

Public Document Pack



**North East
Derbyshire**
District Council

Our Ref: NC/AJD
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Date: Friday, 28 June 2019

To: **All Members of the Council**

You are summoned to attend a meeting of the Council to be held on **Monday, 8 July 2019 at 3.00 pm in the Council Chamber**. District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG.

Please note that a number of parking spaces will be reserved for Member use on the day of the meeting.

Yours sincerely

A handwritten signature in cursive script, reading 'Sarah Steenberg'.

Joint Head of Corporate Governance and Monitoring Officer

PLEASE NOTE:

1 For Members' information the following room arrangements have been made for Group Meetings prior to this Council meeting:

Conservative Group	-	Council Chamber
Labour Group	-	Executive Meeting Room
Liberal Democrat	-	Meeting Room 102A

2 Members are requested to bring their laptops and iPads to the meeting where assistance will be provided to anyone who may require it in order to follow the meeting electronically.

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 interest and/or other interests, not already on their register of interests, in any items on the agenda and withdraw from the meeting at the appropriate time.

3 Minutes of Last Meeting (Pages 8 - 25)

To approve as a correct record and the Chair to sign the attached Minutes of the Annual Council meeting held on 20 May 2019.

4 Chair's Announcements (if any)

5 Public Participation

In accordance with Council Procedure Rule No 8 to allow members of the public to ask questions about the Council's activities for a period up to fifteen minutes. The replies to any such questions will be given by the appropriate Cabinet Member. Questions must be received in writing or by email to the Monitoring Officer by 12 noon seven clear working days before the meeting.

No questions have been submitted under Procedure Rule No 8 for this meeting.

6 To answer any questions from Members asked under Procedure Rule No 9.2

In accordance with Council Procedure Rule No 9.2 to allow Members to ask questions about Council activities. The replies to any such questions will be given by the Chair of the Council or relevant Committee or the appropriate Cabinet Member. Questions must be received in writing or by email to the Monitoring Officer by 12 noon seven clear working days before the meeting.

- (a) Question submitted by Cllr Tracy Reader to Cllr Martin Thacker MBE, Leader of the Council:-

"In times of austerity and Council budgets being squeezed can the Leader of the Council tell us how much it is costing the Council to rebrand and to also redecorate the Council corridors?"

- (b) Question submitted by Cllr Nigel Barker to Cllr Charlotte Cupit, Portfolio Holder for Environment:-

"Given that the Local Plan process has been paused, what assurances can you give the residents of North East Derbyshire that this will not lead to more opportunistic development in the District?"

7 To consider any Motions from Members under Procedure Rule No 10

In accordance with Council Procedure Rule No 10 to consider Motions on notice from Members. Motions must be received in writing or by email to the Monitoring Officer by 12 noon seven clear working days before the meeting.

- (a) Motion proposed by Cllr Ross Shipman and seconded by Cllr David Hancock

“Council notes:-

- That the impacts of climate breakdown are already causing serious damage around the world.*
- That the ‘Special Report on Global Warming of 1.5°C’, published by the Intergovernmental Panel on Climate Change in October 2018, (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.*
- That all governments (national, regional and local) have a duty to act, and local governments that recognise this should not wait for their national governments to change their policies.*
- That strong policies to cut emissions also have associated health, wellbeing and economic benefits.*
- That, recognising this, a growing number of UK local authorities have already passed ‘Climate Emergency’ motions.*

Council therefore resolves to:-

- Declare a ‘Climate Emergency’ that requires urgent action.*
- Make the Council’s activities net-zero carbon by 2030.*
- Achieve 100% clean energy across the Council’s full range of functions by 2030.*
- Make use of the newly announced grant scheme administered by the Forestry Commission; which can fund the implementation of a tree planting scheme to help reduce air pollution and carbon emissions across North East Derbyshire.*
- Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to zero carbon by 2030.*
- Support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale.*
- Ensure that political and Chief Officer leadership teams embed this work in all areas and take responsibility for reducing, as rapidly as possible, the carbon emissions resulting from the Council’s activities, ensuring that any recommendations are fully costed and that the Executive and Scrutiny functions review council activities taking account of production and consumption emissions and produce an*

action plan within 12 months, together with budget actions and a measured baseline.

- *Request that Council Scrutiny Panels consider the impact of climate change and the environment when reviewing Council policies and strategies.*
- *Work with, influence and inspire partners across the District, County and region to help deliver this goal through all relevant strategies, plans and shared resources by developing a series of meetings, events and partner workshops.*
- *Request that the Council and partners take steps to proactively include young people in the process, ensuring that they have a voice in shaping the future.*
- *Request that the Executive Portfolio Holder with responsibility for Climate Change convenes a Citizens' Assembly in 2019 in order to involve the wider population in this process. This Group would help develop their own role, identify how the Council's activities might be made net-zero carbon by 2030, consider the latest climate science and expert advice on solutions and to consider systematically the climate change impact of each area of the Council's activities.*
- *Set up a Climate Change Partnership Group, involving Councillors, residents, young citizens, climate science and solutions experts, businesses, Citizens Assembly representatives and other relevant parties. Over the following 12 months, the Group will consider strategies and actions being developed by the Council and other partner organisations and develop a strategy in line with a target of net zero emissions by 2030. It will also recommend ways to maximise local benefits of these actions in other sectors such as employment, health, agriculture, transport and the economy.*
- *Report on the level of investment in the fossil fuel industry that our pensions plan and other investments have, and review the Council's investment strategy to give due consideration to climate change impacts in the investment portfolio.*
- *Ensure that all reports in preparation for the 2020/21 budget cycle and investment strategy will take into account the actions the Council will take to address this emergency.*
- *Call on the UK Government to provide the powers, resources and help with funding to make this possible, and ask local MPs to do likewise.*
- *Consider other actions that could be implemented, including (but not restricted to): renewable energy generation and storage, providing electric vehicle infrastructure and encouraging alternatives to private car use, increasing the efficiency of buildings, in particular to address fuel poverty, proactively using local planning powers to accelerate the*

delivery of net carbon new developments and communities, co-ordinating a series of good information and training events to raise awareness and share good practice.”

(b) Motion proposed by Cllr Charlotte Cupit:-

“This Council notes that climate change is one of the biggest threats facing our world and recognises that changing human behaviour to confront the danger to our planet and secure a sustainable, healthy and prosperous environment for us and for future generations to continue to enjoy. To confirm our commitment to this challenge, this Council declares a climate and ecological emergency.

In recognising this urgency for change and to lead the way with positive action for the transformation of our District and wider area, this Council therefore resolves to:-

- *Adopt a Climate Change Action Strategy with immediate effect that includes action planning.*
- *Adopt all targets set out in the Council Climate Change Action Plan and achieve at least an 80% reduction in our carbon emissions by 2030.*
- *Implement a monitoring system and reporting mechanisms as set out in the Climate Change Plan, and establish a Climate Change Council Sub-Group of cross-party memberships (chaired by the Council’s Climate Change Portfolio Holder), which will also consider all necessary future actions as required.*
- *Promote and embed sustainable and energy efficient practices, buildings, workplaces and transport across our organisation and services with the target of 100% clean energy by 2030.*
- *Continue to harness our Streetscene Teams and planning processes to protect and enhance our natural environment, stimulate biodiversity and nurture our wildlife and pollinators.*
- *Introduce a communication strategy, organise community action events, establish ‘Climate Change Schools’ conferences, and work with our partners, businesses, schools, communities and other Councils to promote behavioural change, and develop new ideas and co-ordinated responses to climate change and plastic pollution.*

In accepting the above initial steps, this Council also endorses the ongoing close review of, and a dynamic approach to, our climate change strategy to capitalise on new opportunities and technologies, and thereby continue to influence and inspire positive change in the local and wider areas”.

(c) Motion proposed by Cllr David Hancock and seconded by Cllr Pam Windley

“Council notes:-

- The content of Procedure Rules 8.3 and 9.6 – restricting the number of questions per elector and per elected Member to one (plus one supplementary question) per Council meeting.*
- That, during the last two years, there have been only eight questions submitted under Procedure Rule 8 and seven questions submitted under Procedure Rule 9.*
- That questions occasionally require a written response.*

The Liberal Democrats believe that these restrictions are an unnecessary obstacle in regard to the transparency and accountability of the Council, and that the number of questions submitted historically does not present any legitimate logistical reason for imposing any restriction.

The Liberal Democrats also believe that all responses to public questions should be recorded in the public domain, whether the response is given verbally or in writing.

Council resolves to:-

- Delete Procedure Rules 8.3 and 9.6 from its Constitution and to publish all written responses to questions and appendices to the minutes of the meeting”.*

(d) Motion proposed by Cllr Pam Windley to Cllr Charlotte Cupit, Portfolio Holder for Environment:-

“Council notes:-

- Public concerns regarding the frequency of fly-tipping reports around the District.*
- The provisions within The Control of Waste Regulations 2015 permitting the seizure, and the right for Local Authorities to apply to the Court for the destruction of any vehicle involved in fly-tipping.*

Council believes, based on the effectiveness of this enforcement in other parts of the country, that adopting such stringent measures would have a positive effect in North East Derbyshire.

Council resolves to enforce the penalty provisions within the remit of The Control of Waste Regulations 2015 to their maximum extent in order as a deterrent to prospective fly-tippers in order to ultimately reduce the Council’s cost of clearing up after such incidents”.

8 Climate Change Action Plan 2019-30 (Pages 26 - 66)

Report of Councillor C Cupit, Portfolio Holder for Environment and Climate Change

9 Protocol for Members Appointed to Represent the Council on Outside Bodies

To consider reports (if any) from Members nominated to represent the Council on outside bodies.

10 Scrutiny Annual Report 2018/19 (Pages 67 - 78)

To consider the Scrutiny Annual Report for the 2018/19 municipal year.

11 Pay Policy Statement 2019/20 (Pages 79 - 91)

To consider and approve the Council's Pay Policy Statement

12 Chair's Urgent Business

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



North East Derbyshire
District Council

***We speak
your language***

Polish
Mówimy Twoim językiem

French
Nous parlons votre langue

Spanish
***Hablamos su
idioma***

Slovak
***Rozprávame Vaším
jazykom***

Chinese
我们会说你的语言

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MINUTES OF ANNUAL COUNCIL MEETING HELD ON 20 MAY 2019

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NORTH EAST DERBYSHIRE DISTRICT COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
HELD ON 20 MAY 2019

Present:

Councillor C D Huckerby Chair
Councillor P Antcliff..... Vice Chair

Councillor W Armitage

“ N Barker
“ J Barry
“ J Birkin
“ K Bone
“ P Bone
“ S Clough
“ A Cooper
“ S Cornwell
“ C Cupit
“ A Dale
“ P Elliott
“ M Emmens
“ A Foster
“ M Foster
“ O Gomez-Reaney
“ R Hall
“ D Hancock
“ L Hartshorne
“ E A Hill
“ P A Holmes
“ C Hunt
“ A Hutchinson
“ M Jones

Councillor J Kenyon

“ P R Kerry
“ B Lewis
“ H Liggett
“ J Lilley
“ G Morley
“ P Parkin
“ S Pickering
“ M Potts
“ A Powell
“ T Reader
“ C Renwick
“ J Ridgway
“ M Roe
“ K Rouse
“ D Ruff
“ R Shipman
“ L Stone
“ M E Thacker MBE
“ R Welton
“ N Whitehead
“ P Windley
“ B Wright
“ P Wright

Also in attendance:-

D Swaine	-	Chief Executive
K Hanson	-	Strategic Director (Place)
L Hickin	-	Strategic Director (People)
S Sternberg	-	Head Corporate Governance & Monitoring Officer
J Dethick	-	Section 151 Officer
N Calver	-	Governance Manager

1 Election of Chair of the Council

One nomination was received for the position of Chair of the Council for the 2019/20 Municipal Year.

Councillor M E Thacker MBE spoke to Council in support of his proposal for Councillor C D Huckerby to be duly elected as Chair of Council for the ensuing Municipal Year.

RESOLVED – That Councillor C D Huckerby be elected Chair of the Council for the 2019/20 Municipal Year.

2 Election of Vice Chair of the Council

One nomination was received for the position of Vice Chair of the Council for the 2019/20 Municipal Year.

Councillor M E Thacker MBE spoke to Council in support of his nomination for Councillor P Antcliff to be duly elected to the Vice Chair of Council for the ensuing Municipal Year.

RESOLVED- That Councillor P Antcliff be appointed Vice Chair of the Council for the 2019/20 Municipal Year.

3 Apologies for Absence

Apologies for absence had been received from Councillors L Deighton, J Funnell, J Ridgway and K Tait.

4 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.

No declarations of interest were made at this meeting.

5 Council Minutes

RESOLVED – That the Minutes of the meetings of Council held on 18 February and 4 March 2019 be approved as a correct record and signed by the Chair.

6 Chair's Announcements

The newly elected Chair of Council began her announcements by asking Councillor M E Thacker MBE to read out a message submitted by the former Chair, Councillor J Ridgway. Councillor M E Thacker MBE advised that over the course of the previous civic year Councillor J Ridgway had relished the opportunity for her to raise money for her charity to support the excellent mental health services provided by Chesterfield Royal Hospital, raising in

excess of £4,500, which would go a long way towards buying a distraction unit to help treat dementia patients at the Hospital.

Councillor J Ridgway had expressed her personal thanks to the team who had supported her throughout the year, along with her Consort, Brian Ridgway, for his support.

Councillor C D Huckerby thanked all Members present for electing her and undertook to be a fair and even handed Chair and serve the Council to the best of her ability. Further, she made a presentation to Glyn Wildman from Chesterfield Royal Hospital of a cheque on behalf of Councillor J Ridgway.

7 Election of the Leader of Council

RESOLVED - That Councillor M E Thacker MBE be appointed Leader of the Council for the 2019/20 Municipal Year.

8 Appointment of the Deputy Leader and Cabinet 2019/20

In accepting the appointment as Leader of the Council, Councillor M E Thacker MBE advised all those present of his intention to uphold campaign promises made during the election, which would include:-

- Pausing the Local Plan for a full review for options, along with a listening exercise and a view to protect the Green Belt;
- A budget review and a proposal to freeze Council Tax for the 2020/21 financial year;
- A district wide parking review, including a review of enforcement overall to discourage breaches;
- Improving transparency of Council meetings (starting today);
- Signing up to the British Sign Language Charter;
- Exploring new ways to engage with the residents of North East Derbyshire;
- Re-signing the Armed Forces Covenant;
- Reducing the Council's emissions and responding to climate change;
- Creating a new Council Plan to deliver promises within the Conservative manifesto.

The Leader advised Council of the appointment of Councillor A Dale as Deputy Leader of the Council for the 2019/20 municipal year.

RESOLVED- That Councillor A Dale be appointed Deputy Leader of the Council for the 2019/20 Municipal Year.

The Leader advised Council of the changes to the Cabinet Members and their Portfolios for the forthcoming Municipal Year. This was confirmed as:-

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

RESOLVED – That Council notes the Cabinet for 2019/20 as attached to the Agenda.

9 Review of the Council's Constitution

Members gave consideration to a report of the Joint Head of Corporate Governance and Monitoring Officer, detailing proposed amendments to the Council's Constitution as part of the Annual Review for adoption.

New Members were advised that the Constitution was the Council's Rule Book, setting out how the Council operated and how it was to make its decisions. Council approved the latest version of the Constitution at the Annual Meeting in May 2018. Further, the Council was required by law to prepare and keep an up-to-date Constitution, and ensure that all procedures to be followed were efficient, transparent and accountable to local people.

Under the guidance of the Monitoring Officer, the Standards Committee had undertaken an annual review of the Constitution to ensure that it was up-to-date and in line with legislation. Each of the areas of review had been set out in detail, along with a rationale for the amendments proposed within Appendix 1 to the report and a track changes version of the Constitution detailing all amendments had been made available to all Members prior to the meeting.

RESOLVED – That:-

- (1) The amendments to the Constitution detailed at Appendix 1 and set out in Appendix 2 be approved.

- (2) Delegated power be given to the Monitoring Officer to make changes to the Constitution arising from any new legislation, administrative errors or conflicts in interpretation.

10 Appointment to Committees and Advisory Groups 2019/20

RESOLVED – That the Council approves the appointment of Members to Committees and Advisory Groups for the 2019/20 municipal year, attached as **Appendix A** to these Minutes.

11 Appointment of Chairs and Vice Chairs of Committees

Members gave consideration to a revised list of nominations for the positions of Chairs and Vice Chairs for Committees and no further nominations were received from the floor.

RESOLVED – That the Chairs and Vice Chairs for Committees for the 2019/20 municipal year attached as **Appendix B** to these Minutes be approved.

12 Appointment to Outside Bodies

A revised list of Appointments to Outside Bodies was circulated in hard copy at the meeting and nominations from the floor were received for Councillors C Cupit, A Dale and A Powell to sit on Rykneld Homes Ltd Board.

