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Our Ref
Your Ref

Date: 01 November 2023

Dear Councillor,

Environmental and Development Services Committee

A Meeting of the **Environmental and Development Services Committee** will be held at **Council Chamber**, Civic Offices, Civic Way, Swadlincote on **Thursday, 09 November 2023** at **18:00**. You are requested to attend.

Yours faithfully,

Chief Executive

To:- **Labour Group**

Councillor S Taylor (Chair), Councillor K Storey (Vice-Chair) and
Councillors A Archer, I Hudson, J Jackson, V Redfern, B Stuart and A Tilley.

Conservative Group

Councillors K Haines, J Lowe and P Watson.

Liberal Democrats

Councillor G Andrew.

Non-Grouped

Councillor A Wheelton.



AGENDA

Open to Public and Press

- | | | |
|-----------|---|------------------|
| 1 | Apologies and to note any substitutes appointed for the Meeting. | |
| 2 | To note any declarations of interest arising from any items on the Agenda | |
| 3 | To receive any questions by members of the public pursuant to Council Procedure Rule No.10. | |
| 4 | To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11. | |
| 5 | CORPORATE PLAN 2020-24 PERFORMANCE REPORT 2023-24
(QUARTER 2 - 1 JULY TO 30 SEPTEMBER) | 4 - 60 |
| 6 | CCTV IN PRIVATE HIRE VEHICLES POLICY | 61 - 71 |
| 7 | FIXED PENALTY NOTICES FOR ENVIRONMENTAL OFFENCES | 72 - 79 |
| 8 | APPROVAL OF THE INFRASTRUCTURE FUNDING STATEMENT 2022-23 | 80 - 105 |
| 9 | PREPARING FOR THE BIODIVERSITY DUTY | 106 - 116 |
| 10 | COMMITTEE WORK PROGRAMME | 117 - 121 |

Exclusion of the Public and Press:

- 11** The Chairman may therefore move:-
- That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

- 12** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 13** PLANNING SERVICES REVIEW

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 5
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	DR JUSTIN IVES (EXT. 5700) SEAN MCBURNEY (EXT. 5910)	
SUBJECT:	CORPORATE PLAN 2020-24: PERFORMANCE REPORT (2023-2024 QUARTER 2 - 1 APRIL TO 30 SEPTEMBER)	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

- 1.1 That the Committee approves progress against performance targets set out in the Corporate Plan 2020 - 2024.
- 1.2 That the Risk Register for the Committee's services are reviewed.

2.0 Purpose of the Report

- 2.1 To report progress against the Corporate Plan under the priorities of Our Environment, Our People and Our Future.

3.0 Executive summary

- 3.1 The Corporate Plan 2020 – 2024 was approved following extensive consultation into South Derbyshire's needs, categorising them under three key priorities: Our Environment, Our People and Our Future. The Corporate Plan is central to the Council's work – it sets out its values and vision for South Derbyshire and defines its priorities for delivering high-quality services.
- 3.2 This Committee is responsible for overseeing the delivery of the key priorities and the following key aims:

Our Environment

- *Improve the environment of the District.*
- *Tackle climate change.*
- *Enhance the attractiveness of South Derbyshire.*



