

# Public Document Pack



**North East  
Derbyshire**  
District Council

Our Ref: SV/MD  
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Date: Thursday, 9 January 2020

To: **Members of the Communities Scrutiny Committee**

Please attend a meeting of the Communities Scrutiny Committee to be held on **Friday, 17 January 2020 at 10.00 am in Chamber 1, District Council Offices, Mill Lane, Wingerworth, Chesterfield S42 6NG.**

Yours sincerely

A handwritten signature in black ink, reading "Sarah Skerby".

**Joint Head of Corporate Governance and Monitoring Officer**

## **Members of the Committee**

<b><u>Conservative Group</u></b>	<b><u>Labour Group</u></b>	<b><u>Liberal Democrat Group</u></b>
Councillor Lilian Deighton Councillor Mark Foster Councillor Roger Hall Councillor Oscar Gomez Reaney Councillor Kevin Tait	Councillor Joseph Birkin Councillor Clive Hunt Councillor Jeff Lilley	Councillor David Hancock

**For further information about this meeting please contact: Damon Stanton 01246 217011.**

# **A G E N D A**

## **1 Apologies for Absence**

## **2 Declarations of Interest**

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

## **3 Minutes of Last Meeting (Pages 4 - 8)**

To approve as a correct record and the Chair to sign the Minutes of the Communities Scrutiny Committee held on 22 November 2019 and **10 January 2020 (to follow)**.

## **4 Residential Parking Strategy (Pages 9 - 31)**

To consider the strategy approved by Cabinet on 7 November 2019 including associated information.

## **5 Scrutiny Review**

To consider the comments received on Residential Parking from representatives of the Parish/Town Councils.

### **Interviews**

10.30 am – Killamarsh Parish Council – Councillor S Clough

11.00 am – Eckington Town Council – Councillor C Renwick

11.30 am – Dronfield Town Council – Councillor M Foster

## **6 List of Key Decisions - Issue No 91 (Pages 32 - 38)**

To consider the List of Key Decisions – Issue No 91

## **7 Scrutiny Work Programme (Pages 39 - 44)**

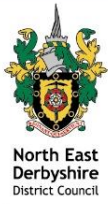
To consider the Work Programme for the Communities Scrutiny Committee 2019/20

## **8 Additional Urgent Items (if any)**

To consider any other matter which the Chair of the meeting is of the opinion should be considered as a matter of urgency.

## **9 Date of Next Meeting**

The next meeting of the Communities Scrutiny Committee will be held on Friday 28 February 2020 at 10.00 am in Chamber 1, District Council Offices, Mill Lane, Wingerworth, Chesterfield.



North East  
Derbyshire  
District Council

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# Agenda Item 3

## COMMUNITIES SCRUTINY COMMITTEE

### MINUTES OF MEETING HELD ON 22 NOVEMBER 2019

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1	379	Previous Review – Domestic Abuse
2	380	CCTV in Taxis
4	381	List of Key Decisions – Issue No 90
4	382	Scrutiny Work Programme
4	383	Additional Urgent Items (if any)
4	384	Date of Next Meeting

## **COMMUNITIES SCRUTINY COMMITTEE**

### **MINUTES OF MEETING HELD ON 22 NOVEMBER 2019**

#### **Present:**

	Councillor K Tait .....	(Chair)
	Councillor O Gomez Reaney .....	(Vice-Chair)
Councillor J Birkin		Councillor M Foster
“ L Deighton		“ J Lilley

#### **Also Present**

Karen Hanson - Joint Strategic Director – Place (for Min No 379)  
Kevin Shillitto - Principal Solicitor - (for Min No 380)  
Alan Pogorzelec - Licensing Manager – Rotherham Borough Council – (for Min No 380)  
Sue Veerman - Overview & Scrutiny Manager  
Damon Stanton - Governance Officer

#### **376 Apologies for Absence**

Apologies for absence had been received from Councillor R Hall.

#### **377 Declarations of Interest**

Members were requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

There were no interest declared at this meeting.

#### **378 Minutes of Last Meeting**

**RESOLVED** – That the Minutes of the meeting of the Communities Scrutiny Committee held on 13 September 2019 be approved as a correct record and signed by the Chair.

#### **379 Previous Review – Domestic Abuse**

The Joint Strategic Director – Place updated Members on progress against the Action Plan from the previous Scrutiny Review into Domestic Abuse, and to clarify the next stages in the implementation of the Plan.

The Committee heard that a previous Scrutiny Review had identified a Domestic Abuse Action Plan. Following a Senior Management Restructure, the Head of Service responsible for implementing the Action Plan had left the authority, and this was now being reinstated by Cabinet.

Members were pleased to see that the Action Plan was being moved forward for Cabinet approval, and thanked officers for their work. The Committee reiterated that there was different types of domestic abuse, and it was vital the Council had a clear plan in place to help and support victims.

Members had a wide ranging discussion about the merits of appointing a dedicated lead officer, and raised concerns about duplicating the provisions of Derbyshire County Council in the event service users became confused about the services provided. The Committee agreed that clarity and consistency was needed for the support service to be effective.

There was a consensus that an internal policy would allow staff to sign post those suffering from domestic abuse in the right direction, as well as help employees who may be victims themselves.

