

Public Document Pack



**North East
Derbyshire**
District Council

Our Ref:

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Date: Wednesday, 9 December 2020

To: **Members of the Cabinet**

Please attend a meeting of the Cabinet to be held on **Thursday, 17 December 2020, at 4.30 pm by Conference Call**. Access credentials will be sent to Members separately.

The public parts of the meeting will be streamed from the Council's website on its 'You Tube' channel.

Virtual Attendance and Hybrid Meetings

I have provided the Leader and Deputy Leader with advice on the holding of "hybrid" meetings outlining the risks including to employees dealing with the Chamber and to Members. Hybrid meetings are those where some attendance is in person in the Council Chamber and some is virtual. I would encourage you all to attend virtually. Accordingly if you attend in person you will be deemed to have accepted the following disclaimer as applying.

Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- RA – Return to Work Mill Lane Covid 19 V13
- Mill Lane Coronavirus Control Measures V8

Both documents have been emailed to Members and are available on the Modern.Gov App library.

The same advice is given to officers who are also encouraged to participate in the meeting remotely.

Yours sincerely

A handwritten signature in cursive script that reads "Sarah Skuberg".

Joint Head of Corporate Governance and Monitoring Officer

Cabinet Members

Councillor A Dale (Chair)
Councillor M Foster
Councillor P Parkin
Councillor C Renwick

Councillor C Cupit (Vice-Chair)
Councillor J Kenyon
Councillor A Powell

For further information about this meeting please contact Alan Maher 01246 217391

Notice of Meeting to be held in Private

It is intended that part of this meeting will be held in private under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. The matters to be considered in private are listed under the heading Private Session. The categories of exempt information that are likely to be disclosed during the discussion of these items, as defined in Part 1 of Schedule 12A to the Local Government Act 1972, are listed below each item.

No representations have been received requesting that these items be open to the public.

A G E N D A

Public Session

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

3 Minutes of Last Meeting (Pages 5 - 8)

To approve as a correct record and the Leader to sign the attached Minutes of the meeting of Cabinet held on 12 November 2020

4 Council Plan 2019 - 2023 Review (Pages 9 - 34)

Report of Councillor A Dale, Leader of the Council and Portfolio Holder for Overall Strategic Leadership.

5 Council Plan Targets Performance Update July to September 2020 (Quarter 2 – 2020/21) (Pages 35 - 57)

Report of Councillor A Dale, Leader of the Council and Portfolio Holder for Overall Strategic Leadership.

6 Delegated Powers under the Anti-Social Behaviour, Crime & Policing Act 2014 (Pages 58 - 62)

Report of Councillor A Powell, Portfolio Holder for Housing, Communities and Communications

7 Urgent Items

To consider any other matter which the Leader is of the opinion should be considered as a matter of urgency, in accordance with the provisions of Statutory Instrument 2012 No 2089, Regulation 11.

8 Exclusion of Public

The Leader to move:-

That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006). [The category of exempt information is stated after each item].

Private Session

9 Leisure Facilities - Killamarsh Sports Centre - TO FOLLOW

Report of Councillor J Kenyon, Portfolio Holder for Leisure, Transformation and Climate Change

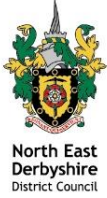
Key Decision (Paragraphs 2 and 3)

10 Coronavirus (Covid-19) Contingency Planning Update

(Paragraph 4)

11 Urgent Items

To consider any other matter which the Leader is of the opinion should be considered as a matter of urgency, in accordance with the provisions of Statutory Instrument 2012 No 2089, Regulations 5 and 11.



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

If you require
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large print

or another
format
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217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

CABINET

MINUTES OF MEETING HELD ON THURSDAY, 12 NOVEMBER 2020

Present:

Councillor Alex Dale (Chair)
Councillor Charlotte Cupit (Vice-Chair)

Councillor Paul Parkin
Councillor Carolyn Renwick

Councillor Alan Powell

Also Present:

G Callingham	Director of Growth and Economic Development
K Hanson	Joint Director of Environment and Enforcement
J Dethick	Head of Finance and Resources, Section 151 Officer
S Sternberg	Joint Head Of Service - Corporate Governance & Monitoring Officer
K Drury	Information Engagement & Performance Manager
N Calver	Governance Manager
M E Derbyshire	Members ICT & Training Officer
A Maher	Senior Governance Officer

CAB/54/ 20-21 Apologies for Absence

Apologies of absence were submitted by Councillor M Foster and Councillor J Kenyon.

CAB/55/ 20-21 Declarations of Interest

There were no Declarations of Interest.

CAB/56/ 20-21 Minutes of Last Meetings

The minutes of the Cabinet meetings, held on 8 October 2020 and 29 October 2020, were approved as a true record.

CAB/57/ 20-21 Funding to Voluntary and Community Organisations - Presentation of Outcomes for 2019-20

The report to Cabinet explained the outcomes achieved by voluntary sector organisations funded by the Council during 2019-20. The report also explained that the decision to provide this funding had been made by the previous Administration.

Members considered the report. They noted that the various organisations had provided information in order to illustrate how the grant aid had helped them contribute to the Council Plan 2019-23 targets.

RESOLVED - That Cabinet noted the outcomes achieved by voluntary sector organisations funded by the Council, under the previous Administration, during 2019/20.

REASONS FOR DECISION - To appraise Cabinet of the work carried out by those voluntary sector organisations which had received grant funding from the Council and how this had contributed towards achieving its targets and objectives.

OTHER OPTIONS CONSIDERED AND REJECTED - No alternative options were considered.

**CAB/58/
20-21** **Empty Property Strategy 2021-24**

Cabinet considered the proposed Empty Property Strategy for the District. The new Strategy, it was explained, would apply only to North East Derbyshire. It would replace the existing joint strategy with Bolsover District Council, which was due to expire shortly.

Cabinet discussed the Strategy. Members heard that it would aim to bring back into use 15 long term empty properties every year. It would seek to do this through a series of initiatives, such as promoting leasing schemes to empty property owners, holding 'landlord events' to help develop a healthy private rented sector and by establishing a property matching service, to help bring together the owners of empty properties with those who might want to buy them.

Cabinet emphasised its ongoing commitment to reducing the number of empty homes in the District. Members hoped that this could be achieved through encouragement and by assistance to their owners, but they recognised that other actions might also have to be taken in order to achieve this goal. In this context, Cabinet noted the specific proposal that a consultation exercise takes place on whether to introduce a Council Tax premium for empty properties.

RESOLVED - That Cabinet endorsed the proposed Empty Property Strategy for 2021-24 and agreed that it be adopted.

REASONS FOR DECISION - Adopting the Strategy will enable the Council to reduce the number of long-term empty properties in the District. This would result in more housing becoming available in the District and receipt of additional New Homes Bonus. It would also lead to greater community sustainability and so help deliver the Council's Growth Strategy.

OTHER OPTIONS CONSIDERED AND REJECTED - Not implementing the Empty Property Strategy would seriously impact upon the Council's ability to reduce the number of long term empty properties within the District and its ability to deal effectively with the problems associated with empty properties.

**CAB/59/
20-21** **Single Equality Scheme 2019-23: Review Year One**

Cabinet considered performance information on the Council's Single Equality Scheme 2019-2023. In this context, Members heard that there had been an increase in the number of apprenticeships within the Council, provided to both

existing employees and new starters. Members noted specific examples of the apprenticeships which had been established, the support that had been provided to the individual apprentices and the likely long term benefits to them.

Cabinet discussed the Council's ongoing commitment to promoting equality within the District. Members highlighted, the introduction of an Older People's Strategy, adoption of the British Sign Language Charter and work to support children in care and those who had left care, as clear examples of this commitment.

Cabinet was reminded of how the Council had made a commitment to a countywide and District Council local 'offer' for children in care and care leavers. Members also recalled how the Council had agreed to support the development of a countywide 'care leaver covenant' and had shown strong support for veterans and the armed forces community. The Council had done this by reaffirming its commitment to the Armed Forces Covenant and by agreeing to become an Armed Forces Champion. Cabinet had also recently altered the housing allocations policy to help support veterans and their families.

RESOLVED - Cabinet noted the progress achieved during the first year of the Council's the Single Equality Scheme 2019-2023.