Our People

- *Supporting and safeguarding the most vulnerable.*

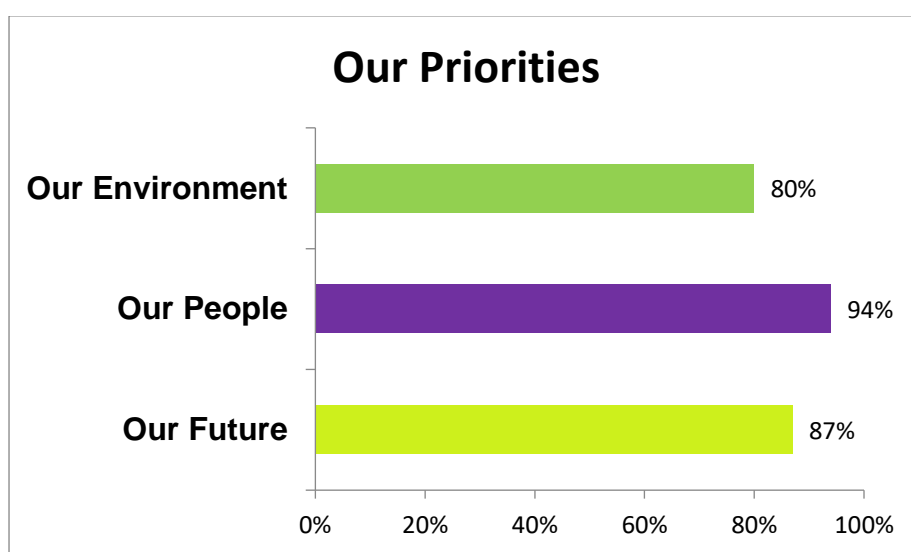
Our Future

- *Develop skills and career.*
- *Support economic growth and infrastructure.*

4.0 **Performance Detail**

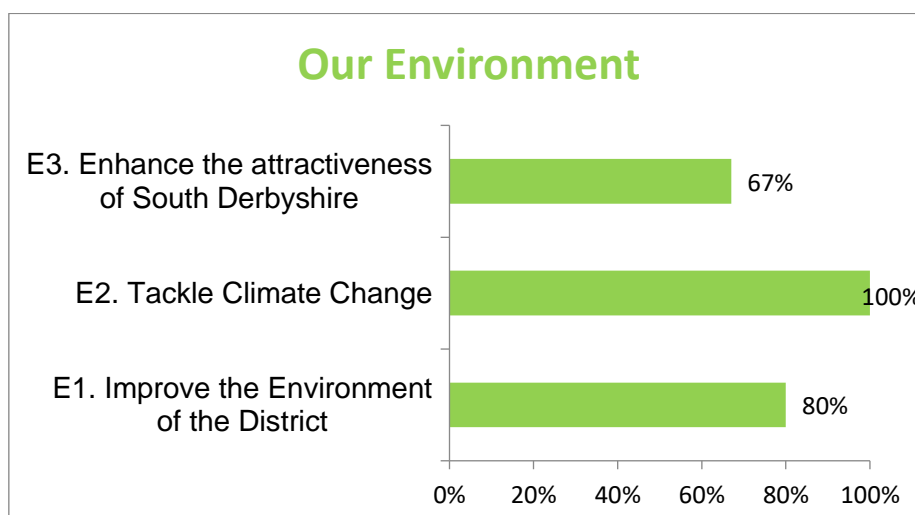
4.1 Overall Council performance against the priorities – Quarter two 2023-2024.