A further nomination for Councillor E A Hill was received from the Labour Group and following discussion it was agreed that the Leader of the Council would discuss this further with the Leader of the Opposition outside of the meeting.

The nominations for Councillors C Cupit, A Dale and A Powell were accepted by vote.

RESOLVED – That the Appointments to Outside Bodies for 2019/23 be approved.

13 Scheme of Delegation

Members considered a report of the Joint Head of Corporate Governance and Monitoring Officer, requesting for Council to approve the Scheme of Delegation as outlined in Part 3 of the Council's Constitution.

The Monitoring Officer advised that it was a requirement under Council Procedure Rule 1.1 of the Council's Constitution that the Annual Meeting agrees the Scheme of Delegation. The Scheme also outlined proper officer provisions. It was noted that the Scheme of Delegation had been amended and set out in the Review of the Constitution report considered earlier in the meeting.

RESOLVED – That Council's Scheme of Delegation as set out in the Council's Constitution be approved.

14 Operation of Urgency Rules and Thresholds for Key Decisions

Council considered a report of the Joint Head of Corporate Governance and Monitoring Officer, which advised of Decisions taken under Special Urgency Rules in the past 12 months and the revised financial limits for the Key Decisions.

The Council was required under legislation to report instances where Special Urgency Rules had been utilised in respect of Key Decisions. This was where it was impractical to give the requisite notice of Key Decisions before they were made.

Council noted that no decisions had been taken under Special Urgency Rules.

The Council also had a constitutional requirement to advise of those occasions when it had taken decisions where call-in provisions had been waived. The Council had not taken any such decisions in the previous 12 months.

The Council noted that it was a requirement at its Annual Meeting to review the thresholds for Key Decisions. The current thresholds for Key Decisions were recommended to continue and were as follows:-

- Revenue (income, savings or expenditure) £100,000;
- Capital (income or expenditure) £250,000.

RESOLVED – That Council:-

- (1) Notes that no decisions have been taken over the past 12 months under Special Urgency rules.
- (2) Notes that no decisions have been taken over the past 12 months under Urgency provisions in the Council's Scrutiny Rules.
- (3) Agrees that the financial thresholds for Key Decisions be maintained at £100,000 (Revenue) and £250,000 (Capital).

15 Public Participation

In accordance with Council Procedure Rule No 8 members of the public were allowed to ask questions about the Council's activities for a period of up to 15 minutes. The replies to any such questions will be given by the appropriate Cabinet Member. Questions must be received in writing or by email to the Monitoring Officer by 12 noon seven clear working days before the meeting.

No questions from the public had been submitted.

16 Questions from Members under Procedure Rule No 9.2

In accordance with Council Procedure Rule No 9.2 Members were permitted to ask the Chair of the Council or relevant Committee or the appropriate Cabinet Member questions about Council activities.

No questions had been submitted under Procedure Rule No 9.2 for this meeting.

17 Motions from Members under Procedure Rule No 10

In accordance with Council Procedure Rule No 10 to consider Motions on notice from Members. Motions must be received in writing or by email to the Monitoring Officer by 12 noon seven clear working days before the meeting.

The following Motions had been submitted:-

- (a) Motion proposed by Councillor R Shipman and seconded by Councillor D Hancock

“Council notes with some concern the complaints received regarding the inconsistencies in the approval of planning application 18/00056/FL - Erection of 193 dwellings and associated infrastructure (Major Development) (Departure From Development Plan) (Further Amended Plans)(Amended Title) Land To The North And West Of The Poplars Ankerbold Road Old Tupton

Council also notes the concerns raised by the Liberal Democrats regarding the proposed financial arrangements to fund the proposed development by loaning money to the Northwood Group (a private company with no trading history) to purchase and develop Council owned land; with that same land acting as security.

The council believes that such a decision offers no legitimate protection to the council tax payers of North East Derbyshire and is not a commercially sound proposition.

Council therefore resolves to withdraw the proposed sale of the greenfield land to the North and West of the Poplars, Ankerbold Road, Old Tupton and further resolves to undertake an independent investigation into the inconsistencies within the planning decision.”

Councillor R Shipman moved his Motion, duly seconded by Councillor D Hancock, who took the opportunity to express his congratulations to those newly appointed to positions on the Council.

Councillor M E Thacker MBE welcomed the Motion put before the meeting, and conveyed the Conservatives’ agreement to the content therein. In offering amendments to the Motion (as set out below), he pledged to commence a review of the planning decision, but without understanding the implications of withdrawal of the sale of the land, it would be remiss to agree for this to happen prior to the investigation.

AMENDMENT -

*“Council notes **OBJECTIONS** received regarding the **ALLEDGED** inconsistencies in the approval of planning application 18/00056/FL - Erection of 193 dwellings and associated infrastructure (Major Development) (Departure From Development Plan) (Further Amended Plans)(Amended Title) Land To The North And West Of The Poplars Ankerbold Road Old Tupton*

Council also notes the concerns raised by the Liberal Democrats regarding the proposed financial arrangements to fund the proposed development by loaning money to the Northwood Group (a private company with no trading history) to purchase and develop Council owned land; with that same land acting as security.

***THE LIBERAL DEMOCRATS** believe that such a decision offers no legitimate protection to the council tax payers of North East Derbyshire and is not a commercially sound proposition.*

*Council therefore resolves to **REVIEW** the proposed sale of the greenfield land to the North and West of the Poplars, Ankerbold Road, Old Tupton and further resolves to undertake an independent investigation into the inconsistencies within the planning decision.”*

Councillor N Barker spoke on behalf of the Labour Group to give assurance that due diligence was given to decisions made around the sale of land, and an internal review had found no issue with the process undertaken. Further, Councillor P Kerry had found that, on consideration, the sale had been a viable venture.

The amendments were supported by all present to become the substantive Motion and the Leader confirmed that no further progress would be made in regard to the sale until the review had taken place.

RESOLVED – That:-

- 1) Council notes objections received regarding the alleged inconsistencies in the approval of planning application 18/00056/FL - Erection of 193 dwellings and associated infrastructure (Major Development) (Departure From Development Plan) (Further Amended Plans)(Amended Title) Land To The North And West Of The Poplars Ankerbold Road Old Tupton
- 2) Council notes the concerns raised by the Liberal Democrats regarding the proposed financial arrangements to fund the proposed development by loaning money to the Northwood Group (a private company with no trading history) to purchase and develop Council owned land; with that same land acting as security.
- 3) That it be noted that the Liberal Democrats believe that such a decision offers no legitimate protection to the council tax payers of North East Derbyshire and is not a commercially sound proposition.

- 4) A review of the proposed sale of the greenfield land to the North and West of the Poplars, Ankerbold Road, Old Tupton be commenced and an independent investigation into the inconsistencies within the planning decision be undertaken.
- (b) Motion proposed by Councillor D Hancock and seconded by Councillor P Windley

“Council notes that residents in all parts of the District experience daily problems over the lack of residential parking; particularly where private driveways are difficult or impossible to site.

Council resolves to undertake a strategic review of residential parking problems around the District, prioritising areas where concerns have been raised by residents, and report on practical solutions – such as allocation of parking spaces and development of unused Council owned land to provide off road parking”.

Councillor D Hancock proposed his Motion as submitted, which was duly seconded by Councillor P Windley.

Councillor A Dale spoke in support the principle of the Motion put and agreed that parking provision within the District was not adequate. A proposed amendment to the Motion was a “**SCRUTINY** Review of residential parking problems”. This would enable the Council to maintain oversight of the review. Councillor B Lewis duly seconded the amendment put.

A further amendment was proposed by Councillor N Barker to delete the following wording:

“Prioritising areas where concerns had been raised by residents, and report on practical solutions, such as allocation of parking spaces in development of unused Council owned land to provide off-road parking”.

The amendment was to help identify where the demand would be the greatest, not necessarily where residents have had the opportunity to raise their concerns. Discussion of Councillor N Barker’s amendment took place.

A further amendment was suggested by Cllr A Dale to replace the deletion suggested by Councillor N Barker with “**CONSIDER THE CONCERNS RAISED BY RESIDENTS AND EXPLORE ALL POSSIBLE SOLUTIONS**”.

This further amendment was seconded by Councillor D Hancock and on being put to the vote was agreed as the substantive Motion.

On being put to the vote the Motion was agreed as amended to amend ‘Strategic’ with ‘Scrutiny’ and replace Cllr Barker’s deletion with Cllr Dale’s addition.

RESOLVED – That:-

- (1) It be noted that North East Derbyshire residents experience daily problems over the lack of residential parking, particularly where private driveways are difficult or impossible to site.
- (2) A Scrutiny Review of residential parking problems around the District be undertaken, giving consideration to the concerns raised by residents and exploring all possible solutions.
- (c) Motion proposed by Councillor P Windley and seconded by Councillor R Shipman

“North East Derbyshire District Council notes:-

- (i) That Members of the public have the right to be able to scrutinise the business of the Council and this should be made as easy as possible.*
- (ii) That all Members are elected to represent the electorate and should remain transparent and accountable to them at all times.*
- (iii) The United Kingdom has a population of 64.1 million (2013) and 89% of this population are active internet users. 38 million people actively use social media and a further 50% of the total population actively use their mobile telephones to access their social media (source: www.thinkdigitalfirst.com)*
- (iv) Since January 2014, there has been a 4% growth in active internet users, 6% growth in social media users and 7% growth in mobile users accessing social media (www.thinkdigitalfirst.com)*

North East Derbyshire Council resolves that all public meetings and sub-committees (excluding those items held in exemption) are live streamed through all supported media outlets that it currently manages, as well as any future social media platforms it may use”.

Clarification was given that the meeting was being live streamed, not just recorded.

Councillor P Windley explained that the Motion was being put to invite a formal resolution for all Council meetings to be accessible and to make Members accountable for decisions in the public interest.

Seconding the Motion, Councillor R Shipman, referenced to decisions at previous meetings of Council where he had been able to record and live stream meetings.

Councillor C Cupit thanked Councillor P Windley for her Motion and clarified that the Conservative Group were in favour of improving access to meetings and decision making, and this was demonstrated by a live stream of the Council meeting. An amendment to the Motion was proposed by Councillor C Cupit, *“that North East Derbyshire District Council **BELIEVES**” rather than “notes”. The amendment was seconded by Councillor A Dale.*

Councillor T Reader, on behalf of the Labour Group gave support to this Motion which improved transparency going forward. Councillor A Cooper also spoke on behalf of the Independent Group to show support for the Motion as amended.

Councillor M E Thacker MBE proposed an additional amendment to the last paragraph: *“Council **NOTES THE IMMEDIATE IMPLEMENTATION OF ALL RECORDING FOR COUNCIL MEETINGS AND WILL EVALUATE IF** all public meetings and sub-committees (excluding those items held in exemption) are live streamed through all supported media outlets that it currently manages as well as any future social media platforms it may use”.*

Being duly seconded by Councillor A Dale the amendments as put were agreed as the Substantive Motion. On a further vote the Motion was carried as amended.

RESOLVED – That:-

- (1) The Council believes that members of the public have the right to be able to scrutinise the business of the Council and this should be made as easy as possible.
- (2) It further believes that all Members are elected to represent the electorate and should remain transparent and accountable to them at all times.
- (3) The immediate implementation of recording full Council meetings be noted and evaluation take place of all public meetings and sub-committee meetings (excluding those items held in exemption) streamed through all supported media outlets that it currently manages as well as any future social media platforms it may use.

18 Appointment of Independent Persons

Council considered a report of the Joint Head of Corporate Governance and Monitoring Officer, which sought approval to appoint Graham Hudson to the position of Independent Persons to assist the Standards process for a period of four years.

RESOLVED – That Graham Hudson be appointed as Independent Person to assist with the Standards process until the end of May 2023.

19 Chair's Urgent Business

There was no Chair's urgent business to be considered at this Annual Council meeting.

COUNCIL MINUTES (0520) 2019 – ANNUAL/AJD

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

20 MAY 2019

APPOINTMENT TO COMMITTEES AND ADVISORY GROUPS

COMMITTEES

COMMITTEE	CONSERVATIVE GROUP	LABOUR GROUP	LIBERAL DEMOCRAT GROUP	INDEPENDENT GROUP	TOTAL SEATS
Audit and Corporate Governance Scrutiny	(5) Cllrs W Armitage, M Foster, A Hutchinson, K Tait & M Roe	(3) Cllrs N Barker, P Kerry, & G Morely	(1) Cllr R Shipman		9
Communities Scrutiny	(5) Cllrs L Deighton, M Foster, O Gomez-Reaney, R Hall & K Tait	(3) Cllrs C Hunt, EA Hill & J Lilley	(1) Cllr D Hancock		9
Growth Scrutiny	(5) Cllrs S Clough, D Ruff, A Hutchinson, C Renwick & N Whitehead	(3) Cllrs S Cornwell, L Hartshorne, & J Barry		(1) Cllr J Funnell	9
General Licensing Committee	(8) Cllrs P Antcliff, P Bone, M Emmens, C Huckerby, H Liggett, M Roe, R Welton & P Wright	(5) Cllrs P Kerry, A Holmes, S Pickering, L Stone & T Reader	(1) Cllr P Windley		15
Licensing & Gambling Acts Committee	(8) Cllrs P Antcliff, P Bone, M Emmens, C Huckerby, H Liggett, M Roe, R Welton & P Wright	(5) Cllrs P Kerry, A Holmes, S Pickering, L Stone & T Reader	(1) Cllr P Windley		15
Organisation Scrutiny	(5) Cllrs P Bone, M Emmens, A Foster, H Liggett & M Potts	(3) Cllrs J Birkin, B Wright & M Jones		(1) Cllr J Funnell	9

Planning	(10) Cllrs P Antcliff, W Armitage, S Clough, P Elliott, C D Huckerby, H Liggett, M Potts, A Powell, D Ruff & R Hall	(6) Cllrs T Reader, C Hunt, K Rouse, J Ridgway, EA Hill, & J Barry	(1) Cllr D Hancock	(1) Cllr A Cooper	18 All remaining non-executive members are substitutes
Standards	(5) Cllrs P Antcliff, W Armitage, C Renwick, M Roe & D Ruff	(3) Cllrs K Rouse, J Ridgway, & P Kerry	(1) Cllr R Shipman		9 plus two parish representatives

JOINT COMMITTEES

COMMITTEE	CONSERVATIVE GROUP	LABOUR GROUP	LIBERAL DEMOCRAT GROUP	INDEPENDENT GROUP	TOTAL SEATS
Joint Crematorium	(4) Cllrs P Antcliff, W Armitage, A Powell & P Wright				4
Joint ICT Committee	(2) Cllrs K Tait & N Whitehead	(1) Cllr J Lilley			3
Joint Scrutiny Panel	(2) Cllrs L Deighton & M Foster	(1) Cllr J Barry			3
Strategic Alliance Joint Committee	(5) Cllrs C Cupit, A Dale, A Powell, M E Thacker MBE, & R Welton	(3) Cllrs N Barker, P Kerry & T Reader	(1) Cllr R Shipman		9 from NEDDC and 9 from Bolsover
Joint Employment & Appeals Committee	(3) Leader Deputy Leader Cabinet Portfolio Holder	(1) Leader of the Opposition			4 from NEDDC and 4 from Bolsover

ADVISORY GROUPS

COMMITTEE	CONSERVATIVE GROUP	LABOUR GROUP	LIBERAL DEMOCRAT GROUP	INDEPENDENT GROUP	TOTAL SEATS
Council Joint Consultative Group (plus named substitutes)	Cllrs A Dale, A Powell & M E Thacker MBE (3)				3 plus 6 representatives of employees and officers
Member Development Working Group	Cllrs K Bone, A Dale, R Hall & M Potts (4)	Cllr J Birkin (1)	Cllr P Windley (1)	Cllr A Cooper (1)	7 members
Local Plan Steering Group	Cllrs P Antcliff, W Armitage, C Cupit, A Powell & D Ruff (5)	Cllrs N Barker & S Pickering (2)		Cllr A Cooper (1)	8 plus officers
Site Inspection Group (plus named substitutes)	Cllrs P Antcliff & D Ruff (2)	Cllrs C Hunt (1)			3 plus local Members and appropriate Officers
Urban Design Best Practice Group	Cllrs W Armitage, C Cupit & D Ruff (3)	Cllr P Kerry (1)	Cllr D Hancock (1)		5 plus officers

NOMINATIONS FOR CHAIRS AND VICE-CHAIRS OF COMMITTEES 2019/20

<u>POSITION</u>	<u>CONSERVATIVE NOMINATION</u>	<u>OTHER NOMINATIONS</u>
<u>Council</u>		
Chair	Carol Huckerby	
Vice Chair	Pat Ancliff	
<u>Audit & Corporate Governance Scrutiny Committee</u>		
Chair	Mark Foster	
Vice Chair	Kevin Tait	
<u>Communities Scrutiny Committee</u>		
Chair	Kevin Tait	
Vice Chair	Oscar Gomez-Reaney	
<u>Growth Scrutiny Committee</u>		
Chair	Carolyn Renwick	
Vice Chair	Anthony Hutchinson	
<u>General Licensing Committee</u>		
Chair	Richard Welton	
<u>Licensing & Gambling Acts Committee</u>		
Chair	Richard Welton	
<u>Organisation Scrutiny Committee</u>		
Chair	Angelique Foster	
Vice Chair	Mo Potts	
<u>Planning</u>		
Chair	Diana Ruff	
Vice Chair	Pat Antcliff	
<u>Standards Committee</u>		
Chair	William Armitage	
Vice Chair	Diana Ruff	

- The Chair of the Licensing Sub-Committees will be appointed at each individual meeting of this body.
- The Vice-Chair of Licensing Committee will be appointed in the absence of the Chair for a specific meeting.

