9.

WARDS AFFECTED

All

STRATEGIC LINK

The Public Conveniences facilities contribute towards the Council's priority of providing a "clean green and prosperous Dales" and "thriving town centres".

1 BACKGROUND

- 1.1 The Memorial Garden toilets in Matlock Bath were closed in early 2015 due to significant structural defects highlighted as a result of the stock condition survey. Members will consider separate to this report the cost of providing a new facility on the site but in the meantime this report outlines the cost of providing temporary provision and outlines the options for cleaning.

2 TEMPORARY TOILET PROVISION

- 2.1 In 2015, temporary toilet provision was provided in Matlock Bath from the middle of March through to the end of October after the illuminations event. This provision consisted of a trailer unit provided in March and later in June a disabled porta loo was also provided. Both facilities were sited adjacent to the memorial garden toilets at a cost of £8,500.
- 2.2 In addition to this, four temporary porta loo units were provided on 24 August until the end of October on Station Car Park. The units were hired (including emptying) at a cost of £3,303. Following the illumination's event the four temporary porta loo units

on Station car park, the trailer unit and disabled porta loo at memorial gardens were removed and a single accessible unit provided for the winter months. The unit was plumbed into the mains and cleaned daily as part of the existing service. The total cost of purchasing the unit and connecting it to the drainage system was £11,847. This unit has remained in place since that time whilst the memorial toilets have been closed.

- 2.3 In March 2016, ahead of the busy tourist period two additional temporary porta loo units were provided and sited next to the single accessible unit adjacent to the memorial gardens. The cost of hiring these porta loo units is £1312 per month. These units have since been increased and six temporary porta loo units now stand alongside the accessible unit adjacent to the memorial gardens. The cost of hiring the six units is £2,496 per month, a total cost of approximately £16,416 since March 2016 up to the end of October.
- 2.4 It is recommended that the cost of hiring the 6 temporary porta loo units from March until the end of October, at a cost of £16,416 be funded from the general reserve.

Other toilet provision in Matlock Bath

- 2.4 In Matlock Bath there are three toilet facilities. Artist corner at the start of the parade is the smallest block providing 3 cubicles and a urinal block. Memorial gardens half-way along the parade provided a total of 10 cubicles and urinals and the Pavilion at the end the parade 14 cubicles and a large urinal block. The distance from Station car park to Artist corner is 0.7 miles and to Pavilion is 0.4 miles.
- 2.5 The provision of toilet facilities across other key tourist areas can be seen in the table below.

Toilet Location	Ladies	Gents	Urinals	Disabled/parent
Artist Corner	2	1	block	Disabled
Memorial Gardens	7	3	large block	Both
Pavilion	10	3	large block	Disabled
Causeway Lane, Matlock	5	2	2	Both
Hall Leys Park	2	1	1	Both
Matlock Bus Station	5	2	2	Both
Granby Road	6	3	3	Both
Riverside	3	2	block	Disabled
Shawcroft	5	2	2	Both

- 2.6 The toilets in Matlock Bath are provided all year round and accessible 24 hours, 7 days a week. Toilets in Matlock, Ashbourne and Bakewell at locked in the evening and Hall Leys Park and Riverside are seasonal closures available from April through to the end of October.

Options for cleaning the temporary porta loo units

- 2.7 The cleaning of toilets is currently undertaken by the Clean and Green Team, 7 days a week. Town Centre toilets including Matlock Bath are visited twice daily, cleaned and restocked. In addition, the temporary porta loos at Matlock Bath are emptied and cleaned by the contractor four times a week.
- 2.8 In 2015, extra provision for cleaning was provided in Matlock Bath over the summer and during the illumination period. For a period of 10 weeks a cleaner was provided daily between 10am and 6pm at a cost of £4,928.
- 2.9 To ensure that the temporary porta loo units are clean and restocked there are two options.

Option 1 – A cleaner can be deployed and be dedicated to cleaning the 3 toilet blocks along the A6 at Matlock Bath. The cost of undertaking this from 4th July until the end of October is £8,377.

Option 2 – The temporary toilets be cleaned twice daily within existing resources and an additional clean be undertaken by the contractor, 4 times a week at the time of emptying. The cost of this is already included within the revenue budget for the service and the hire cost of the porta loo units outlined above in recommendation 1.

- 2.10 It is recommended that the temporary toilet provision be cleaned within the existing Clean and Green service arrangements in accordance with option 2 above and monitored on a regular basis.

3 RISK ASSESSMENT

3.1 Legal

This report presents no legal issues for the Council and therefore the risk is low.

3.2 Financial

The additional spend of £16,416 cannot be accommodated within the revenue budget for 2016/17. Therefore, the temporary provision will need to be funded from the general reserve, subject to Members' approval. The financial risk is assessed as low.

3.3 Corporate Risk

The temporary provision of toilets provided whilst the Memorial Garden toilets are closed will provide a facility for residents and visitors during a busy tourist season. Regular cleaning is critical to ensure that they are presentable for use by the public to ensure that complaints are avoided. The corporate risk is therefore low.

4 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.

5 CONTACT INFORMATION

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6 BACKGROUND PAPERS

None

BACK TO AGENDA

COUNCIL
30 JUNE 2016

Report of the Head of Regeneration and Policy

PERFORMANCE MANAGEMENT – KEY PERFORMANCE INDICATORS OUTTURN 2015/16

PURPOSE OF REPORT

This report summarises the outturn performance against the District Council's Key Performance Indicators for the year 2015/16, demonstrating where services are performing strongly and where improvements are to be made.