The Committee agreed that they would like to make further progress against the Domestic Abuse Action Plan. The Director would be invited to a future meeting to update on progress.

**RESOLVED** – That the update be noted.

### **380 CCTV in Taxis**

#### **Principal Solicitor**

The Principal Solicitor attended the meeting first to discuss CCTV in taxis.

Members heard that the Principal Solicitor had held meetings with the Portfolio Holder for Environment, the Licensing Committee Chair, the Environmental Health Manager and the Licensing Team Leader. It was stated that a timetable had been drafted and that information was currently being gathered, as well as discussions on the proposed policy with other local authorities.

The Officer agreed that it was a policy that could be used to protect both the public and drivers. Members heard, however, that the Officer had some legal reservations and was awaiting the outcome of a recent case.

Members discussed the potential problems of CCTV installation, which included who took control of the footage and the ability of drivers to obtain a licence at a different authority and still operate in North East Derbyshire. It was stated that the Information Commissioner had raised concerns with some aspects of the CCTV policies in other authorities, and the Principal Solicitor did not want North East Derbyshire District Council to be drawn into an expensive court case.

The Officer concluded that there needed to be a strong evidence base to support those policies.

The Committee felt and agreed that it was in the public interest to install CCTV and that it could be crucial in preventing serious crimes. Members were reminded that there had been a previous Scrutiny review on Safeguarding where CCTV installation in taxis had been recommended.

Members thanked the Officer for attending the meeting.

*The Officer then left the meeting.*

**RESOLVED** – That the update be noted.

**Licensing Manager – Rotherham Borough Council**

The Rotherham Borough Council (RBC) Licensing Manager attended to discuss CCTV in taxis, and informed Members of the policy that was currently in place at RBC.

The Committee heard that there had been an initial resistance from the trade to the installation of CCTV in taxis, however, it had proved a success in Rotherham. The Officer used a number of examples where CCTV had proved beneficial, and stated that there was now an understanding that the cameras were there to protect both the passenger and driver. The RBC Licensing Manager informed Members that there had been a change in attitude towards CCTV within his Council's area and that the public now expected it to be installed in taxis. The Officer hoped that similar policies could be put in place in local authorities around the country.

Members noted that there had been some technical issues with the cameras, and if a similar policy was to be enforced by NEDDC it would be beneficial to identify a single supplier. The Committee had a wide ranging discussion on the CCTV arrangements, which included the visual cameras being turned off when the vehicle was being used for personal use, and the ability of the passenger and driver to turn audio sound on. The Officer stated that the Council controlled the data, and was kept for up to 14 days.

Members heard that the Information Commissioner had problems with the initial policy, however, following consultation this had now been resolved and the policy in place at RBC was working well.

The RBC Licensing Manager informed Members that in his view the public felt safer, and had restored some trust in the profession following the child exploitation scandals. It was stated that the authority was able to revoke licences if there was any issue, as there was real evidence to draw on.

Members noted that the use of cameras needed to be proportionate and justified as to why they were necessary.

The Overview and Scrutiny Manager reminded the Committee of the role and remit of Scrutiny, and Members discussed the merits of a Special Meeting to further discuss CCTV in taxis.

Members thanked the Officer for attending the meeting.

*The Officer then left the meeting.*

**RESOLVED –**

- (1) That a Special Meeting of the Communities Scrutiny Committee be arranged to further discuss CCTV in taxis.
- (2) That the update be noted.

**381 List of Key Decisions – Issue No 90**

The Committee considered Issue No 90 of the List of Key Decisions which set out the major decisions being taken over the next few months.

**RESOLVED** – That the List of Key Decisions, Issue No 90 be noted.

**382 Scrutiny Work Programme**

Members were reminded of the new Residential Parking Strategy and the invitations to four Town and Parish Councils to have their say on Residential Parking. All four Councils had responded and were being invited to the next scheduled meeting to present their views.

**RESOLVED** – That the Communities Scrutiny Work Programme 2019-20 be noted.

**383 Additional Urgent Items (if any)**

There were no additional urgent items to be discussed at this meeting.

**384 Date of Next Meeting**

The next scheduled meeting of the Communities Scrutiny Committee would take place on Friday, 17 January 2020 at 10.00 am in Chamber 1, District Council Offices, 2013 Mill Lane, Wingerworth.

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**North East Derbyshire District Council**

**Cabinet**

**7 November 2019**

**Proposed Residential Parking Strategy  
Pilot parking projects in Holymoorside, Apperknowle and Ashover**

**Report of Councillor Richard Welton, Portfolio Holder for Housing**

This report is public

**Purpose of the Report**

- To consider the adoption of a new Residential Parking Strategy (**Appendix 1**) to improve the parking provision in North East Derbyshire.
- To consider and seek approval to progress three pilot parking projects in the priority areas of Holymoorside, Apperknowle and Ashover.