REASONS FOR DECISION - To appraise Cabinet of progress made towards achieving the Council's Single Equality Scheme objectives.

OTHER OPTIONS CONSIDERED AND REJECTED - No other options were considered. The Council has a statutory duty to publish information demonstrating its compliance with the General Equality Duty.

**CAB/60/
20-21** **Urgent Items**

There were no urgent items.

**CAB/61/
20-21** **Exclusion of Public**

RESOLVED – That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Part 1 of Schedule 12A to the local Government Act 1982 (as amended by the Local Government (Access to Information)(Variation) Order 2006).

The category of exempt information is stated after each Minute.

**CAB/62/
20-21** **Environmental Health Service Review**

Cabinet considered proposals for specific structure changes to the Joint Environmental Health Service. Cabinet was informed that the structure changes would enable the Service to deliver the Council's priorities, especially around enforcement and also ensure its long term effectiveness. Members welcomed the proposed approach and agreed to endorse the structure changes.

RESOLVED –

- (1) That Cabinet supported the proposed restructure of the Environmental Health Service.
- (2) That Cabinet requested the Head of Paid Service to use his delegated authority, in consultation with the Joint Director of Environment and Enforcement and the Portfolio Holder for Environmental Services, to make the proposed changes to the Establishment, as specified within the report.
- (3) That the additional cost associated with the revisions to the Environmental Health structure be included in the Medium Term Financial Plan and recommended to Council for approval.

REASONS FOR DECISION - The changes will enable the Council to provide a professional and expert Environmental Health Service to residents and businesses in the District.

OTHER OPTIONS CONSIDERED AND REJECTED - The option of not making the proposed changes to the Environmental Health Service were considered but rejected. It would be more difficult to improve enforcement activity, tackle environmental crime and provide an effective Environmental Health Service for the District if the proposed changes were not made.

(Paragraphs 1, 2 and 3)

**CAB/63/
20-21**

Coronavirus (Covid-19) Contingency Planning Update

Cabinet received an update on the contingency planning arrangements that were now ongoing at a regional and national level to help combat the outbreak of the Coronavirus (Covid-19).

(Paragraph 4)

**CAB/64/
20-21**

Urgent Items

There were no urgent items.

North East Derbyshire District Council

Cabinet

17th December 2020

Council Plan 2019 - 2023 Review
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Report of Councillor A Dale, Leader of the Council and Portfolio Holder for Overall Strategic Leadership

This report is public.

Purpose of the Report

- To present the outcome of the Council Plan 2019-2023 review to Cabinet and request approval of some amendments to the Council Plan Performance Framework.

1 Report Details

- 1.1 The Council Plan 2019-2023 was approved by Council on 9th September 2020. A summary of the achievements made during the period May 2019 to September 2020 is appended in a presentation for Cabinet's information (appendix 1). This was presented to Council on 16th November 2020. As demonstrated these achievements cover the breadth of the aims and priorities identified in the Council plan to deliver its vision.
- 1.2 The Council recognise that whilst much has been achieved the world has also changed significantly with the advent of Covid-19 and this has and still continues to present challenges and opportunities for the Council and its residents, customers, staff, businesses and visitors.
- 1.3 This new backdrop prompted a 'light touch' review of some of the performance measures supporting the Council Plan to make sure that they are still relevant. Some housekeeping has also been undertaken. Heads of Service have undertaken this review with their respective Cabinet Member and the Performance Team have supported the exercise corporately.
- 1.4 Appendix 2 contains a suite of targets extracted from the existing performance framework together with recommendations to change the target description or to withdraw the target from the framework. It also contains some new targets with recommendations for adoption.

2 Conclusions and Reasons for Recommendation

- 2.1 The review of the existing performance framework supporting the Council Plan ensures that it remains fit for purpose. The purpose of performance management is to improve service delivery to local people and as such it is good practice to keep the performance framework under review.

3 Consultation and Equality Impact

- 3.1 Heads of Service and Directors have consulted their Cabinet Members over significant changes.
- 3.2 The review process itself does not need an equality impact assessment (one was undertaken when formulating the new Council Plan). However the inclusion of a new target around monitoring the equality objectives within the Single Equality Scheme raises the profile of this activity and supports the Council's work in promoting equalities. .

4 Alternative Options and Reasons for Rejection

- 4.1 To not undertake the review and keep with the existing performance framework for monitoring and reporting purposes. For the reasons already provided within the report this is not an appropriate option.

5 Implications

5.1 Finance and Risk Implications

There are no finance or risk implications in the review of the Council Plan. The review ensures that the priorities of the Council, together with the performance management framework remain relevant, valid and fit-for-purpose.

5.2 Legal Implications including Data Protection

There are no legal or data protection implications in the review of the Council Plan.

5.3 Human Resources Implications

There are no direct human resource implications in the review of the Council Plan.

6 Recommendations

- 6.1 That Cabinet notes the achievements made to date under the Council Plan 2019-2023 as outlined in Appendix 1.
- 6.2 That Cabinet approves the changes to the Council Plan Performance Framework as outlined in Appendix 2.

7 Decision Information

<p>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</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
<p>Has the relevant Portfolio Holder been informed</p>	Yes
<p>District Wards Affected</p>	Not applicable
<p>Links to Council Plan priorities or Policy Framework</p>	All

8 Document Information

Appendix No	Title
1	Council Plan 2019-2023 Achievements Presentation
2	Council Plan 2019-2023 Review Recommendations
<p>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)</p>	
Report Author	Contact Number
Karen Hanson Joint Strategic Director – Place	7053

Council Plan 2019 – 2023

Achievements

Year 1 Review Summary 2020



North East Derbyshire
District Council



**North East
Derbyshire**
District Council

Council Plan
2019 - 2023

The Council Plan

- The 4 year Council Plan was approved by Full Council on 9th September 2019
- Period of transition between October 2019 and March 2020 where both the old and new Plans were monitored
- Formal performance monitoring of the new Plan came into effect from 1st April 2020
- Covid 19 continues to impact

What has been achieved so far?



'Our Residents'

- Council Tax frozen in 2020/21
- Older Peoples' Strategy approved by Council
- Continued commitment to the Armed Forces Covenant and gained the 'Silver Award'
- Signed up to all 5 pledges of the British Deaf Association's Charter (British Sign Language – BSL)
- New Council website launched ahead of target date and containing more accessibility features and documents
- A comprehensive offer for children in care and care leavers in the District
- Adoption of a Single Equality Scheme

'Our Environment'

- Council approved a Climate Change Strategy and declared a climate change emergency
 - £3m Green Homes Programme to upgrade Council properties
 - Climate Change Advice Pack provided to all Parish Councils
 - £20k Low Carbon Skills Fund to assess Council assets for low carbon technology
 - LED lighting upgrades
 - Leisure facilities upgrades underway
 - Agile working and 'working from home'
 - Wild planting policy for parks and open spaces approved
- Council's own carbon emissions have reduced
- Countywide Climate Group

'Our Services'

- Digital Strategy approved
- 20% increase in online service transactions secured in 2019/20
- Investing in staff through the Leadership Programme
- Management restructure to fit the new priorities and ambitions of the Council
- Enhanced working arrangements with Parish and Town Councils to the mutual benefit of all residents

'Our Services'

- Responded and supported 7,000 residents with their specific enquires and made 97 food parcel and 9,734 pharmacy deliveries during the first wave of Covid 19
- Jointly reviewed the Rykneld Homes arrangements to fit the new priorities and ambition of the Council
- Anti-social Behaviour Policy approved
- Joint Domestic Abuse Policy with Rykneld Homes

'Our Economy'

- Clay Cross Town Board formed, specialists appointed and the Town Investment Plan submitted
- 3 jobs fairs taken place (2 virtually)
 - Social media platforms (Facebook and Twitter) used to promote jobs, apprenticeships and training opportunities for local residents.
 - Employers and training companies encouraged to promote with over 100 businesses involved
 - Excellent engagement and interaction at each event with residents learning more about the local opportunities
 - The next fair is planned to take place on 27th January 2021

'Our Economy'

