

Date: 26th October 2017

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Dear Sir or Madam,

You are hereby summoned to attend a meeting of the Executive of Bolsover District Council to be held in the Council Chamber, The Arc, High Street, Clowne on **Monday 6th November 2017 at 1000 hours.**

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on pages 2 and 3.


Yours faithfully



Assistant Director – Governance & Solicitor to the Council & Monitoring Officer
To: Chairman & Members of the Executive

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EXECUTIVE AGENDA

**Monday 6th November 2017 at 1000 hours in the
Council Chamber, The Arc, Clowne**

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1	Apologies for absence	
2	Urgent Items of Business To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4	Minutes (A) To approve the Minutes of an Extraordinary meeting of the Executive held on 26 th September 2017. (B) To approve the Minutes of a meeting of the Executive held on 9 th October 2017 (C) To approve the Minutes of an Extraordinary meeting of the Executive held on 17 th October 2017	4 to 6 7 to 16 17 to 19
5	Items recommended by Scrutiny Committees None	
6	Policy and Budget Framework Items None	
7	Non Key Decisions (A) Neighbourhood Planning Protocol - Update <u>Recommendation on Page 23</u>	20 to 47

- (B) Marketing Bolsover District – A Journey Through Bolsover 48 to 51

Recommendation on Page 50

8 Key Decisions

- (A) Streetscene Service Arrangements - Access To Private Unadopted Residential Carriageways 52 to 56

Recommendation on Pages 55 and 56

- (B) Warden Service Contract – Derbyshire County Council 57 to 59

Recommendation on Page 58

- (C) Medium Term Financial Plan - Budget Monitoring Quarter 2 April to September 2017 60 to 71

Recommendation on Page 64

EXTRAORDINARY EXECUTIVE

Executive
6th November 2017
Agenda Item No. 4(A)

Minutes of an Extraordinary meeting of the Executive held in the Council Chamber, The Arc, Clowne on Tuesday 26th September 2017 at 1000 hours.

PRESENT:-

Members:-

Councillor A.M. Syrett in the Chair

Councillors M.J. Dooley, S.W. Fritchley, B.R. Murray-Carr, K. Reid and M.J. Ritchie.

Officers:-

D. Swaine (Chief Executive Officer), D. Clarke (Assistant Director – Finance and Revenues & Benefits), Karl Apps (Housing Strategy and Growth Manager), S. Sternberg (Assistant Director – Governance and Solicitor to the Council and Monitoring Officer), L. Hickin (Strategic Director) and D. Cairns (Governance Manager - Acting)

0247. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor B. Watson

0248. DECLARATIONS OF INTEREST

There were no declarations of interest.

0249. EXCLUSION OF THE PUBLIC

Moved by Councillor K. Reid and seconded by Councillor M.J. Ritchie

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act (paragraph number is stated below each item) and it is not in the public interest for that to be revealed.

EXTRAORDINARY EXECUTIVE

NON KEY DECISIONS

0250. HOUSING INFRASTRUCTURE FUND BID TO UNLOCK KEEPMOAT SITE AT MOORACRE LANE AND DELIVER 212 HOUSES

Exempt – Paragraph 3

The Housing Strategy and Growth Manager presented the report which sought approval for the Council to bid for Housing Infrastructure Funding to unlock the Keepmoat site and Mooracre Lane.

The deadline to submit the bid was 28th September 2017.

Members were advised that should the bid be successful, a further report would be brought to Executive outlining the arrangements in more detail for underwriting the funding and how payments and delivery of the scheme would be structured.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr.

RESOLVED that Executive:

- (1) agrees to bid through the Housing Infrastructure Fund (HIF) to unlock the Keepmoat site at Mooracre Lane; and
- (2) supports, in principle, that the Council underwrites the cost of the delivery of the project and agrees to act as project scheme sponsor to the HIF bid for the site subject to more detailed reports to Executive and Council in due course.

REASON FOR DECISION: To enable the Council to pursue a bid through the Housing Infrastructure Fund to unlock the site and support housing growth.

OTHER OPTIONS CONSIDERED: The option not to bid through the Housing Infrastructure Fund was rejected as leaving Keepmoat to deliver the site without the funding ran the risk of the site becoming stalled and the housing development not being delivered.

(Assistant Director – Economic Growth)

0251. TRADE UNION NEGOTIATIONS

Exempt Paragraph 1, 2, 4 and 5

RESOLVED that this item be deferred.

EXTRAORDINARY EXECUTIVE

REASON FOR DECISION: Negotiations are on-going and had not reached a stage to be reported.

OTHER OPTIONS CONSIDERED: None as it was not possible for the matter to be considered at this meeting.

(Chief Executive Officer)

The meeting concluded at 1040 hours.

EXECUTIVE

Executive
6th November 2017
Agenda Item No. 4(B)

Minutes of a meeting of the Executive of Bolsover District Council held in the Council Chamber, The Arc, Clowne on Monday 9th October 2017 at 1000 hours.

PRESENT:-

Members:-

Councillor A.M. Syrett in the Chair

Councillors M.J. Dooley, S.W. Fritchley, B.R. Murray-Carr and K. Reid

Officers:-

D. Swaine (Chief Executive Officer), L. Hickin (Strategic Director), S. Sternberg (Assistant Director – Legal and Governance, Monitoring Officer and Solicitor to the Council) (until Minute No. 0298), D. Clarke (Assistant Director – Finance and Revenues & Benefits) (until Minute No. 0298), A. Westray-Chapman (Assistant Director – Economic Growth) (until Minute No. 0290), P. Campbell (Assistant Director – Community Safety and Head of Housing (BDC)) (until Minute No. 0294), G. Galloway (Assistant Director – Property and Estates) (until Minute No. 0293), M. Broughton (Commercial Property and Developments Manager) (until Minute No. 0293), and A. Brownsword (Senior Governance Officer)

0283. APOLOGIES

Apologies for absence were received from Councillors M.J. Ritchie and B. Watson

0284. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0285. DECLARATIONS OF INTEREST

There were no declarations of interest.

0286. MINUTES – 11TH SEPTEMBER 2017

EXECUTIVE

Moved by Councillor K. Reid and seconded by Councillor B.R. Murray-Carr
RESOLVED that the minutes of a meeting of the Executive held on 11th September 2017 be approved as a true and correct record.

0287. ITEMS RECOMMENDED BY SCRUTINY COMMITTEE

There were no recommended items from Scrutiny Committees

0288. POLICY AND BUDGET FRAMEWORK ITEMS

There were no policy and budget framework items to consider.

0289. CHANGE IN ORDER OF BUSINESS

Due to the Assistant Director – Economic Growth being required to represent the Council at an external meeting, the Chair consented to a change in the order of business.

0290. NON KEY DECISION BOLSOVER REGENERATION SCHEME

The Assistant Director – Economic Growth presented the report which sought endorsement of the preparation of a bid ready to be submitted to the D2N2 LEP for a Bolsover Town Centre Regeneration Programme and to develop governance framework proposals to assist with the delivery and management of growth activity across the Council.

The Regeneration Framework for Bolsover District Council had previously been approved and a list of priorities formulated of which the Bolsover Town Centre Regeneration Programme was one. The next step was to identify funding opportunities to enable delivery of the projects.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr
RESOLVED that (1) the Executive endorse the preparation of a bid ready to be submitted to the D2N2 LEP for a Bolsover Town Centre Regeneration Programme subject to a further report to the Executive to formally endorse the bid submission,

(2) the Assistant Director – Economic Growth develop the governance framework proposals to assist with the delivery and

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management of growth activity across the Council and present these to a future meeting of the Executive.

(3) the Executive grant delegated powers to the Chief Executive in consultation with the Leader of the Council to take any actions to progress opportunities set out in this report.

REASON FOR DECISION: The Regeneration of Bolsover District is integral to the Councils Corporate Plan, Growth Strategy, emerging Transformation Strategy, Housing and Economic Development Strategy which identify interventions required to transform our district. This report proposes a way forward to secure sufficient financial resources to deliver projects set out in the Regeneration Framework.

OTHER OPTIONS CONSIDERED: The Council could choose not to implement any of the projects within the Councils Corporate Plan, Growth Strategy, emerging Transformation Strategy, Housing and Economic Development Strategy but this would cause reputational damage as the purpose of all these documents is to provide a plan for delivering regeneration across the District.

(Assistant Director – Economic Growth)

The Assistant Director – Economic Growth left the meeting.

0291. NON KEY DECISION NEW BOLSOVER – LOCAL LETTING SCHEME

The Assistant Director – Community Safety and Head of Housing (BDC) presented the report which sought approval of a local letting scheme to be introduced for New Bolsover. Following the modernisation and repair of the New Bolsover Model Village, a local lettings policy would help to ensure a balanced sustainable community. The proposed scheme would be in place for 3 years and be reviewed after that time.

A discussion took place regarding the length of time the local letting scheme should be in place.

Moved by Councillor M. Dooley and seconded by Councillor B.R. Murray-Carr

RESOLVED that (1) Members agree to the introduction of the enclosed local letting scheme, for all new allocations at New Bolsover

(2) the scheme will be monitored on an ongoing basis to ensure that it remains appropriate to the scheme and continues to support the sustainability objectives. The scheme will be formally reviewed after 3

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years, with a progress report to the Executive after 18 months, or earlier if it is not meeting its objectives and is no longer viable

REASON FOR DECISION: The scheme is designed to:

- meet housing need within the District by making best use of properties in order to create balanced, sustainable communities
- ensure that homes are allocated in a clear, fair and transparent manner
- make sure the Council is complying with housing and related legislation

OTHER OPTIONS CONSIDERED: Not to introduce a scheme, rejected as the purpose of the scheme is to rebalance the existing imbalance of residents.

(Assistant Director – Community Safety and Head of Housing (BDC))

0292. **NON KEY DECISION LAND COMPULSORY PURCHASE ORDER – ROOD LANE, CLOWNE**

The Commercial Property and Developments Manager presented the report which sought to enable the Council to acquire all necessary land interests to deliver the regeneration of the Rood Lane site. The land was unregistered and all other avenues to acquire the land had been exhausted.

Development of the site was aligned to the key aims of the Corporate Plan and the development of the site would deliver social and economic benefits to the Council.

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr

RESOLVED that (1) Executive recommends to Council, the making of Bolsover District Council (Land to the East of Rood Lane) Compulsory Purchase Order ("CPO") to acquire the land shown indicated by the hatched area on the annexed plan required to deliver the proposed housing development on the Site pursuant to section 17 Housing Act 1985 because it considers that the acquisition will deliver an increase in new quality housing within the District,

(2) Subject to Council approval, agrees to authorise the Chief Executive, in consultation with the Leader and Executive Member for Planning and Regeneration, to take all necessary steps to commence the process for the making, confirmation and implementation of the CPO, including securing the appointment of suitable external advisors and preparing all necessary CPO documentation.

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REASON FOR DECISION: In pursuit of the Council's Corporate Plan aims, the CPO of the unregistered land identified in appendix A will enable the development of circa 50 new, good quality family homes in addition to the wider benefits outlined in the report.

OTHER OPTIONS CONSIDERED: The alternative options to CPO are either:

Adverse possession – BDC have pursued an adverse possession claim with the Land Registry but unfortunately failed in the claim due to not being able to demonstrate exclusive use.

Acquire the land through negotiation – BDC have tried to identify the owner (if there is one) of the land in order to negotiate the acquisition of the land. Site notices have been displayed for 8 weeks and notices on both the Council's website and Clowne Contact Centre.

Do nothing – Do not pursue the CPO and prevent the development of the Rood Lane site.

(Assistant Director – Property and Estates)

0293. **NON KEY DECISION** **B@HOME UPDATE**

The Commercial Property and Developments Manager presented the report which updated the Executive on the southern batch of sites agreed at the meeting of the Executive in January 2017 and gave a general update on the B@Home programme. The report also sought approval to seek funding for further developments in Shirebrook, Clowne and Bolsover and for further HCA AHP funding bids.