North East Derbyshire District Council

Council

8 July 2019

Climate Change Action Plan 2019-30

Report of Councillor Charlotte Cupit, Portfolio Holder for Environment.

This report is public

Purpose of the Report

- To seek approval of the proposed Climate Change Action Plan 2019-2030, which forms part of the Council's Transformation Programme.

1 Report Details

- 1.1 Carbon footprint is the amount of climate change gas emissions associated with an organisation or activity. An increase in climate change gas emissions and therefore our carbon footprint is the primary cause associated with climate change and its negative impacts.
- 1.2 There is growing global awareness of the effect of our carbon footprint on the planet, along with a growing appetite to reduce it. A reversal of these negative effects upon our planet requires a global effort however - global change can only happen if individuals, communities and countries are prepared to change and have the opportunity to change.
- 1.3 We need to reduce our reliance on climate damaging energy and change the way we operate better utilising more environmentally sustainable materials, products, practices and renewable energy sources in a move to a lower carbon lifestyle.
- 1.4 At the same time we need to reduce the amount of power we need by properly insulating our buildings, by utilising the latest technologies, by educating ourselves and others, by simply being more careful with our use of resources and by finding more efficient ways of doing things.
- 1.5 The ambition of this plan is to achieve 80% carbon reduction measured against our 2014 baseline by 2030. This target, whilst ambitious, is realistic given the challenges and our capability as an organisation today. We know however that knowledge, awareness, technology, products and regulation are evolving at a rapid pace.
- 1.6 This document therefore along with the action plan/targets within, will be reviewed regularly with a comprehensive review undertaken annually for the lifetime of the plan – it will be a '*dynamic*' plan that will change and flex as new opportunities arise which support and most likely further our ambition for carbon reduction.

- 1.7 By adopting this plan, North East Derbyshire District Council pledge to tackle climate change;
- *Through the design and construction process of any new Council buildings, properties and workplaces.*
 - *Through re-design and retro fitting existing buildings, properties and workplaces.*
 - *Through the operation, practice, systems and procedures implemented in our buildings, properties and workplaces.*
 - *Through our reduction in consumption of energy, water and consumables.*
 - *Through the exploration and utilisation of renewable energy sources and the support of renewable energy generation.*
 - *By reducing the need to travel, our approach to our fleet management and access to the services that we provide.*
 - *Through the planning process by shaping new and existing developments to become sustainable.*
 - *By working with County, Town and Parish Councils to attract and support low carbon business generation within the District.*
 - *By working with County, Town and Parish Councils and other partners to help communities and businesses become less dependent on energy.*
 - *By working with County, Town and Parish Councils along with businesses, other partners and residents to minimise waste and increase recycling.*
 - *By raising awareness and creating opportunities within our communities, working collaboratively with County, Town and Parish Councils, businesses and others, to develop a local response to climate change.*
 - *By encouraging and supporting young people in our schools to develop ideas and plans that lead towards a carbon considerate culture.*
 - *Through the promotion of energy efficiency and more environmentally friendly alternatives within our communities and businesses.*
 - *Through the effective planning, management and protection of our green infrastructure.*
 - *Through sustainable procurement which generates benefits for our communities whilst minimising damage to our environment.*
 - *Through effective monitoring, evaluation and review of the Climate Change Action Plan 2019-2030, including a comprehensive review undertaken annually for the lifetime of the plan.*

2 Conclusions and Reasons for Recommendation

- 2.1 Local authorities are well placed to influence change in our areas by being community leaders, raising awareness about the potential to reduce emissions and by working collaboratively with others to reduce emissions. Through the services that we deliver, by being a major employer and through our regulatory and strategic functions, our organisation can and should be at the forefront and leading on the changes that are required to protect our present and future communities, countries and planet.
- 2.2 By exercising these functions and having influence in these areas in a way that results in emissions reductions, there is the potential for a range of economic, social and environmental benefits for our organisation and our communities.

3 Consultation and Equality Impact

- 3.1 In the preparation of this proposed plan, Portfolio Holders, Strategic Alliance Management Team and operational managers and teams have been consulted. In addition to this, significant research into existing related material and information has taken place.
- 3.2 The individual themes of the plan may well require more extensive consultation, including with the public. This will be considered as part of the implementation of the plan.
- 3.3 There are no known equality related negative impacts arising from this proposed plan.

4 Alternative Options and Reasons for Rejection

- 4.1 Should the Council reject the Climate Change Action Plan, this adversely indicates a lack of will to make a difference to the environment.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 There are no direct financial implications from the plan itself. Each action within the plan will be considered and where appropriate progressed via the established Transformation Governance Group arrangements (see 5.3).

5.2 Legal Implications including Data Protection

- 5.2.1 There are a number of drivers underpinning the need for this plan including but not limited to; the *Kyoto Protocol*, the *Climate Change Act 2008* and the *Carbon Plan 2011*.

5.3 Human Resources Implications

- 5.3.1 This plan seeks to draw together a range of strategic, tactical and operational activity being undertaken by many partners in many different areas of influence in order to collaboratively reduce carbon emissions in the district.
- 5.3.2 Bringing the Climate Change Action Plan into operation successfully across the Council, will be the result of good programme management. This will involve senior and strategic ownership of the Climate Change Plan.
- 5.3.3 The Joint Strategic Director – People, will implement a robust monitoring system which will be implemented alongside the plan. To assess the overall impact of these activities in moving North East Derbyshire to become a low carbon area the plan will be monitored through the ***Transformation Governance Group*** and reported to the Communities Scrutiny Committee, Cabinet and Council.
- 5.3.4 To support this, the establishment of a ***Climate Change Sub Group*** will enable the Council to manage, monitor and review the action plans and consider new ideas that may be generated throughout the lifetime of the plan. This group will have the following composition;

Chair - Portfolio Holder for Environment
Lead Officer - Joint Strategic Director – People
Finance Lead - JHOS Finance, Revenues and Resources
Elected Members – representing cross-Party approach

Officers with the responsibility of Thematic Leads;

- Theme 1 – Sustainable Buildings and Workplaces – JHOS Property and Estates
- Theme 2 – Renewable Energy - JHOS Property and Estates
- Theme 3 – Low Carbon Fleet - JHOS Streetscene
- Theme 4 – Transport – JHOS Partnership and Transformation
- Theme 5 – Planning - JHOS Planning
- Theme 6 – Community and Collaboration – JHOS Legal and Governance
- Theme 7 – Biodiversity - JHOS Streetscene
- Theme 8 – Procurement - JHOS Finance, Revenues and Resources

6 Recommendations

- 6.1 That Members adopt the proposed Climate Change Action Plan 2019-30, which forms part of the Council's Transformation Programme.

7 Decision Information

Is the decision a Key Decision? 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: <i>BDC: Revenue - £75,000 <input type="checkbox"/></i> <i>Capital - £150,000 <input type="checkbox"/></i> <i>NEDDC: Revenue - £100,000 <input type="checkbox"/></i> <i>Capital - £250,000 <input type="checkbox"/></i> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	Aim: Transforming our Organisation Priority: All

8 Document Information

Appendix No	Title
1	Climate Change Action Plan 2019-30 <i>(To save on printing costs this Appendix has been printed in black and white – if you want a colour version please contact the Governance Team)</i>
Background Papers (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)	
Climate Change Action Plan 2019-2030	
Report Author	Contact Number
Lee Hickin Joint Strategic Director - People	7218

AGIN 8 (COUNC 0708) 2019 – Climate Change Action Plan



**North East
Derbyshire**
District Council

Reduce, Reuse, Recycle, Rethink

Climate Change Action Plan

2019 - 2030



Contents

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Foreword

Our aspiration is for our district to be a vibrant and prosperous place live, work and enjoy life. Finding the balance between economic prosperity, social prosperity and environmental prosperity is key to achieving this.

Our Council recognises that climate change is one of the biggest threats and challenges facing our world, which we need to act on, and lead the way in inspiring others to also take action, now. A reliance on energy that will become increasingly scarce is not sustainable; in the case of fossil fuels, it is finite and its use produces harmful and polluting gases. Changing human behaviour is essential in tackling the threat to our planet and securing a sustainable, healthy and prosperous environment for us and for the future.

As a district we need to reduce our reliance on climate damaging energy, change the way we deliver our services and carry out our duties, and we need to lead the way in developing a lower carbon organisational lifestyle.

We need to explore, identify and embrace existing opportunities, including renewable power and utilising the latest technologies. At the same time we need to be more careful with the resources we use, educate ourselves and others, and find more efficient ways of doing things.

Our Council is committed to this challenge and the principle of carbon reduction, and so this action plan sets out the first steps of how we aim to work with our partners, business and our communities to achieve this.



Cllr Martin Thacker MBE
Council Leader



Cllr Charlotte Cupit
Portfolio holder for Environment.



Introduction and Vision

Carbon footprint is the amount of climate change gas emissions associated with an organisation or activity. An increase in climate change gas emissions and therefore our carbon footprint is the primary cause associated with climate change and its negative impacts.

Rising temperatures are changing the growing patterns of plants and crops, sea levels are rising as a result of melting polar ice caps, which is leading to coastal erosion and the destruction of ecosystems. As vegetation growth patterns change and sea temperatures rise, wildlife that depends upon these will become threatened having a profound effect on the feeding patterns of many animals, birds, mammals, fish, insects and other organisms around the world - creating a devastating imbalance to the natural order of life.

Our increasing carbon footprint has the potential to cause direct harm to human health too. A rising temperatures impacts upon the food chain as we know it and will bring about



an increase in malnutrition caused by the effects on food crops from increased periods of drought, this will also bring with it secondary effects such as increased diseases due to reducing access to safe water. Diseases such as malaria are increasing as the temperatures in parts of the world rise which were previously too cold for mosquitoes to survive and declining air quality has caused an increase in respiratory problems such as asthma and allergies.

There is growing global awareness of the effect of our carbon footprint on the planet, along with a growing appetite to reduce it. A reversal of these negative effects upon our planet requires a global effort; however, global change can only happen if individuals, communities and countries are prepared to change and have the opportunity to change.

When thinking about carbon reduction, this can perhaps appear overwhelming due to the varied nature and scale of the challenge, however it doesn't have to be complicated. By applying the same simple principles and asking some very basic questions, solutions can emerge in almost every scenario;



- **REDUCE** - consumables, energy, travel, waste
- **REUSE** - renewable energy, materials, products, equipment
- **RECYCLE** - water, waste, by-products
- **RETHINK** - can we do something different? Do we need to do it at all?

Local authorities are well placed to influence change in our areas by being community leaders, raising awareness about the potential to reduce emissions and by working collaboratively with others to reduce emissions. Through the services that we deliver, by being a major employer and through our regulatory and strategic functions, our organisation can

and should be at the forefront and leading on the changes that are required to protect our present and future communities, countries and planet.

Our vision

"A district that balances economic prosperity with environmental sustainability, improving the lives of our people and our environment today and in the future"

Policy Drivers

Kyoto Protocol

The UK is committed to the Kyoto Protocol – an international treaty which considers climate change. The protocol commits countries to adopt an urgent approach to reducing their greenhouse gas emissions. The aim of the protocol was to provide countries upholding the United Nations Framework Convention on Climate Change (UNFCCC) the option to execute methods of setting targets to control and measure the production of greenhouse gases within the country.

The Climate Change Act 2008

The Climate Change Act 2008 makes the UK the first country to have a legally binding long-term framework to cut carbon emissions. It also creates a framework for building the UK's ability to adapt to climate change. The Act requires that emissions be reduced by at least 80% by 2050, set against 1990 levels.

The Carbon Plan

In December 2011 the Government developed the Carbon Plan with proposals for achieving reductions and meeting the 2050 target. This plan is in accordance with the Climate Change Act 2008 and determines the ways in which the emission reduction targets will be achieved.

North East Derbyshire District Council Plan 2019 – 2023

North East Derbyshire District Council are currently developing a new Council Plan 2019 – 2023. This plan sets out the ambition and aims of the Council for the next 4 years. A key aim within the plan will be the protection of our environment and tackling the causes and effects of climate change.



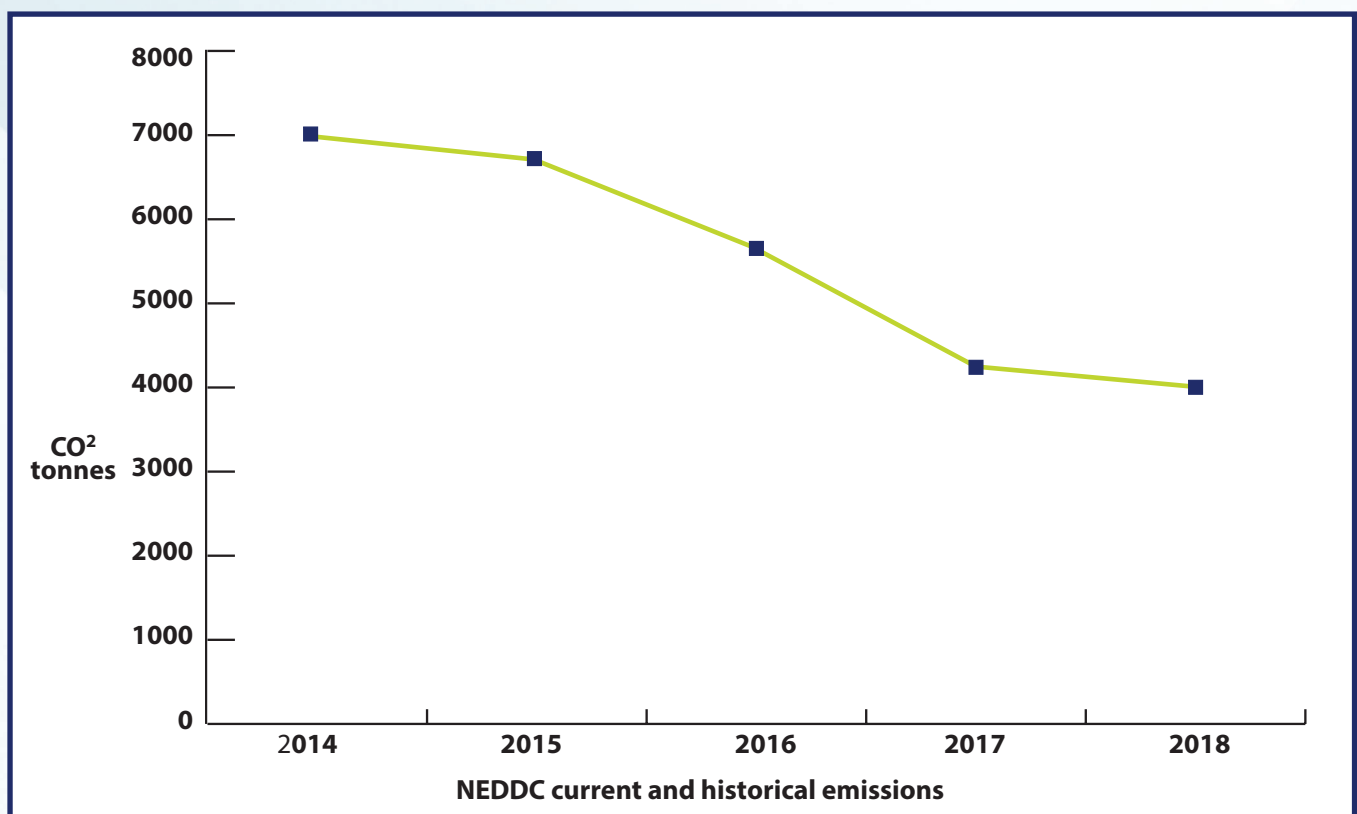
Current Emissions and Targets

As a first step towards achieving our carbon reduction aspiration, we need to understand what emissions are caused by our activities.

Quantifying our climate change gas emissions will help our organisation understand what our key emissions sources are, how our organisation contributes to global emissions, and what opportunities we have to reduce our emissions.