RECOMMENDATION

1. The outturn performance against the Key Performance Indicators for 2015/16 be noted.
2. Bi-annual reports be brought to Council to highlight progress, demonstrate good performance, and address areas for improvement.

WARDS AFFECTED

All.

STRATEGIC LINK

The Corporate Plan sets out the District Council's priorities and areas for improvement, and identifies key targets to be achieved. Service Plans, policies and strategies supplement the Corporate Plan. Within individual Service Plans there are a small number of Key Performance Indicators, which set out the targets for achievement within those service areas. The District Council's Performance Management scheme monitors progress against these Key Performance Indicators and identifies improvements.

1 BACKGROUND

- 1.1 The Corporate Plan (adopted by Council in March 2016) sets out the District Council's priorities and areas for improvement. It identifies a number of priority targets to be achieved each year. These targets set out the District Council's main promises as to what it wishes to achieve to help meet its top priorities.
- 1.2 For 2015/16, there were nine Corporate Plan targets covering the (then) priority areas of affordable housing; business growth and job creation; maintaining frontline services; and achieving a sustainable budget. These included targets for how many new affordable homes the District Council intended to build; how many businesses it planned to support; and what proportion of household waste it intended to recycle.

- 1.3 In addition, within individual Service Plans there are a small number of key targets for achievement within those service areas. These are known as Key Performance Indicators. These measure how well the District Council is doing at maintaining basic service standards.
- 1.4 In 2015/16, there were 14 Key Performance Indicators, covering services such as determining planning applications in good time, paying bills on time, collecting Council Tax efficiently, and paying benefits claims promptly.

2 PERFORMANCE MANAGEMENT

- 2.1 The District Council's Performance Management scheme is the means by which we understand how well our services are performing. It demonstrates whether or not we are on target, and highlights good performance. Where improvements are required, it helps achieve this by setting out and monitoring actions required. Performance management is good management.
- 2.2 By doing so, the District Council demonstrates that it knows:
- what its priorities are
 - what it is aiming for
 - what it must do to achieve these aims
 - how it measures progress, and
 - when it is appropriate to take remedial action to address underperformance.
- 2.3 The District Council's Performance Management Handbook¹ sets out that progress against Key Performance Indicators is measured and continually reviewed using a 'traffic light' system, where the following classification and interpretation is used:
- **Annual improvement trend** i.e. is performance improving, stable or worsening compared to the previous year?
 - **Performance relative to the target** i.e. is it on track to achieve target or at risk of not achieving target?
 - Green** = If an indicator is improving and has achieved target for the past year, or is on track to achieve the current year's target.
 - Red** = If an indicator is worsening and has not achieved target for the past year, or is at risk of not achieving the current year's target.
 - Amber** = If an indicator is (i) stable or improving but it has not achieved target or is not on track to achieve target **or** (ii) worsening but has met or is on track to meet the target (i.e. does not meet the criteria for Green or Red).

3 KEY PERFORMANCE INDICATORS – OUTTURN 2015/16

- 3.1 The following table sets out a summary of final outturns for the financial year 2015/16, and includes the nine Corporate Plan targets and the 14 Key Performance Indicators for services (23 targets in total):

¹ http://www.derbyshiredales.gov.uk/images/documents/P/Performance_Management_Handbook_-_November_2013.pdf

Service Area	No. Targets	Green	Amber	Red	TBC	N/A
Corporate	4	3				1
Community Housing	3	1		1	1	
Private Sector Housing	2	1		1		
Development Management	4	3				
Revenues and Benefits	4	3		1		
Environmental Services	2			2		
Economic Development	4	2	1	1		
TOTAL	23	13	1	7	1	1

- 3.2 The outturn figures indicate that 62% of the targets for which data is available were achieved during 2015/16 (13 out of 21). The detailed outturn position for each of the key performance indicators for 2015/16 is set out in Appendix 1. This reveals that of the eight targets that were not achieved, five were missed only slightly or will in fact be achieved just later than hoped. Three targets were missed more substantially and are described in paragraph 3.4 below.
- 3.3 Corporate Plan target performance was reported to Council in March 2016. For these and for Key Performance Indicators, there are a number of performance **highlights** from 2015/16. These include:
- More than 99% of invoices were paid on time, with the average time to pay a bill being just 7.76 days. This helps suppliers operate successfully (many of whom are local firms)
 - Staff sickness levels improved to 7.38 days per employee – the best performance for many years, and a considerable improvement on the 10.12 figure the previous year
 - 150 local people were assisted with financial problems through a project managed by the Citizens Advice Bureau on behalf of the District Council. A total of £670,000 debt was affected.
 - 13 more adaptations have been provided to homes of disabled people, in excess of the target of 35. The total number of adaptations provided was 48.
 - The number of new business start-ups enabled by Derbyshire Dales Business Advice was one greater than targeted, at 31 in total.
 - The number of established businesses assisted, enabling the creation of local jobs, was 33 more than the target level, at 133 in total.
- 3.4 Of the eight under-achieving areas, five were missed only slightly or will in fact be achieved just later than hoped. These include the amount of Council Tax collected (target missed by 0.1%); reduction in complaints about litter and dog fouling (target missed by 0.2%); and numbers of affordable houses completed and businesses supported to access funding (targets will be met but later than planned due to reasons outside the District Council's direct control). Work to enable the construction of a new access road at Ashbourne Airfield - opening up 8ha of employment land - is ongoing.
- 3.5 The proportion of household waste sent for reuse, recycling, composting or anaerobic digestion was below target (at 55.16% as opposed to 57.7%), due to a range of factors. It is expected to increase to 56% in 2016/17. Appeals allowed against refusals of planning permission grew to 28%.