**1 Report Details**

- 1.1 Each part of the District has different parking needs, requiring solutions unique to the location. The proposed strategy sets out a number of ways to deliver more parking. This is likely to be a mix of driveways on individual houses and shared parking areas.
- 1.2 The strategy outlines a new approach to proactively support customers through technical advice and an easy to use application process so they can install their parking through an appropriately skilled person/contractor.
- 1.3 The strategy also sets out an option appraisal process (**Appendix 2**) to review old outdated garage/plots sites which have the potential to provide a funding source.
- 1.4 Three pilot projects have been identified in priority areas of Holymoorside, Apperknowle and Ashover.
  - a. **Holymoorside** - There is a significant parking problem in Holymoorside, specifically in the area close to the local primary school and in the neighbouring Cul-de-sac Pinfold Close. Following a meeting with the local Ward member it was agreed that Rykneld Homes Ltd (RHL) would undertake an initial survey of the area with a view to providing additional parking. This can be achieved by making use of the existing garage site and grassed open spaces. A member of staff from the Council's Engineering team is working with RHL to provide options after surveying utilities, services and the position of trees in the area. Following formal approval to proceed, RHL will commence consultation with local residents

and discuss design options with the local ward member in the first instance, with a further report to Cabinet.

- b. Apperknowle** – This is a further priority area where there is a lack of parking for local residents. The ward member for Apperknowle asked RHL representatives to meet with the local community to respond to complaints about the lack of parking in the area. This meeting also provided an opportunity to discuss future parking solutions for the area. Following positive feedback, it was proposed that a further meeting be held in January 2020 to provide some parking options based on what is feasible in the location. Following approval to progress this project, RHL and the engineering team will undertake a survey and develop options for the area.
- c. Kelstedge**, – There have been long standing issues and complaints about parking in a specific area of Westedge Close, Kelstedge. Representatives from NEDDC and RHL have been invited to numerous Parish and County meetings to respond to complaints from residents and local ward members. There is a former garage site that could be used for housing development, but which has yet to be investigated. This could generate funding for NEDDC which could be used to provide some parking solutions in both Kelstedge and in the village of Ashover. An initial survey was undertaken recently to facilitate an options appraisal for the site. Formal approval is now sought to progress this project.

## **2 Conclusions and Reasons for Recommendation**

- 2.1 The three areas proposed as priorities are areas that have had numerous complaints and longstanding issues with lack of parking. In Holymoorside there are also health and safety concerns relating to the lack of parking near the Primary school on a busy main road.
- 2.2 Lack of parking facility has been identified as the number one issue identified in annual customer satisfaction surveys.
- 2.3 The numbers of cars congesting estate roads continues to increase causing access problems and damage to grass verges and estate aesthetics.
- 2.4 Current parking provision for through garage sites is outdated, not fit for purpose due to increase in car size and located away from customers' homes. This has led to a decline in the number of people on waiting list and an increase in vacant garages and garage plots.
- 2.5 The current position is not sustainable in the long term.
- 2.6 A proposed review of the old outdated garage/garage plot sites has the potential to deliver funding for new parking provision and deliver brownfield development sites for new housing.
- 2.7 All proposals will be seen by the Asset Management Group prior to consideration for approval.

### **3 Consultation and Equality Impact**

- 3.1 A programme of resident consultation will be undertaken before any parking solutions are finalised.
- 3.2 The review of garage sites would consider usage and potential options for alternative local parking provision. Where appropriate this will include consultation with local users and could consider re-provision for displaced garage site tenants. Owner Occupiers using garage sites for access to their properties (potential easements by prescription) would be considered as part of this process.
- 3.3 There are no equality impacts arising from this proposal.

### **4 Alternative Options and Reasons for Rejection**

- 4.1 Do nothing – this option is not recommended due to the increasing number of cars on estates and the declining demand and increasing investment required in existing garage parking provision.
- 4.2 Invest in garage sites – this is not recommended due to the change in customer expectations, people prefer to park their cars next to their home.
- 4.3 Increase rent payments to pay for new parking facilities to each individual home. This is not recommended because the repayment period is economically prohibitive and not economically viable for customers on low incomes.

### **5 Implications**

#### **5.1 Finance and Risk Implications**

- 5.1.1 The proposed option appraisal process will identify potential funding opportunities to cross subsidise the delivery of new parking provision.

#### **5.2 Legal Implications including Data Protection**

- 5.2.1 There are no legal or Data Protection implications arising from this proposal.

#### **5.3 Human Resources Implications**

- 5.3.1 There are no Human Resource Implication arising from this proposal.

### **6 Recommendations**

- 6.1 Cabinet considers and agrees the proposed new Residential Parking Strategy.
- 6.2 Cabinet agrees to give delegated power to the Chief Executive Officer in consultation with the Leader and the Portfolio Holder to approve the three pilot projects in Holymoorside, Apperknowle and Ashover once full details are known.

- 6.3 Cabinet refers the delegation to Standards Committee with a view to including a permanent delegation in the Council's Constitution to approve projects dealing with parking problems.