When quantifying our current climate change gas emissions and setting targets for future emissions reduction, we have focussed on three distinct areas;

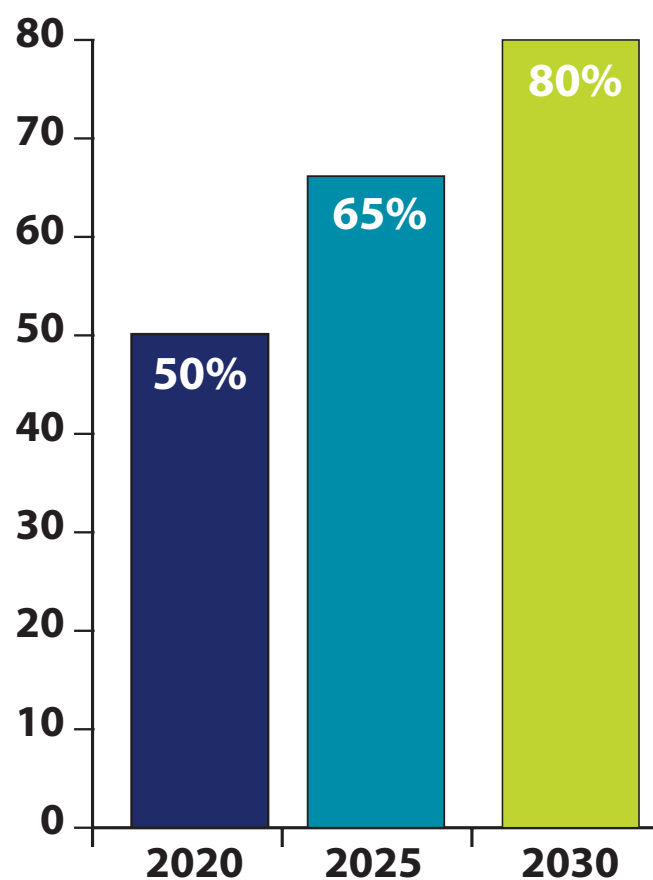
- Direct emissions that result from our day to day activities within our control, these include, but are not limited to; consumables, fuel usage, vehicle types, building construction, building operation, procurement, management, systems, procedures and practices etc.
- Indirect emissions from energy that we purchase, which is indirectly responsible for the release of carbon dioxide.
- Other indirect emissions from sources outside of our control. Examples might include; employee work related travel, purchased goods.





**NEDDC largest two emissions
sources percentage split**

Understanding this has allowed us to develop this carbon reduction plan in which we identify ways to reduce our carbon footprint and limit emissions from future activity whilst measuring our progress against targets throughout the lifetime of the plan.



NEDDC emissions reduction target
(set against 2014 emissions baseline)

Carbon Reduction Plan

Local authorities have influence across a range of sectors, including waste collection and disposal, housing, environment and transport. We have a large stock of buildings and workplaces and we are the custodians of many parks, open spaces and semi-rural land.

Local authorities are also responsible for the production of local development plans and play a major role in driving economic growth and local regeneration.

As community leaders, local authorities also have the opportunity to raise awareness about the potential to reduce emissions in our communities and to work in partnership and collaboration with a variety of stakeholders to deliver emissions reduction.

Also by exercising these functions and having influence in these areas in a way that results in emissions reductions, there is the opportunity for a range of economic and social benefits for our organisation and our communities. These include, but are not limited to, the following:

- Reduction in fuel poverty and improved energy affordability through energy efficiency improvements in the residential sector.
- Cost savings and environmental improvement through energy efficient and sustainable buildings and workplaces.
- Cost savings and environmental improvement through use of renewable energy.
- Cost savings and environmental improvement through waste reduction, increased recycling and use of lower carbon fleet.

- Infrastructure improvements through planning which supports sustainable travel and living.
- Environments which have improved biodiversity value including; parks, open spaces and areas of semi natural status.
- Development and support of local skills and job creation through economic development and sustainable procurement.

This plan sets out 8 Thematic Areas by which our organisation aims to reduce our carbon emissions over the next decade or so:

- Theme 1 – Sustainable Buildings and Workplaces
- Theme 2 – Renewable Energy
- Theme 3 – Low Carbon Fleet
- Theme 4 – Transport
- Theme 5 – Planning
- Theme 6 – Community and Collaboration
- Theme 7 – Biodiversity
- Theme 8 – Procurement

Knowledge, awareness, technology, products and regulation in these areas are evolving at a rapid pace, therefore, this document and the action plan/targets within will be reviewed and updated regularly – it will be a 'dynamic' plan that will change and flex as new opportunities arise which support and possibly further our ambition for carbon reduction.



Theme 1 - Sustainable Buildings and Workplaces

According to the latest statistics, buildings in the UK account for around 43% of all carbon emissions. Naturally therefore, having a focus on our buildings and workplaces will be key to our carbon reduction ambition.

There is an important role for local authorities both in raising awareness of opportunities externally and delivering schemes directly. As well as our corporate offices, our own estate comprises a wide range of buildings with varying types of usage and energy demand (e.g. leisure centres, depots, sheltered housing and housing stock).

Sustainable buildings and workplaces incorporate design, construction and operational practices that significantly reduce or eliminate our carbon footprint. Along with buildings and workplaces, the local authority has an opportunity to influence the sustainability of its own housing stock which is growing, and that of the new build housing in the private sector through the planning process.

The opportunities for carbon reduction through design and construction of new buildings and workplaces is clear, however, through re-design, retro fitting and operational practices, the opportunities become ever greater.



NEDDC offices, Mill Lane, Wingerworth

By reducing energy and water usage, minimising waste through our operations, using renewable energy and energy efficient technology and practices, we will see improved efficiency, reduced operating costs and reduced environmental impact.

Progress to date

- Boilers at Mill Lane replaced with energy efficient models capable of 60% improved efficiency.
- Low energy lighting installed at Mill Lane which incorporate daylight dimming and motion sensors.
- LED lighting fitted in tenanted areas at Mill Lane.
- LED lighting installed in Leisure Centres.
- Upgrade of Eckington Pool roof incorporating upgrade to thermal insulation commissioned.
- Energy study of Eckington Pool now complete with potential efficiency gains identified for air handling plant, pool cover and glazed curtain walling.
- Voltage optimisation systems at Eckington and Riverside Depots.
- Level 4 Code of Sustainable Homes (CSH) low carbon and ecologically designed housing stock.
- Replaced thousands of coal fired council owned housing stock heating systems with funded gas systems.
- All commercial stock has at least a Display Energy Certificate.
- All housing stock offered up for sale or rent has an energy performance certificate.
- Recycling facilities in all offices and buildings.

CASE STUDY

Boiler Replacement at Mill Lane

Mill Lane was running an old inefficient heating system where the 3 existing units were venting heat out into the atmosphere. The existing units were non-condensing and as a result 40%-60% of the heat was being lost. Despite efficient flow-altering pumps and modern heating controls, this was an area where a significant saving could be made in carbon and cost.

By replacing the existing 'D' rated boilers with 'A' rated condensing units, the council is set to save at least 30% on its energy consumption and carbon emissions. This is due to the new boilers using water vapour to recycle the heat back into the building rather than losing the heat via the systems exhaust gases.

Gas use for 2018/2019 under old boilers

£10,599 – 376,738kWh – 106,643kg Carbon.

Projected gas use for new boilers 2019/2020

£7,419 – 263,717kWh – 74,650kg Carbon.



Dronfield Sports Centre

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
S1	Embed 'green technologies and low carbon materials' as part of tender process for any new construction.	HOS P&E	Oct 2019	Officer time.	Encourage sustainability through supply chain.			
S2	Maintain regular review and scrutiny of energy consumption in buildings and workplaces.	HOS P&E	Oct 2109	Officer time.	Will provide information on our built estate including where efficiency improvements may be made – costs and carbon savings. Measure; baseline energy consumption existing buildings 2014.	50%	65%	80%
S3	Introduce 'voltage optimisation' type technology in all buildings and workplaces where appropriate to do so.	HOS P&E	March 2020	Officer time and £000 – equipment and set up.	Reduction on voltage to electrical appliances and systems.	5%	5%	5%
S4	Introduce LED lighting throughout all council buildings and workplaces.	HOS P&E	March 2020	Officer time and £000 – equipment and set up	Reduction on energy consumption. Measure; baseline energy consumption at point of installation.	20%	25%	30%
S5	Develop comprehensive 'paperless' plan.	SAMT	March 2020	Officer time and £000 – equipment and set up.	Reduction on paper consumption. Measure; baseline paper consumption in buildings and workplaces 2018.	30%	50%	75%
S6	Undertake a comprehensive 'consumables' review through buildings and workplaces – repeat annually	HOS P&T	Dec 2019		A comprehensive understanding of what we consume in the workplace ie plastic cups, cleaning products and supplies will allow us to identify opportunities to reduce. Measure; baseline consumption in buildings and workplaces 2018.	20%	30%	40%

Action Plan continued

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ₂ reduction target		
						2020	2025	2030
S7	Review office/ workplace recycling methods - make it far more visual using colour coded bins – promote recycling figures at these locations to use as an indicator of progress and to act as encouragement.	HOS SS	Dec 2019	Officer time and £000 – equipment and set up.	Embedding of climate change consideration across the organisation and improvements in recycling rates. Measure; residual bin waste in workplaces 2018.	10%	30%	60%
S8	Install electrical vehicle charging points for staff and visitors throughout buildings and workplaces.	HOS P&E	March 2020	Officer time and £000 – equipment and set up.	Reduction on diesel / petrol fuel consumption by staff and visitors.			
S9	Lighting controls in all buildings and workplaces (where appropriate).	HOS P&E	March 2020	Officer time and £000 – equipment and set up.	Reduction on energy consumption Measure; baseline energy consumption existing lighting in buildings and workplaces at the point of installation.	5%	10%	15%
S10	Improve thermal efficiency of Council properties (where feasible).	HOS P&E	ESP roof Sept 2019	£200k	Reduction on energy consumption. Measure; baseline energy consumption at point of installation.	5%	5%	5%
S11	Review Leisure Facilities mechanical installations (air handling plant).	HOS P&E	ESP replace 'total loss' system with energy efficient unit incorporating heat recovery.		Reduction on energy consumption. Measure; baseline energy consumption at point of installation.	5%	5%	5%
S12	ESP installation of pool cover.	HOS P&E	Oct 2019		Reduction on energy consumption. Measure; baseline energy consumption at point of installation.	5%	5%	5%
S13	Explore potential to reduce pool depth at ESP.	HOS P&T	Oct 2019		Reduction on energy consumption. Measure; baseline energy consumption at point of installation.	10%	10%	10%
S14	Ensure all Council buildings are single use plastic cup and bottle free.	HOS P&T	Dec 2019	Officer time and alternatives costs.	Reduction on single use plastics.			



Theme 2 - Renewable Energy

Over the last 200 years or so an ever-increasing proportion of our energy has come from non-renewable energy sources such as coal, gas and oil. As the demand for energy rises these resources are not only unsustainable in terms of reserves, but they are also unsustainable for the environment as they produce harmful gases that are responsible for the negative effects that climate change is having upon our planet.

Renewable energy are sources of power that quickly replenish themselves and can be used again and again, power from the sun, air and ground are all potentially infinite sources of power. Biomass technology which produces

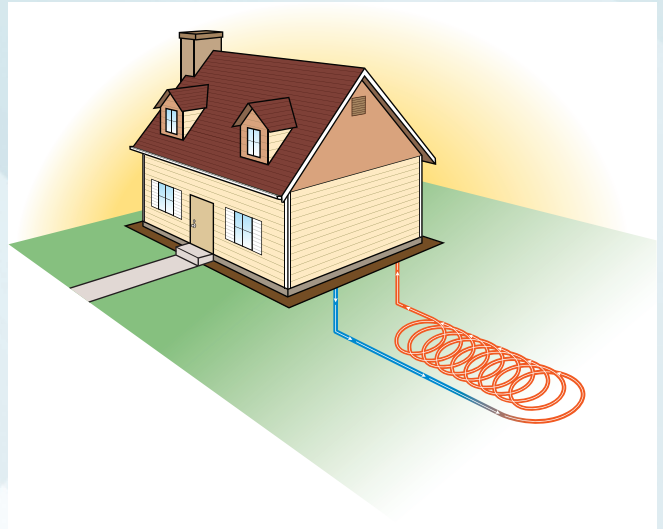
energy from wood can be sustainable if replanting of the wood supply is managed effectively. Combined heat and power (CHP) and similar technologies such as heat recovery systems reduce energy consumption making better, more efficient use of non-renewable energy sources.

The opportunities and application of renewable energy and energy efficient technologies will be wide and varied across our organisational reach. There is the potential for significant carbon reduction throughout our communities via this Thematic Area; in our own buildings and workplaces, in our housing stock, through the planning process and through community education and promotion.



Progress to date

- 10 x 3.8kWh Photovoltaic systems installed at Beech Way, Danesmoor.
- 1 Hydrogen Fuel Cell (CHP) system fitted at Marx Court Sheltered Scheme, Clay Cross.
- 2 x Air Source Heat Pumps fitted on adapted bungalows in Brackenfield.
- Wind Turbine installed at Coney Green Business Centre Danesmoor.



Ground source heat pumps

CASE STUDY

Marx Court Sheltered Accommodation Renewable CHP Energy Scheme Clay Cross

In 2014, multiple 30 year old back boilers were removed from each individual flat and replaced with a communal modern condensing heating system. At the same time, a hydrogen fuel cell unit was installed that supplements the hot water demand and generates electricity for the site.

The fuel-cell breaks down natural gas and fuses it instead of traditional combustion. This ensures a far more efficient use of the energy and as a result produces electricity and heat that is then utilised more efficiently within the site. The new boilers will save approx 30% each year on gas consumption and the project was part funded by National grid Affordable Warmth Solutions

The fuel cell generates the council approx. 2,500kWh a year that can be used to displace electricity costs along with payments through the national Feed in Tariff for the next 20 years.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
R1	Undertake Photovoltaic feasibility study and install on all appropriate council buildings and workplaces.	HOS P&E	Dec 2019	Officer time and £000 – equipment and set up.	Electricity produced by solar cells is clean, silent, does not release any harmful gases and generates cost and carbon savings Measure; baseline energy consumption at point of installation.	10%	20%	50%
R2	Develop business case for CHP (combined heat and power) system at ESP and DSC (including leisure facility).	HOS P&E	Oct 2019	Officer time and £000 – equipment and set up.	This technology uses gas to produce electricity more efficiently on site. Measure; baseline energy consumption at point of installation.	20%	20%	20%
R3	Develop business case for small scale wind turbine technology at Council locations.	HOS P&E	Jan 2020	Officer time and £000 – equipment and set up.	Electricity produced by wind turbines is clean and does not release any harmful gases and generates cost and carbon savings. Measure; baseline energy consumption at point of installation.	5%	5%	5%
R4	Develop business case for ground source heat pump at SPLC – possibility to install either in surrounding open space or beneath new 3G sports pitch.	HOS P&E	March 2020	Officer time and £000 – equipment and set up.	Electricity produced by ground source heat pumps is clean and does not release any harmful gases and generates cost and carbon savings. Measure; baseline energy consumption at point of installation.	20%	20%	20%
R5	Develop a 'Rainwater Harvesting and Water Reuse/Conservation' feasibility plan for all buildings and workplaces.	HOS P&E / HOS SS	Jan 2020	Officer time and £000 – equipment and set up.	Opportunities to use rain water and waste water for a variety of applications including but not limited to; toilet flushing, vehicle washing and watering plants. Measure; baseline existing water consumption at point of installation.	10%	20%	30%



Theme 3 - Low Carbon Fleet

Fleet emissions arise from our staff using their own cars for business travel (grey fleet) and the operation of our own fleet to deliver services such as waste collection, grounds maintenance and outreach programmes amongst others. Clearly our fleet is an integral part of our operations, however by reducing the need to travel and reducing carbon omitting fuel consumption, our fleet management has the potential to contribute significantly towards our overall carbon reduction ambition.



New technology can transform the way we work and where we work reducing the need for staff to travel. Home working, remote working, virtual presence all have the capability to reduce the need for work related travel. Advances in low emissions vehicle technology, route optimisation and journey rationalisation present opportunities to reduce our service delivery related fuel consumption and the impact of our fleet upon the environment.

Progress to date

- All new vehicle purchases meet the most up to date emissions standards – currently Euro VI.
- Refuse collection vehicles now have electric bin hoists which reduce fuel consumption, increasing mpg from 3 to 4.5mpg.
- Vehicles have exhaust\engine management system particulate filters to reduce CO2\NOX emissions.
- Grounds maintenance journey rationalisation and route optimisation.
- Waste collection journey rationalisation and route optimisation.
- Introduced seasonal green bin collections which created capacity and additional resources which have been used on environmental programmes.
- Increased size/capacity of some waste vehicles to reduce trip frequency.
- Introduced a joint skip cleansing service reducing the need for vehicles across three local authorities.
- Introduced a joint bulky refuse service reducing the need for vehicles across three local authorities.
- Introduced a joint clinical waste service reducing the need for vehicles across three local authorities.
- Introduced mobile working resulting in reduced journeys and route optimisation.