93 new council homes had previously been delivered by the B@Home programme and officers were currently working on identifying an additional pipeline of sites for development. The report outlined a number of sites in the south of the District which could support development of further council properties. The proposed homes would be built to meet not only Lifetime Homes standard, but also National Minimum Space Standards and would be of high quality.

Members felt that the Council should be proud of its achievements through the B@Home programme.

Moved by Councillor S.W. Fritchley and seconded by Councillor M. Dooley

RESOLVED that (1) Executive acknowledge the progress update on the B@Home Programme and support the utilisation of existing budgets to deliver in accordance with the table set out in paragraph 1.7 of the report,

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(2) Executive support further HCA AHP funding bids for B@Home sites outlined in the report,

(3) Executive supports a report being presented to Council seeking the investment of £987k, funded through HRA headroom borrowing, to deliver new council housing in accordance with the table set out in paragraph 1.9 of the report,

(4) Subject to funds being approved by Council, that Executive delegate powers to the Assistant Director Property & Estates to enter the construction contracts to support the above recommendations, subject to a positive financial appraisal following the conclusion of feasibility works.

REASON FOR DECISION: The chosen sites meet the recognised housing demand within the District and should these schemes not be progressed this demand will remain, in addition delays could impact on the delivery of the Council's 100 homes target.

OTHER OPTIONS CONSIDERED: Executive could choose not to support the development of these sites and aim to deliver its corporate plan target utilising alternative sites.

(Assistant Director – Property and Estates)

The Assistant Director – Property and Estates and the Commercial Property and Developments Manager left the meeting.

0294. KEY DECISION PROVISION FOR ASBESTOS REMOVAL SERVICE FOR BOLSOVER DISTRICT COUNCIL HOUSING REPAIRS SECTION

The Assistant Director – Community Safety and Head of Housing (BDC) presented the report which sought approval for Kaefer Ltd to provide an Asbestos Removal Service for Bolsover District Council's Housing Repairs Section. This was a specialist service and could not be provided in house.

The tender had been administered via Efficiency East Midlands who had a tendered framework for asbestos removal which met the requirements of the Council without the need for a separate tender exercise.

EXECUTIVE

Moved by Councillor K. Reid and seconded by Councillor M.Dooley

RESOLVED that (1) the Executive agree to award this contract to Kaefer Ltd for an initial 2 year period

(2) the Assistant Director Community Safety and Head of Housing (BDC) is delegated power to extend this contract for a 2 further periods each of one year, but this is conditional on the satisfactory performance of the contractors, and the agreement of the Portfolio Holder – People and Places

(3) progress on this contract is reported through the Housing Stock Group

REASON FOR DECISION: There is a requirement to provide a service to deal with any Asbestos contaminations and subsequent removals

OTHER OPTIONS CONSIDERED: This is a specialist service and cannot be provided in house.

(Assistant Director – Community Safety and Head of Housing (BDC))

The Assistant Director – Community Safety and Head of Housing (BDC) left the meeting.

0295. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Moved by Councillor M. Dooley and seconded by Councillor B.R. Murray-Carr

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Paragraph 3 of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

EXECUTIVE

**0296. NON KEY DECISION
FREDERICK GENT COMMUNITY SPORT AND LEISURE
MANAGEMENT PARTNERSHIP
EXEMPT – PARAGRAPHS 3 AND 5**

The Strategic Director presented the report seeking approval of a settlement negotiated by Officers to resolve a dispute with Frederick Gent School regarding unpaid recharges.

Moved by Councillor M. Dooley and seconded by Councillor A.M. Syrett

RESOLVED that the Executive approve the offer to Frederick Gent School and the Frederick Gent Community Sport and Leisure Partnership as detailed in the report in full and final settlement of all their claims in relation to the former partnership to be paid out of the Transformation Reserve.

REASON FOR DECISION: It is considered by officers that this is a reasonable settlement. The donation of the equipment is not considered to be detrimental to the Council as due to its age it has very little monetary value.

OTHER OPTIONS CONSIDERED: To withdraw the offer to settle. This would result in the school commencing recovery proceedings for the full £60,000. Chances of successfully defending a case and/or lodging a successful counter-claim are no better than 50%. In addition if the Council lost the Council would be liable for legal fees which could be in excess of £20,000.

(Strategic Director)

0297. CHANGE IN ORDER OF BUSINESS

The Chair consented to the order of business being changed.

**0298. NON KEY DECISION
MEDIUM TERM FINANCIAL PLAN
EXEMPT – PARAGRAPHS 1, 3 AND 4**

The Assistant Director – Finance and Revenues & Benefits presented the report to secure the agreement of the Executive for two employees within the Financial Services Team to take voluntary redundancy from the Council as part of a review of the Financial Services Team.

EXECUTIVE

Moved by Councillor S.W. Fritchley and seconded by Councillor K. Reid

RESOLVED that (1) the Executive request the Chief Executive to exercise his delegated powers to make the posts of Accountancy Assistant (AC005) and Expenditure Assistant (AC006) redundant and to remove the posts from the establishment,

(2) the Executive approves funding the costs of £46,105 associated with the recommended changes in respect of the Financial Services team as detailed within this report from in year vacancy savings with any shortfall being met from the Transformation Reserve.

REASON FOR DECISION: The Council's Medium Term Financial Plan approved in February identified a savings target of £1.7m over the period to March 2021. The Council is taking steps to achieve the financial savings required whilst seeking to protect the level of service including internal control arrangements. The proposal outlined in this report will achieve ongoing savings of approximately £40k p.a. Officers are confident that the impact of making the posts concerned redundant can be effectively managed, whilst the proposed redundancy has been discussed and agreed with the officers concerned.

OTHER OPTIONS CONSIDERED: The option that has been recommended is considered the appropriate option as this secures financial benefits for the Council together with a service which is more appropriately resourced to meet the demands which it faces. Given the ongoing reduction in the level of government funding for local authorities it is not considered appropriate to decline opportunities that secure financial savings where the impact upon services is manageable.

(Assistant Director – Finance and Revenues & Benefits)

The Assistant Director – Finance and Revenues & Benefits and the Assistant Director – Legal and Governance, Monitoring Officer and Solicitor to the Council left the meeting.

**0299. NON KEY DECISION
STRATEGIC ALLIANCE – SENIOR MANAGEMENT TEAM REVIEW
PROPOSALS
EXEMPT – PARAGRAPHS 1, 3 AND 4**

The Chief Executive Officer presented the report which sought approval for the continued review of the Senior Management Team. The report also sought approval to engage specialist external support to the Chief Executive Officer and Strategic Directors to undertake the review and outlined the proposed approach to the review along with an estimated timeline.

EXECUTIVE

Moved by Councillor S.W. Fritchley and seconded by Councillor B.R. Murray-Carr

RESOLVED that the Executive (1) supports the continued review of the Strategic Alliance Management Team,

(2) agrees the approach and estimated timeline outlined in the report,

(3) Agrees to the Chief Executive Officer bringing in external specialist Human Resources support to assist with the review process,

(4) Gives authority to the Chief Executive Officer in consultation with the Leader to agree additional funding for the extension of the specialist support if required to complete or extend the review.

REASON FOR DECISION: (1) Both Councils continue to face significant financial challenges and part of the measures to meet these challenges is the continued success of the Strategic Alliance, the successful delivery of the Growth Agenda and the Authority's Transformation Strategy.

(2) The Authority needs to ensure it has sufficient capacity, skills, and experience and leadership behaviours to deliver on these agendas and will also need to ensure that there is a 'fit-for-purpose' alignment of portfolios and responsibilities.

(3) The external support is necessary given the limited input of in-house HR capacity for the reasons identified in paragraph 1.4 of the report.

OTHER OPTIONS CONSIDERED: (1) To delay or allow the wider review to become protracted will impact on the potential resulting benefits resulting from the review.

(2) The only realistic alternative option to commissioning external consultancy support would be that the Chief Executive Officer and Strategic Directors carry out the review without specialist advice and guidance which has been rejected on the grounds of risk and timeliness.

(Chief Executive Officer)

The meeting concluded at 1046 hours.

EXTRAORDINARY EXECUTIVE

Executive
6th November 2017
Agenda Item No. 4(C)

Minutes of an Extraordinary meeting of the Executive held in the Council Chamber, The Arc, Clowne on Tuesday 17th October 2017 at 1300 hours.

PRESENT:-

Members:-

Councillor A.M. Syrett in the Chair

Councillors M.J. Dooley, S.W. Fritchley, B.R. Murray-Carr, K. Reid, M.J. Ritchie and B. Watson.

Officers:-

D. Swaine (Chief Executive Officer), D. Clarke (Assistant Director – Finance and Revenues & Benefits), S. Sternberg (Assistant Director – Governance and Solicitor to the Council and Monitoring Officer), L. Hickin (Strategic Director) and D. Cairns (Governance Manager - Acting)

0317. APOLOGIES FOR ABSENCE

There were no apologies for absence.

0318. DECLARATIONS OF INTEREST

There were no declarations of interest.

0319. BUSINESS RATES PILOT

Executive considered a report of the Assistant Director – Finance, Revenues and Benefits which sought approval to submit an expression of interest to enter into a Derbyshire Business Rates Pilot arrangement for 2018/19.

The Council had been part of a very successful Derbyshire Business Rates Pool since April 2015 which had helped to secure approximately £0.5m additional income per annum.

A pilot programme for 100% business rates retention had started in April 2017, however the scheme was being expanded in 2018/19 to include pilot programmes in two-tier areas.

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The report outlined the requirements for the scheme proposals, which had to be submitted to Government by 27 October 2017. The Council had held preliminary discussions with the other members of the Derbyshire pool who had expressed an interest in forming a 100% Business Rates Retention Pilot for 2018/19.

Members were advised that when further details of the proposal were known, a further report would be brought to Executive to seek approval for formal commitment to the scheme.

RESOLVED that:

- (1) Executive notes the contents of the report and the requirements of the invitation to pilot 100% Business Rates Retention in 2018-19.
- (2) Executive grants approval for the Assistant Director – Finance, Revenues & Benefits, in her capacity as the Council's S.151 Officer and in consultation with the Leader of the Council, to submit an expression of interest to enter into 100% Business Rates Pool Pilot in 2018-19.
- (3) That a further detailed report is brought back to a future meeting of the Executive once more information is available.

REASON FOR DECISION:

To enable the Council to pursue the financial advantages through the retention of a higher proportion of business rates income and to gain additional benefits from further growth.

OTHER OPTIONS CONSIDERED:

The option not to enter an expression of interest to join a potential Derbyshire Business Rates Pilot was rejected as this would have resulted in losing out on the opportunity for additional income and would also have jeopardised any piloting possibilities for other authorities in Derbyshire.

0320. EXCLUSION OF THE PUBLIC

Moved by Councillor M. J. Dooley and seconded by Councillor M.J. Ritchie.

RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act (paragraph number is stated below each item) and it is not in the public interest for that to be revealed.

EXTRAORDINARY EXECUTIVE

0321. TRADE UNION NEGOTIATIONS

Exempt Paragraph 1, 2, 4 and 5

Executive considered a report of the Chief Executive Officer which provided an update on the current situation regarding outstanding equal pay claims faced by the Council and sought endorsement of the recommended approach to resolve the claims.

RESOLVED That Executive:

- (1) Supports the recommended approach outlined in the body of the report,
- (2) Agrees the use of reserves to pay for the immediate settlement of the 42 traditional claims based on them being 'rated as equivalent',
- (3) Endorses the approach agreed to resolve the 79 none traditional claims as agreed between all parties,
- (4) Requests a further report of the Chief Executive detailing costs of settlement for the 79 none traditional claims once more detailed negotiations have been completed,
- (5) Agrees to the use of external HR support to the Chief Executive during the further negotiations and the administration process for the current settlements and the future settlements,
- (6) Requests that the Chief Executive formally updates Executive in due course as the negotiations progress; and
- (7) Considers the matter urgent and notes that the Chairman of Customer Service and Transformation Scrutiny Committee has agreed that the matter is urgent and it is reasonable in the circumstances for Call In not to apply.