4 PERFORMANCE 2016/17

- 4.1 The Corporate Plan and Service Plans approved by Council on 3 March 2016 set out the Corporate Plan targets and Key Performance Indicators for 2016/17. Service Plans are being updated to include 2015/16 outturn data and are to be published on the District Council's website. They also set out our key actions and targets for 2016/17, which feed into the District Council's Corporate Plan.
- 4.2 It is proposed to report performance to Members at Council meetings twice a year. This will highlight progress, demonstrate good performance where it occurs, and address areas for improvement that emerge during the year.

5 RISK ASSESSMENT

5.1 Legal

The Corporate Plan, and relevant Service Plans are compliant with all relevant legislation. The legal risk is assessed as being low.

5.2 Financial

There are no financial considerations arising from the performance management report. Where Corporate Plan targets or Service Plans actions have resource implications, these have been accounted for in existing budgets.

5.3 Corporate

There is a risk that Corporate Plan targets or Key Performance Indicators may not be achieved, with possible service and reputational consequences for the District Council. To mitigate this, progress is monitored quarterly by Service Heads and by Corporate Leadership Team. Priority actions have been developed with managers as part of the combined service planning and budget setting process. However, given the continuing financial pressures on the District Council, the risk of not delivering key services to the required standard is classified as medium.

6 OTHER CONSIDERATIONS

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

CONTACT INFORMATION

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BACKGROUND PAPERS

None

ATTACHMENTS

Appendix 1

Key Performance Indicators Outturn Data 2015/16

BACK TO AGENDA

Key Performance Indicators Outturn Data 2015/16

Service Area / CMT Lead	Ref	Description	2014/15 Outturn	2015/16 Target	2015/16 Outturn	2015/16 Target achieved	Commentary 2015/16	Annual Improvement Trend	2016/17 Target
Corporate	BV8 (AE 15)	% of undisputed invoices paid on time	99.61	99.00%	99.40	✓	A marginal drop off in performance from 2014/15's high of 99.61%, but still a very high (good) result and well above target.	-	99.00%
KH/ DU/ All	BV12	Average no. working days lost due to sickness absence per member of staff	10.12	8.00	7.38	✓	The outturn is a significant improvement on 14/15 outturn. The outturn coincides with the end of the first year of implementing the revised Sickness Absence Management Policy and launch of improved counselling services to staff.	↑	8.00
	Corp Plan target (CORP11)	No. of service reviews completed / £ savings identified (contributing to £1m savings target over next 3 years)	£469,500	£750,000	£894,291	✓	On track	↑	£1,000,000
	NI 185	CO2 reduction from local authority buildings (tonnes)	TBC	1,200	-	-	NI185 can no longer be recorded due to all the different data required. From 2016/17 this indicator will change to 'CO2 reduction from the Council's buildings' as this information can be gathered accurately and will be reported in accordance with the KPI timetable for 2016/17.	-	TBC
Community Housing	NI 155 (CORP5)	No. of affordable homes completed	12	30	18	x	12 completions at St. Oswalds Hospital site - Ashbourne, and 6 at Birchover Quarry. Schemes are on site but have slipped into 2016/17. Site issues, legal challenges to planning consents and funding changes have contributed to a poor year. Performance should improve in 2016/17.	↓	39
TB	BV 213	No. of homeless households for whom intervention resolved their situation (per 1,000 households in the district)	TBC	16	TBC	TBC	It is anticipated that a similar figure to 2014/15 will be achieved. Outturn data from the various projects supported is still coming in from agencies	TBC	16
	Corp Plan target (CORP6)	No. of social housing tenants affected by Welfare Reform supported to access financial and budgeting advice, and where necessary, help move home	162	150	150	✓	CAB have sent their annual report on the debt project, which shows 150 clients supported with an average of 5 debt issues per client. Debt written off £217,892. Benefit gain £11,500. Repayments rescheduled £453,673. Total of £670,000 debt affected.	-	150
Private Sector Housing	Corp Plan target (CORP7)	No. of adaptations provided to the homes of disabled people	36	35	48	✓	Target over achieved (by 13) – grants tend to run cyclically and this was a good year. Additional OT resource helped at referral stage and use of Home Improvement Agency has speeded up processing, meaning average grant now only takes 16 weeks.	↑	35
TB		Number of households in fuel poverty who received assistance through the Healthy Homes project	New in 2014/15 when target was achieved	50	35	x	This indicator measures a countrywide project that DDDC helped to initiate. Two of the pilot GP practices were in the Dales but since then attention has also been focused on other areas of the County. A further Dales practice (Eyam) has come on line in 2016, so the number of households assisted may increase in future.	↓	50
Development Management	NI 157i	% of Major planning applications determined in 13 weeks	94	>60%	74	✓	Continued high performance despite challenging workloads.	↓	>60%
TB	NI 157ii	% of Minor planning applications determined in 8 weeks	75.6	>75%	76	✓	On target performance	-	>75%
	NI 157 iii	% of Other planning applications determined in 8 weeks	90.1	>90%	92	✓	On target performance	↑	>90%
	BV 204	% of appeals allowed against LA's decision to refuse planning application	26	<20%	28	x	Member overturns of officer recommendations have had an impact on performance.	↓	<20%
Revenues and Benefits	BV 9 (ARB 1)	% of Council Tax collected within the year	98.1	98.2%	98.1	x	Outturn figure is marginally below target. A change to the Councils bank account during the year caused delays in accounting for payments from Council Tax payers	-	98.2%
KH	BV 10 (ARB 2)	% of Non Domestic rates collected within the year	97.4	97.3%	97.6	✓	A slight improvement on rates collected taking them back to 2013/14 levels.	↑	97.3%
	BV 78a (ARB 3)	Speed of processing new claims (days)	27.08	28.0	22.5	✓	Performance improved steadily throughout the year.	↑	28.0
	BV 78b (ARB 4)	Speed of processing: notifications of changes in circumstances (days)	7.36	8.0	5.9	✓	Performance improved steadily throughout the year.	↑	8.0