- The quick and efficient awarding of Covid business support grants
 - Local Authority Discretionary Grants Fund (LADGF) £971,000 between 92 local businesses, launching on 1st June 2020 and completing on 24th June 2020
 - Over £18 million worth of business grants awarded through 1,685 grants (Small Business grant fund and Retail, Hospitality and Leisure grant fund)
 - Launching 3 further grant funding schemes to assist businesses
 - Test and Trace Self Isolation Payments

'Our Economy'

- A review of Planning and Environmental Health Services to ensure the provision of excellent, efficient and effective services with a resourced and skilled workforce, able to provide timely proactive and responsive services
- Covid Support Team set up in Environmental Health to offer support and advice
- Proactively supporting businesses
- Exceeded targets set for processing major and minor planning applications
- Planning Enforcement Plan approved

1st Year Review

- Existing performance targets have been checked for relevance
- Heads of Service have consulted with their respective Cabinet Members
- Some housekeeping has been done at the same time i.e. removing some operational level targets
- The outcome is a leaner and fitter suite of corporate level targets to achieve the vision set out in the Council Plan
- Good practice to keep targets under review

New targets proposed to:

- Support more businesses each year through effective signposting and advice
- Establish a weekly apprenticeship hour for advice and support
- Implement and manage an annual programme of capital improvements to council owned business premises to attract and retain business clients
- Monitor performance against the corporate equality objectives and publish information annually

New targets proposed to:

- Increase letting of council owned business premises
- Produce Growth, Tourism and Employment and Skills Strategies by January 2021 and deliver the action plan by March 2024
- Development and progression of business cases based on OPE work for Eckington and Killamarsh
- Develop business cases for Clay Cross Town Investment Plan
- Develop a masterplan and design guide for Dronfield Civic Centre
- Continue to deliver jobs fairs to support jobs and skills

Work in progress.....

- Support residents to upskill to improve employability through programmes such as Jobs Fairs, Kick Start and the construction industry
- Development of an Asset Management Strategy to maximise income and regenerate the District
- Increase the number of fixed penalty notices issued for litter and dog fouling offences
- Joined-up enforcement services
- Customer satisfaction survey

The impact of Covid 19.....

- Business continuity arrangements
 - Delivery of priority services
- Community Support - extensive
- Response and recovery plans
 - Changed the direction of some Council Plan milestones
- Business support
 - Informed strategy development
 - Distribution of grant funding
- Environmental Health, Covid Team, infection control and enforcement

Questions ?

Appendix 2
North East Derbyshire District Council
Council Plan Performance Framework Review – December 2020

Aim: Our Economy - Creating a business friendly District that develops skills and jobs

Existing target	Proposed change	Directorate
ECO 01 - Develop and adopt a Business Engagement Strategy by the end of March 2020 (to include business start-ups and grant application support)	Support at least 25 businesses each year through effective signposting and advice (New) (and coverage also within) Produce a Growth Strategy by January 2021 and fully deliver the action plan by March 2024	Development
ECO 04 - Increase the number of Council-owned business premises let by 10% by 2023	Increase letting of council owned business premises to achieve and maintain a minimum occupancy level of 95% (Baseline: 2019/20)	Development
ECO 05 - Increase the number of privately owned business premises let by 10% by 2023	Withdraw	Development
ECO 06 - Measure the % Increase in average rent values compared to national rates	Withdraw	Development
ECO 07 - Deliver 3 business engagement events annually	Deliver 3 engagement events annually to support business	Development
ECO 08 - Undertake 30 diagnostic support packages to businesses through the Growth Hub	Withdraw	Development
ECO 09 - Develop and implement a North East Derbyshire Employment and Skills Strategy by the end of June 2020 and deliver the action plan by 2023	Produce a North East Derbyshire Employment and Skills Strategy by January 2021 and deliver the action plan by March 2024	Development

Existing target	Proposed change	Directorate
ECO 10 - Increase the retention rates of local employees	Withdraw	Development
ECO 11 - Increase the retention rates of businesses within the District	Withdraw	Development
ECO 12 - Increase the retention rates of graduates within the District	Withdraw	Development
ECO 13 - Hold 4 events annually with further and higher education establishments annually	Hold 4 events annually to foster effective links with further and higher education establishments	Development
ECO 14 - Deliver the Avenue Schools Challenge annually	Withdraw The School Challenge has now closed due to Kier withdrawing their support. (The schools involved are being supported by linking them with other development sites, when the schools are able to consider site visits etc.)	Development
ECO 15 - Hold an annual jobs fair	Deliver a bi-annual jobs fair to support jobs and skills	Development
ECO 16 - Adopt a tourism strategy by the end of April 2020 and deliver the action plan by 2023	Produce a Tourism Strategy by January 2021 and deliver the action plan by March 2024	Development
ECO 17 - Adopt a business engagement strategy to include the promotion of heritage sites and assets by April 2020 and deliver the action plan by 2023	Withdraw (To be incorporated into the Tourism Strategy)	Development
ECO 18 - Measure the %age of stakeholders who consider the general promotion of the District as a tourism destination to be good	Withdraw (To be incorporated into the Tourism Strategy)	Development
ECO 19 - Measure the %age of residents indicating that they are satisfied with the local impact of tourism.	Withdraw (To be incorporated into the Tourism Strategy)	Development
ECO 21 - Develop and adopt a Growth Strategy (Local Industrial Strategy) by March 2020 and deliver the action plan by 2023	Produce a Growth Strategy by January 2021 and deliver the action plan by March 2024	Development

Existing target	Proposed change	Directorate
ECO 22 - Increase the number of graduate jobs (relative to the national rate)	Withdraw	Development
ECO 23 - Increase the number of technology based businesses in the District	Withdraw (To be incorporated into the Growth Strategy)	Development
ECO 24 - Develop and adopt a Commercial Investment Strategy by March 2020 and deliver the action plan by 2023	Withdraw (Being considered in the Council's Recovery Plan)	Development
ECO 25 - Actively engage and lead on Locality reviews by 2023	Lead on reviews of Town Centres and larger settlements through Government funded programmes such as the One Public Estate, Town Deal and future opportunities	Development
ECO 26 - Increase the number of visitors to the 4 main town centres	Withdraw (To be incorporated into Growth and Tourism Strategies)	Development
ECO 27 - Increase the number of occupied ground floor retail premises in the 4 main town centres	Withdraw (To be incorporated into the Growth Strategy)	Development
ECO 28 - Deliver the Council's Commercial Investment Strategy Action Plan including the viable Town Centre regeneration projects by 2023	Withdraw (see ECO 24 & ECO 25)	Development

New Targets Proposed	Relevant council plan priority	
Support at least 25 businesses each year through effective signposting and advice	Supporting businesses to maximise their potential	Development
Establish and deliver NED Weekly Apprenticeship hour Note: a dedicated hour for businesses to book in and talk 1 to 1 about apprenticeships within their business	Skills	Development
Implement and manage an annual programme of capital improvements to council owned business premises to attract and retain business clients (Measure by % completion of annual programme)	Supporting businesses to maximise their potential (ensuring a supply of high quality business premises)	Development

New Targets Proposed	Relevant council plan priority	
Increase revenue from business centre meeting bookings by 10% each year to maximise the use of these district facilities (Baseline: 2019/20)	Supporting businesses to maximise their potential	Development

Aim: Our Environment - Protecting and promoting the character of our District

Existing target	Proposed change	Directorate
ENV 05 - Deliver 4 proactive planning enforcement exercises per year	Give consideration to reducing this to 2 proactive planning enforcement exercises per year due to capacity	Environment
ENV 08 - Develop a Climate Change Communications Strategy by March 2020	Extend end date to April 2021	Corporate Resources
ENV 09 - Develop and deliver 2 climate change community information events per year	No change proposed - retain	Corporate Resources
ENV 11 - Undertake 2 community events per year	Withdraw as duplicates with ENV 09 Note: there is insufficient capacity to deliver 4 events	Corporate Resources
ENV 13 - Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% per year	Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% by 2023 (Baseline: 2019/20)	Environment
ENV 15 - Ensure bi-monthly meetings of the Corporate Enforcement Group take place	Withdraw as an operational activity which does not need reporting on at this level	Environment
ENV 18 - Increase the use of organic herbicide treatments within the StreetScene Service by 2023	Withdraw as no longer appropriate given our recent review of Glyphosate usage and finding that organic options (i.e. Acetic Acid) present greater risks to staff and our environment	Environment