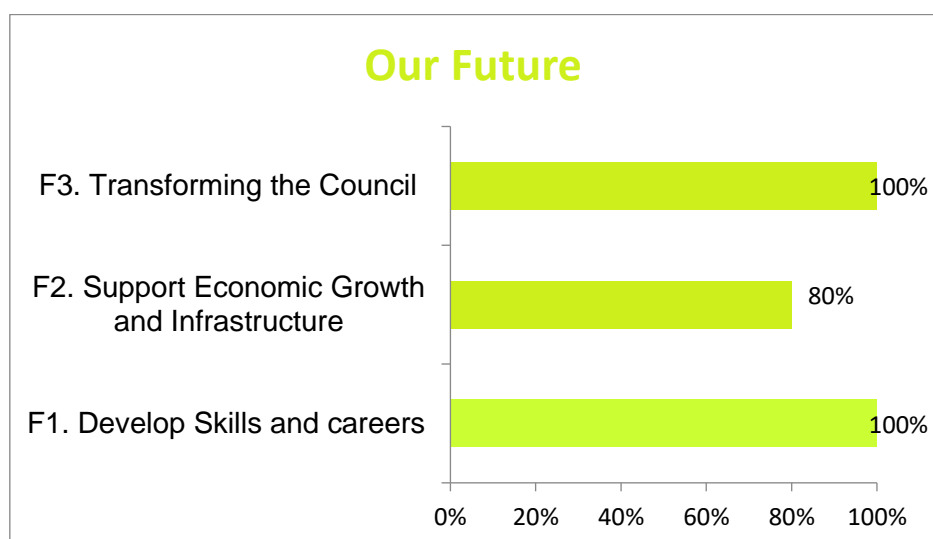
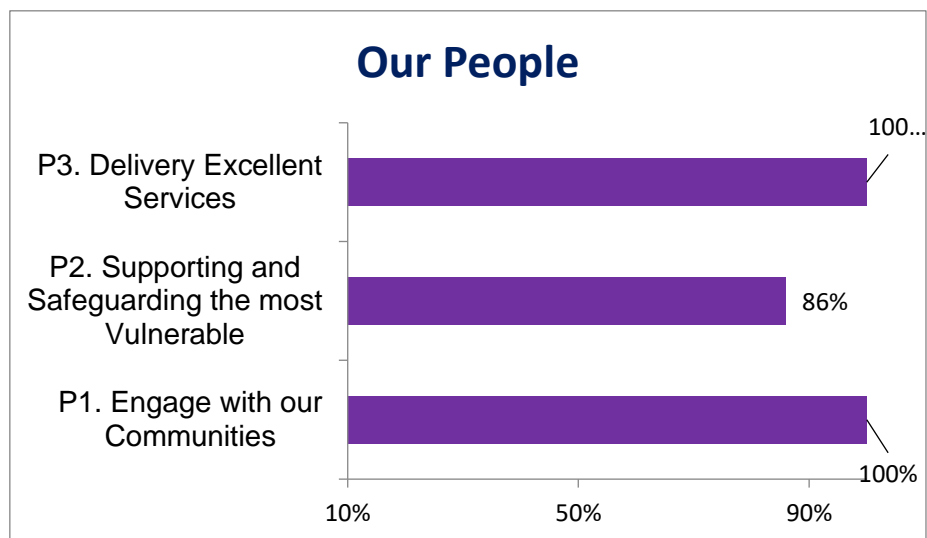
The below chart provides an overview for the percentage of measures that are on track to achieve the overall annual target.



4.2 Overall Council performance against key aims – Quarter two 2023-2024.

The below charts provide an overview for the percentage of measures that are on track to achieve the annual target within each key aim of the Corporate Plan.





4.3 Of the 35 measures which support the progress of the Corporate Plan 20-24, 25 are green, 3 are amber, 4 are red and 3 are grey.

Overall, 89% of the key aims within the Corporate Plan are on track to achieve the four-year target. As at quarter two, 80% of indicators are on track for Our Environment, 94% are on track for Our People and 87% are on track for Our Future.

4.4 This Committee is responsible for overseeing the delivery of 17 Corporate measures.

Below outlines the 14 (82%) measures for this Committee that are on track (green, amber or grey) for the quarter:

- Household waste collected per head of population.
- % of waste recycled and composted.
- Number of fly tipping incidents.



- Improve the quality of the District through the Local Environmental Quality Survey.
- Reduce South Derbyshire District Council carbon emissions.
- % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day.
- Increase Swadlincote Town Centre visitor satisfaction.
- Continue to undertake interventions per year to keep families out of fuel poverty.
- Deliver the objectives identified in the Supporting Aspirations Plan.
- Increase the number of employee jobs in South Derbyshire.
- Total Rateable Value of businesses in the District.
- Speed of decision on discharging conditions on housing applications.
- % of planning applications determined within the statutory period.
- Secure new facilities and contributions through Section106 to mitigate impacts of development.

4.5 Below outlines the three (18%) measures for this Committee that are not on track (red) for the quarter:

- % of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the site's predevelopment baseline.
- Proportion of good quality housing development schemes.
- Annual net growth in new commercial floorspace (sqm).

For more detailed information please refer to **Appendix B**, Performance Measure Report Index.

4.6 An overview of performance can be found in the Performance Dashboard in **Appendix A**. A detailed update on the quarterly outturn of each performance measure including actions to sustain or improve performance is included in the detailed Performance Measure Report Index in **Appendix B**.