Service Area / CMT Lead	Ref	Description	2014/15 Outturn	2015/16 Target	2015/16 Outturn	2015/16 Target achieved	Commentary 2015/16	Annual Improvement Trend	2016/17 Target
Environmental Services	NI 192 / Corp Plan Target (CORP10)	% of household waste which has been sent for reuse, recycling, composting or anaerobic digestion	55.72	57.7%	55.16	x	There has been a reduction in the amount of food waste collected and recycling collected. Food waste has reduced as expected because once residents see what they are throwing away they change habits (portion control) and don't buy as much. Garden waste is down slightly with slow start to year due to prolonged bad/cold weather. Recycling is becoming difficult to maintain due to changes in packaging being used (lighter packaging and different types of packaging e.g. tins to pouches or pots). Street Cleansing waste has also increased this year with increased cleaning taking place. This adds to domestic waste handled increasing top line.	↓	56.0%
HMCD	CG 1	% year on year reduction in the number of complaints in respect of litter and dog fouling	36	1% reduction	0.80%	x	Outturn is marginally below target with one more complaint in 2015/16 than the previous year. With the promotion of the new Public Space Protection Orders we have seen more people come forward to report they have a problem in the area.	↓	1% reduction
Economic Development	Corp Plan Target (CORP1)	No. of new business start-ups enabled by Derbyshire Dales Business Advice	39	30	31	✓	Target exceeded by 1	-	33
SC	Corp Plan Target (CORP2)	No. of established businesses assisted by Derbyshire Dales Business Advice, enabling the creation of local jobs	87	100	133	✓	Target exceeded by 33. Additional funding from D2N2 LEP enabled full time officer support to be provided from August 2015.	↑	100
	Corp Plan Target (CORP3)	No. of businesses supported to access grants or loans from Government and Local Enterprise Partnerships	New in 2014/15 when 20 businesses secured grants	8	27 supported with Stage 1 bids, but EU programme delays mean full applications / grants will slip into 2016/2017	x	This indicator is counted at the point a grant or loan is offered. Programme delays outside of the Councils control have impacted upon timescales. 10 full LEADER applications submitted in April 2016 and work ongoing with EAFRD and DEGF applicants. Outcome of bids to be monitored in 2016/2017.	↓	20
	Corp Plan Target (CORP4)	Assist private sector partners to secure Growth Deal funding and commence work on a new access road at Ashbourne Airfield Industrial Estate by March 2016, opening up 8 ha of new employment land	New in 2015/16	New	Stage 1 submission being assessed. Detailed planning application submitted. Stage 2 business case due end May. Funding decision anticipated by September 2016	-	The District Council continues to work closely with the landowner and Derbyshire County Council to bring forward the project. Subject to the outcome of the current link road planning application and funding negotiations with the LEP, the District Council will have a clearer idea whether the road will be delivered as a whole or in phases by the Summer/early Autumn.	N/A	Assist private sector partners to secure Growth Deal funding and commence work on a new access road at Ashbourne Airfield Industrial Estate by March 2017, opening up 8 ha of new employment land

COUNCIL
30 JUNE 2016

Report of the Head of Housing

A NEW APPROACH TO ENABLING AFFORDABLE HOMES

PURPOSE OF REPORT

Enabling the provision of affordable homes for local people has been a strategic priority for the District Council for many years. The funding environment is changing dramatically and new approaches need to be explored to ensure the Council can continue to provide a modest supply of homes for rent. This report sets out one option which could provide the basis for a new local method of delivery.

RECOMMENDATION

1. That a future report is presented to a future meeting of the Council with proposals for the development of a Joint Venture to deliver mixed tenure housing schemes.

WARDS AFFECTED

All

STRATEGIC LINK

Affordable housing is the District Council's second priority for improvement, as set out in the Corporate Plan 2015-2019. New methods of delivering affordable housing will help to achieve Members' aim of a thriving district.