## 7 Decision Information

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No. The proposal applies to all District Wards but the effect of this report is not significant, so it is not a key decision.
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No
<b>Has the relevant Portfolio Holder been informed</b>	Yes
<b>District Wards Affected</b>	All
<b>Links to Corporate Plan priorities or Policy Framework</b>	<b>Our Residents</b> <ul style="list-style-type: none"> <li>• Help Communities address local issues and concerns</li> <li>• Improving housing stock</li> </ul> <b>Our Services</b> <ul style="list-style-type: none"> <li>• Creating a safe district in which to live and work</li> </ul>

## 8 Document Information

Appendix No	Title
1	Residential Parking Strategy
2	Appraisal Process
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
Marcus Bishop – Head of Business Development	01246 217 892



**North East  
Derbyshire**  
District Council

## Appendix 1



# DRAFT

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# Residential Parking Strategy

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**DRAFT Version 1.5 September 2019**

# Residential Parking Strategy

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# Residential Parking Strategy

## 1. Introduction

- 1.1. The aim of this Strategy is to improve residential car parking facilities in North East Derbyshire.
- 1.2. Each part of the District has different parking needs, requiring solutions unique to the location. This is likely to be a mix of driveways on individual houses and shared parking areas.
- 1.3. Through this strategy, NEDDC and Rykneld Homes will promote parking provision through new clear technical specification options and facilitate an easy to use application process for customers to undertake/pay for drives and kerb crossing installation.
- 1.4. A key part of this strategy will be the review of historic parking provision namely garage sites which have the potential to cross subsidise new parking provision and housing.
- 1.5. The benefits that can be achieved by this mixed approach include:
  - Carbon reduction by providing drives to properties that can be reached by charging points to support future electric car ownership
  - Improved customer satisfaction
  - Opportunities for new housing provision on brownfield garage sites
  - More attractive neighbourhoods
  - Reduction in anti-social behaviour hot spots
  - Improved health and safety – reduction in liability posed by asbestos containing materials used in garage construction
  - Reduction in ongoing/future maintenance liability.
  - Improved access for emergency vehicles and refuse lorries by reducing on street parking

## 2. Background

- 2.1. The majority of North East Derbyshire District Council's (NEDDC) housing estates were built at a time when car ownership was significantly lower than it is today. In 1951, car ownership per household was around 12%, by 2011 in North East Derbyshire this had reached 81%. Predictions ahead of the next census show this increasing further, especially with the rise of households having multiple cars.

- 2.2. Customer preference for parking is to park their car on a drive at the front of their home or roadside adjacent to their home. However, the number of cars outweighs the number of drives and the kerbside spaces in many locations.
- 2.3. NEDDC's Housing Revenue Account has 137 garage sites located throughout the District. These sites contain 867 NEDDC garages and 1,148 garage plots (a plot is a piece of ground rented to a customer to construct their own garage).

### **3. Demand for Garage Sites**

- 3.1. In 2009, there were 784 people registered on the waiting list for a garage. As at September 2019, there are currently 341 people on the waiting list for a garage. There are many reasons for this decline including:
  - Residents prefer to park their car near their home
  - Residents have their own garage, drive or parking space
  - The garages are too small for modern day vehicles
  - Access to the garage sites can be difficult
  - Concerns about the security of the garages and the risk of damage or theft
  - Anti-social behaviour due to the secluded/hidden locations of sites
  - Higher customer expectations
  - Change of use – many plot owners use garages as storage space rather than for a car.

### **4. Garage Site Condition and Investment**

- 4.1. The garages and plots historically have had very low rents leading to low levels of investment. The high levels of investment required to outdated, small garage construction types containing asbestos is not sustainable in the long term. Coupled with the declining demand and increasing customer expectation, an option appraisal approach will enable NEDDC to prioritise its resources towards parking solutions that are fit for the future.

### **5. Options for the Future use of the Sites**

- 5.1. This Strategy provides a framework which Rykneld Homes Ltd (RHL), in partnership with NEDDC, can review the garage sites, make recommendations about their future use and provide the information it needs to make informed asset investment decisions. Recommendations for future use will support a mix of funding solutions to develop new parking provision.
- 5.2. Consideration also needs to be given to the District's need for housing, and the opportunities that some of the garage sites/plots may offer to help meet that need.
- 5.3. The potential options considered will include:
  - Dispose of the garage site to fund parking improvements to the locality



- Demolish the garages and retain the site as level car parking
- Demolish the garages and build new housing
- Demolish the garages and redevelop the site for alternative use
- Demolish garages and incorporate into surrounding properties gardens to reduce grounds maintenance and engineering costs.

## **6. Consultation and Decision Making**

- 6.1. As the garages and garage sites are owned by NEDDC, but managed and maintained by RHL, it is essential that a robust and efficient process is put in place to consider, determine and approve the way in which each garage site is to be used in the future.

## **7. Contact**

Rykneld Homes Ltd  
Pioneer House  
Mill Lane  
Wingerworth  
Derbyshire  
S42 6NG

Tel: 01246 217670

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<b>Title:</b>	<b>Residential Parking Strategy and Garage Site Asset Management</b>
<b>Author(s):</b>	<b>Marcus Bishop, Head of Business Development</b>
<b>Version №:</b>	<b>1.5</b>
<b>Status – Draft or Final:</b>	<b>Draft</b>
<b>Consulted Parties:</b>	
<b>Consultation Period:</b>	
<b>Date Approved:</b>	
<b>Review Date:</b>	<b>September 2022</b>
<b>Review to be Carried out by:</b>	<b>Marcus Bishop, Head of Business Development</b>

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**North East  
Derbyshire**  
District Council

Appendix 2



**DRAFT**

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# **Garage Site Review and Option Appraisal Process**

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**DRAFT Version 1.3 October 2019**

# Garage Site Review and Option Appraisal Process

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# Garage Site Review and Option Appraisal Process

## 1. Introduction

- 1.1. This process has been developed to support the delivery of the Residential Parking Strategy.