REASON FOR DECISION:

In order to ensure a managed approach to resolving the outstanding claims in a timely manner.

OTHER OPTIONS CONSIDERED:

Settling the claims without negotiation or proceeding with the hearings were rejected due to the risks and costs involved.

(Chief Executive Officer)

The meeting concluded at 1330 hours.

Bolsover District Council

Executive

6th November 2017

Neighbourhood Planning Protocol - Update

Report of the Deputy Leader and Portfolio Holder – People and Places

This report is public

Purpose of the Report

- To update members on recent legislative changes¹ and their impact on the Council's Neighbourhood Planning Protocol, and Statement of Community Involvement.
- To seek approval for an updated Neighbourhood Planning Protocol.

1 Report Details

- 1.1 Members may recall that the Council approved the Neighbourhood Planning Protocol at the meeting of the Executive on the 5th January 2015. The Protocol outlines the level of support Parish and Town Councils can expect from the District Council in the preparation of neighbourhood planning initiatives.
- 1.2 Neighbourhood planning seeks to provide local communities with three tools they can use to shape the growth in their local area. Summaries of each of them are set out below.

Neighbourhood Plans.

- 1.3 This is usually carried out at a parish level (although parishes can collaborate on a neighbourhood plan to cover more than one area), prepared by a parish or town council. It sets out the type and location of development within the neighbourhood area, and policies to achieve these. A Neighbourhood Plan has to be generally in line with national and local policies, and local plans. The Plan is subject to examination by an independent inspector, and a local referendum before it can be adopted. The neighbourhood plan is adopted if 50% of local residents voting vote in favour of the proposed Plan. Once adopted, it forms part of the development plan for the district, sitting alongside the Council's Local Plan.

¹ ¹ The Neighbourhood Planning (General) (Amendment) Regulations 2015; The Housing and Planning Act 2016; The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016; The Neighbourhood Planning Act 2017; and the Planning and Compulsory Purchase Act 2004 (as amended).

Neighbourhood Development Orders (NDO).

- 1.4 These orders grant planning permission for development. They are usually prepared by a parish or town council. They can grant permission on a specific site for development, or for a particular type of development (for example retail or housing). Neighbourhood Development Orders have similar requirements to neighbourhood plans in terms of process, including the need to comply with national and local plans, and policies, and the need for a local referendum.

Community Right to Build Orders (CRTBO)

- 1.5 This order allows town and parish councils, and certain community organisations to bring forward small scale sites for development without the need for further planning permission. Any benefit from this type of development can stay within the community to be used for community benefit, for example to maintain affordable housing stock or to provide and maintain local facilities such as playgrounds and village halls. The orders have similar requirements to other neighbouring planning tools in terms of process, including the need for a local referendum.
- 1.6 Local Authorities are expected to take a proactive and positive approach to the preparation of Neighbourhood Plans and Orders. This includes working collaboratively with town and parish council's, and in particular sharing evidence to help ensure that a draft Plan or Order has the greatest chance of success at independent examination.
- 1.7 Local authorities are also charged with taking decisions in relation to the process of making Neighbourhood Plans or Orders within the statutory time limits.

THE CHANGES

- 1.8 In a new requirement, Local Authorities are now required to set out in their Statements of Community Involvement (SCI) their policies for giving advice or assistance in relation to neighbourhood planning initiatives.
- 1.9 The latest government guidance is that within a local authority the Council's Executive takes decisions on Neighbourhood Planning. However, it is open to the Executive to delegate this authority to a committee or officer of the Council. It is intended that once the updated protocol attached at Appendix A is approved, it will form part of a necessary refresh of the Council's Statement of Community Involvement to reflect a number of recent legislative changes.
- 1.10 Notwithstanding the need to set out policies in relation to neighbourhood planning in the Councils Statement of Community Involvement, it is considered a standalone protocol setting out a timetable and responsibilities of the Council and parish/town councils would be helpful to local communities in developing neighbourhood planning initiatives. Because the Regulations set out the processes for making Neighbourhood Plans, and Orders separately the updated protocol also sets out the

steps for each type of neighbourhood planning initiative separately, In addition the updated protocol sets out the steps in relation to modifying existing plans and orders.

- 1.11 At the present time only one parish council in the district (Tibshelf) is developing a neighbourhood plan, as far as we are aware.

ISSUES FOR CONSIDERATION

- 1.12 Key changes to the system for developing neighbourhood planning documents are:
- a) **Timeframes on designating neighbourhood areas.** Before work on a Neighbourhood Plan can start, the town or parish council needs to have the area of the proposed Plan designated as a neighbourhood area by the Council. Where the area is the whole of the Parish and, if any part of the area is part of a neighbourhood area, none of the neighbourhood area extends beyond the Parish Council's area, the Local Planning Authority must exercise its powers under the act to designate the specified area as a neighbourhood area.
 - b) **Decision on the independent examiners recommendations.** Authorities must now decide whether a referendum should be held within five weeks of the date it receives the examiner's report.
 - c) **Bringing Neighbourhood Plans or Orders into force.** There is now a prescribed time frame for Councils to adopt Neighbourhood Plans or make an Order following the referendum (except in certain cases where there are unresolved legal challenges).
 - d) **Requests for the Secretary of State to intervene.** The Housing and Planning Act 2016 enables the Secretary of State to intervene at the request of a neighbourhood planning group in certain circumstances, for example where a council has failed to take a decision on whether to hold a referendum within the specified timeframe.
- 1.13 In short, the changes in the regulatory framework for neighbourhood planning increases the need to formalise the level of advice and assistance offered, and reduces the time allowed to determine some key decisions relating to neighbourhood planning initiatives.

2 Conclusions and Reasons for Recommendation

Based on the changes in recent legislation, the Planning Protocol for neighbourhood planning initiatives has been updated and expanded. It is considered that a protocol is a useful tool to set out the advice and assistance the Council will give in relation to neighbourhood planning initiatives in the district.

- 2.1 The revised Protocol is set out at Appendix A with the new time periods.

3 Consultation and Equality Impact

- 3.1 An Equality Impact Assessment will be required in advance of publishing a Neighbourhood Plan.

4 Alternative Options and Reasons for Rejection

- 4.1 The proposals relate to amendments to the adopted Neighbourhood Planning Protocol to bring it in line with recent legislation. There is no realistic alternative.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 None arising from the proposed amendments set out in this report

5.2 Legal Implications including Data Protection

- 5.2.1 The District Council has a statutory duty to support and enable the processes of preparing and modifying, Neighbourhood Development Plans (or Neighbourhood Plans), Neighbourhood Development Orders and Community Right to Build Orders; in its role as the Local Planning Authority.

5.3 Human Resources Implications

- 5.3.1 Work to support Parish and Town Councils in the preparation of Neighbourhood Development Plans (or Neighbourhood Plans), Neighbourhood Development Orders and Community Right to Build Orders has the potential to divert resources away from the preparation of the District Council's own Local Plan. On the basis of current expressions of interest it is expected that the additional work can be accommodated within the current staff resource. However, if further Parish and Town Councils decide to pursue neighbourhood plans; or if the level of officer input required exceeds that set out in the protocol it may be necessary to secure additional resources.

6 Recommendations

- 6.1 That Executive:

- 1) Notes the detailed issues set out in the report;
- 2) Approves the updated Neighbourhood Planning Protocol Service Level Agreement (attached as Appendix A to this report).

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: 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</p>	<p>No financial impact due to this decision.</p> <p>Whilst the protocol sets a Framework for Neighbourhood Planning issues, it does not in its own right affect any of the wards.</p>
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	<p>No</p>
<p>District Wards Affected</p>	<p>All insofar as the protocol applies</p>
<p>Links to Corporate Plan priorities or Policy Framework</p>	<p>The District Council's Local Plan will set out the vision, key principles and policies that will underpin the sustainable development of the district. Neighbourhood Plans would need to be in accordance with the Local Plan and so will link to Corporate Plan priorities.</p>

8 Document Information

Appendix No	Title
Appendix A	Neighbourhood Planning Protocol Service Level Agreement
<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> <p>Background papers as set out below. All are published documents</p>	
<p>Localism Act 2011</p> <p>The Neighbourhood Planning (General) Regulations 2012</p> <p>The Neighbourhood Planning (General) (Amendment) Regulations 2015</p>	

<p>The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016</p> <p>The Housing and Planning Act 2016</p> <p>The Neighbourhood Planning Act 2017.</p> <p>Planning and Compulsory Purchase Act 2004 (as amended)</p>	
Report Author	Contact Number
Rob Routledge	Ext 2299

Report Reference –

APPENDIX 1

Bolsover District Council

and

..... Parish / Town Council

Neighbourhood Planning Protocol

Service Level Agreement

Approved by Bolsover District Council Executive on ?????

CONTENTS

1. Introduction
2. What is Neighbourhood Planning?
3. Summary of key stages
4. Purpose of the Protocol
5. Bolsover District Council responsibilities
6. Parish / Town Council responsibilities
7. The signed agreement

Appendix A: Is a Neighbourhood Development Plan, Neighbourhood Development Order, or Community Right to Build Order the best way of meeting the objectives of the parish/town council, or community organisation?

Appendix B: District Council support for Neighbourhood Plans

Appendix C: District Council Support for Neighbourhood Development Orders and Community Right to Build Orders

Appendix D: District Council Support for modification of Neighbourhood Development Plans, Neighbourhood Development Orders, or Community Right to Build Orders

INTRODUCTION

- 1.1 The Localism Act 2011 introduced a number of ways for local communities to influence and shape development in their areas through neighbourhood planning. The Localism Act and subsequent Regulations provide provisions for local communities prepare Plans for their localities, and Orders giving planning permission for specific development. The initiative allows communities to take on new responsibilities in relation to planning.
- 1.2 To support communities who wish to take on this new role, the Council has produced a Protocol for Neighbourhood Planning in Bolsover district. This is intended to:
 - Provide a general overview and advice to parish and town council's on the neighbourhood planning process;
 - Ensure there is clarity and transparency for local communities in terms of Council support;
 - Provide a coordinated approach within the Council in relation to neighbourhood planning.
- 1.3 The Protocol will be kept under review in light of experience of Neighbourhood Development Plans, Neighbourhood Development Orders, and Community Right to Build Orders coming forward.

WHAT IS NEIGHBOURHOOD PLANNING?

- 2.1 Neighbourhood planning is made up of three planning tools. All are intended to be community- led and pro-growth, encouraging development.**
- 2.2 Before starting work on either a Neighbourhood Development Plan or Neighbourhood Development Order the parish or town council must apply to the district Council to have the area of their proposed Plan or Order designated as a Neighbourhood Area.

Neighbourhood Development Plans

These are prepared by a parish or town council. They are community-led Plans to guide the future development and growth of an area. They relate to the use and development of land and allow communities to establish general planning policies. They can influence the type, design, location and mix of new development in the Plan area. When adopted they sit alongside other development plans for the district (for example the Local Plan).

Neighbourhood Development Orders¹

These are also prepared by a parish or town council. The Orders can be used to grant planning permission for a site, or a specific type of development (for example housing or retail uses). The Orders can apply to all or part of a Neighbourhood Area².

Community Right to Build Orders

These can be prepared by town or parish councils, or local community organisations that meet certain requirements. The Orders grant planning permission for small-scale, site-specific, community-led developments that benefit the community.

- 2.3 In addition to the above, the legislation allows for the modification of neighbourhood planning documents.
- 2.4 A key part of the neighbourhood planning process is that the proposals for neighbourhood planning are subject to an independent examination. Before a Plan is adopted or Order made, local residents³ can vote in a referendum on the proposals. If the Plan or Order is supported by over 50% of the turnout, the local authority must adopt the Plan or make the Order.
- 2.5 Neighbourhood planning proposals must be:
- In compliance with local and national policies;

¹ Both Neighbourhood development Orders and Community Right to Build Orders still need to comply with any necessary Building Regulations

² There are some exclusions to the type of development that can be covered by the orders, for example, minerals and waste sites.