Aim: Our Residents - Enhancing our residents' quality of life

Existing target	Proposed change	Directorate
RES 13 - Ensure that at least 50% of transactions are made through digital channels by Dec 2024	Withdraw as duplicates SER 05 Note: target has exact wording	Corporate Resources
RES 14 - Reduce and improve the number of non-traditional properties	Withdraw – Rykneld to report on their performance under different arrangements	Development
RES 15 - Improve the standard of council-owned properties each year	As above	Development
RES 17 - Maximise opportunities within the HRA to provide new shared ownership properties by 2023	As above	Development
RES 19 - Apply the Council Tax discount for care leavers each year for the lifetime of the Plan	Withdraw as an operational activity which does not need reporting on at this level	Corporate Resources
RES 29 - The Environmental Health Team to attend one Parish or Town Council meeting per month to promote options for community involvement and resources for Keep Britain Tidy campaigns	Withdraw as an operational activity which does not need reporting on at this level. Move to service plan.	Environment

New Target Proposed	Relevant council plan priority	
Monitor performance against the corporate equality objectives and publish information annually	Protecting the most vulnerable within our communities	Corporate Resources

Aim: Our Services - Delivering high quality, cost effective services by engaging with residents, partners and Council staff

Existing target	Proposed change	Directorate
SER 11 - Increase enforcement activity and the number of positive enforcement actions by XXXX to tackle and resolve crime and ASB	Increase the number of pre-court and court enforcement actions taken by Community Safety (2021/2022 benchmark year. Percentage increase to be agreed thereafter).	Environment

SER 13 - Review enforcement services and develop an action plan by 31st December 2019	Review enforcement services and develop and deliver a 2020-23 Environmental Health Improvement Programme	Environment
SER 14 - Implement the enforcement review findings and action plan (update KPI with relevant actions following review)	Withdraw as incorporated into SER 13	Environment
SER 17 - Undertake an annual customer satisfaction survey	Undertake a biennial customer satisfaction survey Note: this council wide survey would complement the customer satisfaction work already undertaken e.g. annual leisure users' survey, biennial customer services survey, biennial questions on Citizens Panel for Streetscene services and local area.	Corporate Resources
SER 20 - Place 2 recycling promotions in NEDi News annually	Place a minimum of 2 recycling promotions in NEDi News annually	Environment
SER 24 - Have first customer feedback survey ready by 1st April 2020	Have first Planning customer feedback survey ready by 1st April 2021	Environment

North East Derbyshire District Council

Cabinet

17th December 2020

<p>Council Plan Targets Performance Update July to September 2020 (Q2 – 2020/21)</p>
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Report of Councillor A Dale, Leader of the Council and Portfolio Holder for Overall Strategic Leadership

This report is public

Purpose of the Report

- To report the Quarter 2 outturns for the Council Plan 2019-2023 targets.

1 Report Details

1.1 The attached contains the performance outturn as of 30th September 2020.

1.2 A number of targets have been selected for a review due to the impact and ongoing challenges of Covid 19. Some housekeeping will also be undertaken at this time e.g. remove operational targets and targets that overlap. This report is being considered at the same Cabinet meeting.

1.2 A summary by council plan aim is provided below:

1.3 Our Economy - Creating a business friendly District that develops skills and jobs

- 29 targets in total
- 9 targets are on track
- 17 targets are under review as noted above
- 3 targets have been affected by Covid 19:

1.4 Our Environment - Protecting and promoting the character of our District

- 16 targets in total
- 5 targets are on track
- 3 targets are under review as noted above
- 1 target has been placed on alert for 2020/21:
 - **ENV 05 - Deliver 4 proactive planning enforcement exercises per year** - The Planning Enforcement Team continue to work proactively with all relevant colleagues to address enforcement issues as they arise. However, delivering proactive enforcement exercises is proving difficult at the moment due to enforcement capacity and recruitment issues. This target is unlikely to be met for 2020/21.

- 7 targets have been affected by Covid 19
- 1.5 **Our Residents – Enhancing our residents’ quality of life**
 - 30 targets in total
 - 12 targets are on track
 - 6 targets are under review as noted above
 - 12 targets have been affected by Covid 19:
- 1.6 **Our Services - Delivering high quality, cost effective services by engaging with residents, partners and Council staff**
 - 22 targets in total
 - 16 targets are on track
 - 2 targets are under review as noted above
 - 1 target has been achieved behind target date:
 - **SER 26** - *Complete review of Planning Enforcement Resources by 1 April 2020*
 - 3 targets have been affected by Covid 19:
- 1.7 Details have been provided in the appendix for those at exception including Covid19 affected.

2 Conclusions and Reasons for Recommendation

- 2.1 Out of the 105 targets 42 (40%) are on track, 25 (24%) have been affected by Covid 19, 1 (1%) achieved behind target, 8 (8%) have been previously achieved, 28 (27%) are under review and 1 (1%) is on alert as it is unlikely to be achieved in 2020/21.
- 2.2 This is an information report to keep Members informed of progress against the council plan targets noting achievements and any areas of concern.

3 Consultation and Equality Impact

- 3.1 None

4 Alternative Options and Reasons for Rejection

- 4.1 Not applicable to this report as providing an overview of performance against agreed targets.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 No finance or risk implications within this performance report. Finance and risk implications will be assessed for individual targets.

5.2 Legal Implications including Data Protection

- 5.2.1 No legal implications within this performance report.

5.3 Human Resources Implications

5.3.1 No human resource implications within this performance report.

6 Recommendations

6.1 That quarterly outturns against the Council Plan 2019-2023 targets be noted.

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</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <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	Not applicable
Links to Council Plan priorities or Policy Framework	All





8 Document Information

Appendix No	Title
1	Council Plan Targets Update – Q2 July to Sept 2020
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
Kath Drury, Information, Engagement and Performance Manager.	01246 242280




Report Reference –

**North East Derbyshire District Council
Council Plan Targets Update – Quarter 2 July to September 2020**

Status key

Target Status	Usage
 On Track	The target is progressing well against the intended outcomes and intended date.
 Achieved Behind Target	The target has been completed but outside the intended target date
 Alert	The target is six months off the intended completion date and the required outcome may not be achieved
 Covid - 19 Affected	Performance affected due to Covid 19 Pandemic

Aim: Our Economy - Creating a business friendly District that develops skills and jobs

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ECO 01 - Develop and adopt a Business Engagement Strategy by the end of March 2020 (to include business start-ups and grant application support)	Development	Under Review	 Target under review and included in the light touch review report going to Cabinet	Tue-31-Mar-20
ECO 02 - Process all major planning applications 10% greater than the National Target per annum.	Environment	On track	 During the quarter 14 major applications were determined and all 14 were determined within the statutory period (100%)	Fri-31-Mar-23
ECO 03 - Process all minor planning applications 10% greater than the National Target per annum.	Environment	On track	 During the quarter 29 of 48 applications were determined within the statutory period 60.4% achieved against a target of 70%	Fri-31-Mar-23