## 2. Options for the Future use of the Sites

- 2.1. This process provides a framework for Rykneld Homes Limited (RHL) and North East Derbyshire District Council (NEDDC) to review its garage sites, complete an option appraisal and make recommendations about future use.

- 2.2. The potential options considered will include:

- Dispose of the garage site to fund parking improvements to the locality
- Demolish the garages and retain the site as level car parking
- Retain garages where they demonstrably support local parking solutions
- Demolish the garages and build new housing
- Demolish the garages and redevelop the site for alternative use
- Demolish garages and incorporate into surrounding properties gardens to reduce grounds maintenance and engineering costs.

## 3. Review of the Sites – Option Appraisal

- 3.1. In order to achieve the best outcomes and to fully understand the impacts of decisions and the interdependencies an option appraisal will be complete. The template option appraisal is attached as **Appendix 1**, it has four key parts:

- Tenancy, Demand and Income Review
- Site Management Review
- Condition and Investment Review
- Development Appraisal.

## 4. Tenancy, Demand and Income Review

- 4.1. The purpose of this desktop review is to assess:

- The garages' letting history
- Leases giving access to the site
- Income from the site
- Demand for site information (waiting list numbers).

## **5. Site Management Review**

- The garages' management history (crime, anti-social behaviour, etc)
- The parking issues in the area
- Potential prescriptive easements, boundary issues identified from site inspection.

## **6. Condition and Investment Review**

- 6.1. For each garage site, a survey will be carried out to establish the condition of the garages and the likely cost of bringing them up to the Lettable Standard and maintaining them at that standard in the future.
- 6.2. In order to inform the stock investment decisions, a schedule of works will be drawn up for each garage site and estimates produced.
- 6.3. Asbestos content will be identified and assessed against legislative requirements.

## **7. Development Appraisal**

- 7.1. An initial appraisal will be made of each site's potential for redevelopment, taking into account issues that might constrain or support redevelopment such as:
  - Access to the site (width)
  - Prescribed access rights (where an adjacent owner has historically used an access to the site and gained a legal right)
  - Topography and the layout of the site
  - Ownership of adjoining properties and land
  - Planning and Highways concerns (including density, overlooking, car parking, etc)
  - The housing need in the area.
- 7.2. Where the initial appraisal suggests that redevelopment of the garage site is possible, and it is considered that redevelopment of the site will offer a good option for the future use of the site, feasibility drawings may be obtained.
- 7.3. The feasibility drawings will enable RHL to obtain an early indication from Planning and Highways of any likely issues for consideration.

## **8. Consultation and Decision Making**

- 8.1. As the garages and garage sites are owned by NEDDC, but managed and maintained by RHL, it is essential that a robust and efficient process is put in place to consider, determine and approve the way in which each garage site is to be used in the future.
- 8.2. When RHL has completed its review of a garage site and consulted with the local District Councillors, it will produce a business case that includes a set of recommendations in relation to the proposed future use of the garage site.
- 8.3. The business case will be submitted to NEDDC for consideration.

- 8.4. If the business case recommends a garage site's change of use, for example, for new affordable housing – the business case and recommendations will be submitted to NEDDC's Cabinet for approval.
- 8.5. If the business case does not recommend a garage site's change of use, RHL will implement the recommendations following consultation with NEDDC's Asset Management Group.
- 8.6. Where it is decided the garages will be demolished, RHL will work with the garage licensees as soon as possible. The licensees will be given at least four weeks' notice to vacate their garages and, if they are local, they will be offered another garage in the area if one is available. The sale receipt will be used to re-provide the parking provisions for displaced garage tenants and improve local parking provision.

## **9. Retaining and Repairing the Garages**

- 9.1. Retention and repair are only likely to be recommended if the garage site is situated in an area where there is a high demand for garages (due perhaps to local parking issues) and garages are the best local parking solution.
- 9.2. Where it is decided that the garages will be retained and brought up to the Lettable Standard, licensees will be advised of the programme in order that they can make alternative arrangements while the works are taking place.
- 9.3. For each garage that is to be retained, a Conditions Survey will be carried out and a Schedule of Works produced. These will identify the works that are needed to bring the garage up to the Lettable Standard.

## **10. Demolition and Provision of Replacement Parking**

- 10.1. The demolition of the existing garages and the provision of replacement parking may offer a good and cost-effective option where the garages are in an area where, despite the low demand for garages, there is not enough available parking and the existing Council garages are unsightly and/or uneconomic to repair. Parking options will also take into account local amenities and schools to provide positive solutions to areas with traffic congestion.
- 10.2. In such instances – especially where it involves the loss of an income stream – the business case will need to demonstrate the community benefits of such an option, such as the removal of an eyesore, the reduction of crime and anti-social behaviour and/or the savings that will be achieved on repairs and maintenance.