³ Residents in the parish/ town registered on the Council's Electoral Register

- In compliance with other relevant legislation;
- In compliance with any relevant regulations;
- In accordance with the local planning authorities plans for growth.

2.6 **It should be noted that there is no requirement for parish/town councils to undertake neighbourhood planning. The Council is not required to give any financial assistance to neighbourhood planning initiatives.**

SUMMARY OF KEY STAGES

<p>INITIAL SCOPING MEETING</p> <p>The Council meets with the Parish / Town Council or prescribed community organisation to discuss whether a Neighbourhood Plan/ Neighbourhood Development Order/Community Right to Build Order are the most appropriate route to deliver the objectives of their local communities and whether there are alternative options. Alternative options such as better integration with Local Plan preparation and Regeneration Frameworks could be considered.(Up to 2 hours) (For further information see Appendix A).</p>
<p>PROVIDING INITIAL ADVICE AND AGREEING A TIMETABLE</p> <p>The Council meets with members of the town or parish council to discuss:</p> <ul style="list-style-type: none"> • The proposed Neighbourhood Plan/Neighbourhood Development Order/Community Right to Build Order/ modifications to existing Plans or Orders in the context of national and strategic level policies and plans; • Any published evidence or data that the planning policy team have, or is being planned that might be of use in formulating the proposed Plans or Orders; • Possible screening for other necessary assessments; • A mutually acceptable timetable to bring the proposed initiative forward.
<p>PREPARATION OF NEIGHBOURHOOD PLANS AND ORDERS</p> <p>The Parish/Town Council works with local stakeholders to prepare a draft Plan or Order that is in general conformity with national policy and guidance, and the Local Plan or emerging Local Plan for Bolsover District. The Parish or Town Council carries out statutory consultation on their proposals.</p>
<p>PRE-SUBMISSION DISCUSSION ON DRAFT PLANS AND ORDERS</p> <p>If requested, the Council will meet with the parish or town council to discuss any issues in relation to their draft Plan or Order.</p>
<p>SUBMISSION OF DRAFT PLAN OR ORDER</p> <p>The Parish / Town Council submit their draft Plan or Order (including the information and statements required by any legislation/regulations) to the Council.</p>
<p>PUBLICITY ON THE SUBMISSION DRAFT PLAN OR ORDER</p> <p>This is an opportunity for local people and other interested bodies to make representations to be made for consideration by the independent examiner.</p>
<p>EXAMINATION</p> <p>The District Council will forward any representations and other information to the independent examiner, and organise and pay for the independent examination.</p>
<p>CONSIDERATION OF EXAMINER'S REPORT</p> <p>The District Council will consider the examiner's report and their response(s).</p>

REFERENDUM

The Council will organise and pay for a local Referendum to take place.

- If there is a 50% + 1 yes vote the Plan will be adopted or Order made. In the case of a Neighbourhood Plan, the document will form part of the statutory Development Plan for Bolsover District.
- Where a Plan is adopted or Order made, the Council will publicise the decision

PURPOSE OF THE PROTOCOL

- 4.1 This agreement has been prepared to help ensure a clear understanding of the responsibilities for both Bolsover District Council and the relevant Parish or Town council⁴ in relation to the development of Neighbourhood Plans/Neighbourhood Development Orders/Community Right to Build Orders.
- 4.2 Achieving a clear understanding will enable both parties to plan appropriately the degree of resources required to ensure the prepared Neighbourhood Plan/Neighbourhood Development Order/Community Right to Build Order is given the best chance to be successful at examination.
- 4.3 As a result, Bolsover District Council has considered how it can facilitate the aspirations of local communities to prepare their own Neighbourhood Plan/Neighbourhood Development Order/Community Right to Build Order, whilst recognising the potential costs and impacts on service delivery in other areas.
- 4.4 This Service Level Agreement confirms:
- i. How Bolsover District Council will undertake its statutory duties within the Neighbourhood Planning (General) Regulations 2012, as amended⁵;
 - ii. The level of support that Bolsover District Council guarantees to provide to Parish and Town Councils to help them deliver their aspirations regarding the preparation of their own Neighbourhood Plans/Neighbourhood Development Orders/Community Right to Build Orders;
 - iii. The responsibilities of Parish and Town Councils ('the qualifying body') regarding the preparation of their Neighbourhood Plans.
- 4.5 The guidance within the document is not absolute, but provides a benchmark as to the level of support we can guarantee to provide. The Council will always seek to give up to date advice and assistance to help the Parish or Town Council in a positive and proactive manner whenever possible.

⁴ Or in some cases community body

⁵ As amended by the Neighbourhood Planning (General) (Amendment) Regulations 2015; and, The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016.

BOLSOVER DISTRICT COUNCIL RESPONSIBILITIES

Under current legislation Bolsover District Council is responsible for:

Statutory requirements

- a. determining applications for the designation of a neighbourhood area, and publicising the designation;
- b. the designation of a neighbourhood forum (where relevant);
- c. the publicising of proposals at key stages;
- d. at Submission stage, checking that a basic condition statement has been submitted;
- e. the arrangements for and cost of an independent examination;
- f. considering the inspector's findings, and deciding whether to submit the document for a local referendum;
- g. arranging and covering the cost of the local referendum ;
- h. subject to a positive referendum result, adopting the Neighbourhood Plan, or making the Order.
- i. in addition to the above, the Council may make an order to modify a neighbourhood development order that they have made for the purpose of correcting errors.

Support

- j. provide advice and guidance to help the Parish / Town Council establish the most appropriate route to achieve its aspirations;
- k. providing assistance and advice to facilitate applications for Neighbourhood Areas; Neighbourhood Plans; Neighbourhood Development Orders; or Community Right to Build Orders,
- m. providing/advising on sources of relevant information on the process and content of neighbourhood planning documents, including providing relevant published evidence base documents;
- n. assistance as detailed at Appendices B- D below.

PARISH/TOWN COUNCIL RESPONSIBILITIES

Statutory requirements

- a) the preparation (including writing) of Neighbourhood Development Plans, Neighbourhood Development Orders, and Community Right to Build Orders; (*Under the provisions of the Localism Act 2011*)
- b) undertaking extensive consultation with the local community;
- c) preparing a Plan or Order in conformity with the Local Plan or emerging Local Plan for Bolsover District;

Preparing a Plan or Order in conformity with national planning policies

- d) (where applicable) preparing a plan or order in conformity with European Union environmental regulations (strategic environmental assessment (SEA), Habitats Regulations, or any subsequent changes or re-enactment of these requirements);
- e) where applicable) preparing a plan or order in conformity with equality and human rights legislation (Equalities Act 2010, Human Rights Act 1998), or any subsequent changes or re-enactment of these requirements);
- f) resourcing the work;
- g) submission to the Council of a draft Plan or Order that has been prepared in accordance with the Neighbourhood Planning Regulations

Other

- h) For non-planning aspects the Parish / Town Council will endeavour to work with the District Council to ensure that:
 - i. Projects are deliverable;
 - ii. Where possible, projects are linked to other plans/strategies as appropriate.
- i) To deliver the principal task at i. above, the Parish / Town Council is also required to undertake the following tasks

Meetings

- j) establish a Steering Group (or similar) to guide the preparation of the Neighbourhood Development Plan; Neighbourhood Development Order ;or Community Right to Build Order;
- k) ensure the Steering Group reports on a regular basis to the Parish / Town Council for the endorsement of decisions;
- l) ensure the Parish / Town Council remains compliant with the requirements for designation as set out in the Localism Act and Regulations;

- m) ensure best use of Bolsover District Council officer time by only inviting the Bolsover District Council representative to attend and advise the Steering Group in accordance with the level of support outlined in Appendices B-D below;
- n) wherever possible, an agenda and supporting papers should be sent to the Bolsover District Council representative 5 days in advance of a meeting.

Minutes of Meetings

- o) Minutes of all Steering Group meetings should be forwarded to the Bolsover District Council representative for information to assist with support and for the early identification of issues.

Project Plan

- p) undertake to work towards the submission of a Neighbourhood Development Plan; Neighbourhood Development Order; or Community Right to Build Order with a clear work programme and timetable for delivery;
- q) send copies of project plans to the Bolsover District Council representative at regular intervals to assist with general support and resource planning.

Working arrangements

- r) work with the District Council during the preparation of Neighbourhood Development Plan; Neighbourhood Development Order; or Community Right to Build Orders to enable the District Council to carry out its duty to advise and assist and to help ensure a successful examination.

Communication

- s) inform the District Council on emerging policies and proposals prior to the Pre-Submission draft Plan or Order consultation;
- t) provide the District Council with the Pre-Submission draft Neighbourhood Plan or Order and supporting documents in electronic format;
- u) provide results of primary source data which could be helpful to the District Council;
- v) provide regular reports to the District Council on progress and issues as appropriate.

Delivery

- w) if supported through the referendum the District Council, the Parish / Town Council and other relevant organisations will be responsible for delivery of Neighbourhood Development Plan; Neighbourhood Development Order; or Community Right to Build Orders as appropriate.

THE SIGNED AGREEMENT

This agreement is between:

- a) Bolsover District Council, and;
- b) xxx Parish / Town Council

Signed:

.....

xxx, appropriate officer of Bolsover District Council

date

and

.....

xxx, Chair of xxx Parish / Town Council

date

This agreement takes place with immediate effect and will be updated as appropriate.

Is a Neighbourhood Development Plan, Neighbourhood Development Order, or Community Right to Build Order the best way of meeting the objectives of the parish/town council, or community organisation?

- A1. Communities should not regard Neighbourhood Development Plans, Neighbourhood Development Orders or Community Right to Build Orders as the only option or planning tool open to them. There are many other forms of community planning and ways of delivering development locally that may be more appropriate.
- A2. The following points should be carefully considered before embarking on a Neighbourhood Development Plan, Neighbourhood Development Order, or Community Right to Build Order:
 - a. **Are you clear on why you need it?** For example, can the outcomes sought be delivered through other planning mechanisms such as a Parish / Town or Community Plan, a planning application, or other routes?
 - b. **Have you considered the length of time the process may take?** For example in the case of a Neighbourhood Development Plan, it could take at least 2 years from start to finish, and probably longer.
 - c. **Have you considered the time and financial resource implications needed to do it?** For example, Communities and Local Government (CLG) stated that the average cost of a Neighbourhood Development Plan is between £17,000 and £63,000⁶ and after ten years the cost of reviewing a Plan is around 70% of the initial cost.
 - d. **Are there the skills and enthusiasm within the community to undertake the work?** and are you confident this enthusiasm can be maintained through the process?
 - e. **Are you prepared to engage with land owners and developers and to have constructive conversations with people who may hold opposing views from your own?**
- A3. There are a number of alternatives to Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders that a community can undertake in their area and may be more appropriate. These include:
 - a. **Parish / Town or Community Plans**, which provide an opportunity for the community to work together to decide on what they want to improve or achieve, in their area, at present or in the future. The final document generally sets out how the community intend to make improvements to the local area, for example community led initiatives such as creating play groups or other social infrastructure, street cleaning, or refuse and recycling collections.
 - b. **Village & Urban Community Design Statements**, which is a document that describes the qualities and characteristics that the community value in their

⁶ CLG figures from 2011

area. It sets out clear and simple guidance for the design of all future development in a village.

- A4 Neighbourhood Plans and Orders have to follow governmental guidance. Firstly, they must generally be in line with national and local planning policies. Secondly they cannot be used to block development that may already have been permitted or is proposed within the Local Plan. In addition, there are certain types of development that cannot be covered by a Neighbourhood Development Order. These 'excluded' types of development include any development connected with minerals or waste: nationally significant infrastructure projects; and major projects requiring an Environmental Impact Assessment under EU law.
- A5 The **advantages** of the alternative methods set out above are that they are potentially cheaper, quicker than Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders , and do not have to go through examination or be subject to a referendum.
- A6 The **disadvantages** of these alternative methods are that they cannot make specific land use proposals, have limited input from developers and the Council, can raise expectations unrealistically; and do not have the material weight of a Neighbourhood Development Plan Neighbourhood Development Order or a Community Right to Build Order in Planning terms.