1 BACKGROUND

- 1.1 Government investment in affordable housing has fundamentally shifted away from housing for rent to a new model based on various forms of subsidised home ownership. At the same time, housing associations and stock holding councils face new challenges concerning a reduction in rental income, exposure to right to buy and continuing reforms to welfare benefits. The cumulative effect of changes has been to force associations to review their financial plans and in many cases, reduce their development programmes. Not all housing associations are in this position, some are actively seeking to change their business plans by focusing on building homes for sale.
- 1.2 Local authorities remain a key player in the delivery of new affordable homes, either as stock holding councils or as in the case of the Derbyshire Dales, acting as an enabler for new affordable housing schemes. Given the pressures faced by housing associations and the change in national funding, councils wanting to secure investment for new affordable homes to rent are

faced with a significant problem. The affordability gap in the Derbyshire Dales means that housing for rent, provided in the main by housing associations, is the only long term affordable option. Of the 114 Dales residents who registered with Home-Options between January 1st and April 25th 2016, 79% had incomes below £20,000. Even the most generous discounted ownership schemes are beyond the reach of the majority of local people in housing need.

- 1.3 Stock transfer councils such as the Derbyshire Dales can help to attract inward investment for new homes through two forms of subsidy, providing free or substantially discounted land and by providing direct grant. Derbyshire Dales DC has utilised its remaining land assets and financial contributions to lever in significant amounts of government grant. Equally important has been the input by housing associations keen to build in the Dales. The District Council's resourcing of affordable housing and the corporate approach to supporting development has given the district a competitive advantage over other authorities.
- 1.4 The District Council provides capital finance for housing development which is sourced from Section 106 contributions from private developers and the sale of former council houses, now owned by Dales Housing Ltd. Both of these funding streams face their own uncertainties. S106 contributions from developments of 10 or fewer homes will end following the conclusion of an extensive legal battle between Ministers and Councils. Contributions from larger sites will continue but given the rate of delivery across sites in the emerging Local Plan, contributions will be 'front ended'. This is likely to mean that s106 contributions will reduce over the life of the Plan.
- 1.5 The sale of former council homes by tenants exercising their protected Right To Buy continues to generate a return of funding back to the District Council. However the pool of homes subject to the RTB is reducing and the discount enjoyed by prospective purchasers continues to increase. This source of capital income is therefore not that reliable and unlike the s106 income, is not ring fenced to the re-provision of new homes housing. With other pressures on the Council's capital programme, this source of funding can be used to support other priorities. The Council's land bank is now virtually empty and is unlikely to provide any further substantial provision of new homes.
- 1.6 In summarising the council's capital finance options, both s106 income and Right To Buy receipts will in the short term provide a reasonable degree of funding to support delivery of homes for rent, however, the medium term position is much less certain.

2 SECURING NEW HOMES FOR RENT

- 2.1 Despite the difficult operating environment and the future challenges set out above, housing associations, developers and councils still have a strong desire to build homes for rent. Housing association business plans are partly based on development of new homes, development companies build for profit and to ensure the long term viability of their business, whilst councils work to meet housing need.

2.2 Local authorities have a variety of options for securing investment in new homes for rent;

1. Section 106 on site provision. This is a proven method of delivery and for the Dales Local Plan area, will provide a reasonable supply of homes for rent. However planning applications from private developers are not always in the areas where there is greatest need for affordable housing.
2. Direct delivery. Councils can commission and build new council homes on their own land but this is not an option for the Derbyshire Dales given the lack of land in Council ownership.
3. Land sales. Councils are able to sell land with conditions attached that can lead to development of affordable housing, however as with option two above, this does not apply to the Derbyshire Dales.
4. Rural Exception sites. These could offer a real opportunity given new policies in the emerging Local Plan which allow cross subsidy between market housing sales to cover the shortfall in grant. However, experience shows that exception sites can take several years to deliver.
5. Council capital funded schemes. In the absence of HCA funding, councils could in exceptional cases fund homes for rent in partnership with a housing association. This would rapidly deplete capital reserves and produce very few homes. Councils will question the value for money of investing substantial sums of money for a relatively small number of homes.
6. Contractual engagement with a development partner. This model again relies on council land being made available for development and so is not applicable to the Derbyshire Dales
7. Contractual joint ventures and Joint Venture company structures. Such arrangements are a relatively new concept in housing delivery terms. They rely on high level partnerships between councils, developers and housing associations, with sharing of risk, investment and profit. Such models can also allow capital investment from local authorities to be returned and used again in subsequent developments, thereby prolonging the effective use of such capital.
8. Housing Zone funding. These are a very new concept and will be linked to major transport hubs predominately in urban areas.

2.3 Of the options above, option 1 will deliver a reasonable supply of new homes, although they will not necessarily be in areas where the greatest need for rented homes exists. Rates of delivery are also subject to the priorities of private developers, phasing and wider market conditions. Option 4 also offers a modest supply of delivery. The Council has an established track record of provision of rented homes through exception sites, although the new policy in the emerging Local Plan has yet to be tested. Options 2, 3, and 6 rely on councils owning and using land to achieve development. Given the limited amount of land left in the Council's ownership these are not realistic options. Option 5 does not represent good value for money. Option 8 has little relevance to the Derbyshire Dales.