## **11. Demolition and the Provision of New Housing**

- 11.1. Given the demand for housing in North East Derbyshire, every garage site will be assessed to establish whether or not it has the potential to be redeveloped to provide additional housing for rent, sale, shared ownership or private development/sale.
- 11.2. In such instances, the business case will need to demonstrate why this is the best option and how the construction of the new homes could be funded.



## **12. Disposal of Garage Sites**

- 12.1. Disposal of a garage site may be appropriate, for example, where there is low demand and the site is unsuitable for new housing development. This could include sale to an adjacent owner-occupier or incorporated in the tenancy of a customer.
- 12.2. In such instances, the business case needs to demonstrate this is the best option, including any subsequent savings in ground maintenance, engineering and repair/management costs.

## **13. Contact**

Rykneild Homes Ltd  
Pioneer House  
Mill Lane  
Wingerworth  
Derbyshire  
S42 6NG

Tel: 01246 217670

## Garage/Plot Site Option Appraisal

Site Name: \_\_\_\_\_

Town/Village: \_\_\_\_\_

*Insert:  
Site Plan  
Photos  
Satellite Image*

### Tenancy, Demand, Income Review – to be completed by IT

<b>Number of Garages</b>	
Number Occupied	
Number Vacant	
<b>Number of Plots</b>	
Number Occupied	
Number Vacant	
<b>Number on Waiting List for Site</b>	
<b>Number of Licences</b>	
<b>Garage Rent</b>	£6.50 per week, £338 per annum
<b>Plot Rent</b>	£2.50 per week, £130 per annum
<b>Annual Income from Site (occ' x rent)</b>	
<b>Current Arrears</b>	

## **Site Management Review – to be completed by H&S**

<b>Site/Open Housing Anomalies</b>	
<b>Potential Easements by Prescription – (legal advice required)</b> <b>Details of location and number of residents and tenants with an access to the site</b>	
<b>Known parking issues on surrounding estates</b>	
<b>Other information/ considerations</b>	

## **Condition and Investment Review – to be completed by Property Services**

<b>Condition of garages from visual inspection</b>	
<b>Garage Asbestos Content</b>	
<b>Condition of plots from visual inspection</b>	

<b>Plot Asbestos Content</b>	
<b>Repair/Plot investment required</b>	

**Development Appraisal – to be completed by Regeneration Manager**

<b>Width of site access, size of site (sq metres)</b>	
<b>Number of potential build plots (attach design if available)</b>	
<b>Repayment period for investment (repairs)</b>	
<b>Potential sale receipt</b>	
<b>Tenure proposed – social, affordable, shared, sale</b>	
<b>Other considerations including adjacent site development</b>	

## Recommendation by Garage Project Group

<b>Sale for development/ proposal to reinvest sale receipt</b>	
<b>Invest/repair garages</b>	
<b>RHL to develop houses</b>	
<b>Other considerations/ recommendations</b>	

<b>Title:</b>	<b>Garage Site Review and Option Appraisal Process</b>
<b>Author(s):</b>	<b>Marcus Bishop, Head of Business Development</b>
<b>Version №:</b>	<b>1.3</b>
<b>Status – Draft or Final:</b>	<b>Draft</b>
<b>Consulted Parties:</b>	
<b>Consultation Period:</b>	
<b>Date Approved:</b>	
<b>Review Date:</b>	<b>October 2022</b>
<b>Review to be Carried out by:</b>	<b>Marcus Bishop, Head of Business Development</b>

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**North East  
Derbyshire**  
District Council

## **Key Decisions & Items to be Considered in Private**

**To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

**Published on: 11 December 2019  
Issue No: 91**



## INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Cabinet or an officer under delegated powers.

Preparation of the list helps Cabinet to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG. Copies of the list can be obtained from Sarah Sternberg, Joint Head of Corporate Governance and Monitoring Officer at this address or by email to [sarah.sternberg@bolsover.gov.uk](mailto:sarah.sternberg@bolsover.gov.uk).

The list can also be accessed from the Council’s website at [www.ne-derbyshire.gov.uk](http://www.ne-derbyshire.gov.uk). The Cabinet is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at the District Council Offices and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

Cabinet Portfolio responsibilities are as follows:

Councillor M E Thacker MBE	-	Leader and Portfolio Holder for Overall Strategic Leadership
Councillor A Dale	-	Deputy Leader and Portfolio Holder for Council Services
Councillor C Cupit	-	Portfolio Holder for Environment & Climate Change
Councillor J Kenyon	-	Portfolio Holder for Business Strategy, Commerce & Assets
Councillor B Lewis	-	Portfolio Holder for Partnerships & Leisure
Councillor P Parkin	-	Portfolio Holder for Finance
Councillor A Powell	-	Portfolio Holder for Communications
Councillor R Welton	-	Portfolio Holder for Housing

The Cabinet agenda and reports are available for inspection by the public five clear days prior to the meeting of the Cabinet. The papers can be seen at the District Council Offices at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Cabinet and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Cabinet are open to the public and usually take place in the Committee Rooms at the District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list shows where this is intended and the reason why the reports are exempt or confidential. Members of the public may make representations to the Joint Head of Corporate Governance and Monitoring Officer about any particular item being considered in the private session of the meeting.