Council Plan Target	Directorate	Status		Q2 2020/21 Progress Update	Target Date
ECO 04 - Increase the number of Council-owned business premises let by 10% by 2023	Development	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 05 - Increase the number of privately owned business premises let by 10% by 2023	Development	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 06 - Measure the %age Increase in average rent values compared to national rates	Development	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 07 - Deliver 3 business engagement events annually	Development	On track		Two Business engagement events have been completed, these have focused on the tourism industry. The first event was to build a relationship with businesses within the tourism sector, a media campaign to contact the businesses was completed by an outside organisation. This was then followed up with a free marketing webinar targeted at Tourism related businesses to support them through the current crisis.	Fri-31-Mar-23
ECO 08 - Undertake 30 diagnostic support packages to businesses through the Growth Hub	Development	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 09 - Develop and implement a North East Derbyshire Employment and Skills Strategy by the end of June 2020 and deliver the action plan by 2023	Development	On track		Strategy and action plan currently being developed and has been shared with D2N2 and the comments received will be incorporated in to the current draft of the strategy. (A time extension to complete the strategy document has been requested under the light touch review of targets).	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ECO 10 - Increase the retention rates of local employees	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 11 - Increase the retention rates of businesses within the District	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 12 - Increase the retention rates of graduates within the District	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 13 - Hold 4 events annually with further and higher education establishments annually	Development	Covid Affected	The FE and HE establishments were invited to participate in the virtual jobs fair. Further events are being discussed with the Universities.	Fri-31-Mar-23
ECO 14 - Deliver the Avenue Schools Challenge annually	Development	Covid Affected	The School Challenge has now closed due to Kier withdrawing their support. The schools involved are being supported by linking them with other development sites, when the schools are able to consider site visits etc.	Fri-31-Mar-23
ECO 15 - Hold an annual jobs fair	Development	On track	A second virtual job fair took place on 30th September and the Universities and local college were invited to promote their opportunities. Employers promoted jobs and apprenticeships on the day and training companies also promoted local training. There were over 40,000 engagements with the job fair on the social media platforms.	Fri-31-Mar-23
ECO 16 - Adopt a tourism strategy by the end of April 2020 and deliver the action plan by 2023	Development	On track	The tourism strategy has been developed and is currently being desktop published. When the final proof is agreed it will be shared with the portfolio holder and others then taken through the approval process. (A time extension to complete	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			the strategy document has been requested under the light touch review of targets).	
ECO 17 - Adopt a business engagement strategy to include the promotion of heritage sites and assets by April 2020 and deliver the action plan by 2023	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 18 - Measure the %age of stakeholders who consider the general promotion of the District as a tourism destination to be good	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 19 - Measure the %age of residents indicating that they are satisfied with the local impact of tourism.	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Thu-30-Mar-23
ECO 20 - Review resources to ensure tourism is a focus of the Economic Development Team by April 2020	Development	Covid Affected	Two interns have been recruited to support the tourism role. Subject to Covid and restrictions they should be in post December/January. The longer term resource provision will be included in the Economic Development restructure for consultation and consideration.	Mon-30-Mar-20
ECO 21 - Develop and adopt a Growth Strategy (Local Industrial Strategy) by March 2020 and deliver the action plan by 2023	Development	On track	The Strategy is in final draft stage and is due to be reviewed by the Portfolio holder before wider consultation. The original timescale has slipped due to the impact of the virus and the need to change the priorities within the plan to aid the recovery of NEDDC. (A time extension to complete the strategy document has been requested under the light touch review of targets).	Thu-30-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ECO 22 - Increase the number of graduate jobs (relative to the national rate)	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 23 - Increase the number of technology based businesses in the District	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 24 - Develop and adopt a Commercial Investment Strategy by March 2020 and deliver the action plan by 2023	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 25 - Actively engage and lead on Locality reviews by 2023	Development	On track	Eckington and Killamarsh reports are in draft format, when the preferred option is decided the final stage can be carried out. The Clay Cross Town Investment Plan is due to be submitted on 30th October and the Dronfield Civic centre brief is being produced to guide the redevelopment of that area.	Fri-31-Mar-23
ECO 26 - Increase the number of visitors to the 4 main town centres	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 27 - Increase the number of occupied ground floor retail premises in the 4 main town centres	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ECO 28 - Deliver the Council's Commercial Investment Strategy Action Plan including the viable Town Centre regeneration projects by 2023	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ECO 29 - Reduce the number of complaints in relation to town centre cleanliness	Environment	On track	In order to measure performance throughout the 2019\20 and 2020\21 periods, a baseline 12 (1 per month\3 per quarter) target is set to measure performance. However, throughout Q2 'zero' complaints were received. (No complaints received so far during 2020/21).	Fri-31-Mar-23

Aim: Our Environment - Protecting and promoting the character of our District

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ENV 01 - Adopt a Local Plan and associated policies	Environment	On track	The Plan is progressing through the Examination Stage and subject to approval at Cabinet on 29 October 2020, public consultation is scheduled to commence on the Inspector's proposed Main Modifications to the Plan during November and December this year.	Fri-31-Mar-23
ENV 03 - Publish the adopted Planning Enforcement Protocol by 1 April 2020	Environment	Covid affected	A protocol has been considered and approved by the Council's Cabinet. It will be rolled out in quarter 3. (Delay due to impact of Covid on service delivery and resources).	Wed-1-Apr-20
ENV 04 - Complete review of Planning Enforcement Resources by 1 April 2020	Environment	Covid affected	A review has been carried out and considered by the Council's Cabinet. Consultation will follow and subject to the outcome of that consultation recruitment will follow. (Delay due to impact of Covid on service delivery and resources).	Fri-31-Mar-20

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
ENV 05 - Deliver 4 proactive planning enforcement exercises per year	Environment	Alert	The Planning Enforcement Team continue to work proactively with all relevant colleagues to address enforcement issues as they arise. However, delivering proactive enforcement exercises is proving difficult at the moment due to enforcement capacity and recruitment issues. This target is unlikely to be met for 2020/21.	Fri-31-Mar-23
ENV 06 - Reduce the District Council's carbon emissions by - 100 tonnes CO2 in 20/21 -	Corporate Resources	On track	The Council are on track to deliver significantly higher CO2 emission reductions than the targeted 100 Tonnes. In the main this will be delivered through reduced commuting/travel, new efficient boilers at Mill Lane and the closure of leisure facilities during lockdown.	Fri-31-Mar-23
ENV 07 - Install 10 EV charging points across the District by 2023	Corporate Resources	On track	Work to explore the potential for installation of Workplace EV charge points at NEDDC operational facilities (Mill Lane, Pioneer House, Eckington Depot and Coney Green Business Centre) has resumed following initial Covid impact on resources. Site surveys will be undertaken shortly and potential funding via the Government OLEV Workplace Charging Scheme (WCS) grant is being explored. The potential for off street parking will also be considered subject to the availability of funding and identification of suitable locations.	Fri-31-Mar-23
ENV 08 - Develop a Climate Change Communications Strategy by March 2020	Corporate Resources	Covid affected	Work on hold due to impact of Covid on the Communications Team. Lead officer has requested an extension to April 2021. (Included in the light touch review document for completeness).	Fri-31-Mar-20

Council Plan Target	Directorate	Status		Q2 2020/21 Progress Update	Target Date
ENV 09 - Develop and deliver 2 climate change community information events per year	Corporate Resources	Covid affected		School Climate Change Event postponed due to COVID-19 situation. Social distancing requirements and school timetabling mean it is not yet possible to confirm an alternative date.	Fri-31-Mar-23
ENV 10 - Deliver 1 climate change training event for Parish Councils per year	Corporate Resources	Covid affected		Recognising that the immediate focus is COVID-19 support, training is scheduled to be delivered at the District Parish Liaison Group to be held on 26.03.21.	Fri-31-Mar-23
ENV 11 - Undertake 2 community events per year	Corporate Resources	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ENV 13 - Increase the number of fixed penalty notices issued for litter and dog fouling offences by 20% per year	Environment	Covid affected		This initiative has been temporarily suspended due to the Covid-19 outbreak.	Fri-31-Mar-23
ENV 14 - Undertake 15 litter picks and Love Where You Live initiatives per year	Environment	Covid affected		This initiative has been temporarily suspended due to the Covid-19 outbreak.	Fri-31-Mar-23
ENV 15 - Ensure monthly meetings of the Corporate Enforcement Group take place	Environment	Under Review		Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
ENV 16 - Measure %age of all reports of fly-tipping referred for investigation to be responded to within 3 working days (set baseline in 19/20 for 20/21 onwards)	Environment	On Track		98%% of all reports of fly-tipping referred for investigation were responded to within 3 working days	Fri-31-Mar-23
ENV 17 - Measure %age of cases of waste crime (Duty of	Environment	On Track		100% of cases of waste crime (Duty of Care and fly-tipping) where sufficient evidence to prosecute	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
Care and fly-tipping) where sufficient evidence to prosecute has been identified, are progressed to legal services, with a prosecution file, within 60 days (set baseline in 19/20 for 20/21 onwards)			have been identified and progressed to legal services, with a prosecution file, within 60 days	
ENV 18 - Increase the use of organic herbicide treatments within the StreetScene Service by 2023	Environment	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23