- 2.4 Option 7 is an opportunity which could be explored further. Whilst Joint Venture models are relatively uncommon for local authorities, they are commonplace in the housing development sector, particularly between developers and housing associations. Joint Ventures provide access to housing association and developer expertise and financial resources. They can also offer the return of capital investment and profit with the development of mixed tenure schemes. Such a model would help councils to recycle their limited capital resources to ensure funds received in the short term from S106 and Right To Buy receipts, could be used over and over again, sustaining a modest programme of development for many years. Developing Joint Venture models would give a significant statement of intent to developers and housing associations that have resources to invest in development. It would also provide a competitive advantage over other areas who had not yet considered new ways of delivering homes for rent.
- 2.5 As with any new venture there are risks. Joint Ventures would need to be resourced and require ongoing input to ensure the interest of all parties. An agreed business plan would be necessary, as would various 'deadlocks' that ensured appropriate management of risk and design of schemes. Procurement of a joint venture may also be complex and appropriate legal advice would be required at each stage. A thorough risk assessment is also required. However it is considered that the opportunity a Joint Venture affords should be explored in more detail, and subject to Members approval, officers will begin to investigate the potential application of a Joint Venture in the Derbyshire Dales.
- 2.6 In summary, for the majority of residents, homeownership is unaffordable. Government funding is increasingly being targeted at homes for sale. The District Council has a good track record of delivering affordable homes for rent but going forward, new supply will only be achieved through S106 contributions and rural exception sites. Neither of these mechanisms will deliver the homes at the rate needed. The District Council's financial support of new homes will eventually be depleted as S106 and Right To Buy receipts reduce over time.

3 RISK ASSESSMENT

3.1 Legal

Joint venture schemes are relatively new to the public sector and suitable vehicles will need to be explored, and risk assessed, before a final decision is made. The legal risk currently is low.

3.2 Financial

As stated in paragraph 1.6 of the report, the council's capital finance options (both s106 income and Right To Buy receipts) will in the short term provide a reasonable degree of funding to support delivery of homes for rent, however,

the medium term position is much less certain. The introduction of a joint venture might offer a solution.

The financial risks of a joint venture arrangement will be assessed in a future report, if Members agree with the recommendation made in this report.

There are no financial risks arising directly from this report.

4 OTHER CONSIDERATIONS

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

CONTACT INFORMATION

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BACKGROUND PAPERS

None

BACK TO AGENDA

COUNCIL
30 JUNE 2016

Report of the Head of Corporate Services

WEBCASTING OF COUNCIL MEETINGS AND EVENTS

PURPOSE OF REPORT

To recommend the implementation of a working system to webcast Council meetings and events live over the internet.

RECOMMENDATION

1. That the purchase and use of equipment that will enable the live broadcast of Council meetings and events over the internet is approved;
2. That the estimated setup costs of £2650 be met by allocating funds from the Information Technology Reserve.

WARDS AFFECTED

All Wards

STRATEGIC LINK

Making the content of Council meetings and events available in this way will contribute to the priority of seeking efficiencies and innovative working practices. It will also assist in achieving the Council's supporting aim to be open and transparent when making decisions and to use public resources ethically and responsibly.

1 BACKGROUND

1.1 Webcasting of meetings involves live or 'real time' audio or video being streamed over the web so that the meeting can be experienced remotely. In addition, or as an alternative, a copy of the recording can also be made available after the event which is known as 'on demand' availability. At the recent Local Plan meeting a live video stream of the proceedings was broadcast on the projector in the adjoining room to enable extended public viewing. The video of the meeting was also subsequently made available to interested parties. It is proposed to extend this facility so that it not only enables viewing of live proceedings within the building and after the event but also makes it possible to engage with residents and other viewers in real time over the internet via webcasting.

- 1.2 Whilst web-casts are generally considered to be positive in terms of increased transparency and understanding of the decision making process, viewing of such web-casts can vary considerably in scale.
- 1.3 Webcasting of Planning Committee meetings is seen as potentially one of the most useful options as it would allow more interested parties to see and hear how individual applications are dealt with. This would be particularly useful to those that live some distance from Matlock or Ashbourne or have other evening commitments. In some cases webcasting could avoid contact with the council to follow up application decisions before they are formally notified to interested parties or posted on the website.
- 1.4 There are packaged systems available from software suppliers which include functionality such as integration with Committee systems so that meeting agendas and papers are linked to the webcast and speaker biographies/information can be provided. A quote was obtained from a leading supplier which represented total cost of £35,611 for a three-year contract. This quote was based on 60 hours of recording and storage to cover approximately 22 meetings.
- 1.5 Given these relatively large costs it is proposed instead that we add to and use existing equipment to provide a much less expensive 'in-house' equivalent.

2 COSTS AND TIMESCALES

2.1 costs are estimated to be:

High Spec Laptop	£1000	Will enable efficient video encoding without lag or delay. Also has the added value of enhancing the Communication Teams' access to and deployment of processor heavy software tools such as Photoshop and social media
Roland VR-3EX A/V Mixer	£1500	Enable the real time mixing of audio and visual inputs from a variety of sources and prepares those mixes for streaming/recording
Ambient Room Microphone	£100	Although there is audio from the infrared system this is required to create a more natural sounding environment
50m VGA cable	£50	This will enable the VGA output of the A/V Mixer to be sent to the adjacent Committee Room
Total:	£2650	

This system will not be limited to broadcasts of meetings in the Council Chamber but is fully portable and could be used to record and or stream events or proceeding from almost anywhere. This may be of particular interest during promotional events or elections.

A working system could be in place almost as soon as the equipment can be procured so timescales are dependent only on availability.

3 RISK ASSESSMENTS

3.1 Legal

The District Council is able to record meetings by virtue of the Openness of Local Government Bodies Regulations 2014 (SI 2014/2095). Web casting is a natural extension which will enable more people to interact with the process of decision making and enable greater transparency. As with all recorded meetings members of the public have the right to decline from being recorded and guidance notes are distributed at each meeting to explain the process. The legal risk is therefore low.