4.7 Questions regarding performance are welcomed from the Committee in relation to the Corporate performance measures that fall under its responsibility and are referenced in the detailed Performance Measure Report Index in **Appendix B**

5.0 **Financial and Implications**

None directly.

6.0 **Corporate Implications**

6.1 **Employment Implications**

None directly.



6.2 Legal Implications

None directly.

6.3 Corporate Plan Implications

This report updates the Committee on the progress against the key measures agreed in the Corporate Plan and demonstrates how the Council's key aims under the priorities, Our Environment, Our People and Our Future contribute to that aspiration.

6.4 Risk Impact

The Risk Registers for the Committee's services are detailed in **Appendix C - Service Delivery Risk Register** and **Appendix D - Chief Executive Risk Register**. In relation to the Chief Executive Risk Register, this Committee is responsible for overseeing the risks relating to licensing, land charges and economic development. This includes the registers, risk mitigation plans and any further actions required for the relevant departmental risks. Each risk has been identified and assessed against the Corporate Plan aims which are considered to be the most significant risks to the Council in achieving its main objectives. The Risk Registers detail a risk matrix to summarise how each identified risk has been rated.

The following risks have been updated for quarter two in the Service Delivery Risk Register:

- SD19 - Animal welfare costs. The number of animals in the Council's possession remains similar to Quarter 1, with 16 fostered and 5 in kennels (an increase of one in kennels from Quarter 1.)

There have been no changes for quarter two to the Chief Executive Risk Register:

7.0 Community Impact

7.1 Consultation

None required.

7.2 Equality and Diversity Impact

Not applicable in the context of the report.

7.3 Social Value Impact

Not applicable in the context of the report.



7.4 Environmental Sustainability

Not applicable in the context of the report.