CASE STUDY

Vehicle purchases

All new vehicle purchases meet the most up to date emission standards (currently Euro-VI) and our refuse collection vehicles now have electric

operated bin hoists which further reduce fuel consumption and vehicle emissions. All of our Large Goods Vehicles (LGV) have exhaust\ engine management system particulate filters to further reduce CO2\NOX emissions and drivers undergo annual training which includes environmentally beneficial driving techniques.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
F1	Review the options for pool car facility including super low emission options.	HOS SS	Oct 2019	Officer time and £000 – equipment and set up.	Reduction on diesel / petrol fuel consumption by staff for work related travel. Measure; miles for which utilised - KWh charging provided for vehicles vs existing mileage claims.	5%	10%	30%
F2	Introduce ULEV / electric smaller and medium fleet vehicles upon renewal or when technology vs operational consideration balance is appropriate to do so.	HOS SS	Ongoing	Officer time and £000 – equipment and support set up.	Reduction on diesel / petrol fuel consumption. Measure; baseline fuel consumption and carbon footprint of fleet 2014.	50%	65%	80%
F3	Introduce ULEV / electric large fleet vehicles upon renewal or when technology vs operational consideration balance is appropriate to do so – consideration in conjunction with F5 below will take place ie size of payload vs journey and route optimisation.	HOS SS	Ongoing	Officer time and £000 – equipment and support set up.	Reduction on diesel / petrol fuel consumption. Measure; baseline fuel consumption and carbon footprint of fleet 2014.	30%	60%	80%
F4	Introduce battery powered hand tools ie trimmers, strimmers, mowers upon renewal or when technology vs operational consideration balance is appropriate to do so.	HOS SS	Ongoing	Officer time and £000 – equipment and support set up.	Reduction on diesel / petrol fuel consumption. Measure; baseline fuel consumption and carbon footprint of tools at point of introduction.	10%	50%	100%
F5	Continue to undertake waste collection and grounds maintenance route rationalisation and optimisation	HOS SS	Ongoing	Officer time	Reduction on diesel / petrol fuel consumption. Measure; baseline fuel consumption and carbon footprint of fleet at point of introduction.			



Theme 4 - Transport

With climate change gas emissions from transport representing around 20% of total UK domestic emissions, transport must be part of the carbon reduction solution. Low carbon transport solutions also present huge opportunities; not just for climate change but for our communities' health and the wider environment. Transport underpins the quality of life and economic prospects of our communities too, the balance between low carbon transport and economic prosperity has to be achieved.



Local authorities can encourage and support staff to travel to work and during work in a more sustainable manner. The use of pool vehicles, bicycle racks, showering facilities, car sharing and encouraging smarter choices through travel plans, can all have an impact.

Local authorities can influence the development of better public transport, cycling routes and promoting low carbon vehicles by installing electric charging points at its own premises and sustainable development through the development planning process.

Progress to date

- Shared pool car established between BDC and NEDDC.
- Travel plan in place for the Mill Lane offices including measures, targets and actions which support sustainable travel.
- Member of the Countywide Sustainable Travel Group.
- Lunchtime health walks established at the Mill Lane offices.
- Bicycle shelter installed at Mill Lane.
- Introduced salary sacrifice cycle purchase scheme.
- Reduced Hackney Carriage rate for vehicles under 150 CO₂mg/Km.
- Increased use and development of ICT.
- Construction of new Greenways within the Avenue now complete.
- Increase in online accessible services to prevent the need to travel.



CASE STUDY

Piloting of electric pool car

NEDDC recently undertook the trialling of a of a BEV (Battery Electric Vehicle) on 11th to 15th February 2019 to establish suitability for utilisation in the Council's shared courier service. The vehicle trialled was a Renault Kangoo (ZE) Van due to its greater full charge battery range to meet the Council's 75 mile daily courier round. The small van size offering 650kg (3m3) payload,

was ample to meet needs of the shared Courier Service.

Along with lower emissions, running costs and a noticeably quieter vehicle, the wider benefits include that current small vehicle class BEV technology was found to meet requirements of the Council's shared Courier Service.

Purchase of such a vehicle is now planned along with the establishment of 'fast charge' facilities at key operating facilities.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
T1	Introduce an electric vehicle or ULEV leasing scheme for staff – could be conjunction with S8 – free charging for staff.	HOS F,R&R	Oct 2019	Officer time and £000 – equipment and set up.	Reduction on diesel / petrol fuel consumption by staff for all their travel. Measure; electric promoted in /ulev travel vs existing mileage claims.	5%	20%	30%
T2	Further develop, widen and embed the Mill Lane Travel Plan	HOS P&E	Oct 2019		Reduction on diesel / petrol fuel consumption by staff for their travel to work.			
T3	Explore the potential to introduce a "Transport Behaviour Change" technology that delivers evidence-driven modal shift for reducing emissions.	HOS P&T	Oct 2019	Officer time and £000 – equipment / software and set up.	Reduction on vehicular travel by staff and visitors to the Council buildings and workplaces.			
T4	Introduce electric bike scheme for staff.	HOS P&T	Oct 2019	Officer time and £000 – equipment and set up.	Reduction on diesel / petrol fuel consumption by staff for their travel to work.			
T5	Expand and promote walking /cycling infrastructure and promotion including walking and cycling maps – district wide.	HOS P&T	Feb 2020	Officer time and £000 – equipment and set up.	Reduction on vehicular travel by staff, visitors and wider community.			
T6	Further expand the reduced Hackney Carriage rate across district with further more energy efficient vehicles or exemptions for electric vehicles.	HOS SS	Oct 2019	Officer time	Reduction on diesel / petrol fuel consumption by taxi's. Measure; baseline energy reduced prices for efficient taxi rates 2018.	10%	25%	50%

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
T7	Re-introduce the concept and uptake of 'virtual meetings' – review all meetings and opportunities.	SAMT / HOS P&T	Oct 2019	Officer time and £000 – equipment and set up.	Reduction on vehicular travel by staff and visitors Measure; baseline 2014 mileage claims.	10%	25%	50%
T8	Undertake Council wide home working options.	SAMT	Oct 2019	Officer time and £000 – equipment and set up.	Reduction on vehicular travel by staff and reduction on floor / office space required.			
T9	Re-introduce the concept and uptake of 'share a lift' scheme.	HOS P&T / Comms Team.	Oct 2019	Officer time	Reduction on vehicular travel by staff, Measure; HR21 mileage claim car share identification.	5%	10%	15%
T10	Work with DCC, community transport and private operators to make the case for improved public transport within the district.	HOS P&T	Ongoing	Officer time	Increased usage of public transport – reduced car usage – reduced carbon emissions.			



Theme 5 - Planning

Local authority planning functions are a key lever in reducing emissions and tackling the effects of climate change. The planning process can make a major contribution by shaping new and existing developments in ways that reduce carbon emissions. The planning process has the potential to deliver the right development in the right place which can be informed by the ambition for sustainable development.

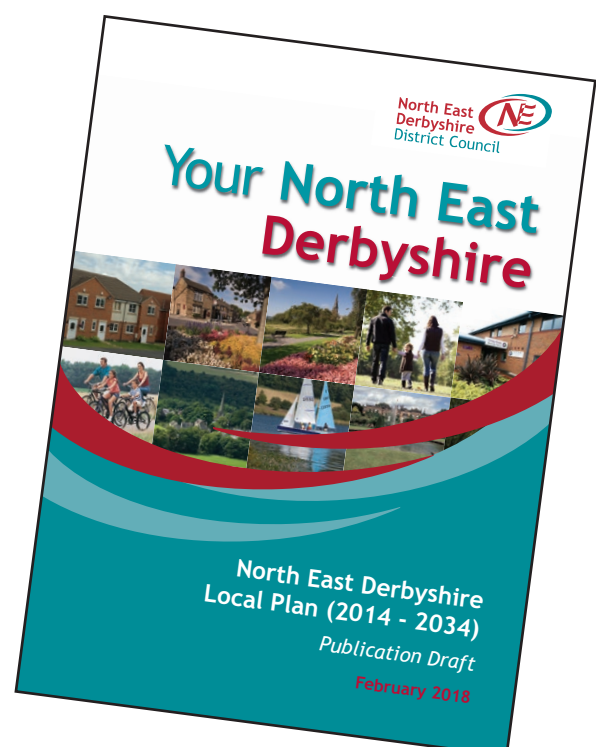
Energy efficient homes and businesses, effective public transport networks, sustainable drainage schemes, green infrastructure, sustainable travel infrastructure, are some of the outcomes that the planning process can bring to our communities. Through such outcomes, the planning process has the potential to make a significant contribution to both mitigating and adapting to climate change through effective decision making on the location, scale, mix and character of development.

As a local authority we have a responsibility to help to achieve the UK's emissions reduction targets, both through the direct influence described elsewhere in this plan and by bringing others together and encouraging local action. The planning process can give local communities opportunities to take action on climate change by encouraging community based development and active participation in plan making.

Effective Local Plans can both help to deliver a range of solutions to climate change issues and help local communities to reap the economic, environmental and social benefits of such action over the long term.

Progress to date

- Renewable and low carbon energy strategy encourages overall use of low carbon technology and renewables.
- Directing new development to settlements with a larger range of services and facilities.
- Incorporating policies in the Local Plan to provide improved bus and train facilities in new developments and safer environments for walking and cycling.
- Requiring developers to submit flood risk assessments, ecology reports, and sustainable drainage proposals and landscaping schemes where appropriate.
- Incorporating policies in the Local Plan that protect and enhance the district's trees and natural environment.



CASE STUDY

The Avenue, Wingerworth

The 240 acre site was a former coking works thought to be one of Europe's most contaminated sites. After a £172m clean-up project lasting some 15 years the site was completed ready for development in 2017. A further 15 years of redevelopment will mean that by 2033 there will be 1,100 homes, 4 hectares of business uses, community facilities and recreational facilities. Land has also been

allocated for a primary school.

Within the development there are routes for cyclists and pedestrians linking the site to Chesterfield and nearby settlements providing safe, convenient and sustainable alternatives from car use. The scheme also proposes the planting of 7000 trees and the creation of wildlife habitats and an impressive green infrastructure to provide an attractive environment for living. The Avenue is the creation of a new sustainable community balancing urban and environmental design.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
PL1	In line with legislation and as and when legislation allows; establish requirement for all new domestic development to achieve high % carbon reduction incorporating a minimum % of renewable energy generation solar panels for example.	HOS Planning	Ongoing	Officer time	As an indicative example an average 3 bedroom semi-detached house uses 3500 KWh of electricity and 12,000 Kwh gas. A 25% reduction on this would equate to a saving of around 1.3 tonnes of CO ₂ emissions per year. Measure; baseline properties built in 2018.	25%	30%	50%
PL2	In line with legislation and as and when legislation allows; On all large development sites, require developers to undertake feasibility assessment for community heating.	HOS Planning	Ongoing	Officer time	Increased security of supply, carbon reduction and reduced costs for residents. Measure; comparison with carbon footprint of a similar previous development without such a scheme.		10%	20%
PL3	In line with legislation and as and when legislation allows; Planning applications for major new developments to be supported by a sustainability statement that has regard to the Council's Carbon Reduction Plan and ambition.	HOS Planning	Ongoing	Officer time	For the Council, such a statement will support the existing information for consideration of a range of issues when considering planning applications and assessing the sustainability of a planning application Measure; comparison with carbon footprint of a similar previous development without such a statement.	25%	30%	50%

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
PL4	In line with legislation and as and when legislation allows; Ensure new development is resilient to the likely changes in weather impact. For example - includes features to deal with higher temperatures, including green spaces, shading and water management.	HOS Planning	Ongoing	Officer time	For the Council, such information will support the existing information for consideration of a range of issues when considering planning applications and assessing the sustainability of a planning application.			
PL5	In line with legislation and as and when legislation allows; Develop specific planning protocols for small scale technologies not classed as permitted development to support retro fitting.	HOS Planning	Ongoing	Officer time	This will provide clear guidance for planners and will contribute to both National and Council targets of sourcing energy from renewables. Measure; Baseline number of residential properties with retro fitted renewable energy technology as of 2018.	25%	30%	50%
PL6	In line with legislation and as and when legislation allows; For major new developments, require on site monitoring capability for low and zero carbon uptake from residents.	HOS Planning	Ongoing	Officer time	This will provide a mechanism for monitoring actual carbon and financial savings on a new development.			
PL7	Continue to require development proposals to protect and enhance the natural environment.	HOS Planning	Ongoing	Officer time	Maintaining biodiversity and ensuring that opportunities for carbon sequestration are maximised.			
PL8	Continue to support renewable and low carbon energy generation where these do not cause adverse effects.	HOS Planning	Ongoing	Officer time	Reducing the need for fossil fuel based energy.			

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
PL9	Support the provision of new transport infrastructure that makes safe provision for pedestrians, cyclists and public transport users.	HOS Planning	Ongoing	Officer time	Reducing the need for people to travel by petrol and diesel cars.			
P10	Through the careful siting and design of new development maximise the opportunities for walking, cycling and public transport movement.	HOS Planning	Ongoing	Officer time	Reduce the need for people to travel by petrol and diesel cars.			
P10	Development proposals for companies with a large number of employees shall be required to prepare Travel Plans for the sustainable transportation of staff to and from work.	HOS Planning	Ongoing	Officer time	Reduce the number of cars being used for commuting.			



Theme 6 - Community and Collaboration

As community leaders, local authorities have great potential to influence change in our district. By raising awareness and embedding ideas about the potential to reduce emissions, and by working collaboratively with others to reduce emissions, our organisation has significant reach and potential impact in developing a local response to climate change.

Many in our communities will find messages around climate change confusing or think it's a problem for the future. They will find it difficult to see how it relates to them personally, or realise that such a big problem really can be affected by individual actions.

Awareness, initiatives and projects that are interwoven through educational, social, cultural and economic arenas have the potential to be more effective than 'top down' solutions alone. Such an approach enables individuals, groups, families, business and organisations to recognise their own role in contributing to a more sustainable future and encourages people of all ages to engage more fully in carbon reduction and sustainable living.

Working with our community partners the local authority can engage with the local and wider communities to help them understand climate change, how it impacts upon them directly and how they can make a difference. Our organisation, in partnership with schools, Parish Councils, local environmental groups, energy advice centres, voluntary sector, businesses and other stakeholders have a great opportunity

to work collaboratively to promote carbon reduction.

Progress to date

- Promoted advice provision for 'fuel poor' across district via council 'the News' publication.
- Energy Saving to save MONEY - message is delivered face-to-face alongside fuel poverty visits.
- Gas connections and funded boiler installations for hundreds of fuel poor homes on solid fuel across the district.
- Thousands of loft insulation, cavity wall insulation and external wall insulation referrals to local Trusted Traders.
- Consultation undertaken with local businesses to invest in technologies such as heat pumps, photovoltaic cells and heat recovery systems.
- The Council collaborates through the Local Authority Energy Partnership Warm Homes Scheme - £148,226 levered in 2017/2019.
- The Council collaborates with the private sector – resulting in hundreds of funded gas connections for both private housing and Council owned properties.
- The Council collaborates with the voluntary sector to identify and source one off grants for vulnerable people in fuel poverty.

CASE STUDY

Major, non-traditional housing stock, refurbishment programme

North East Derbyshire District has one of the highest percentages of non-traditionally built Council owned homes in the UK. Their construction makes them difficult to heat and keep warm.

Rykneld Homes, the Council's arm's length management organisation (ALMO), has delivered a range of regeneration programmes to improve their energy efficiency and help to reduce fuel poverty issues experienced by some customers.

One of the largest projects resulted in the successful delivery of a £4.2million scheme to refurbish 328 REEMA non-traditional construction properties at locations across the district.

Working with EDF Energy, the project attracted more than £350,000 of Energy Company Obligation (ECO) funding. It was also able access Green Deal money to help around 60 Right to Buy homeowners improve their homes as part of the project.

The work involved fitting External Wall Insulation as well as new roofs and full window replacements.

The quantity of carbon saved by the project is estimated to be more than 16,000 tonnes.

On completion of the works, customers were provided with aftercare packs. These included energy saving tips to help raise awareness about climate change and how we can all reduce our carbon footprint.

The programme has provided a comprehensive solution for these hard to heat properties. The occupants have warm, comfortable homes and in some cases the works have resulted in energy efficiency rating upgrades from F to C.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
C1	Develop a Climate Change Communication Strategy to include all below actions.	Comms Team	Oct 2019	Officer time	An effective communication strategy will support behavioural change in the workplace and wider community bringing with it carbon and financial savings.			
C2	Use social media, Council website and publications to promote access to the Home Improvement Team.	Comms, Team	Oct 2019	Officer time	Wider awareness and uptake from community – behaviour change.			
C3	Develop specific campaigns to run through social media, Council website and publications that focus not only on Carbon Reduction but saving money.	Comms Team	Oct 2019	Officer time	Wider awareness and uptake from community – behaviour change.			