Aim: Our Residents - Enhancing our residents' quality of life

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
RES 01 - Whist maintaining high quality leisure facilities, reduce the annual subsidy of the leisure service year on year.	Corporate Resources	Covid Affected	The Leisure Facilities re-opened on 25th July 2020, following the COVID lockdown, and are operating in line with Government and Industry guidance. This means that all areas of activity are greatly reduced e.g. the swimming pools at Dronfield Sports Centre would normally accept 90 bathers but this is currently 28. This is impacting immensely on throughput and customer confidence has not yet returned in full. The facilities are at approx. 60% attendance against the previous year. Funds to support the service will be received through the furlough scheme and the Local government income	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			compensation scheme. Improvements at Eckington Swimming Pool have been approved by Cabinet and works are expected through 2021 to improve the overall efficiency of the facility.	
RES 02 - Run 12 community initiatives per year	Corporate Resources	On track	Many of our planned activity for this quarter is not able to take place due to larger group meetings restrictions along with some venues and partners still recovering from COVID. However we have seen the return of 5 walking for Health groups this quarter along with the Water wellbeing session at Sharley Park Leisure Centre.	Fri-31-Mar-23
RES 03 - Increase participation in leisure activities at leisure centres by 5000 visits per year	Corporate Resources	Covid affected	The Leisure Facilities re-opened on 25th July 2020, following the COVID lockdown, and are operating in line with Government and Industry guidance. This means that all areas of activity are greatly reduced e.g. the swimming pools at Dronfield Sports Centre would normally accept 90 bathers but this is currently 28. This is impacting immensely on throughput and customer confidence has not yet returned in full. The facilities are at approx. 60% attendance against the previous year. Total attendance for Q2 (25/07/20 to 30/09/20) was 75,140 against set target (pre-COVID) of 183,775.	Fri-31-Mar-23
RES 04 - Deliver a health intervention for 258 new attendees per year	Corporate Resources	Covid affected	Leisure centres re-opened end of July, but Exercise by Referral not re-started until September due to high level of vulnerable people. Most people on scheme had been inactive during lock down and restarted in September.	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			Target Q2 - 64 Actual Q2 - 8	
RES 05 - Deliver the PALS service to 40 residents per year and report on the socio economic and health benefits	Corporate Resources	On track	No further PALS have been recruited in the quarter, running total 32.	Sun-31-Mar-19
RES 06 - Deliver the 10 week, 560 Lifestyle Programme to at least 12 schools across the District (10,000 students per year)	Corporate Resources	Covid affected	Delivering to 4 primary school in this quarter, further figures around throughput and number of sessions is not currently available. To be reported at Q3.	Fri-31-Mar-23
RES 07 - Deliver additional lunch time or after school PE clubs in at least 6 schools per year.	Corporate Resources	Covid affected	Due to Covid restrictions some of our schools have not been able to accommodate us during this quarter however we have restarted activity in a total of three schools. Sessions and throughout data will be available shortly. We aim to be back in all schools by the end of October.	Fri-31-Mar-23
RES 09 - Deliver the Corporate Communications Strategy Action Plan by 2023	Corporate Resources	On track	A number of significant projects are progressing with the investment in Electronic Messaging Service and joint advertising project with Derbyshire County Council.	Fri-31-Mar-23
RES 10 - Commence direct electronic communications with at least 1000 residents by December 2020	Corporate Resources	Covid affected	The Council has just invested in an electronic messaging service and undertaking the relevant training during October 2020. Currently there are 5000 online accounts which will be targeted with the system in the first instance. Project delay due to impact of Covid on the Communications Team.	Thu-31-Dec-20
RES 11 - Increase social media posts to at least 180 per quarter	Corporate Resources	On track	The combined Q2 number of social media posts are approximately 250 posts.	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
RES 12 - Improve the overall performance and usability of the website by achieving a maximum score of 4 on 'BetterConnect website report' by Dec 2022.	Corporate Resources	On track	This quarter the focus has been significantly improving the accessibility of the website. In October, the Government Digital Service tested the accessibility of the website on behalf of Equality and Human Rights Commission and found the website and accessibility statement to be compliant.	Fri-31-Mar-23
RES 13 - Ensure that at least 50% of transactions are made through digital channels by Dec 2024	Corporate Resources	Under Review	Target under review and included in the light touch review report going to Cabinet	Tue-31-Dec-24
RES 14 - Reduce and improve the number of non-traditional properties	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
RES 15 - Improve the standard of council-owned properties each year	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
RES 16 - Ensure home ownership models to equate to 25% of affordable homes requirement on new developments	Development	On track	Housing Strategy are asking that home ownership models are 25% of the affordable housing requirement. Housing Strategy are also working with Shared Ownership providers to bring forward units additional to the S106 requirement. At this point the sites have not progressed but the discussions are continuing.	Mon-30-Mar-20
RES 17 - Maximise opportunities within the HRA to provide new shared ownership properties by 2023	Development	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
RES 18 - Reduce rough sleeping to zero by 2023	Development	On track	1 recorded rough sleeping in Q2 In Quarter 2 we opened 55 cases: 32 prevention cases where people were threatened with homelessness 23 relief cases where people were already homeless	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			The National average for cases opened at prevention stage is 55% In Q2 the NEDDC average for cases opened at the prevention stage is 59%, a 16% increase on Q1.	
RES 19 - Apply the Council Tax discount for care leavers each year for the lifetime of the Plan	Corporate Resources	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
RES 20 - Create at least 4 apprenticeship opportunities by 2023	Corporate Resources	On track	Apprenticeship opportunities are currently being reviewed and discussions with managers are continuing.	Fri-31-Mar-23
RES 21 - Invest in voluntary and community organisations to assist over 20,000 vulnerable and disadvantaged households per year	Corporate Resources	On track	Following independent review of data, adjustment to confirm 29,396 vulnerable and disadvantaged households were assisted by advice and VCS infrastructure agencies commissioned by the Council during 2019/20.	Fri-31-Mar-23
RES 22 - Re-sign and launch the Armed Forces Covenant and deliver the action plan by 2023	Corporate Resources	On track	The Council was presented with an Employee Recognition Service Silver Award on 28.07.20. Due to the COVID-19 situation a VJ Day75 celebration was not arranged although the national celebration was shared via NEDDC social media. Discussions to hold a VE & VJ Day75+1 celebration to be held in 2021 have commenced.	Fri-31-Mar-23
RES 23 - Develop an Older People's Strategy by September 2020 and deliver the Action Plan by 2023	Corporate Resources	On track	A monitoring framework has been developed and discussions are taking place with departments and partner agencies on how to deliver existing and new actions; DCC Public Health has indicated that it will fund actions which appropriately meet shared Older People priorities. A digital survey to identify residents' ICT usage and barriers will be distributed	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			to every household within the November edition of The News and analysed in the new year.	
RES 24 - Develop the British Sign Language Action Plan by April 2020 for implementation in full by December 2023	Corporate Resources	On track	Draft report and action plan discussed with the British Deaf Association in September. Service areas such as Communications and Leisure have already put some improvements in place. Awaiting finalised report from the BDA before reporting on progress formally.	Fri-31-Mar-23
RES 25 - Implement the use of a video remote interpreting solution by March 2020	Corporate Resources	Covid affected	A system has now been successfully procured call Sign Solutions. Paper work is now with the Legal Department to draw up the relevant contract, once the contract has been signed, implementation discussions and staff training will take place with the provider. A review of ICT requirements at each site will then take place to see if iPads are required or whether the PC's are suitable at each site (Leisure sites and DCO)	Tue-31-Mar-20
RES 26 - Support at least 20 projects per year through the Community Action Grants Fund	Corporate Resources	Covid affected	By the quarter end 3 applications of £500 each had been awarded, with a further 8 applications to be considered in early October. The CAG will now operate on a rolling programme (bids considered as they are received) until 31.12.20 and the fund will be regularly publicised through the Council's communication channels. Should all funding not be allocated a further opportunity to bid before 31.03.21 will be publicised early in the new year. (Earlier bids in connection with summer events were cancelled due to Covid so the number of projects supported to date is lower than expected).	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
RES 27 - Support at least 4 initiatives per year led by volunteers	Corporate Resources	Covid affected	Due to COVID-19 social isolation rules no volunteered events were held. Guidance and information was widely shared through VCS infrastructure agencies and directly to local groups and volunteers who were providing a community-level response to the situation.	Fri-31-Mar-23
RES 28 - Recruit 8 physical activities champions per year	Corporate Resources	Covid affected	To date 0 physical activity champions recruited mainly due to COVID	Fri-31-Mar-23
RES 29 - The Environmental Health Team to attend one Parish or Town Council meeting per month to promote options for community involvement and resources for Keep Britain Tidy campaigns	Environment	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
RES 30 - Provide 10 waste, recycling and environmental advice to schools and community events per year	Corporate Resources	Covid affected	Throughout the July to September period no education events have been undertaken due to Covid19 and schools being on lock-down. However, continued education and awareness raising has been undertaken throughout this period with customers whose burgundy bin collections may have been delayed due to issues of contamination. Given learning priorities at this time and social distancing requirements, no school events are anticipated in the near future.	Fri-31-Mar-23
RES 31 - Support at least 6 school climate change projects per year	Corporate Resources	Covid affected	Consultation with schools following their return to term post-lockdown identified a willingness to participate in Eco-Schools activity from early 2021, to allow two terms for delivery. The grants will be publicised from early November 2020.	Fri-31-Mar-23