Level of District Council support for making Neighbourhood Areas and Neighbourhood Plans

DESIGNATING A NEIGHBOURHOOD AREA	
Stage B1: Initial Scoping Meeting (Planning Policy Team)	
We Will: <p>Offer to hold one two-hour meeting with the Parish or Town Council to:</p> <ul style="list-style-type: none"> • Discuss whether a Neighbourhood Development Plan; Neighbourhood Development Order; or Community Right to Build Order is the most appropriate route for the community to achieve its aspirations; • Discuss alternative ways of getting involved in the development process. 	
Stage B2a: Application for designation of a neighbourhood area by a town or parish Council where the proposed designation covers the whole of a parish (Planning Policy and Legal Teams)	
We will: <ul style="list-style-type: none"> • Consider whether the application meets the statutory requirements; • Advise of any additional information needed to meet the statutory requirements; • When the application meets the statutory requirements, designate the area as a neighbourhood area. <p><i>Note - the next stage in this process is Stage B5 below</i></p>	
Stage B2b: Application by a relevant body for designation of a neighbourhood area where the proposed neighbourhood area does not cover the parish (Planning Policy and Legal Teams)	
We will: <ul style="list-style-type: none"> • Consider whether the application meets the statutory requirements; • Where the statutory requirements are met, notify the application body within one week of receipt of the application; • Where the statutory requirements are not met, notify the application body and advise of any additional information needed to meet the statutory requirements within three weeks. 	
Stage B3: Publicising an area application (Governance Team)	
We will:	

- Publicise the application so that people can make representations within two weeks of receiving an application;
- Publicise how representations can be made.

Note – the period for making representations must be at least four weeks (unless application relates to more than one Parish / Town area, then the period for representations must be at least six weeks).

Stage B4: Determining an area application (Legal Team)

We will:

- *(Where the application falls within the areas of two or more local authorities), determine the application within 20 weeks from the date the application is first publicised (stage B3 above)*
- In all other cases determine the application within 13 weeks

Stage B5: Publicising the designation or refusal of a neighbourhood area (Governance Team)

We will:

- Publicise the within one week of determining the application;
- Inform anyone who requested notification of the designation.

PREPARING A NEIGHBOURHOOD PLAN

Stage B6: Initial Meeting (Planning Policy Team)

We will:

- Provide an initial two hour meeting with the Town or Parish Council to discuss; community ambitions and aspirations;
- Seek to agree a timetable for the preparation of the Neighbourhood Plan;
- Provide advice and assistance on;
 - Published information and data sets the planning department has;
 - The published evidence used by the District Council in preparing its new Local Plan;
 - Advice on consultation methods and questionnaire format; and
 - Discussion on possible need for Sustainability Appraisal / Environmental Assessment and Habitat Regulations Assessment;
- Provide an additional seven hours of further general support if requested

Stage B7: Once drafted, before the proposed Plan is submitted to the Council (Planning Policy Team and Legal Team) (if requested) We will:

- Provide a two hour meeting to discuss and comment on the draft Plan
- Provide an additional four hours of support if requested;

Stage B8: Consulting on the proposed Plan (Planning Policy Team)
We will:

- Publicise the receipt of the proposed Neighbourhood Plan; and
- Publicise how interested parties can make representations on the proposed Neighbourhood Plan.

Note - the period for making representations must be at least six weeks

Stage B9: Submission of the plan proposal to examination (Planning Policy Team)
We will:

Within six weeks of the close of consultation:

- appoint a person to examine the Neighbourhood Plan.
- send the Neighbourhood Plan and its supporting documentation including copies of representations received to the examiner
- make the necessary arrangements for the examiner to examine the Neighbourhood Plan, including arranging for a Hearing where required.

Note - if an appropriate examiner is not available an alternative timescale will be agreed between the Council and parish or town council

Stage B10: Examiners Report (Planning Policy Team)
(if requested) We will:

- Provide a third meeting with the town or Parish Council to discuss the findings of the inspector's report and the Council's initial response;
- Provide an additional four hours of general support if required.

Stage B11: Publication of the examiner's report and plan proposal decisions (Planning Policy Team)
We will:

- Within five weeks of receiving the examiner's report, prepare and publish a decision statement, setting out the Council's decision(s) on the recommendations made by the examiner and the reasons for the decision(s). Decisions may include:
 1. to decline to consider a Plan proposal;
 2. to refuse a Plan proposal;
 3. what actions to take in response to the recommendations in the examiner's report;
 4. modifications are needed to the draft plan (if any);
 5. whether to extend the referendum area;
 6. that the Council is not satisfied with the proposal;
- Publish a Decision Statement.

Stage B12: Referendums (Elections Team)

We will:

- Organise and hold a referendum on the Neighbourhood Plan within 56 working days of the publication of the decision to hold a referendum

(Where more than 50% of those voting in the Neighbourhood Plan referendum vote in favour of the Plan)

Stage B13: Date for making a neighbourhood development plan (Planning Policy and Legal Teams)

We will:

- Adopt the Neighbourhood Development Plan within 8 weeks of the date of the referendum

Stage B14: Publicising Decision (Planning Policy and Governance)

We will:

- Publicise the decision on the Plan.

Stage B15: Publication of a new Neighbourhood Development Plan (Planning Policy and Governance)

We will:

- Publish the adopted Neighbourhood Plan.

Level of District Council Support for Neighbourhood Development Orders and Community Right to Build Orders

Stage C1: Initial Meeting (Planning Policy Team)

We will:

- Provide an initial two hour meeting with the Town or Parish Council to discuss community ambitions and aspirations
- Seek to agree a timetable for the preparation of the Order;
- Provide advice and assistance on;
 - Published information and data sets the planning department has;
 - The published evidence used by the District Council in preparing its new Local Plan;
 - Advice on consultation methods and questionnaire format; and
 - possible requirements for Sustainability Appraisal / Environmental Assessment and Conservation of Habitat and Species Regulations;
- Discuss possible requirements in respect of the historic environment, including: any listed buildings; ancient monuments; and conservation areas
- Provide four hours of further general support if requested

Stage C2: Once drafted, before the proposed Order is submitted to the Council (Planning Policy Team and Legal Team) (if requested) We will:

- Provide a meeting to discuss and comment on the draft Order:
- Provide an additional four hours of support if requested;

Stage C3: Consulting on the proposed Order (Planning Policy Team)

We will:

- Publicise the receipt of the proposed Order; and
- Publicise how interested parties can make representations on the proposed Order

Note - the period for making representations must be at least six weeks

Stage C4: Submission of the Order proposal to examination (Planning Policy Team)

We will:

- Within six weeks of the close of consultation appoint a person to examine the proposed Order.
- Within six weeks of the close of consultation send the Order and its supporting documentation including copies of representations received to the examiner
- Within six weeks of the close of consultation make the necessary arrangements for the examiner to examine the Order, including a Hearing where required.

Note - if an appropriate examiner is not available an alternative timescale will be agreed between the Council and the District and parish or town council

Stage C5: Examiners Report (Planning Policy Team)

(If requested) we will:

- Provide a third meeting with the town or Parish Council to discuss the findings of the inspector's report and the Council's initial response;
- Provide an additional four hours of general support if required.

Stage C6: Publication of the examiner's report and plan proposal decisions (Planning Policy Team)

We will

- Within five weeks of the receipt of the examiner's report, prepare and publish a decision statement, setting out the Council's decision(s) on the recommendations made by the examiner and the reasons for the decision(s). Decisions may include:
 1. to decline to consider an Order proposal;
 2. to refuse an Order proposal;
 3. what action to take in response to the examiner's report, such as send the plan to referendum;
 4. modifications are needed to the draft order (if any);
 5. whether to extend the referendum area;
 6. that the Council is not satisfied with the Order.

- Publish a Decision Statement.

Stage C7: Referendums (Elections Team)

We will:

- Organise and hold a referendum on the proposed Order within 56 working days of the publication of the decision to hold a referendum

(Where more than 50% of those voting in the Neighbourhood Plan referendum vote in favour of the Plan)

Stage C8: Date for making an Order (Planning Policy and Legal Teams)

We will:

- Make the Order within 8 weeks of the date of the referendum

Stage C9: Publicising Decision (Planning Policy and Governance)

We will:

- Publicise the decision on the Order.

Stage C10: Publication of a new Order (Planning Policy and Governance)

We will:

- Publish the new Order.

Carry out any additional necessary notification.

Appendix D

Level of District Support for Modification of a Neighbourhood Development Order, a Community Right to Build Order, or a Neighbourhood Plan

Stage D1: Initial Meeting (Planning Policy Team)

We will:

- Provide an initial two hour meeting with the relevant body(s) to discuss the reasons for seeking the proposed modification;
- Seek to agree the modification:
- Discuss the process and timetable for the modification;

Stage D2: Publicity

We will:

- Publicise the changes
- Carry out any additional notification.

Bolsover District Council

Executive

6th November 2017

Marketing Bolsover District – A Journey Through Bolsover

Report of the Portfolio Holder – Efficiency and Business Development

This report is public

Purpose of the Report

- To seek Executive approval for a £25k investment to market Bolsover District to a wide range of audiences including investors, businesses, tourists, general public and the local community.

1 Report Details

- 1.1 In January 2016 Growth Scrutiny Committee recommended the Council produce a marketing strategy to promote the District and attract inward investment.
- 1.2 In March 2016, Growth Scrutiny Committee considered how a Development Prospectus could promote business and residential development opportunities and enhance the relationship with developers to generate Growth.
- 1.3 The first elements of this are well underway. The production of a Business Bolsover information pack is completed and is used at events and networking forums to promote what we offer. The next element is the development of a website specifically designed to encourage businesses to the District and show them what sites are available for investment or growth. The development of the site has been done with no expenditure to the authority, other than officer time, and is expected to be ready and live by November/December 2017.
- 1.4 The next stage is the production of a high quality and innovative video that portrays the District in a positive light and promotes what we have to offer. The proposal would be a short (approx 40-60 seconds) introductory video that highlights what we can offer including tourism, business, leisure, culture, town centres, etc and then more in-depth videos of each of these areas.
- 1.5 These videos can then be edited to suit our needs and used across a wide range of mediums so we can 'sell' the District to visitors, business via (but not limited to): business presentations, attracting inward investment (i.e. hotel chains, retail companies, etc), exhibitions, trade shows, websites, social media, local communities.

- 1.6 The promotion of the video would also require investment so we can spread the word about the District and use new technology where appropriate. We would look to create specific marketing campaigns for the various areas covered in the films, using free advertising where possible. But we would also need to utilise advertising in publications, road signs, social media and websites, signs and interactive notices in town and village centres and information in business premises.
- 1.7 The £25,000 cost would be split as follows (the costs are estimates at this point):
- £15,000 to produce the videos which would include innovative drone footage (real time and 360 degree), animation, voice-overs, music and video updates up until 2022.
 - Internal Print Re-Charge - Produce 5,000 copies of an events booklet per year for the next five years (external advertisements will be sought to try and bring some income in for this).
 - £7,000 for adverts online, in trade magazines, regional and national media and adverts on roundabouts, road signs and interactive notices.
 - £3,000 to produce 5,000 copies of an A2 folded to A5 16page booklet for each of the four town centre's (Bolsover, Clowne, Shirebrook, South Normanton) showcasing and promoting what they have to offer. This will be produced in 2018 and then refreshed in 2020. (External advertisements will be sought to bring this cost down).
- 1.8 To also assist with the promotion of the District, it is felt that by increasing the number of editions of Intouch from three to four per year would add weight and provide an additional medium for us to 'spread the message' about what we are doing within the District and to our local communities. An extra edition would cost £7,500 (£5,500 for distribution and £2,000 for printing) per year and external advertisements will be sought to help bring this cost down. This additional resource will be dealt with through the ongoing budget process.