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
C4	Work with providers / suppliers to develop and promote a register for access to schemes to reduce residential property Carbon Footprint and save money.	Comms Team	Oct 2019	Officer time	Wider awareness and uptake from community – behaviour change.			
C5	Provide a series of training sessions on communicating climate change for staff. Elected Members, Parish Councils and partners.	Comms Team	Dec 2019	Officer time	Wider awareness and ability to 'share the message' through a range of networks – behaviours change.			
C6	Provide a series of community action events around the District on climate change including 'the need for change' and 'benefits of change' along with access to suppliers and schemes.	Comms Team	Dec 2019	Officer time	Wider awareness and uptake from community – behaviour change.			
C7	Develop an information package and presentation/ video to be delivered through schools	Comms Team / SS recycling Team / Leisure 5:60 Team	Oct 2019	Officer time and cost of production of video.	Wider awareness and uptake from children – behaviour change.			
C8	Continue to work very closely with LAEP in assisting with national government energy consultations and promoting minimum standards for homes.	HOS H&EH	Ongoing	Officer time	Development of improved standards and opportunities and promotion of wider awareness and uptake.			
C9	Continue to build relationships with external organisations and seek funded schemes via Warm Homes Schemes.	H&EH	Ongoing	Officer time	Funded gas connections for both private housing and Council owned Measure; baseline Warm Home Scheme to 2018	10%	20%	30%
C10	Work with external funding bodies with a focus on council commercial buildings and stock.	HOS P&E / HOS H&EH	Ongoing	Officer time	Identification of opportunities and funding for energy efficiency Measure; baseline funding secured initiatives to 2018.	10%	20%	30%

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
C11	Consider the creation of an environmental management apprentice post and work experience placement programme.	HOS H&EH	Feb 2020	Officer time and apprentice budget	Add resilience to this area of work and share learning with young people who may go on to choose this career path.			
C12	Develop opportunities for collaboration with the Healthy North East Derbyshire Partnership in relation to Carbon Reduction.	HOS P&T	Ongoing	Officer time	Wider awareness and ability to share the message through a range of networks.			
C13	Establish 'Green Schools' award scheme.	HOS P&T	Sept 2019	£ Eco Grants	Grants to schools to support green initiatives.			
C14	Establish 'Green Schools' conferences.	HOS P&T	Dec 2019	£ Officer time	Information and promotion of Carbon Reduction.			
C15	Work with utilities companies and property developers to champion eco homes fit for the future.	HOS P&T	Ongoing	£ Officer time	Promotion of Carbon Reduction opportunities.			
C16	Work with DCC and partners to support low carbon businesses to establish and flourish in Derbyshire.	HOS P&T	Ongoing	£ Officer time	Promotion of Low Carbon businesses.			



Theme 7 - Biodiversity

Parks, open spaces and green spaces are valuable assets and are central to the lives of our communities. They provide opportunities for leisure, play, relaxation and exercise but can also be influential in terms of community cohesion, physical and mental health and wellbeing, biodiversity, climate change mitigation and local economic growth – nice spaces = nice places to live and work.

These spaces also support vital biodiversity, such as plants, habitats and threatened pollinators which are key to our food chain. Parks provide children with a wonderful introduction to nature whilst playing and enjoying a safe space within their community. Such spaces with even the most modest collection of trees, plants and shrubs offer the opportunity to learn about nature in many ways.

Due to the effects of climate change, the future is likely to bring warmer winters, hotter and drier summers, more severe flooding and other extreme weather. Because of the delayed effects of climate change gas emissions, a level of climate change is now likely to occur regardless of any emissions reductions that we may achieve now.

Adaptation to climate change along with a sustainable environmental approach means making our green spaces, parks and open spaces more resilient. Our green spaces form a natural infrastructure that is as critical to our community life as streets, drainage and sewers – and just like these, it is an infrastructure that requires investment and careful management if we are to meet the challenges of our changing climate.

Greenery that has turned brown loses its ability to provide environmental benefits like air cooling, at other times of the year flooding may be a major challenge – effective water management and drainage is one measure that supports a sustainable environment approach whilst adapting to the effects of climate change. Planting regimes and the use of drought resistant planting that needs less watering is another measure along with the planting of large deciduous trees which have a particular value in cooling air and offering shade.

Effective planning and management of our green infrastructure can help the local authority to deliver a range of solutions to climate change issues, provide access to quality green spaces within our communities and support environmental and biodiversity benefits into the future.



Grassmoor Country Park

Progress to date

- A range of leisure related activities undertaken across the district utilising and promoting the spaces in the pursuit of health and wellbeing.
- Grass clippings left in situ in all areas except for fine turf sports facilities – this retains nitrogen levels, feeds soil organisms, recycles plant nutrients and contributes organic matter to the soil structure.
- Grass clippings left in situ also reduces transport and fuel usage related negative impact on the environment.
- Mechanical wood chipping machines are used to chip boughs/timber from tree pruning operations - this is subsequently used as a mulch on shrub beds which assists in controlling weed growth and avoids external buy-in and/or disposal related costs and impact.



- The Council operate a three bin system; Residual Waste (black), Recyclable Waste (burgundy) and Organic Waste (green).
- Households currently receive 74 wheeled bin collections per year achieving a combined recycling rate of 41%.
- Of our 41% recycling current recycling rate, 22% is derived from garden and food waste (green bin).

- The Council collected 519 individual instances of fly-tipping between 1.4.18 to 31.3.19; of which, 92% were collected within 5 working days.
- Local Environmental Quality Surveys (LEQS) found 95% of streets and Council land met a high standard of cleanliness as measured in accordance with the Code of Practice for Litter and Refuse.
- Local Environmental Quality Surveys also found 94% of streets were predominantly free of weed growth and 99% of streets and Council land were predominantly free of dog fouling – well ahead of many other local authorities.

CASE STUDY

Grass Cutting

Our grass cutting operations limit clipping removal to fine turf sports and high profile grass sward area only which negates need of waste disposal requirements; in particular, as grass clippings left to decompose (in-situ) sustains 50% (approx.) Nitrogen and contain 4% nitrogen (N), 0.5% phosphorus (P) and 2% potassium (K), plus small amounts of other plant nutrients. They also assist feeding soil organisms, recycle plant nutrients, and contribute organic matter to the soil structure.

Whilst removal of grass clippings would provide residents with an immediate, more aesthetically pleasing appearance to their lawns, it is estimated this would generate 133,358 kilograms of grass clippings (133.36 tonnes) per cut and a total of 1,600 tonnes (approx.) per annum and £77,000 (approx.) in disposal costs, which does not take account of increased transport vehicle emissions.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
B1	Develop a wild planting policy for parks and public open space areas where appropriate.	HOS SS	Sept 2019	Officer time	This would include regimes that attract wildlife and supports their habitat adaptation to climate change.			
B2	In line with legislation and as and when legislation allows; Through the planning process, for major new developments, require that the development mitigates through open space allocation and planting for public health and the environment.	HOS SS / HOS Planning	Sept 2019	Officer time	For the Council, such information will support the existing information for consideration of a range of issues when considering planning applications and assessing the sustainability of a planning application.			
B3	Explore further options for increased organic waste diversion from the residual (black) bin into the organic (green) bin waste stream.	HOS SS	Sept 2019	Officer time	This would produce both carbon and financial savings.			
B4	Develop Council Strategy for delivering against the EU 'Circular Economy' targets of 65% by 2035.	HOS	Mar 2020	Officer time	This strategy will assist the Council meeting its targets for waste and recycling and will increase dry-recycling (burgundy bins) – improving recycling rates and reducing landfill waste. Measure; baseline recycling rates currently 41% in 2018.	Re – cycling 43%	Re – cycling 50%	Re – cycling 60%
B5	Investigate opportunities via the 'Plantlife' grass verges and parks campaign which focusses particularly on leaving grass verges and park areas to grow to assist pollinators.	HOS SS	Sept 2019	Officer time	This would include regimes that attract wildlife and supports their habitat adaptation to climate change.			



Theme 8 - Procurement

Sustainable procurement is a way of buying goods, services, work and utilities that meets our value for money expectations whilst generating benefits to our communities and minimising damage to our environment.

Traditional procurement has focused upon value for money considerations. The aim of sustainable procurement is to take greater account of social and environmental considerations when purchasing or deciding to purchase with the goal of reducing adverse impacts upon the health of individuals and communities, social impact and environmental impact thereby bringing greater benefits to the community at large.



Procuring in a sustainable manner can achieve greater value for money as 'whole life costs' will be taken into account. Taking such a procurement approach can also stimulate the market for sustainable technologies, improve our communities' standard of living, improve health and the environment and save money.

Local authorities with their extensive procurement activity have an opportunity to have a significant impact in relation to carbon reduction through the implementation of a sustainable procurement process.

Progress to date

- The Council use local frameworks - Efficiency East Midlands (EEM), local contractors and where possible local manufacturers.
- Our procurement team seek best value for money whilst sourcing local goods and services.
- Our procurement team request suppliers demonstrate that they have an environmental policy.
- The use of E-tendering system for all procurement activities.

CASE STUDY

The 'Intend' Procurement System

The Procurement team at Bolsover DC & NEDDC have been providing a cradle to grave Procurement process via the In-tend system since the team was established in May 2018.

The system has created efficiencies in terms of the whole procurement tendering process is operated electronically through the portal. Projects once identified are created on the system attaching the relevant tender documents including tender returns, specifications associated documents for suppliers to view and return electronically. Upon receipt of tenders following the close of the project, the team opens and

downloads the submissions for evaluation together with an evaluation sheet for officers and forwards electronically.

The E-procurement system has reduced the need for paper files, and documents, opening ceremonies, officers/members time and the need for traveling to sites in addition to any postal charges. The system has streamlined tendering and created an efficient process,

with the added value of a full audit trail and allows for large tender files to be accessed electronically with a capacity of up to 20 megabytes. All of which would otherwise be hard copies both sent out and returned.

We advertise on Source East Midlands too with the link being automatic for suppliers, thus encouraging local, SME's and national suppliers to tender for business with the Council.

Action Plan

Ref	Activity	Lead	Timescale	Resources	Benefit	CO ² reduction target		
						2020	2025	2030
P1	Review and update procurement strategy to include sustainable procurement target.	Procurement manager.	Oct 2019	Officer time	A clear and efficient policy can achieve greater value through reducing cost and CO2 emissions Measure; baseline – previous similar contract for goods/ services or construction pre 2019 (where possible).	10%	20%	30%
P2	Seek out ISO14001/ EMAS certified companies where appropriate.	Procurement manager.	Oct 2019	Officer time	ISO14001 and EMAS are the most credible and robust environmental management certifications an organisation can achieve.			
P3	Consider a sustainability criteria matrix for tenders - criteria will be appropriate to both supplier and size of contract.	Procurement manager.	Oct 2019	Officer time	Encourage sustainability through supply chain in a way that is appropriate to supplier Measure; baseline – previous similar contract for goods/ services or construction pre 2019 (where possible).	10%	20%	30%



Performance Management

Many different actions involving a large number of departments, organisations and stakeholders will be needed to deliver this plan, this section outlines the governance and other arrangements which will be put in place to achieve these.

This plan seeks to draw together a range of strategic, tactical and operational activity being undertaken by many partners in many different areas of influence in order to collaboratively reduce carbon emissions in the district.

Bringing the Climate Change Action Plan into operation successfully across the Council will be the result of good programme management. This will involve senior and strategic ownership of the Climate Change Action Plan.

The Joint Strategic Director – People, will implement a robust monitoring system which will be implemented in 2019. To assess the overall impact of these activities in moving North East Derbyshire District to become a low carbon area the plan will be monitored through the Transformation Governance Group.

To support this, the establishment of a Climate Change Sub Group will enable the Council to manage, monitor and review the action plans and consider new ideas that may be generated throughout the lifetime of the plan.

This group will have the following composition;

Chair - Portfolio Holder for the Environment.

Lead Officer - Joint Strategic Director – People.

Finance Lead - JHOS Finance and Resources.

Thematic leads;

- Theme 1 – Sustainable Buildings and Workplaces – JHOS Property and Estates
- Theme 2 – Renewable Energy - JHOS Property and Estates.
- Theme 3 – Low Carbon Fleet - JHOS Streetscene.
- Theme 4 – Transport – JHOS Partnership and Transformation.
- Theme 5 – Planning - JHOS Planning
- Theme 6 – Community and Collaboration – JHOS Legal and Governance.
- Theme 7 – Biodiversity - JHOS Streetscene.
- Theme 8 – Procurement - JHOS Finance, Revenues and Resources.

Programme support;

- Communications, Marketing and Design Manager.
- Home Improvement Co-ordinator.
- Partnership Team.

During the 11 year life of the Climate Change Action Plan, it is expected that carbon management will become the responsibility of every employee within North East Derbyshire District Council. This will be essential if the 80% aspirational reduction target is to be realised.

Other actions to ensure that carbon management becomes the responsibility of everyone within the organisation include;

- As part of the transformation programme, senior management will be encouraged to adopt a culture of 'carbon consideration' – they will recognise it as a key element of prudent financial management; aligned with the Council's drive for cost reduction, income generation and service re-design.
- Each service will ensure that the carbon management plan is embedded in service plans to become part of everyday Council planning, operation and delivery – making part of the corporate consciousness and a fundamental element of the new 'Council Plan'.



North East
Derbyshire
District Council

We speak your language

Polish

Mówimy Twoim językiem

French

Nous parlons votre langue

Spanish

Hablamos su idioma

Slovak

Rozprávame Vaším jazykom

Chinese

我们会说你的语言

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ANNUAL REPORT

OVERVIEW AND SCRUTINY

2018/19

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Chairs and Vice Chairs of Scrutiny Committees 2018/19

Audit and Corporate Governance

Chair - Councillor G Morley
Vice Chair - Councillor G Butler

Communities

Chair - Councillor T Reader
Vice Chair - Councillor C Tite

Growth

Chair - Councillor J Windle
Vice Chair - Councillor C A Smith

Organisation

Chair - Councillor D Skinner
Vice Chair - Councillor T Mansbridge

1 A Summary of the Work Undertaken during 2018/19

- 1.1 Each of the Committees has completed its Work Programme with the time available shared between Scrutiny review work, consideration of key strategies and policies of the Council and performance monitoring.
- 1.2 The Committees have also been monitoring the delivery of action plans from a number of previous scrutiny reviews. Domestic Abuse and Tourism & Growth were making progress but would be monitored further in the new municipal year. Progress against the action plans for Scrutiny Reviews on The A61 Corridor, Health & Wellbeing and Morale, The Impact of Town Centre Environments on Community Safety and Job Evaluation & Associated Benefits had been satisfactory and they had been signed off as complete.

2 Current Scrutiny Reviews

- 2.1 Three Scrutiny Reviews were undertaken this year and a number of recommendations were made for improvement. These will be considered by Cabinet and if the recommendations are accepted they will be translated into action plans for delivery. Full copies of the reports and all previous reports can be viewed on the Council's intranet or in the Scrutiny Room

2.2 Homelessness

The Communities Scrutiny Committee decided to review Homelessness to ensure that the Council was responding effectively to the recent introduction of the Homelessness Reduction Act, 2017.

A number of documents and evidence were considered by the Committee to help inform the review. The Housing Options Team Leader provided a briefing presentation that set the scene on what Homelessness was and how the Homeless service was delivered by the Council. Other documents considered were the Housing Options/Homelessness prevention 2017/18 report, the Choice Based Lettings and Allocations Policy, An Easy Read Guide to Your Tenancy Agreement and the Homelessness Service User Survey. The Deventio Housing Trust also gave a presentation on the work they were doing to provide sustainable solutions to hospital in-patients who were homeless and high impact users of urgent care.

A wide range of stakeholders were interviewed including a number of internal officers which included the Housing Policy and Intelligence Officer – Housing Strategy, the Housing Options Team Leader, the Accommodation and Prevention Officer and the Prevention and the Homelessness officers from the team. The Housing Needs Manager, Bolsover District Council and the Housing Options Manager, Chesterfield Borough Council also participated in the review. The Assistant Director Strategy from the Deventio Housing Trust and the Housing Welfare Officer from the Probation Service were two external interviewees. The Head of Neighbourhoods and the Choice Move Allocations Officer from Rykneld Homes also assisted the Committee on two occasions. A

District Councillor also attended to provide a useful insight into a case study of Homelessness from her experience of helping the people concerned.

The review panel concluded that a number of measures were being undertaken by various sections of the Council to ensure it was responding effectively to the introduction of the Homelessness Reduction Act. The commitment that internal staff and partners had to work together and meet the challenge of preventing homelessness was very evident.