Aim: Our Services - Delivering high quality, cost effective services by engaging with residents, partners and Council staff

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
SER 01 - Deliver 22 service reviews by 2021	Corporate Resources	On track	In line with the recent Cabinet report, all Service Reviews will be undertaken as part of the Service Plan process which is due to be complete 31 Oct 2020.	Wed-31-Mar-21
SER 02 - Deliver 4 employee liaison meetings annually	Corporate Resources	On track	Implemented and undertaken on a quarterly basis	Fri-31-Mar-23
SER 03 - Deliver £2m savings through the Transformation Programme by 2023 <u>Note:</u> Programme 2 started in 2018/19.	Corporate Resources	On track	In July 20, a Cabinet Transformation Update report agreed 7 strategic projects which would deliver financial improvements in the region of £0.5m. To date £435k savings have been realised. Projected savings by the end of March 2021 is circa £1m.	Fri-31-Mar-23
SER 04 - Deliver 100 hours leadership training per year	Corporate Resources	On track	Online training has taken place within the Council such as Recruitment & Selection	Fri-31-Mar-23
SER 05 - Ensure that at least 50% of transactions are made through digital channels by Dec 2024	Corporate Resources	On track	<p>Baseline is 29.98%. Digital transactions counted are all Self Service, automated telephone and online payments, kiosk payments etc. Non-Digital is calls, face to face, webchat, email, text etc taken by contact centre only (no other reliable stats have been provided).</p> <p>In comparison, based on the same criteria, Q1 of 2020-21 is 45.8% digital.</p> <p><u>Note:</u> Current measurement counts all digital transactions and compares them to the Contact Centre statistics for non- digital. Other service areas have non digital transactions but they are not recorded. This methodology will evolve over the plan period.</p>	Tue-31-Dec-24

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
SER 06 - Provide self-service access to all service areas by 2023	Corporate Resources	On track	Use of Self Service by service areas continues to increase. Most service areas have access (all who have a need) to Self Service but the level of use needs to increase further. Environmental Health and Streetscene are key users, Revenues are increasing their use via increasing online forms. Emerging users are Leisure, Communications, Planning and Economic Development. The need for COVID-19 related forms and online services has reduced and therefore time is being spent on improving existing forms and creation of new online services. LEAN reviews may be needed to help service areas identify where services can be moved online.	Fri-31-Mar-23
SER 11 - Increase enforcement activity and the number of positive enforcement actions by XXXX to tackle and resolve crime and ASB	Environment	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
SER 12 - Ensure that monthly car parking patrols are undertaken outside schools within the District	Environment	Covid affected	This initiative has been temporarily suspended due to the Covid-19 outbreak.	Fri-31-Mar-23
SER 13 - Review enforcement services and develop an action plan by 31st December 2019	Environment	On Track	A review of enforcement services has been completed and Cabinet are considering recommendations on 12 th November. The Service will develop and deliver a 2020-23 Environmental Health improvement programme when the recommendations are implemented and staff are in post	Tue-31-Dec-19
SER 14 - Implement the enforcement review findings and	Environment.	On Track	A review of enforcement services has been completed and Cabinet are considering recommendations on 12 th November. The Service will develop and deliver a	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
action plan (update KPI with relevant actions following review)			2020-23 Environmental Health improvement programme when the recommendations are implemented and staff are in post	
SER 15 - Deliver 6 Ward walks per year	Corporate Resources	Covid affected	It is still not appropriate to commence this activity - review again in Q3.	Fri-31-Mar-23
SER 16 - Attend 4 Parish Council Meetings per year	Corporate Resources	Covid affected	Successful District Parish Liaison held on 9th October meeting engaging with the parishes and updating them on a number of issues including Covid.	Fri-31-Mar-23
SER 17 - Undertake an annual customer satisfaction survey	Corporate Resources	Under Review	Target under review and included in the light touch review report going to Cabinet	Fri-31-Mar-23
SER 18 - Review the Council's Petition Scheme by Annual Council 2020	Corporate Resources	On track	The Monitoring Officer has discussed this with the Leader and will be bringing forward a report in the new year to Standards Committee.	Tue-31-Mar-20
SER 19 - Achieve a combined recycling and composting rate of 50% by March 2023	Environment	On track	Performance is estimated on Q2 (2019\20) Waste Data Flow information due to the data not being available until ending Dec 2020. During the prior period, 6031.16 tonnes of recyclable\compostable waste was diverted, yielding a recycling rate of 57.3 % between July and Sept 2019. Combined estimated recycling rate for Q1 and Q2 is 52.7 %. Arising from Covid19 affecting green and burgundy bin collections, combined performance was 4% lower than the same (Q2) period in 2019\20. <u>Q1 actual</u> performance, 4693.85 tonnes of recyclable\compostable waste was diverted, yielding a combined recycling rate of 48.1 % between April and June 2020. Given green bin collections were suspended arising from Covid19 (10.4.20 to 18.5.20)	Fri-31-Mar-23

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
			the combined performance was lower than would normally be expected (51.9%).	
SER 20 - Place 2 recycling promotions in NEDi News annually	Environment	On track	An article is in production for placement in Winter edition of the The News informing of green bin collection suspension arrangements and promoting waste recycling (Burgundy Bin) to facilitate increased waste diversion from the residual waste (Black Bin) stream, reducing reliance of landfill and/or heat treatment.	Fri-31-Mar-23
SER 21 - Undertake Local Environmental Quality Surveys to establish 96% relevant land surveyed meets grade B or higher cleanliness standards in line with Code of Practice for Litter and Refuse	Environment	On track	LEQS's established 3.78 % of streets and relevant land surveyed fell below grade B cleanliness standards resulting in 96.22 % meeting the target standard. Combined rounded annual performance is 4 % meeting the 96% target.	Fri-31-Mar-23
SER 22 - Undertaking cleansing of all District estate roads at least 4 times per year	Environment	On track	Urbanised housing estate street cleansing is scheduled on quarterly frequencies and performance is measured by way of operational cleansing program returns. Following the impact of Covid-19, service delivery has returned to near-normal arrangements.	Fri-31-Mar-23
SER 23 - Complete the review of Planning Committee processes by 1 May 2020. Complete the implementation of all agreed actions by 1 May 2021.	Environment	On track	A number of processes have recently been amended. Work continues to review the working of the Council's Planning Committee and further recommendations will be made in due course.	Sat-1-May-21
SER 24 - Have first customer feedback survey ready by 1st April 2020	Environment	On track	The customer feedback survey in relation to Planning Committee is currently being developed and will be ready for use for 2020/21 year.	Wed-1-Apr-20

Council Plan Target	Directorate	Status	Q2 2020/21 Progress Update	Target Date
SER 25 - Publish the adopted Planning Enforcement Protocol by 1 April 2020.	Environment	On track	 The protocol is still being considered by Members	Wed-1-Apr-20
SER 26 - Complete review of Planning Enforcement Resources by 1 April 2020.	Environment	Achieved behind Target	 The review has been completed and recruitment/consultation on additional resource is currently being undertaken.	Wed-1-Apr-20

North East Derbyshire District Council

Cabinet

17 December 2020

Delegated powers under the Anti Social Behaviour, Crime and Policing Act 2014

Report of Councillor A Powell, Portfolio Holder for Housing, Communities and Communications

This report is public

Purpose of the Report

To review and confirm the designation of Rykneld Homes Ltd as an authorised person to issue Community Protection Notices (“CPN”) under Section 43 of the Anti Social Behaviour Crime and Policing Act (“the Act”) on behalf of the Local Authority.