3.2 Financial

The equipment cost of £2,650 can be accommodated within existing budgets. The financial risk is assessed as low.

4 OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been considered: prevention of crime and disorder, equalities, human rights, and property.

5 CONTACT INFORMATION

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6 BACKGROUND PAPERS

None

BACK TO AGENDA

COUNCIL
30 JUNE 2016

Report of the Chief Executive

AMENDMENT TO RULES OF PROCEDURE

PURPOSE OF THE REPORT

This report ask the Council to debate a proposal to amend the rules of procedure as contained in the Constitution to allow regular announcements from the Leader of the Council at meetings of the Council and for Questions on Notice to be directed to elected representatives on certain Outside Bodies.

RECOMMENDATION

1. That in accordance with Rule of Procedure 25.2 the following amendments are made to the Constitution
 - Insert Rule 5(g) in relation to meetings of the Council to “receive any announcements from the Leader of the Council”.
 - Insert in Rule 15.3 Questions on Notice to include “any Council Member appointed as the Council’s representative on any outside body classified as a significant partnership” (see para 2.1 of Appointment to Outside Bodies report elsewhere on this agenda for list of significant partnerships).

WARDS AFFECTED

N/A

STRATEGIC LINK

The role of Members in representing the interests of the District is fundamental to the democratic purpose of the Council, whether this is in a specific Member role or in working with external agencies.

1. BACKGROUND

- 1.1 At its Annual Meeting, Council discussed two amendments to the Rules of Procedure contained within the Constitution. The first proposes an opportunity for the Leader of the Council to be able to address Council as part of the formal business at all ordinary meetings. The second relates to the role of representative on outside bodies. Council agreed the basis of a new procedure whereby elected member representatives on significant partnerships (set out below) could be questioned on notice at meetings of the Council.
- 1.2 Both amendments to the Constitution required a proposition to be moved and seconded with debate and voting deferred until the next ordinary meeting.

- 1.3 The following was proposed by Councillor Lewis Rose and seconded by Councillor Tom Donnelly

That in accordance with Rule of Procedure 25.2 the following amendments are made to the Constitution and, once moved and seconded, debate on the proposals is deferred until the next meeting of Council:-

- *Insert Rule 5(g) in relation to meetings of the Council to “receive any announcements from the Leader of the Council”.*
- *Insert in Rule 15.3 Questions on Notice to include “any Council Member appointed as the Council’s representative on any outside body classified as a significant partnership”*

- 1.4 The significant partnerships and current representatives, to which Rule 15.3 refers is:

Partnership	Representative
Derbyshire County Council, Local Area Agreement	Derbyshire Partnership Forum - Councillor Lewis Rose Safer Communities Board - Councillor Lewis Rose
Derbyshire Rural Forum	Councillor L M Rose
Derbyshire Dales Community Safety Partnership	Councillor L M Rose
Derbyshire Economic Partnership	Councillor L M Rose
Derby and Derbyshire Strategic Leadership Forum	Councillor L M Rose
Derbyshire Sport	Councillor J Wild
Peak District and Derbyshire Destination Management Partnership*	Councillor A Morley
Peak District National Park Authority	Councillors C Furness and D Chapman
Peak District Partnership	Councillor L M Rose
Sheffield City Region	Councillor L M Rose

2. RISK ASSESSMENT

2.1 Legal

There are no legal considerations in relation to the Member Representative roles which are intended to operate in an advisory capacity only. The process to amend the Constitution’s procedural rules is set out in the Constitution. The legal risk is therefore low.

2.2 Financial

There are no financial implications arising directly from this report.

3 OTHER CONSIDERATIONS

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

4 CONTACT INFORMATION

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BACK TO AGENDA

COUNCIL
30 JUNE 2016

Report of the Head of Regulatory Services

PLANNING APPEALS – WINDFARM AT GRIFFE GRANGE, MANYSTONES LANE, BRASSINGTON

PURPOSE OF THE REPORT

The report advises Members that appeals have been lodged against the refusal of planning permission for 5 wind turbines at Griffie Grange, Manystones Lane, Brassington (Application 14/00224/FUL). The appeal is to be determined by Public Inquiry in October 2016. The report outlines the options available to the District Council in defending the appeal and recommends preferred options.

The District Council does not make any budgetary provision for appeal costs arising from its planning decisions and therefore authority is sought to fund this expenditure from the General Reserve

RECOMMENDATION

1. That the approach outlined in Section 4 of the report is endorsed.
2. That expenditure up to £30,000 be met from the General Reserve and that this expenditure into consideration in calculating the revised budget estimates for 2016/17.

WARDS AFFECTED

Carsington Water

STRATEGIC LINK

An effective Planning service contributes towards a thriving, safe and green District. The proposed action reflects the District Council's corporate aims as stated in the 2016/2017 Corporate Plan.