The list does not detail all decisions which have to be taken by the Cabinet, only “Key Decisions”. In these Rules a “Key Decision” means an executive decision, which is likely:

(1) **REVENUE**

- (a) Results in the Council making Revenue Savings of £100,000 or more; or
- (b) Results in the Council incurring Revenue Expenditure of £100,000 or more

(2) **CAPITAL**

- (a) Results in the Council making Capital Income of £250,000 or more; or
- (b) Results in the Council incurring Capital Expenditure of £250,000 or more

- (3) Be significant in terms of its effect on communities living or working in an area comprising two or more wards in the District.

**The dates for the meetings of Cabinet in 2019/2020 are as follows:**

2019 - 13 June	2020 - 9 January
11 July	13 February
5 September	12 March
3 October	9 April
7 November	7 May
5 December	28 May

The Council hereby gives notice of its intention to make the following Key Decisions:

Matter in respect of which a decision will be taken	Decision-maker	Date of decision	Documents to be considered	Is this decision a Key Decision?	Is this decision to be heard in public or private session
<p><b>Medium Term Financial Plan</b></p> <p>To update Members regarding the current position and to agree the process for securing financial savings whilst maintaining service delivery, together with any implications this may have for the Council's staffing establishment.</p>	Cabinet	January 2020	Report of Councillor P Parkin, Portfolio Holder for Finance.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraphs 1, 3 and 4 of Schedule 12A to the Local Government Act 1972 (as amended)
<p><b>Medium Term Financial Plan</b></p> <p>To update Members regarding the current position and to agree the process for securing financial savings whilst maintaining service delivery.</p>	Cabinet	January 2020	Report of Councillor P Parkin, Portfolio Holder for Finance.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Public

Matter in respect of which a decision will be taken	Decision-maker	Date of decision	Documents to be considered	Is this decision a Key Decision?	Is this decision to be heard in public or private session
<p><b>Land Sales</b></p> <p>To consider offer(s) to sell Council owned General Fund land.</p>	Cabinet	January 2020	Report of Councillor J Kenyon, Portfolio Holder for Business Strategy, Commerce & Assets.	Yes – likely to result in the Council making Revenue Savings or incurring Revenue Expenditure of £100,000 or more or making Capital Income or incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended).
<p><b>Proposed Construction of additional new homes at Pine View, Danesmoor</b></p> <p>Report to Cabinet detailing a proposed construction of additional new homes at Pine View, Danesmoor.</p>	Cabinet	January 2020	Report of Councillor R Welton, Portfolio Holder for Housing.	Yes – likely to result in the Council incurring Capital Expenditure of £250,000 or more.	Exempt under Paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended).
<p><b>Vehicle Replacement Programme</b></p> <p>Replacement of two Refuse Collection Vehicles.</p>	Cabinet	Within the next three months	Report of Councillor C Cupit, Portfolio Holder for Environment & Climate Change.	Yes – likely to result in the Council making Capital Income of £250,000 or more.	Public

Matter in respect of which a decision will be taken	Decision-maker	Date of decision	Documents to be considered	Is this decision a Key Decision?	Is this decision to be heard in public or private session
<p><b>Multi-Functional Device Contract Procurement</b></p> <p>The current five year contract for the provision of multi-functional devices (MFD) ends on 29 March 2020. A procurement process via a framework is to be undertaken for a new five year contract for the provision of multi-functional devices.</p>	Cabinet	January/February 2020	Report of Councillor B Lewis, Portfolio Holder for Partnerships and Leisure.	Yes – likely to result in the Council incurring Revenue Expenditure of £100,000 or more.	Public

## **SCHEDULE**

### **SCHEDULE 12A**

#### **ACCESS TO INFORMATION: EXEMPT INFORMATION**

##### **PART 1**

##### **DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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Key Decision Issue 91  
(Cabinet 0109)2020/AJD

# COMMUNITIES SCRUTINY WORK PROGRAMME 2019/20

Friday at 10:00 am

(except 7<sup>th</sup> June, 2019 meeting which is at 2:00pm)

Chair: Cll Kevin Tait

Vice Chair: Cll Oscar Gomez-Reaney

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
7 <sup>th</sup> June, 2019	Remit of the Committee		<ul style="list-style-type: none"> <li>Briefing on Scrutiny :                             <ul style="list-style-type: none"> <li>- setting the scene</li> <li>- the terms of reference for the Committee</li> <li>- How the Committee operates, ways of working– Discussion</li> </ul> </li> </ul>	Sue Veerman -Overview and Scrutiny Manager/Committee Members
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none"> <li>To consider the Committees topic for a Scrutiny review</li> <li>Consider what we want to look at</li> <li>Consider stakeholders who we want to see</li> </ul>	Committee Members <ul style="list-style-type: none"> <li>Decision at Council on resident car parking review topic</li> </ul> Officers to be present to provide background Further topic for discussion <ul style="list-style-type: none"> <li>Health &amp; Wellbeing and Child Obesity</li> </ul> Officers to be present to provide background
	Draft Work Programme		<ul style="list-style-type: none"> <li>To consider the draft work programme for the year and any suggested items for inclusion</li> </ul>	Committee Members/ Sue Veerman - Overview and Scrutiny Manager