Nine recommendations for enhancing the current provision were identified around the provision of temporary housing, participation in the review of the Allocations policy, working with partners and performance monitoring.

2.3 Business Centres and Industrial Units

The Growth Scrutiny Committee chose to undertake a review of Business Centres and Industrial Units. It was considered timely to review this area as it supported the Councils Growth Agenda.

Interviews were held with a range of stakeholders including the Head of Partnerships and Transformation, the Head of Property and Commercial Services, the Facilities and Contract Manager, the Business Centre Manager, the Estates Manager, the Property Services Manager, The Estates Technician, the Senior Estates and Valuation Officer and the Concierge at Coney Green Business Centre. The review panel also heard the views of Coney Green Business Centre Tenants - Pillbox Design Ltd., Wiltshire Farm Foods and Stal Ltd on their experience of leasing a business unit from the Council.

The review process identified a number of measures the Council was taking to support local businesses within its District and promote economic growth. It was concluded that views of this service were very positive and tenants of business units interviewed were very satisfied with the facilities they were provided.

Ten recommendations for improvement were made focused around branding, investment, performance monitoring and keeping the units fit for purpose in the future for tenants.

2.4 Communications and Marketing

The Organisation Scrutiny Committee agreed to undertake a review of Communications and Marketing. The Committee wished to ensure the service was meeting the needs of our Customers.

The Committee considered a number of documents which included a presentation by the Communications and Marketing Manager to set the scene on how the service worked and various examples of publications. The results of the NEDDC Viewpoint Citizens Panel – June 2017 Survey and the Internal Satisfaction Survey 2016 for the Communications, Marketing and Design Team were also reviewed.

Interviews were held with a variety of internal officers including the Communications and Marketing Manager, the Marketing and Design Officer, the Communication Officer and the Digital Media Officer. The Managing Director and the Communications Manager from Rykneld Homes also attended the review panel to provide evidence. External interviews were held with the Derbyshire Times Editor and the portfolio holder from Bolsover District Council who informed the panel about the recently launched Bolsover TV and related publications.

The review process identified a number of measures that were working well. However, some ideas for improvement were identified and seven recommendations were made for the Cabinet to consider around resources, The News, information sharing, communication and working with other organisations.

3 Scrutiny Committees

3.1 Audit and Corporate Governance

During the year the Committee met on six occasions. It considered a number of key governance and financial documents of the Council which included the Medium Term Financial Plan, Budget Monitoring, Annual Governance Statement and the Statement of Accounts. It also continued to monitor and keep under review risk management and partnership working arrangements.

The Committee is the body to which both the Council's external and internal auditors report. Key reports from Internal Audit included the Annual Report of the Internal Audit Consortium, Summary of Progress on the Annual Internal Audit Plan, the Annual Review of Adequacy of Internal Audit and various internal Audit reports on individual services. The key reports from External Audit included the report prepared around the audit of the Council's Accounts ISA260, together with the Annual Audit Letter.

In its key role of overseeing the financial governance arrangements of the Council the Committee:-

- Considered and approved the Annual Statement of Accounts;
- Monitored the Councils budgets
- Considered the Council's systems of internal control and in particular any issues arising from the reports of Internal Audit;
- Kept under review performance against the Council's Performance Management Framework.

It also considered a report on Accounting Policies that it was proposed to adopt for the current financial year in the preparation of the Statement of Accounts 2018/19. These policies determined the accounting treatment that would be

applied to transactions during the financial year and in the preparation of the Statement of Accounts at the year end.

The Committee also considered the CIPFA Fraud and Corruption Tracker Survey for 2018. This was an annual survey which aimed to provide a picture of fraudulent activity within local government and illustrate the actions which local authorities were taking to mitigate the risks. The Committee discussed the fraud prevention measures which the Council had put in place. Members made it clear that they continued to support the current zero tolerance approach towards fraud. This approach was set out in the Council's Anti-Fraud, Bribery and Corruption Policy.

3.2 Communities

During the year the Committee met on seven occasions. The Committee has considered a number of licensing items during the year. This has included the Taxi Licensing Policy Review for which the Committee had made a number of suggestions on the original Policy which had now been incorporated in the revised policy. They received the consultation responses and suggestions and discussed a number of issues regarding multiple convictions of a sexual nature, provision of evidence of good conduct or criminal record from other countries and policy requirements in relation to executive vehicles. Proposed amendments to the Council's Gambling Act – Statement of Principles to cover 2019-2022 were also considered and issues raised included the measurement of the impact of gambling, targeting of gambling to poorer areas and the requirements for gambling machines in pubs and clubs. Additionally the Licensing Act Policy which was being reviewed to cover the period 2019- 2024 was discussed as amendments to cover legislative changes and simplifying of the Statement were being proposed.

Progress against the Healthy North East Derbyshire Partnership was provided by the Partnership Team and Councillor Liz Blanshard (scrutiny representative on the partnership). Details of the health priorities were provided which included building cleaner communities and promoting healthy lifestyles. A number of projects had been commissioned including the Pathways project and Together Events. A Community Development Worker had helped support the Shirland Healthy Futures Group to start a community café in the village. The events had proved successful and popular. Volunteers within the communities had exceeded 3,500 with at least 5,500 beneficiaries during the time. It was estimated that the social return on investment equated to £41,949 in 2018/19.

The Committee had been monitoring the impact of Universal Credit and Welfare Reforms since its introduction. Therefore, it considered an update from the Council's Revenues and Benefits Manager on how its implementation was progressing. He advised that Universal Credit (UC) had been fully implemented across the country. Those who were making new claims and those who had a change in circumstances were being moved to UC. All job centres were now fully in line with the new legislation. The Government was making a series of changes to the new welfare system so that those who were moving on to UC were not at any disadvantage. These changes were becoming increasingly

noticeable on claimant cases. It had been noted that there had been a reduction in the number of housing benefit claims, yet an increase in Council Tax reduction cases. Members asked what support the Authority was providing for residents with their UC applications. The Council had received some funding from the Department for Work and Pensions for digital support. This funding ceased on 1st April, 2019 and would go to the Citizens Advice Bureau in future. The Committee suggested that this topic be placed on a future District/Parish Forum to advise attendees what help was available.

The Committee continued to monitor financial inclusion activities undertaken by the Councils Partnership Team and other departments and partners engaged in facilitating financial inclusion within North East Derbyshire. The Committee considered Child Poverty statistics for the District which showed the rate of 13.9% was below the national average of 16.6%. However, the District still had some areas that had particularly high rates, including one area where the rate was 41%. The anti-poverty statistics for the District showed that the average household earnings, pension credits, unemployment and fuel poverty were all better than the County average although it was recognised at a more local level some areas experienced these issues significantly worse. The Council was engaging in a number of projects to assist those who were most vulnerable. These included an annual grant to the voluntary sector so that wide-ranging support and assistance was delivered, including to Citizens Advice NED and the Derbyshire Unemployed Worker's Centre. Other initiatives included working with the Chesterfield and North East Derbyshire Credit Union to support a family loans scheme, delivering the Council's Business Growth Fund, locality working, supporting food bank donations, family trips, youth activities and a Thriving Communities project that looked to give residents work and skills support. There had also been an increase in demand for welfare benefits, debt and housing advice. This had risen from 14,751 household interventions in 2014/15 to 20,832 in 2017/18.

The Committee considered the Joint Waste Collection and Recycling Policy. Procurement arrangements had provided an initial shared efficiency savings to both Councils of around £100,000. The Council was also providing environmental educational messages to primary school children including events and educational packs for recycling. In partnership with the Environmental Health Team the Council had jointly delivered school education programmes to 137 classes of around 4,100 children across North East Derbyshire and Bolsover. Members also discussed the Councils recycling rate which was currently 46.6% and had slowly increased over the past ten years. It was slightly higher than the National average and it was hoped that a better practice of diverting food from domestic waste would increase that further.

The Committee is statutorily required to review the Councils Community Safety Partnership under the Police and Crime Act. The Community Safety Partnership Manager outlined for the Committee the performance of the Community Safety Partnership during 2018/19. The Committee were advised that crime had increased with a 10% rise in incidents in the year to date. However the officer stated that the number of crimes committed was small and this increasing trend had been seen countrywide. Details of some of the

achievements the partnership had made were provided including anti-social behaviour interventions, new CCTV surveillance facilities plus drug and alcohol awareness sessions within schools and youth clubs. Key themes for the Partnership in 2019/20 were:

- Reduce Anti-Social Behaviour
- Serious and Organised Crime Groups
- Domestic Abuse
- Cyber Crime
- Human Trafficking
- Reduce Alcohol and Drug Related Harm
- Troubled Families (incorporating all forms of safeguarding)
- Reduce Acquisitive Crime/Offender Management
- Increase Public Confidence/Perception and Fear of Crime/Support for victims and witnesses

3.3 Growth

During the year the Committee met on seven occasions. It continued to monitor progress on the delivery of the Local Plan, the Economic Development and Housing Strategy, the Empty Properties Strategy and associated action plans.

The Committee had been considering whether to under a Scrutiny review of Devolution and the Local Enterprise Partnerships (LEPs). The Chief Executive attended the Committee to set the scene for where these issues were at as there had been several recent developments. He reminded the Committee of their non-constituent membership of Sheffield City Region Combined Authority and advised them about the election of a mayor for the Sheffield City Region. He also explained the attempts which had been made to establish a combined authority for the North Midlands and the variety of reasons the proposals did not progress. He informed them that an impending review of the LEPs which was due to be announced later in the year could possibly change the current arrangements. The Committee recognised that the situation was complex and there was several areas that were still to be resolved. Members felt that there was still a great deal of uncertainty in this area and insufficient progress had been made for the Committee to add value at this stage. The Committee agreed that it would not carry out a review on the topic at this time but would continue to monitor what progress is made.

The Committee considered a further update from Rykneld Homes on the condition of the stock of garages within the District that they maintained. The Committee had been monitoring this area as some of the garages were now in need of repair and members had been advised that it would not be cost effective to upgrade them. The officer advised the Committee that they were often now used for storage rather than for parking cars as they were too small for modern vehicles. As a result some garages had been demolished but currently the land on which they sat was still be utilised for parking.

The Committee looked at the Councils procedures for debt monitoring as part of its review of Business Centres and Industrial Units. The Head of Finance &

Resources and Section 151 Officer outlined the process by which debts were identified, recorded within the revenues system and how reminders and collection activity was undertaken. Members discussed the time length before reminders were issued and how proactively the debts were pursued. The Committee were advised that a monthly debt schedule was issued to every department and each debt had a budget manager identified against it. Managers were expected to engage with tenants and leaseholders through their tenancy management procedures. The Audit and Corporate Governance Scrutiny Committee also regularly considered the issue of debt performance. Arising from the discussion the Officer advised Members that a bench marking exercise would be undertaken to compare the Council's debt management procedures and timescales within which reminders were issued to consider whether any improvements could be made to the Councils procedures.

The Committee reviewed the work of the Partnership Team in support of growth. The Strategic Partnership Co-Coordinator outlined the Partnership Team's contribution to the growth agenda directly through managing funding programmes which facilitated economic growth and job creation within the District. He advised members of funding that was available to parts of the District through the Bolsover-North East Derbyshire LEADER Approach, part of the Rural Development Programme for England, which is funded by the UK Government and the European Union. There were six priority areas with a grant budget totalling £1,237,704. Twenty projects had been approved and contracted in the District and eleven in Bolsover, equating to £1,142,050.10 which would create 68.82 jobs. Additionally the North East Derbyshire Business Growth Fund had a funding grant totalling £66,500 and involved fifteen projects with a further five in development. The team were also working with the voluntary and community sector to deliver a wide range of support and assistance to vulnerable members of the community, including the financially excluded.

The Chief Executive Officer attended the Committee again later in the year and provided an update on progress of key growth projects within the District and additional information on progress of the Local Enterprise Partnership Review. He advised the Committee of the timescale and background to the review and the Governments proposed changes on composition, membership, performance and accountability and areas of overlapping geography. The Committee also discussed the One Public Estate project and funding secured for locality reviews for Dronfield, Eckington and Clay Cross town centres. Further information was also provided on projects in Egstow Park, The Avenue and joint ventures - Northwood Development, Ankerbold Road and Manor Farm.

3.4 Organisation

During the year the Committee met on six occasions. At the first meeting the Committee considered the review of the Councils Compliments, Comments and Complaints Policy which included a procedure for dealing with correspondence from Members of Parliament and discussed response times for complaints.

The Committee also considered the Annual Report of Human Resources and Organisational Development. The report updated on a range of employee related issues. This included measures taken to improve the Councils recruitment process by better marketing and promotion of the Council as a good employer in order to attract candidates. This work included holding career-days, increased use of social media and adopting better branding. Data was also provided on the levels of sickness within the organisation. The outturn figure was higher than the target figure and a range of measures had been taken to improve occupational health and the wellbeing of staff. The Committee discussed why people left the Organisation and asked that further statistical analysis on the reasons given by former employees for leaving the Council be provided.

Organisation Scrutiny Committee had been monitoring progress against the Councils Transformation Programme since it commenced. Most of the original transformation projects had been achieved and the Council had launched a new programme for the future. The Strategic Director – People gave a presentation on the makeup of the new Programme, including its governance structure. Details of some initial achievements were provided on the Revenues Structure Review and the Joint Kerbside Recycling Contract. A discussion on immediate projects and long term projects also took place, such as the Sharley Park Leisure Centre Redevelopment, Dronfield Sports Centre Café and the implementation of the Modern.Gov System. The success of the Council in house Procurement Service was also raised and the potential for selling some of the Councils services to other organisations. The Council's vision was to deliver a self-sustaining Council that provided an excellent service to the community when and how they wanted it. The Director stated that the transformation would mean a significant change in the way the Council delivered its services and the way it operated. It was the aim to achieve service transformation by 2021. This would include transformation of finances, digital transformation, organisation transformation and environmental transformation.

The Committee discussed the Councils Sickness Absence Management Policy with the Human Resources and Organisational Development Manager. An Organisation Scrutiny Member had asked that the Committee review the Policy to ensure it was fit for purpose. She provided the Committee with copies of another organisations policies for consideration which she felt were more user friendly. Information was considered on when the policy was last reviewed, the stages of action taken by the Authority, including how the triggers operated to identify sickness absence that may require further action, review meetings, referral to the Council's occupational health provider, formal warnings and dismissals. Members also questioned the effectiveness of the policy. The manager informed the Committee that the average days lost per employee due to sickness had fallen for each of the last four financial years and that overall the policy was considered fair to both the employee and the Authority. Additionally the policy followed the guidelines of best practice from ACAS. Having considered the documentation and discussed how it worked in practice the Committee felt the Council's Policy was fit for purpose

The Committee considered the Customer Services Performance Report which provided details of the performance of the Council's Contact Centre during the 2017/18 year. The Customer Services Operational manager advised the members that the Call Centre staff had answered 95% of calls within 22 seconds and that only 2.7% of calls had been abandoned. Additionally all personal visitors to the Customer Services centre at Mill Lane had been seen within the 20 minute corporate standard that had been set. Members welcomed the high levels of performance achieved by the Contact Centre. They also discussed the successful take up of webchat as a way for customers to access information from the Council about its services and resolve any problems.

4 The Year Ahead 2019/20

After the appointment of members to the Scrutiny Committees at Council on 20th May, 2019, work programmes for 2019/20 will be discussed and developed. Suggestions for Scrutiny review topics will be invited from a range of stakeholders. These will be discussed at the first scrutiny meetings of the new municipal year to prioritise which subjects should be reviewed.

North East Derbyshire District Council

Council

8 July 2019

Draft Pay Policy Statement 2019/20

Report of Councillor A Dale, Deputy Leader and Portfolio Holder for Council Services

This report is public

Purpose of the Report

- To ask Council to consider and approve for publication the draft Pay Policy Statement attached at **Appendix 1**.

1 Report Details

- 1.1 The first Pay Policy Statement was produced in 2012 for North East Derbyshire District Council, and this is updated annually, taking account of available guidance.
- 1.2 The Pay Policy Statement for the Council has now been reviewed and updated for 2019/20.
- 1.3 The information contained within the original Pay Policy Statement was collated from a variety of different sources, but there was no new information that had not been through an appropriate process of approval at the Council.
- 1.4 Whilst some guidance was provided on the nature of the information that should be contained within the Pay Policy Statement, much was left to individual Councils in terms of style and content.
- 1.5 The draft Pay Policy includes the application of the recently approved pay award, agreed nationally for 2019/20.
- 1.6 Amendments, reflective of the pay award for 2019/20 have been made to update the document and other minor amendments and these are shown in the attached appendix as tracked changes.

2 Conclusions and Reasons for Recommendation

- 2.1 Under the Localism Act 2011 the Council is required to publish a pay policy statement, with particular reference to the pay of its chief officers and its lowest paid employees.