1. Report Details

- 1.1 Section 43 of the Act provides that Community Protection Notices can be served on individuals and businesses whose behaviour is having a detrimental effect on the quality of life of those in the locality. The behaviour must be persistent or of a continuing nature and be unreasonable.
- 1.2 The CPN can include requirements to stop conduct, take steps to do something or take steps to avoid the conduct which is unreasonable. A written warning has to be served prior to the CPN being served to allow the recipient time to cease the unreasonable conduct. If the recipient fails to cease the conduct in breach of the CPN, a fixed penalty notice can be served requiring them to pay £100 fine or the Council can prosecute. Payment of the fixed penalty notice is an opportunity for the recipient to avoid prosecution. If they fail to pay the fine, the Council can prosecute in the Magistrates Court for the original offence of failing to comply with the CPN. If found guilty, the Defendant will be subject to a maximum fine of £2500 and the Council have the opportunity to apply for a criminal behaviour order if the circumstances of the case meet the statutory test. The fine amount is entirely discretionary and dependant on income.
- 1.3 For Council tenants, Rykneld Homes can also take appropriate tenancy related enforcement action including tenancy warning letters, possession proceedings or injunction proceedings.
- 1.4 The Act limits who can serve the CPN and refers to this power being used by an “authorised person” which is defined in Section 53 of the Act as the relevant local authority (within whose area the conduct specified in the notice has taken place) or person who has been designated by the relevant local authority.

- 1.5 Subsection (4) provides that other persons may be delegated the power to serve CPNs and those such persons are set out in the Anti-Social Behaviour (Authorised Persons) Order 2015 which includes “housing providers”.
- 1.6 Rykneld Homes had been registered with the Regulator of Social Housing as a non-profit company since 6 June 2013 and therefore Rykneld Homes is defined as a “housing provider” (“in relation England, a non-profit private registered provider of social housing”) and therefore “an authorised person” within the meaning of the Act. This clarification was not set out in the report of August 2016 and it would be helpful for this to be reflected in any further delegation of power to Rykneld Homes.
- 1.7 On 3 August 2016, a report was presented to Cabinet about designating Rykneld Homes as an authorised person to issue a CPN on behalf of the Council pursuant to Section 43 of the Act. The Council resolved as follows:

(1) Designate Rykneld Homes as an authorised person to issue Fixed Penalty Protection Notices under Section 43 of the Anti-Social Behaviour, Crime and Policing Act 2014.

- 1.8 An error was made within the resolution which referred to fixed penalty notices rather than the issuing of CPN. This was amended at the next meeting on 31 August 2016 which resolved as follows:

215 Minutes of Last Meeting

It was agreed that the first resolution at Minute No 190 – Powers under the Anti-Social Behaviour, Crime & Policing Act 2014 – should state “Community Protection Notices” not “Fixed Penalty Protection Notices”.

RESOLVED – That the Minutes of the meeting of the Cabinet held on 3 August 2016 be approved as a correct record, subject to the amendment above, and signed by the Leader.

- 1.9 The Council is seeing a slight rise in challenges to Community Protection Warnings and Notices and whilst the resolution/delegation is lawful, it would be more favourable to have a complete, unaltered and up to date resolution.

2 Conclusions and Reasons for Recommendation

- 2.1 The CPN process is proving to be a successful and cost effective enforcement tool. It can be used to address a wide range of conduct and behaviour which impacts on the wider communities within the district. It allows officers to take swift and effective action against individuals and businesses, which in most cases stops the conduct from recurring.

3 Consultation and Equality Impact

- 3.1 Any action taken using the powers in the Act will comply with the Equality Act duties.

4 **Alternative Options and Reasons for Rejection**

4.1 To leave the resolution as is.

This option is not believed to be in the best interests of the Council. The current resolution could give rise to an appeal against a CPN being issued relating to the delegation and status of Rykneld Homes. This new delegation will be free from errors and will clarify the legal status of Rykneld Homes in accordance with the Act.

5 **Implications**

5.1 **Finance and Risk Implications**

There is a small risk of the current resolution being subject to a costly appeal process.

5.2 **Legal Implications including Data Protection**

As contained in the report.

5.3 **Human Resources Implications**

None

6 **Recommendations**

6.1 Rykneld Homes be designated as an authorised person (as defined by Sections 20 and 53 of the Anti Social Behaviour Crime and Policing Act 2014, and Anti-Social Behaviour (Authorised Persons) Order 2015), to issue Community Protection Notices under Section 43 of the Anti Social Behaviour Crime and Policing Act 2014.

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</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/> <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	All
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8 Document Information

Appendix No	Title
1	Extracts from the Anti Social Behaviour Crime and Policing Act 2014
Background Papers	
Report Author	Contact Number
Gill Callingham	

Report Reference –

Appendix 1

Extracts from the Anti Social Behaviour Crime and Policing Act 2014

Section 20 of the Act defines “housing providers” as follows:

“housing provider” means—

- (a) a housing trust, within the meaning given by section 2 of the Housing Associations Act 1985, that is a charity;
- (b) a housing action trust established under section 62 of the Housing Act 1988;
- (c) in relation to England, a non-profit private registered provider of social housing;
- (d) in relation to Wales, a Welsh body registered as a social landlord under section 3 of the Housing Act 1996;
- (e) any body (other than a local authority or a body within paragraphs (a) to (d)) that is a landlord under a secure tenancy within the meaning given by section 79 of the Housing Act 1985;

43 Power to issue notices

- (1) An authorised person may issue a community protection notice to an individual aged 16 or over, or a body, if satisfied on reasonable grounds that—
 - (a) the conduct of the individual or body is having a detrimental effect, of a persistent or continuing nature, on the quality of life of those in the locality, and
 - (b) the conduct is unreasonable.
- (2) In subsection “authorised person” means a person on whom section 53 (or an enactment amended by that section) confers power to issue community protection notices.
- (3) A community protection notice is a notice that imposes any of the following requirements on the individual or body issued with it—
 - (a) a requirement to stop doing specified things;
 - (b) a requirement to do specified things;
 - (c) a requirement to take reasonable steps to achieve specified results.
- (4) The only requirements that may be imposed are ones that are reasonable to impose in order—
 - (a) to prevent the detrimental effect referred to in subsection from continuing or recurring, or
 - (b) to reduce that detrimental effect or to reduce the risk of its continuance or recurrence.
- (5) A person (A) may issue a community protection notice to an individual or body (B) only if—
 - (a) B has been given a written warning that the notice will be issued unless B’s conduct ceases to have the detrimental effect referred to in subsection, and
 - (b) A is satisfied that, despite B having had enough time to deal with the matter, B’s conduct is still having that effect.
- (6) A person issuing a community protection notice must before doing so inform any body or individual the person thinks appropriate.
- (7) A community protection notice must—
 - (a) identify the conduct referred to in subsection;
 - (b) explain the effect of sections 46 to 51.
- (8) A community protection notice may specify periods within which, or times by which, requirements within subsection (3)(b) or (c) are to be complied with.

53 Authorised persons

- (1) A community protection notice or a fixed penalty notice may be issued by—
 - (a) a constable;
 - (b) the relevant local authority (see subsections (2) and (3));
 - (c) a person designated by the relevant local authority for the purposes of this section.
- (2) For a community protection notice, “the relevant local authority” means the local authority (or, as the case may be, any of the local authorities) within whose area the conduct specified in the notice has, according to the notice, been taking place.
- (3) For a fixed penalty notice, “the relevant local authority” means the local authority (or, as the case may be, any of the local authorities) within whose area the offence in question is alleged to have taken place.
- (4) Only a person of a description specified in an order made by the Secretary of State for the purposes of subsection (1)(c) may be designated under that subsection.