2 Conclusions and Reasons for Recommendation

- 2.1 The report recommends an increase in the number of Intouch editions published per year and the production of a promotional video to showcase what the District has to offer and to promote it to various companies and businesses and also create specific marketing campaigns arising from the videos.
- 2.2 Promoting the District in an innovative way can have added benefits such as attracting more investment, business expansion and increasing the numbers of tourists visiting and spending money in the local economy.

3 Consultation and Equality Impact

- 3.1 The video and marketing tools used will be inclusive of the full breadth of our society.
- 3.2 Consultation with various departments needs to be undertaken and a small working party of officers, together with the Cabinet Member for Promotion would be established to script and direct the videos and produce the Intouch publication.

4 Alternative Options and Reasons for Rejection

- 4.1 Do nothing. Continue to do the same as every other authority and compete to attract investment into the area as we always have.

5 Implications

5.1 Finance and Risk Implications

- 5.1.1 The funding can be financed through the Transformation Reserve. The £25k investment is a one-off but the potential longer-term benefits in terms of the numbers of tourist attracted into the District and business investment could far outweigh this.

5.2 Legal Implications including Data Protection

- 5.2.1 All the necessary licenses and permissions for use of the drone, film footage, music and imagery will be undertaken by the company responsible for producing the video.

5.3 Human Resources Implications

- 5.3.1 None arising from this report

6 Recommendations

- 6.1 That £25k be allocated from the Transformation Reserve budget to fund the production of the video and associated marketing materials.

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:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC:</i> <i>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
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	All

8 Document Information

Appendix No	Title
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
S. Chambers – Communications Manager	x2323

Report Reference –

Bolsover District Council

Executive

6th November 2017

Streetscene Service Arrangements - Access To Private Unadopted Residential Carriageways

Report of the Portfolio Holder - Community Safety And Street Services

This report is public

Purpose of the Report

- To update Executive, further to their meeting on 11th September 2017, in regard to:
 - (a) Derbyshire County Council's (Highway Authority) position in their adoption of highway infrastructure at new-build developments with up to 25 housing units.
 - (b) Feedback received from other Derbyshire Authorities further to writing to them on the matter of Highway Adoption.
- To further seek Member authority to enter in to 'indemnity agreements' with developers and/or their management company/successors in title to facilitate access over roads at new housing developments which the Highway Authority (Derbyshire County Council) do not adopt for maintenance at public expense.

1 Report Details

- 1.1 As part of new housing development planning process, Streetscene is consulted in respect of service delivery arrangements; in particular, to ensure suitable access is in place to undertake waste collection arrangements.
- 1.2 Carriageways and footways at new developments are constructed to meet the Highway Authority's '6C's Highway Design Standards; and, following a period of maintenance by developers, adopted for maintenance at public expense.
- 1.3 The Highway Authority has reviewed their approach in adopting estate roads; in particular, at developments of 25 or fewer properties. In future, it is unlikely they will adopt estate roads on small developments for maintenance at public expense.
- 1.4 Further to Executive's prior meeting (11th September 2017) Derbyshire County Council have re-affirmed that their future approach in the adoption of estate roads will be in accordance with '6C's Highway Design Standards' and therefore likely that structural highway infrastructure at such developments may not be adopted for maintenance at public expense in future.
- 1.5 The Joint Chief Executive Officer has raised the issue wider with Derbyshire Chief Executives. Responses received share the Council's concerns; further to which, it is recommended that the JCEO writes to the County Council asking that they review their policy position in light of a revised '6C's Design Guide' named 'Delivering

Streets and Places' which recommends that streets at development serving 6 or more dwellings are adopted.

- 1.6 With increasing number of small developments, Streetscene is receiving requests from housing developers to undertake bin collections from un-adopted roads as an alternative to nominating collection\presentation points on the edge of developments, which in some instances can be of lengthy distance.
- 1.7 Due to the size of these developments, it often emerges that carriageways are small and may require multiple reversing and\or turning manoeuvres in cul-de-sacs which present potential for high wear points and complaints and\or claims against the Council. Therefore, to safeguard the Council against complaints and\or claims for potential repairs, it is proposed that developers or their successor in title provide the Council with an 'indemnity' to ensure that the Council is not held liable for future repair and renewal costs on un-adopted roads\footways on new developments; that is, where the Highway Authority refuse to adopt them for maintenance at public expense.
- 1.8 Streetscene will assess each development based on access, construction materials and the weight and size of vehicles so not to cause damage to the road surface. In entering into such agreements, the Council would still require that roads\footways be constructed to recognised '6C's Highway Design Standards', as would be required by the Highway Authority, to ensure that un-adopted roads are suitable to accommodate the weight and turning of the large service vehicles.
- 1.9 The Council's waste collection, street cleansing and grounds maintenance service delivery is predominantly revenue budget funded from Council Tax payments; therefore, this approach presents no revenue financial risk implications as revenue will increase to reflect housing growth.
- 1.10 Highway verge grass cutting is funded by way of the Council's Agency Agreement with Derbyshire County Council; and, in the event roads are un-adopted, the County Council may not wish to meet such costs. However, given the size of these developments there is a low likelihood that grass verges will be incorporated; however, where these are, they may be 'designed out' following Streetscene consultation at the planning stage; or, commuted sums agreed to secure future maintenance; or, they are conveyed to neighbouring properties in which it is now usual that developers form a management company to undertake maintenance of the un-adopted areas.

2 Conclusions and Reasons for Recommendation

- 2.1 This report proposes the Council's future policy position in regard to service delivery arrangements on new housing estates; at which, some roads may be un-adopted; and, seeks Cabinet's approval to enter in to 'indemnity agreements' with developers to ensure like standards and access to service delivery is afforded to residents as enjoyed by households residing along adopted roads.
- 2.2 The Joint Chief Executive Officer has raised the issue with wider Derbyshire Chief Executive who shares the Council's concerns; further to which, it is recommended he writes to the County Council asking they review their policy position in light of revised '6C's Design Guide standards.

- 2.2 The Assistant Director Streetscene (ADS) has delegated authority (9.14 Constitution) to acquire, dispose of, grant and obtain rights in land and premises on such terms and conditions as considered appropriate. This report seeks Executive's approval for the ADS to enter in to agreements to ensure uniform standards and access to service delivery is afforded to residents.

3 Consultation and Equality Impact

- 3.1 The Council provides residents with street cleansing, grounds maintenance and '3 bin' kerbside waste collection services. Residents on collection day, present bins at the kerbside outside their property curtilage.
- 3.2 Proposals set out in this report aim to ensure as consistent and equitable approach as possible is maintained when undertaking kerbside waste collections to negate need of nominating bin collection\presentation points of lengthy distance on developments where roads may be un-adopted; also, that these roads enjoy the same level of street cleansing and\or grounds maintenance services.

4.0 Alternative Options and Reasons for Rejection

- 4.1 In the absence of 'indemnity agreements' the Council may have need to designate collection points at the nearest public highway; this of which, may require residents to present bins over lengthy distances and result in obstruction to the highway\footway through multiple bin presentation and resulting in complaints.

5 Implications

5.1 Finance and Risk Implications

- 5.10 There are no financial implications arising from this report other than internal administrative costs to enter into an indemnity agreement with developer and\or their management company.

5.2 Risk Considerations

- 5.2.1 In the absence entering in to 'indemnity agreements, the Council may have need to nominate bin collection points which may result in resident complaints, dissatisfaction and present obstruction to the public highway on collection days.
- 5.2.2 The provision of street cleansing and grounds maintenance services on un-adopted roads on new developments will ensure a seamless standard of Streetscene Service is delivered across adopted and un-adopted roads on new developments.
- 5.2.3 Where streets are not adopted in future and require the Council to access such to deliver services, the entering of 'indemnity agreements' provides the Council with a safeguard against future claims against wear and tear on such estate roads. It further provides clarity of Council and Developer responsibilities facilitating some degree of surety by way of developers that physical maintenance and repair of such estate roads will be undertaken to meet their customer (households) future needs.

5.3 Legal Implications including Data Protection

- 5.3.1 There are no data protection issues arising from this report.
- 5.3.2 The Council is a Waste Collection Authority (WCA) as defined by the Environmental Protection Act 1990. Section 45(1)(a) requiring the Council to arrange for the collection of household waste from any premises and require the occupier, by

notice served (s.46(1)) on them, to place the waste for collection in a receptacle of a kind and number specified and on a day and at a position or place.

- 5.3.3 The kind and number of receptacles required to be used must be such as are reasonable but, subject to that, separate receptacles or compartments of receptacles may be required to be used for waste which is to be recycled and waste which is not (s.46(2)).
- 5.3.4 The authority may make provision with respect to the size, construction, and maintenance of the receptacles; the placing of the receptacles for the purpose of facilitating the emptying of them; and the substances or articles which may or may not be put into the receptacles or compartments of receptacles (s46(3) and (4)).
- 5.3.5 The Council's statutory duty to collect household waste is not discharged regardless of whether a carriageway is adopted or un-adopted.
- 5.3.6 The Council is defined as a 'Principal Litter Authority' by way of the Environmental Protection Act 1990 and must ensure, so far as is practicable, clearance of litter and refuse from "relevant land" (s89(1)(c)).
- 5.3.7 "Relevant land" is land that is open to the air (notwithstanding that it is covered if it is open to the air on at least one side) but not a highway, which is under direct control of a local authority to which the public are entitled or permitted to have access with or without payment (s86(4)). A "relevant highway" is one that is maintainable at public expense (s86(9)) but not a trunk road which is a special road.
- 5.3.8 This report proposes the Council seeks 'indemnity agreements' from developers or their successors in title to safeguard the Council when accessing roads on new developments which are not adopted for maintenance by the Highway Authority; also, that un-adopted roads receive street cleansing and grounds maintenance services like that of adopted roads; in particular, due to the Council receiving revenue income from Council Tax to meet service costs, thus ensuring a uniform level of Streetscene standards throughout developments.
- 5.3.9 In the absence of 'indemnity agreements' with developers, future maintenance of un-adopted estate roads, may lay with adjoining households. Therefore, agreements may act as a future safeguard for residents as well as the Council.
- 5.3.9 Subject to Executive approving recommendations set out in this report, the Council's Joint Waste Collection and Recycling Policy will be updated to reflect these proposals.

5.4 Human Resources Implications

- 5.4.1 There are no human resource implications arising from this report

6 Recommendations

- 6.1 That Executive:
 - (a) Note the County Council's continued position in the adoption of highway infrastructure at new-build housing developments is in accordance with the '6C's Highway Design Standards'.

- (b) The Joint Chief Executive writes to the County Council urging them to review their policy position in light of revised the '6C's Design Guide'.
- (c) Approves the policy approach of entering in to 'indemnity agreements' with developers or their successors in title at new housing developments, in particular developments where streets are not adopted and where the Council has need to access such to deliver local services.
- (d) The Assistant Director of Streetscene exercises delegated authority to enter in to 'indemnity agreements' with developers and/or their management company/successors in title to facilitate Streetscene service delivery arrangements.
- (e) The Joint Waste Collection and Recycling Policy is updated to reflect the Council policy position as set out in this report.

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:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC:</i> <i>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 style="text-align: center;">Yes</p> <p style="text-align: center;">Affecting all District Wards</p>
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	<p style="text-align: center;">Yes</p>
District Wards Affected	<p style="text-align: center;">All</p>
Links to Corporate Plan priorities or Policy Framework	<ul style="list-style-type: none"> • Providing our Customers with Excellent Service • Supporting our Communities to be Healthier, Safer, Cleaner and Greener

8 Document Information

Appendix No	Title
N/a	N/a
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)	
N/a	
Report Author	Contact Number
Assistant Director Streetscene	Ext. 7264

Bolsover District Council

Executive Committee

6th November 2017

Warden Service Contract – Derbyshire County Council

Report of the Deputy Leader and Portfolio Holder - People and Place

This report is public

Purpose of the Report

- To inform members of an offer of a extension of contract from Derbyshire County Council (DCC) to provide a warden service to older people, and to decide if this offer should be accepted.