1 BACKGROUND

- 1.1 On 9 March 2015 planning permission was refused for the erection of 5 wind turbines, associated buildings, access, hard standings and associated works on land at Manystones Lane, Brassington for Griffie Grange Wind Farm Ltd (Application 14/00224/FUL). The reason for refusal was as follows:

'The proposed wind turbines, by reason of their scale and location, would be a visually dominant and pervasive addition to the countryside in this sensitive location, close to the Peak District National Park Boundary. This landscape is incapable of visually absorbing them such that they would result in significant harm to the character and

appearance of the host landscape and this harm would be compounded by their cumulative impact with the 7 consented turbines to the south. Moreover, the turbines would, as an individual group, dominate the immediate setting of the Peak District National Park thereby harming its landscape character and special qualities. The harm to the setting of the National Park would be compounded by the adverse cumulative impact that would be caused by the influence of the wider grouping of turbines that would result. As such, the proposal conflicts with Policies SF3, SH4, NBE8, CS5 and CS6 of the Derbyshire Dales Local Plan and guidance in the National Planning Policy Framework.

The proposed turbines, as an individual scheme and cumulatively with already consented turbines, would have a significant adverse impact on the setting of a number of heritage assets. The listed building Griffie Walk Farmhouse, scheduled ancient monuments at Moot Low, Minninglow and Harboro Rocks and Bonsall Conservation Area would all suffer significant harm to their settings. As such, the proposal conflicts with Policies NBE16, NBE21, and NBE24 of the Derbyshire Dales Local Plan and guidance in the National Planning Policy Framework.

The proposed turbines, by reason of their scale and positioning in close proximity to residential properties in Ible, many of whom would have direct and uninterrupted views from their houses and gardens of the turbines, would have a dominant, overbearing and oppressive impact on these properties thereby seriously undermining the residential amenity of their occupants. As such, the proposal is contrary to Policies CS5 and CS6 of the adopted Derbyshire Dales Local Plan and guidance in the National Planning Policy Framework.

- 1.2 An appeal has been lodged against the District Council's refusal of planning permission and the Council is due to submit its statement of case by 22 July 2016.

2 NATIONAL PLANNING POLICY CONTEXT

- 2.1 Planning Practice Guidance issued by the Department for Communities and Local Government addresses issues associated with renewable energy in general and wind turbine developments in particular. The guidance lists a number of questions that should be considered when determining applications for wind turbines:
- (i) Do local people have the final say?
 - (ii) How are noise impacts assessed?
 - (iii) Is safety an issue?
 - (iv) Is interference with electromagnetic transmissions an issue?
 - (v) How can ecology be assessed?
 - (vi) How should heritage be taken into account?
 - (vii) Is shadow flicker and reflected light an issue?
 - (viii) How should the likely energy output be assessed?
 - (ix) How should cumulative landscape and visual impacts be assessed?
 - (x) What information is needed to assess cumulative landscape and visual impacts?
 - (xi) How should decommissioning be addressed?
- 2.2 This guidance was most recently revised in June 2015 when the question relating to local people having the final say was added. In a written Ministerial Statement made on 18 June 2015 it was stated that when considering applications for wind energy development local planning authorities should (subject to the transitional arrangement) only grant planning permission if the development site is in an area identified as suitable for wind energy development in a Local or neighbourhood Plan, and following

consultation it can be demonstrated that the planning impacts identified by affected local communities have been fully addressed and therefore the proposal has their backing.

- 2.3 The question on cumulative landscape and visual impacts makes it clear that these two issues are best considered separately. The cumulative landscape impacts are the effects of a proposed development on the fabric, character and quality of the landscape and here the issue of concern is the degree to which a proposed renewable energy development will become a significant or defining characteristic of the landscape. Cumulative visual impacts concern the degree to which a proposed renewable energy development will become a feature in particular views and the impact that this has upon the people experiencing those views. Cumulative visual impacts may arise where two or more of the same type of renewable energy development will be visible from the same point, or will be visible shortly after each other.
- 2.4 The question relating to heritage makes it clear that careful consideration should be given to the impact of wind turbines on heritage assets as the significance of such an asset derives not only from its physical presence but also from its setting. Depending on the scale, design and prominence a wind turbine within the setting of a heritage asset may cause substantial harm to the significance of an asset.
- 2.5 All these issues are relevant to this particular case.

3 APPEAL CONTEXT

- 3.1 The following points are relevant in considering this appeal against the current policy position:
- a) It is considered that the development would cause significant harm to the character and appearance of the host landscape thereby giving rise to adverse landscape impact;
 - b) It is considered that the development would have a significant adverse impact on the settings of a number of heritage assets;
 - c) It is considered that the development would have a dominant, overbearing and oppressive impact on properties, giving rise to adverse visual impact.
- 3.2 Taking all of these matters into account officers believe that there is a strong case to defend this appeal.

4 APPROACH TO APPEAL DETERMINATION

- 4.1 This appeal will be determined by Public Inquiry. In order to defend the District Council's case at this Inquiry it is considered necessary to appoint suitably experienced, independent landscape experts in addition to Counsel. A budget of up to £30,000 is therefore required to be funded from the General Reserve.

5 RISK ASSESSMENT

5.1 Legal

The Council has a duty to defend Appeals against decision made and the approach is proportionate to the assessment of success. The legal risk is therefore considered to be medium as the chance of failure can never be totally mitigated.

5.2 Financial

There is no budgetary provision for appeal costs arising from the District Council's planning decisions. It will, therefore, be necessary to fund the Council's expenditure from the General Reserve and take into consideration this expenditure when calculating the revised budget estimates for 2016/17. The financial risk is assessed as medium.

6 OTHER CONSIDERATIONS

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

7 CONTACT INFORMATION

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8 BACKGROUND PAPERS

Planning Application 14/00224/FUL

BACK TO AGENDA