3 Consultation and Equality Impact

3.1 None arising from the report.

4 Alternative Options and Reasons for Rejection

4.1 N/A

5 Implications

5.1 Finance and Risk Implications

5.1.1 None arising from the report.

5.2 Legal Implications including Data Protection

5.2.1 'Relevant authorities' as defined by the Localism Act 2011 are required to prepare a pay policy statement for each financial year. This statement must set out an authority's approach to a range of issues relating to the pay of its workforce, particularly its chief officers and its lowest paid employees.

5.2.2 An authority's pay policy statement must be published on the authority's website, and in any other manner that the authority thinks appropriate, in order to be accessible for citizens and enable local taxpayers to take an informed view of whether local decisions on all aspects of remuneration are fair and make best use of public funds.

5.3 Human Resources Implications

5.3.1 None arising from the report.

6 Recommendations

6.1 That Council consider and approve for publication the draft Pay Policy Statement 2018/19 attached at Appendix 1.

7 Decision Information

Is the decision a Key Decision? 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
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
Has the relevant Portfolio Holder been informed	Yes
District Wards Affected	
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title	
1	Pay Policy Statement 2019/20	
Background Papers (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
Oliver Fishburn Payroll & Systems Manager		(01246) 242525

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL
Pay Policy Statement 2019/20**

1. Introduction

This Council is committed to the principle of equal pay. It recognises that women and men in the workforce should receive equal pay for work of equal value and that this principle is enshrined in both UK and European law. In this connection, the Council aims to ensure that its pay system is free of bias. Fairness and equality across gender, age, race, disability, religion and sexuality are part of the values of this organisation.

The Council believes that its values send a positive message on diversity and equality to managers, employees, potential employees, partners and customers and enhances productivity, efficiency and morale.

The overall pay policy of the Council is driven by organisational consistency, equity and transparency rather than external market forces. The Council believes in paying a fair rate of pay to its employees, and in meeting its strategic objectives (transform our organisation) it endeavours to create a working environment that will attract high calibre job applicants and encourage the retention of existing employees.

The local government environment is in an ongoing state of change and to this end North East Derbyshire District Council undergoes regular reviews of services to ensure that high levels of service delivery can be maintained without unnecessary cost to the taxpayer.

The implementation of policies on employee development and performance review, as well as dealing with capability where performance falls short of the desired standard, ensure that the workforce remains well trained and well-motivated without the need to apply any form of performance related pay. Mechanisms such as internal celebration and recognition of achievement are used to acknowledge particular contributions to the successful running of the organisation. Acknowledgement comes in a variety of forms, from articles in the staff magazine, to the award of certificates and plaques at an annual celebration event.

Overview – whole workforce

In order to secure equal pay within the organisation, the following action has been taken to date:

- 1 In 1997 the National Joint Council (NJC) introduced a new National Agreement for Local Government Services (The Green Book). This agreement replaced the terms and conditions of service in the old

Purple Book (former officers) and White Book (former manual workers). The new agreement was generally called The Single Status Agreement since its intention was to introduce equal pay and eliminate the old blue/white collar divides.

- 2 As part of this process an Equal Pay Audit was carried out to ensure that any areas of inequality could be identified and resolved.
- 3 At the heart of the National Agreement is the principle of fairness and equality for all employees - equalising pay differences across the local government sector that have existed for decades. The Agreement recommended the use of a job evaluation scheme and it was jointly agreed locally to use the computerised version of the NJC Job Evaluation Scheme. This was applied to all jobs covered by the NJC Agreement for Local Government Services ('Green Book') at 1st April 2007.
- 4 The following are the factors included in the Job Evaluation process:
 - Knowledge
 - Mental Skills
 - Interpersonal Skills
 - Physical Skills
 - Initiative and Independence
 - Physical Demands
 - Mental Demands
 - Emotional Demands
 - Responsibility for People
 - Responsibility for Supervision
 - Responsibility for Financial Resources
 - Responsibility for Physical Resources
 - Working Conditions
- 5 The factors listed above are intended to allow application of the scheme across the whole range of posts within Local Government, with recognition given not only to mental effort required to carry out a job but also to physical skills and demands for more manual posts and emotional demands and responsibility for people in respect of jobs with caring as a focus.
- 6 The full Single Status package was submitted to Council for approval and adoption. This included both the Job Evaluation Scheme and a range of former national terms and conditions of service which were simplified and rationalised to reflect the current economic situation.
- 7 Decisions about smaller-scale changes to terms and conditions of service for employees of the Council are considered by Cabinet.

- 8 The implementation of the NJC Scheme is closely monitored to ensure that it is applied fairly and consistently across the Council and to minimise the possibility of an Equal Pay challenge.
- 9 Equal Pay and Gender Pay audits are required on an annual basis from 2017/18 and these will be published on 1 April 2018 and each 1 April thereafter.

Lowest Paid Employees

Following the implementation of Single Status and the JNC Job Evaluation Scheme, local grades were applied to the national spinal column points. Each grade comprises four points, and the top point of each grade is also the bottom point of the next grade.

Grades 1 and 2 were payable to those employees who scored lowest under the thirteen factors used under the JE Scheme. However, from 1 October 2013 this Council has adopted the Living Wage for the small number of employees paid on these grades. The Living Wage, which is updated on 1 November annually and is currently set nationally at £9.00 per hour (equivalent to a full-time equivalent salary of £17364), is considered to be the pay needed to provide an adequate standard of living. To avoid compromising the integrity of the Job Evaluation process, all salary points below the living wage rate were deleted and replaced by a new single salary point at the appropriate level.

Background – Chief Officers’ Salaries

In 2008 an independent review was carried out of salaries payable to senior managers, in an acknowledgement that the JNC Scheme was not an appropriate way of determining salaries for Directors

There are many factors which affect the market for senior staff, including the following:

- A tightening pool of suitably qualified and experienced staff;
- An increasing reluctance to relocate over large distances;
- The trend towards slimmer senior management structures comprising posts with more generic responsibilities
- The salary premium being offered by failing Councils to attract suitable candidates.

In view of the above, and further to national advice, the following factors were taken into account in establishing the local salary structure:

- Any special market conditions;
- Any substantial local factors not common to authorities of similar type and size;
- Comparable information on salaries in other similar authorities;
- Top management structures and the size of the senior management team compared to other authorities of similar type and size.

In addition it should be noted that there has been found to be a correlation between population and salary levels, with a distinct salary bias towards districts with urban characteristics as opposed to rural characteristics, as well as a marked salary premium for Councils in the South of the country.

Bearing in mind all of the above points, and in consideration of the significant improvements that have been achieved at North East Derbyshire Council over recent years, salary levels for the Directors were set at a level which reflected the extremely marketable experience built up by the senior managers who had been part of that successful regime. This was to avoid the very real danger that key senior staff would be lost and it might not be possible to attract replacement candidates of the highest calibre necessary to maintain and accelerate the recent and ongoing momentum for service and organisational improvements.

Chief Officers have significant responsibility for corporate management and operational issues, and detailed information about decision making delegated to senior managers can be found in the Constitution on the Council's website.

The decisions in respect of the review of salaries following the independent review were taken by Council, although smaller scale decisions about terms and conditions of service for the Chief Executive and Chief Officers are taken by the Appointments Committee.

Grading Structure – Joint Chief Executive and Joint Directors

Taking all of the data into account, a recommendation was made that the salary for the Chief Executive of the Council should be awarded on a scale ranging from £112,498 to £122,050, with annual increments of £3,000.

The salaries indicated for Joint Chief Executive and Directors include nationally negotiated pay awards since April 2009

Incremental points	Joint Chief Executive	Joint Directors
1	£112,498	£74,307
2	£115,682	£76,525
3	£118,866	£78,743
4	£122,050	£80,961
5	N/A	£83,179

No additional payments are made e.g. bonuses, allowances (other than those mentioned below) performance related pay or other benefits in kind.

Heads of Service

At the time of the SOLACE review, it was recommended that a new level of posts at 'Heads of Service' level should be introduced to address the fairly wide disparity in the levels of responsibility between the Heads of Service and the Service Managers. The intention was that these posts would be characterised by their relatively high level of responsibilities, and would deputise, as appropriate, in the absence of the Head of Service. This is an important element in the Council's succession planning and leadership development processes, as well as providing valuable strategic input. An appropriate salary scale with annual increments was agreed, which equated to approximately 70% of the Chief Officers' salary. The figures are shown below:

Incremental Points	Heads of Service
1	£52,015.31
2	£53,567.99
3	£55,120.68
4	£56,673.37
5	£58,226.05

Relationship between salaries

There is a pay differential of just over £20,517 between the highest paid Joint Heads of Service and the lowest paid Joint Director, and a differential of £38,870 between the highest paid Joint Director and the Joint Chief Executive. The median salary of the whole workforce is £21,589 and the ratio of the Council's top earner to that of its median earner is 5.7:1

The mean salary is £22,659 per annum, and the ratio of the Council's top earner to the mean salary is 5.4:1

The Council does not anticipate these changing during the course of the financial year.

Terms and Conditions of Service

The Joint Chief Executive is employed under the terms and conditions of service of the Joint Negotiating Committee for Chief Executives of Local Authorities, and Joint Directors under the terms and conditions of service of the Joint Negotiating Committee for Chief Officers of Local Authorities. There are currently no additional local agreements relating to the employment of chief officers that represent a charge on the public purse, with the exception of election duties (see following paragraph).

Election Duties

The fee for Returning Officer duties is dependent upon the type of election, and is prescribed by Central Government by means of a Fees and Charges Order.

Shared Management

With a view to reducing expenditure and increasing efficiency, this Council formed a Strategic Alliance with Bolsover District Council and the process of appointing a Joint Senior Management Team was completed during April 2012.

Significant savings are being made by rolling out the joint senior management positions and the Alliance is committed to finding new ways of improving the efficiency of the Council.

Additional savings were made by further reducing the number of Directors from 4 to 2 with effect from November 2013. The number of Joint Assistant Directors went down from 9 to 8. Following, a further review the 8 became 10 Joint Assistant Directors across the Strategic Alliance.

In March 2018, the 10 Joint Assistant Directors were reduced to 8, and were renamed Heads of Service.

In respect of salaries payable for senior managers appointed to joint posts, Council made the decision that payment would be based on North East Derbyshire District Council pay scales. There has been no change to pay and grading arrangements to reflect the shared responsibility.

Honoraria and ex gratia payments

The Council does not make ex gratia payments.

An honorarium is payable in circumstances where an employee temporarily takes on duties and responsibilities which are at a higher level than those carried out within their substantive post. The amount of the honorarium is calculated by carrying out an evaluation, under the JNC Job Evaluation Scheme, which takes account of the additional duties. Where an employee carries out the full duties and responsibilities of a higher graded post for a temporary period, then they are paid the appropriate rate for the higher graded post, as identified under the Job Evaluation Scheme.

The same principles apply to all employees, including those on Chief Officer rates of pay.

Other financial benefits

The Joint Chief Executive and the Council's Joint Directors and Joint Heads of Service are not in receipt of any financial benefits that are not also available to other employees. For example, subsistence allowances are payable to all employees who are away from their base for lengthy periods as follows:

Employees can claim for actual expenditure, supported by receipts, up to a maximum of the following amounts:

Breakfast: £5.61 (payable if employee left home on official business before 7.00am)

Lunch: £7.73 (payable if employee is away from the office between 11.30am and 2.30pm)

Tea: £3.04 (payable if the employee is absent from home and office after 6.30pm on official business)

Evening meal: £9.37 (payable if the employee is absent from home and office after 8.30pm)

Overnight: £3.63 per night (payable if away from home on business overnight)

Weekly: £14.55 (payable if away on business for a week or more)

Other expenses such as taxi, bus or train fares, parking fees etc can be reimbursed provided they are approved and valid receipts are attached to the expenses claim form.

Essential User Allowance is payable to employees who meet specified criteria. Although nationally there are three levels of payment which are linked to the size of the vehicle's engine, this Council pays at the lowest rate only as follows:

Essential Users

Lump sum per annum	£846
per mile first 8,500	36.9p
per mile after 8,500	13.7p

Whilst senior management do not always meet the minimum 1500 miles, they currently receive this Allowance because of the requirement to have a vehicle available at all times to allow them to respond to urgent incidents.-

Professional fees are paid for any employee for whom it is an essential requirement that they hold a professional qualification and are members of a professional body.

The Council has a policy of not allowing employees to accept gifts or other inducements, and if such gestures are made then the gift is recorded and donated to the Chair's current charity.

A mobile telephone is provided to employees who are frequently away from their office, or not office-based and all senior managers are included. In addition to providing the mobile phone, the cost of the monthly rental is paid as well as business related calls.

Incremental Progression

The policy of the Council in respect of incremental progression is the same whatever the level of the post. Appointment is generally to the lowest point on the scale, unless the individual already works in local government and is currently paid at a higher point, in which case they will be appointed to the incremental point above that which is closest to the employee's existing salary (up to a maximum at the top of the grade). Where relevant, incremental increases take place on 1 April each year, except when a new appointment is made between 1 October and 31 March, in which case the first increment is payable six months after appointment.

Pensions

Employees of the Council pay a contribution to the Pension Scheme relative to their annual full-time equivalent pensionable pay (including pensionable allowances). The contribution rates for 2018/19 have altered slightly as per below;

Band	Whole-time Pay Range (19/20)	Contribution rate
1	Up to and including £14,400	5.5%
2	Above £14,401 and up to £22,500	5.8%
3	Above £22,501 and up to £36,500	6.5%
4	Above £36,501 up to £46,200	6.8%
5	Above £46,201 up to £64,600	8.5%
6	Above £64,601 up to £91,500	9.9%
7	Above £91,501 up to £107,700	10.5%
8	Above £107,701 up to £161,500	11.4%

9	Above £161,501	12.5%
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The Employer's contribution at NEDDC is currently 13.7% of pensionable pay.

There are a number of discretions available under the Local Government Pension Scheme, and as a matter of policy, NEDDC does not exercise any discretion that would represent a cost to the Council.

Flexible Retirement

Under the terms of the Local Government Pension scheme, an employee aged 55 or over can elect to reduce their hours or their grade and request early release of pension benefits. This is a provision available to all employees, but to date this has not been taken up by any senior managers.

The Council has a degree of discretion, as the needs of the service take precedence at all times over the scheme, and the Council's Policy on Flexible Retirement makes clear that it will only agree to such requests where there is no cost to the Council in doing so, ie either the employee has already passed their earliest retirement date or where the cost of early release is met by the employee via a reduced pension.

Re-employment of employees in receipt of a pension

Under the terms of the Local Government Pension scheme, an employee who has retired from local government service and is in receipt of a pension may reapply for local government employment. However where this happens the pension is subject to abatement, i.e. if the pension added to the new salary is higher than the original salary then the amount of pension will be reduced accordingly. There are currently no re-employed pensioners in senior management positions.

Payment on termination of employment

Where a post is deleted following a review of service (redundancy), or where an employee is retired 'in the interests of the efficient exercise of the Authority's functions', a compensatory payment is made.

In the case of redundancy, a sum is payable based on the national redundancy table with a multiplier of 1.5. The Council exercises its discretion in these cases to base the payment on actual weeks pay, and the maximum payable in these circumstances is 45 weeks' pay for service of 20 years or over. I know 1.5 is not entirely accurate but this is the basis on which everything was agreed!

In the case of efficient exercise, there is no specific guidance except that, as in the case of redundancy, the Council would have discretion to pay up to 104 weeks' pay. Retirement on such grounds is rare, and any lump sum payment is considered on a case-by-case basis dependent upon the circumstances. However the practice of the Council is never to pay more than the employee

would have received had they been made redundant. As a general rule, the Council will only consider awarding benefits under this type of termination where the early retirement was the result of a management initiative or was of direct benefit to the Council. Cases of termination on grounds of efficient exercise are considered by the relevant Service Manager in consultation with the appropriate Head of Service, Joint Strategic Director or the Joint Chief Executive. Following detailed consideration on issues such as the cost of retraining and the cost of covering the post during the training period, against the cost of the termination, a request may then be submitted to Cabinet.

Under the Local Government Pension Scheme, pension benefits are payable with immediate effect to any employee whose employment is terminated on grounds of redundancy or efficient exercise and who is aged 55 or over.

In the case of the shared senior management posts, these employees are contracted by one 'paymaster' Council to work for both Bolsover District Council and North East Derbyshire District Council under the terms of a Strategic Alliance. Where the policies of the partner Councils differ, a judgement is made on a fair and equitable way forward. In the case of redundancy, the policy of Bolsover District Council is to use actual weeks pay and use the multiplier on the national redundancy table. Therefore if a redundancy situation arises at shared senior management level, compensation is calculated on the basis of a combination of both schemes as follows:

Service up to date of joint appointment: based on original Council's scheme

Service after date of joint appointment: based on 50% per each Council's scheme'