1 Report Details

- 1.1 The District Council has operated a mobile warden service, later called a housing support service, to older people within the District for many years
- 1.2 The Service is offered to a mix of tenants and private customers. Although the majority of people pay for the service from their own resources the contact with DCC provides the service for people who are in low income.
- 1.3 The Council won the contract to fill the DCC funded part of the service in 2013 following a competitive bidding process. The initial contract was for a period of 2 years with the option to extend a further 3 years.
- 1.4 DCC had originally extended the contract until March 2018, and had planned to put the service out to tender from April 2019. However DCC have now offered the Council a contract extension until March 2019 – i.e. an additional extension of one year.

.

2 Conclusions and Reasons for Recommendation

- 2.1 The services is well regarded by residents, and Bolsover District Council are a trusted provider
- 2.2 Accepting the offer of a contract extension is positive outcome for customers and for the Council.

2.3 The Council continues to extend the service and attracting more customers, the majority who self fund. This is part of a strategy to ensure that the Council are not dependent on DCC funding to operate the service, but would be self sufficient if we were not successful in winning future tenders.

2.4 The offer of a contract extension offers certainty for an additional year and should be accepted.

3 Consultation and Equality Impact

3.1 None

4 Alternative Options and Reasons for Rejection

4.1 Not to accept the contract extension. Rejected as this would have a detrimental impact on vulnerable customers.

5 Implications

5.1 Finance and Risk Implications

5.1.1 Existing budgets had assumed no income from 2018. It is estimated that the contract extension will bring in an additional income of £230,000.

5.1.2 Not accepting the contract extension would in effect invite an alternative provider into the District who may also compete for other services against the District Council.

5.2 Legal Implications including Data Protection

5.2.1 Not specifically, this is an extension to an existing contracts

5.3 Human Resources Implications

5.3.1 Not specifically.

6 Recommendations

6.1 That the Council accept the offer of a one year contract extension to continue to provide a warden service to older people within the District,

6.2 That officers prepare for future tender opportunities to provide similar services within the District

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: <i>Revenue - £75,000</i> <input checked="" type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> NEDDC: <i>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>	Yes
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	Yes
District Wards Affected	All
Links to Corporate Plan priorities or Policy Framework	Install 150 new lifelines within the community each year.

8 Document Information

Appendix No	Title
	N/A
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
Assistant Director – Community Safety and Head of Housing (BDC)	

Bolsover District Council

Executive

6th NOVEMBER 2017

**Medium Term Financial Plan - Budget Monitoring Quarter 2
April to September 2017**

Report of the Assistant Director - Finance, Revenues and Benefits

This report is public

Purpose of the Report

- To update Executive on the financial position of the Council following the second quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account (HRA), Capital Programme and Treasury Management activity.

1 Report Details

- 1.1 Officers have continued the integrated approach to budget monitoring in the second quarter with Performance, Risk and Finance being considered together at the combined Directorate meeting held during October 2017. The scope of this report is therefore to report the current financial position following the 2017/18 quarter two monitoring exercise.

General Fund Revenue Account

- 1.2 The General Fund Revenue Account summary is shown in **Appendix 1**. The original budget for 2017/18 showed a funding gap of £0.170m. By the end of the second quarter, savings of £0.156m have been achieved against the target, leaving £0.014m still to be achieved. As savings are identified and secured they are moved in to the relevant cost centres within the main General Fund Directorates. Bearing in mind that significant establishment cost savings have been made in previous outturns, officers continue to review this position. In addition to the £0.058 removed from budgets after the first quarters monitoring, further adjustments will be made for quarter two.
- 1.3 Within the Directorates there is the following to report:
- The Growth Directorate shows a favourable variance of £1.169m. This relates mainly to:
 1. Under spends due to invoices not yet paid and vacancies at the end of the quarter (£0.802m) – favourable.
 2. Income received in advance of any expenditure (£0.478m) – favourable.

3. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.134m) – adverse.
 4. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.145m) – adverse.
 5. Over spends against quarter 2 budget due to less income received, new pressures or where expenditure is seasonal and not profiled over 4 quarters (£0.029) – adverse.
 6. Extra income received in quarter 2, mainly relating to planning fees, which is additional to the budget (£0.197m) – favourable.
- The Operations Directorate shows a favourable variance of £0.294m. This relates mainly to:
 1. Under spends due to invoices not yet being paid and vacancies at the end of the quarter (£0.351m) – favourable.
 2. Income received in advance of any expenditure (£0.325m) – favourable.
 3. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.064m) – adverse.
 4. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.339m) – adverse.
 5. Extra income received in quarter 2 which is additional to the budget (£0.021m) – favourable.
 - The Transformation Directorate has an adverse variance of £0.354m. Again, this relates mainly to:
 1. Under spends due to invoices not yet being paid and vacancies at the end of the quarter (£0.044m) – favourable.
 2. Annual invoices were paid in quarter 2 which makes the profiled budget look overspent (£0.232m) – adverse.
 3. Expenditure has been spent but the income hadn't been received as it is claimed in arrears (£0.050m) – adverse.
 4. Over spends against quarter 2 budget due to less income received, new pressures or where expenditure is seasonal and not profiled over 4 quarters (£0.116) – adverse.

This variance mainly relates to the Go Active facility and officers are working closely to cast the budgets following the success of the facility. It is not anticipated that this will be an ongoing issue. This will be resolved during the revised budget process.

1.4 In order to improve the monitoring and control of Section 106 monies received by the Council, the sums due to be utilised in a financial year are now recorded within the General Fund directorate budgets with the expenditure recorded against these sums. The amount budgeted to be spent in 2017/18 is £1.949m. There are no deadlines during 2017/18 by which these schemes need to be spent, the earliest deadline is 20/09/18. Officers are working to ensure that all of this spending is undertaken in line with the S106 legal requirements.

1.5 The overall position at the end of quarter 2 shows that there is a favourable variance of £1.109m. This is mainly due to £1.197m invoices not yet being paid when compared to the quarter 2 profiled expenditure budget. There are no real

budget pressures identified in quarter 2 but officers will continue to monitor the position during the next quarter.

- 1.6 Officers have begun working with Budget Managers to compile a revised budget for 2017/18. This will amend the current budgets to capture additional budget savings and reduce spending where it is anticipated that there will be a minimal impact upon service delivery. As in previous years, this process will take account of all known potential savings in order to balance the budget for the year. Where possible the budget in future years will be amended to reflect these savings too thus serving to reduce the projected budget shortfall. The revised budget position will be presented to Executive in December.

Housing Revenue Account (HRA)

- 1.6 The Housing Revenue Account summary for the first six months of 2017/18 is set out in **Appendix 2** to this report. At the end of quarter 2 the HRA is showing a net surplus of £0.321m.

Income

- 1.7 The quarter 2 income figures show a small adverse variance of £0.037m. This is purely timing of invoices raised and is not a concern at this time in the year.

Expenditure

- 1.8 Expenditure within most of the operating areas of the HRA shows under spends in the second quarter. There are therefore no budget pressures to report at this stage of the year. The main area of under spend is within repairs and maintenance. Of the £0.294m variance, £0.180m relates to invoices not yet received and £0.094m to vacancies for the first half of the year. All budgets will be reviewed as part of the revised budget process and adjusted accordingly.

HRA – Overall Summary

- 1.9 In light of the above and the expenditure patterns to date, there are no significant issues to report regarding the overall position for the HRA at the end of the second quarter.

Capital Programme

Capital Expenditure

- 1.10 The capital programme summary for the first six months of 2017/18 is provided in **Appendix 3** to this report.
- 1.11 In headline terms, the capital programme profiled budget for quarter 2 is £12.183m and the actual spend and known commitments total £6.839m, which is £5.344m behind the planned spend position. The main areas to highlight are listed below:
1. Group dwelling boiler replacement has only just started and will to be re-profiled at half year. This contributes £1.272m towards the variance within HRA property management.
 2. New Bolsover HLF scheme is behind due to the unique nature of the scheme £1.417m.
 3. Hilltop – HRA new build scheme is in the very early stages £0.610m.

4. The Tangent – Phase 2 is underway but currently £0.327m under spent.
5. B@home phase 2 has not yet started and is under spent £0.420m.
6. Derwent Drive Tibshelf currently looks over spent by £0.294m but the scheme is progressing well and will be within budget by the year end.

- 1.12 Whilst there are no significant financial issues to report regarding capital expenditure at the end of the second quarter, it must be noted that the delivery of the approved capital programme is behind the profiled position as at quarter 2. Officers will continue to closely monitor the delivery of the Programme.

Capital Resources

- 1.13 HRA – The Council has sufficient capital resources in place to finance the HRA actual expenditure and commitments at the end of the second quarter.
General Fund – The financing of the General Fund part of the capital programme is in line with the approved financing arrangements.

Treasury Management

- 1.14 The treasury management function covers the borrowing and investment of Council money. This includes both the management of the Council's day to day cash balances and the management of its long term debt. All transactions are conducted in accordance with the Council's approved strategy and the CIPFA Code of Practice. Good treasury management plays an important role in the sound financial management of the Council's resources.
- 1.15 The Council approved the 2017/18 Treasury Management Strategy at its meeting in February 2017. **Appendix 4** identifies the Treasury Management activity undertaken during the second quarter of 2017/18 and demonstrates that this is in line with the plans agreed as part of the strategy. The income received from investments is currently higher than budgeted and we anticipate that this will continue during the remainder of the financial year. A full assessment of this will be done during the half year review with a view to amending the budgets accordingly.

2 Conclusions and Reasons for Recommendation

- 2.1 The report summarises the financial position of the Council following the second quarter's budget monitoring exercise for the General Fund, the Housing Revenue Account, Capital Programme and Treasury management activity.

3 Consultation and Equality Impact

- 3.1 There are no equalities issues arising directly out of this report.

4 Alternative Options and Reasons for Rejection

- 4.1 The Budget Monitoring report for 2017/18 is primarily a factual report which details progress against previously approved budgets. Accordingly there are no alternative options to consider.

5 Implications

5.1 Finance and Risk Implications

5.1.1 Financial implications are covered throughout this report.

5.1.2 The issue of Financial Risks is covered throughout the report. In addition, however, it should be noted that the risk of not achieving a balanced budget is outlined as a key risk within the Council's Strategic Risk Register. While officers are of the view that these risks are being appropriately managed it needs to be recognised that there may be pressures on all of the Council's main budgets as these have been or are being reduced to minimum levels. These will need to be managed carefully during the course of this financial year if we are to protect the existing levels of financial balances.

5.2 Legal Implications including Data Protection

There are no legal issues arising directly from this report.

5.3 Human Resources Implications

There are no human resource issues arising directly out of this report

6 Recommendations

6.1 That Executive notes the monitoring position of the General Fund at the end of the second quarter as detailed on Appendix 1 (A net favourable variance of £1.109m against the profiled budget) and the key issues highlighted within this report.

6.2 That Executive notes the position on the Housing Revenue Account (HRA), the Capital Programme and Treasury Management at the end of the second quarter (Appendices 2, 3 and 4).