Page 40	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the list of key decisions</li> </ul>	Sue Veerman- Overview and Scrutiny Manager
12 <sup>th</sup> July, 2019	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Scene setting for Review</li> </ul>	Niall Clarke - Director of Property and Development – Rykneld Homes
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Approval of Project Plan and timetable</li> <li>Drafting of questions</li> <li>Documentation</li> </ul>	Committee  Committee
	Animal Welfare Policy	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the draft Animal Welfare Policy</li> </ul>	Victoria Dawson – Team Manager (Legal) Environmental Health representative will be in attendance
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Discussion with Head of Service – Planning on residential parking provision</li> </ul>	Richard Purcell – HOS - Planning
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider the list of key decisions</li> </ul>	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committees' work programme</li> </ul>	Sue Veerman Overview and Scrutiny Manager
13 <sup>th</sup> September,	Scrutiny Review	Review	Interview	



<b>2019</b>			<ul style="list-style-type: none"> <li>10:00 am - Head of Service –Street scene</li> </ul>	Discussion with Steve Brunt – HOS Street scene
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Consideration of additional documentation received and discussion on the next steps of the review</li> </ul>	Committee/ Overview and Scrutiny Manager
	Anti-Social Behaviour Policy	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the draft Anti-Social Behaviour Policy</li> </ul>	Victoria Dawson – Team Manager (Legal)
	CCTV	monitor and challenge	<ul style="list-style-type: none"> <li>Further discussion</li> </ul>	No attendees requested
	Health and Wellbeing Partnership		<ul style="list-style-type: none"> <li>Appointment of representative</li> </ul>	
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider the list of key decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committees' work programme</li> </ul>	Sue Veerman -Overview and Scrutiny Manager
<b>22<sup>nd</sup> November, 2019</b>	Previous Review – Domestic Abuse	Monitor	<ul style="list-style-type: none"> <li>To receive an update on progress against the action plan - presentation</li> </ul>	Karen Hanson – Director of Place
	CCTV in Taxis	Monitor and	<b>Interviews:</b>	

Page 42		challenge	<ul style="list-style-type: none"> <li>• 10:30 am - Principal Solicitor - Kevin Shillito</li> <li>• 11:00am – Rotherham Borough Council – Licensing – Alan Polgorzelec</li> </ul>	
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> <li>• To consider the list of key decisions</li> </ul>	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>• To consider the Committees' work programme</li> </ul>	Sue Veerman Overview and Scrutiny Manager
<b>10<sup>th</sup> January, 2020 Special Meeting</b>	Taxi Licensing	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>• To consider an amendment to Procedure for dealing with applications for taxi driver licences</li> </ul>	Committee Licensing Team Leader, only if required
	CCTV in Taxis	Monitor and challenge	<ul style="list-style-type: none"> <li>• To further consider CCTV in Taxis</li> </ul>	Committee
<b>17<sup>th</sup> January, 2020</b>	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>• Residential Parking Strategy</li> </ul>	
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>• To consider the submissions from Parish/Town Councils</li> </ul> <p>10:30 am Killamarsh Parish Council 10:50 am Eckington Parish Council 11:10 am Dronfield Town Council</p>	
	List of Key Decisions	Consultee, monitor and	<ul style="list-style-type: none"> <li>• To consider the list of key decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager

		challenge		
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committee's Work Programme</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
<b>28<sup>th</sup> February, 2019</b>	Healthy North East Derbyshire	monitor and challenge	<ul style="list-style-type: none"> <li>To consider progress on the Healthy North East Derbyshire Approach</li> </ul>	Tris Burdett Partnership Officer
	Previous Scrutiny Review	monitor	<ul style="list-style-type: none"> <li>To consider progress against the action plan – Scrutiny Review of Homelessness</li> </ul>	Karl Apps – Head of Service Lee Pepper – Housing Options Team Leader – Sign Off
	Sex Establishments	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the draft Policy</li> </ul>	Victoria Dawson – Team Manager (Legal)
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Triangulation of evidence – Scrutiny Review</li> </ul>	Members
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the list of key decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider whether the Committees' work programme has been completed at year end</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
<b>1st May, 2020</b>	Community Safety Partnership	Review	<ul style="list-style-type: none"> <li>To consider the work of the Partnership for the year against the partnership plan</li> </ul>	Faye Green – Community Safety Partnership Manager
	Street scene	monitor and challenge	<ul style="list-style-type: none"> <li>To consider the services performance including recycling</li> </ul>	Steve Brunt, HOS - Street scene

Page 44			<ul style="list-style-type: none"> <li></li> </ul>	
	Action plan - lead officer response	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider progress against the action plan -Scrutiny Review of Domestic Abuse</li> </ul>	Karen Hanson – Strategic Director Place – sign off
	Draft Scrutiny Review report	Review	<ul style="list-style-type: none"> <li>To agree the draft report for Scrutiny Review</li> </ul>	Committee Members
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> <li>To monitor the implementation of previous committee and review recommendations</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	List of Key Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the list of key decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committee's Work Programme</li> </ul>	Sue Veerman - Overview and Scrutiny Manager