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:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/> <i>NEDDC:</i> <i>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>	Yes
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	Yes
District Wards Affected	All

Links to Corporate Plan priorities or Policy Framework	Providing Excellent customer focussed services. Continually improving our organisation
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8 Document Information

Appendix No	Title
1	General Fund Summary
2	HRA Summary
3	Capital Programme
4	Treasury Management Update
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
Chief Accountant	2458
Assistant Director – Finance, Revenues and Benefits	7658

Report Reference –

GENERAL FUND

APPENDIX 1

Description	Original Budget 2017/18 £	Current Budget 2017/18 £	6 months Budget 2017/18 £	6 months Actual 2017/18 £	6 months Variance 2017/18 £
Growth Directorate	3,347,867	3,502,393	1,751,197	917,956	(833,241)
Operations Directorate	6,551,876	7,161,574	3,580,787	3,287,162	(293,625)
Transformation Directorate	2,838,694	2,882,871	1,441,436	1,826,200	384,764
Support Recharges to HRA and Capital	(3,439,642)	(3,439,642)	(1,719,821)	(1,719,821)	(0)
Net transfer payments from Operations		(378,565)	(189,283)	(189,283)	0
Superannuation rate increase	68,605	0	0	0	0
<u>S106 Expenditure due in year</u>					
Growth	879,000	1,398,829	699,415	363,958	(335,456)
Transformation	7,829	550,485	275,243	244,271	(30,972)
Total Net Expenditure	10,254,229	11,677,945	5,838,973	4,730,443	(1,108,529)
Interest Paid including Minimum Revenue Provision (MRP)	877,532	881,279	440,640	220,320	0
Investment Interest	(81,429)	(81,429)	(40,715)	(20,357)	0
	11,050,332	12,477,795	6,238,898	4,930,406	(1,108,529)
Contributions to Reserves	871,544	871,544	435,772	217,886	0
Contribution from Earmarked Reserves	(177,609)	(647,131)	(323,566)	(143,201)	0
Contribution from NNDR Growth Protection Reserve	987,907	987,907	493,954	246,977	0
Contribution (from)/to Unapplied Grants/Holding Accounts	(194,946)	(135,383)	(67,692)	(48,234)	0
Contribution from S106 Holding A/cs	(886,829)	(1,949,314)	(974,657)	(469,171)	0
	11,650,399	11,605,418	5,802,709	4,734,663	(1,108,529)
Parish Precepts	2,387,172	2,594,840	1,297,420	648,710	0
Council Tax Support Grant	277,851	277,851	138,926	69,463	0
TOTAL NET EXPENDITURE	14,315,422	14,478,109	7,239,055	5,452,836	(1,108,529)
Revenue Support Grant (RSG)	(1,905,813)	(1,905,813)	(952,907)	(476,453)	0
Business Rates Retention	(3,877,132)	(3,877,132)	(1,938,566)	(969,283)	0
Derbyshire Pool - Levy share	(200,000)	(200,000)	(100,000)	(50,000)	0
New Homes Bonus Grant	(1,196,046)	(1,202,542)	(601,271)	(300,637)	0
Council Tax - BDC precept	(3,392,355)	(3,496,994)	(1,748,497)	(874,249)	0
Council Tax - Parish Precept	(2,387,172)	(2,594,840)	(1,297,420)	(648,710)	0
Council Tax collection fund surplus	(32,775)	(32,775)	(16,388)	(8,194)	0
NNDR collection fund surplus	(1,154,359)	(1,154,359)	(577,180)	(288,590)	0
TOTAL FUNDING	(14,145,652)	(14,464,455)	(7,232,228)	(3,616,116)	0
Funding gap/ (surplus)	169,770	13,654	6,827	1,836,720	(1,108,529)

APPENDIX 2

Housing Revenue Account

Description	Full Years Budget £	6 months Budget £	6 months Actuals £	6 months Variance £
Expenditure				
Repairs and Maintenance	4,826,028	2,413,014	2,119,277	(293,737)
Supervision and Management	4,919,371	2,459,686	2,519,021	59,336
Special Services	636,085	318,043	236,919	(81,123)
Supporting People - Wardens	602,938	301,469	283,984	(17,485)
Supporting People - Central Control	207,918	103,959	94,196	(9,763)
Tenants Participation	88,113	44,057	29,345	(14,711)
Provision for Doubtful Debts	150,000	75,000	75,000	0
Debt Management Expenses	8,438	4,219	3,760	(459)
Total Expenditure	11,438,891	5,719,446	5,361,503	(357,942)
Income				
Rents	(20,371,860)	(10,185,930)	(10,174,466)	11,464
Garage Rents	(105,749)	(52,875)	(52,831)	44
Garage Site Rents	(34,702)	(17,351)	(32,147)	(14,796)
Repairs and Maintenance	(10,345)	(5,173)	(8,630)	(3,458)
Supervision and Management	(380)	(190)	0	190
Special Services	(338,412)	(169,206)	(159,041)	10,165
Supporting People - Wardens	(461,545)	(230,773)	(166,562)	64,211
Supporting People - Central Control	(202,402)	(101,201)	(141,399)	(40,198)
Leasehold Flats and Shops Income	(24,220)	(12,110)	(4,213)	7,897
Other Income	(6,060)	(3,030)	(2,020)	1,010
Total Income	(21,555,675)	(10,777,838)	(10,741,309)	36,529
Net Cost of Services	(10,116,784)	(5,058,392)	(5,379,806)	(321,414)
Appropriations				
Debt Repayment	1,067,708	533,854	533,854	0
Interest Costs	3,520,572	1,760,286	1,760,286	0
Depreciation	2,529,218	1,264,609	1,264,609	0
Transfer to Major Repairs Reserve	2,847,051	1,423,526	1,423,526	0
Contribution to/(from) HRA Reserves	140,000	70,000	70,000	0
Net Operating (Surplus) / Deficit	(12,235)	(6,118)	(327,531)	(321,414)

APPENDIX 3

CAPITAL PROGRAMME MONITORING REPORT - 2017/18

Description	Full Years Budget	6 months Budget	6 months Actuals	6 months Variance
	£	£	£	£
ICT Infrastructure	110,150	55,075	10,913	(44,162)
Disabled Facility Grants	400,000	200,000	149,673	(50,327)
P Vale Outdoor Education Centre Ph 2	41,134	20,567	7,981	(12,586)
B@home Phase 2	840,750	420,375	0	(420,375)
Clowne Leisure Facility	13,213	6,607	(18,734)	(25,340)
Refurbishment - 3 Cotton St Bolsover	8,921	4,461	2,742	(1,719)
Shirebrook Contact Centre	206,453	103,227	4,900	(98,327)
Blackwell Hotel Site - HRA New Build	140,313	70,157	136,028	65,871
Refurbishment of Oxcroft House	27,500	13,750	0	(13,750)
Go-Active Equipment	4,886	2,443	4,735	2,292
Fir Close Shirebrook - HRA New Build	1,311,715	655,858	630,146	(25,712)
Derwent Drive Tibshelf - HRA New Build	1,511,650	755,825	1,049,939	294,114
Recreation Close Clowne	170,000	85,000	0	(85,000)
Pleasley Vale Mill 1 - Dam Wall	126,617	63,309	3,364	(59,945)
Car Parking at Clowne	150,000	75,000	59,800	(15,200)
Revenues & Benefits Software	61,797	30,899	56,470	25,572
Security and CCTV at Pleasley Vale	259,550	129,775	81,435	(48,340)
The Tangent - Phase 2	1,371,697	685,849	359,097	(326,752)
Play Kingdom Alterations	13,292	6,646	13,291	6,645
JVC / Growth Agenda Land Purchase	494,000	247,000	0	(247,000)

APPENDIX 3

CAPITAL PROGRAMME MONITORING REPORT - 2017/18

Description	Full Years Budget	6 months Budget	6 months Actuals	6 months Variance
	£	£	£	£
Hilltop - HRA New Build	3,567,749	1,783,875	1,173,444	(610,431)
Shirebrook Forward	25,000	12,500	25,000	12,500
Telephony & Contract Management Software	77,450	38,725	76,984	38,259
Can Rangers Expansion	100,000	50,000	0	(50,000)
Enforcement Fund	50,000	25,000	0	(25,000)
New Bolsover Refurbishment	4,725,742	2,362,871	945,784	(1,417,087)
HRA Property Management	7,307,365	3,653,683	1,629,567	(2,024,116)
Asset Management Plan	523,190	261,595	312,400	50,805
Vehicle Replacement Programme	726,812	363,406	124,486	(238,920)
TOTAL CAPITAL EXPENDITURE	24,366,946	12,183,473	6,839,445	(5,344,028)

Capital Financing

Specified Capital Grant	400,000	200,000	149,673	(50,327)
Private Sector Contributions	0	0	0	0
Prudential Borrowing	8,031,088	4,015,544	3,118,777	(896,767)
Reserves	4,039,647	2,019,824	595,906	(1,423,918)
Capital Receipts	727,362	363,681	386,446	22,765
Major Repairs Allowance	10,431,213	5,215,607	2,575,351	(2,640,256)
Direct Revenue Financing	13,292	6,646	13,291	6,645
External Grant	724,344	362,172		(362,172)
TOTAL CAPITAL FINANCING	24,366,946	12,183,473	6,839,445	(5,344,028)

PWLB Borrowing

The Council has not taken any new loans from the PWLB during the first six months.

As at 1 April 2017 the Authority's total outstanding PWLB debt amounted to £103,100,000. The profile of the outstanding debt is analysed as follows: -

PWLB Borrowing Term	Maturity Profile 30-Sep-17 £
12 Months	1,000,000
1-2 years	0
2-5 years	10,700,000
5-10 years	21,600,000
10-15 years	24,800,000
over 15 years	45,000,000
Total PWLB Debt	103,100,000

At 30 September 2017 nothing has been repaid to the PWLB.

PWLB Interest

The total interest cost to the Council of the PWLB debt for 2017/18 is estimated at £3,662,457. This cost is split between the HRA and General Fund based on the level of debt outstanding. Interest paid to the PWLB in the six months was £1,832,225.

Temporary Borrowing

Cash flow monitoring and management identifies the need for short term borrowing to cover delays in the receipt of income during the year. No interest charges were incurred during the first six months on overdrawn bank balances. At 30 September 2017 the only temporary borrowing undertaken by the Council was £591,254.79 which is the investment balances held on behalf of Parish Councils.

Temporary Investments

The following tables show the investments and interest earned to 30 September 2017:

Investments on call

Counterparty	Balance at 1/4/17 £	Deposits £	Withdrawals £	Interest received £	Balance at 30/09/17 £
BNP Paribas (MMF)	5,000,000	0	(1,506,566)	6,566	3,500,000
Standard Life (MMF)	5,000,000	5,000,000	(10,004,783)	4,783	0
Aberdeen (MMF)	2,000,000	2,000,000	(4,000,064)	64	0
Invesco (MMF)	5,000,000	9,000,000	(14,004,254)	4,254	0
	17,000,000	16,000,000	(29,515,667)	15,667	3,500,000

Fixed-term investments

Counterparty	Balance at 1/4/17 £	Deposits £	Withdrawals £	Interest received £	Balance at 30/09/17 £
Banks / Building Societies					
Nationwide BS	5,000,000	0	(5,005,810)	5,810	0
National Counties BS		5,000,000		4,044	5,004,044
Mansfield BS		2,000,000		1,247	2,001,247
Local Authorities					
Surrey Heath	5,000,000	0	(5,009,616)	9,616	0
Cheshire East	5,000,000	0	(5,000,931)	931	0
Dumfries	5,000,000		(5,000,989)	989	0
Salford	5,000,000	0	0	12,554	5,012,554
Doncaster	0	5,000,000	0	12,328	5,012,328
Liverpool	0	5,000,000	0	9,777	5,009,777
Stockport	0	5,000,000	0	14,380	5,014,380
Gwent	0	2,000,000	0	1,374	2,001,374
Broxtowe	0	2,000,000	0	39	2,000,039
Kingston Upon Hull	0	5,000,000	0	888	5,000,888
Eastleigh	0	4,000,000	0	301	4,000,301
North Kesteven	0	2,000,000	0	72	2,000,072
	25,000,000	37,000,000	(20,017,346)	74,351	42,057,005

The investments have been made in accordance with the Council's Treasury Management Strategy.

Interest Received

The performance of these investments is as follows:

	6 months	6 months	6 months
	Actual	Budget	Variance
Interest generated	£90,018	£43,090	£46,929
Average rate of interest	0.36%	0.25%	0.11%
Bank of England base rate	0.25%	0.25%	0.00%

Interest rates offered by most institutions remain low. However, we are currently performing better than expected and should this continue, budgets will be adjusted accordingly.

Compliance with Treasury Limits

During the financial year the Council continued to operate within the treasury limits set out in the Council's Borrowing and Investment Strategy.

	Actual to Date 2017/18	Approved limits 2017/18
Authorised Limit (total Council external borrowing limit)	115,316,758	119,999,000
Operational Boundary	110,316,758	114,999,000