8.0 Appendices

Appendix A – Performance Dashboard 2020-2024

Appendix B – Performance Measure Report

Appendix C – Service Delivery Risk Register

Appendix D – Chief Executive Risk Register



Priority	Key Aim	Outcome	Ref	How success will be measured	2019-2020 (baseline) Outturn	Q4 2020-2021: Apr - Mar	Q4 2021-2022: Apr - Mar	Q4 2022-2023: Apr - Mar	Q1 2023-2024: Apr - Mar	Q2 2023-2024: Apr - Sept	Plan Target 2020-2024	Head of Service	Strategic Lead	Committee	
Our Environment	E1. Improve the environment of the District	E1.1 Reduce waste and increase composting and recycling	E1.1A	Household waste collected per head of population	Cumulative (Apr-Mar) 404 kgs Q4 (Dec-Mar) 90kgs	460kgs	416kgs	395kgs	118kgs	229kgs	Sustain during Y1 and Y2. See a downward trend in Yrs. 3 and 4	Gary Charlton, Head of Operational Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
			E1.1B	% of collected waste recycled and composted	Cumulative (Apr-Mar) 45% Q4 (Jan-Mar)39%	47%	46%	43%	50%	50%	Sustain during Y1 and Y2. See an upward trend in Y3 and Y4	Gary Charlton, Head of Operational Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
		E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate	E1.2A	Number of fly tipping incidents	714 (total figure for 2019/20)	1003	604	590	119	246	Downward trend over four years	Matt Holford, Head of Environmental Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
			E1.2B	Improve the quality of the District through the Local Environmental Quality Survey	The first survey was completed in January 2020 the result was 89.67% above grade C+. Committee report being prepared. Some service PIs developed to assist overall performance.	Report in Q1 21/22	93.79% of streets meet grade B or higher	96.65% Grade B or above	96.65% Grade B or above	97.4% (Grade B or above)	>95% (Grade B or above)	Gary Charlton, Head of Operational Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
		E1.3 Enhance biodiversity across the District	E1.3A	% of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the sites pre development baseline.	Not possible to provide as outputs not held in software until April 2020. Monitoring underway and baseline data to be provided Q1 and Q2.	66.7%	66.7%	0	0	0	85%	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
	E2. Tackle climate change	E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030	E2.1A	Reduce South Derbyshire District Council carbon emissions	No update required for Q4. First update to be provided Q1 2020-21.	Achieved	Achieved	Achieved	Achieved	Achieved	Target - Publish a revised Climate & Environment Action Plan - Achieved. >90% of actions in the C&EAP to be RAG rated 'Green' - Achieved	Reduce CO2 emissions through the achievement of actions in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)	Matt Holford, Head of Environmental Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS
		E2.2 Work with residents, businesses and partners to reduce their carbon footprint	E2.2A	% of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day	Baseline figure of 50% based on 18 qualifying decisions in Q4.	100%	75.6%	86%	89.5%	93%	85%	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
		E3.1 Enhance the appeal of Swadlincote town centre as a place to visit	E3.1A	Increase Swadlincote Town Centre visitor satisfaction	49% of respondents would recommend Swadlincote Town Centre - May 2019. No update required for Q4. First update to be provided Q2 2020-21	55%	60%	66%	66%	66%	National small towns average 72%. Target to be above the National average by 2023/24	Mike Roylance, Head of Economic Development and Growth	Dr Justin Ives, Chief Executive	E&DS	
	E3. Enhance the attractiveness of South Derbyshire	E3.2 Improve public spaces to create an environment for people to enjoy	E3.2A	The number of Green Flag Awards for South Derbyshire parks	2	Achieved	3	3	3	4	Increase from two green flag park awards to four by 2024	Sean McBurney, Head of Cultural and Community Services	Heidi McDougall, Strategic Director, Service Delivery	H&CS	
		E3.2B	Proportion of good quality housing development schemes	92%	Out turn unavailable	Out turn unavailable	Out turn unavailable	Out turn unavailable	Out turn unavailable	Out turn unavailable	90% of schemes which score high	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
	wards of the District	P1. Engage with our communities	P1.1 Support and celebrate volunteering, community groups and the voluntary sector	P1.1A	Number of new and existing Community Groups supported	36	153 groups	160 groups	216	65	135	Year 1 -2(Proxy)- collate baseline data. Year 3-4 we will show an increase on the average over two years (>157)	Sean McBurney, Head of Cultural and Community Services	Heidi McDougall, Strategic Director, Service Delivery	H&CS
			P1.2 Help tackle anti-social behaviour & crime through strong and proportionate action	P1.2A	Number of ASB interventions by type	2,893 ASB reports	Minimal	Moderate	Moderate	Moderate	Moderate	Moderate performance	Performance to be rated as 'High' or 'Moderate'	Matt Holford, Head of Environmental Services	Heidi McDougall, Strategic Director, Service Delivery
		P2. Supporting and safeguarding the most vulnerable	P2.1 With partners encourage independent living and keep residents healthy and happy in their homes.	P2.1A	Number of households prevented from Homelessness	103 cases	265 cases	261 cases	182 cases	47 cases	106	Proxy Measure to show service activity	Paul Whittingham, Head of Housing	Heidi McDougall, Strategic Director, Service Delivery	H&CS
				P2.1B	Continue to undertake interventions per year to keep families out of fuel poverty	Numbers of interventions in 2019/20 were not recorded	276	210	198	45	162	>160 interventions during 2023-2024 640 interventions over the four-year Plan	Matt Holford, Head of Environmental Services	Heidi McDougall, Strategic Director, Service Delivery	E&DS
			P2.2 Promote health and wellbeing across the District	P2.2A	Deliver the objectives identified in the South Derbyshire Health & Wellbeing Group	Not applicable for Q4	Ongoing delivery of plan	Delivery of Health and Wellbeing Action Plan over 2021-22	Delivery of Health and Wellbeing Action Plan over 2022-23	Action plan for 2023/24 in development to be adopted.	On Track - Delivery against the 5 Keys priorities is underway all 5 of the priorities are being addressed	100% of actions identified delivered	Sean McBurney, Head of Cultural and Community Services	Heidi McDougall, Strategic Director, Service Delivery	H&CS
P2.3 Improve the condition of housing stock and public buildings.			P2.3A	Deliver the Planned Maintenance Housing programme over four years	£2,717,193.80	114.10% (£ 2,377,625)	89.1% (£2,116,365.65)	89.29% £1,721,162.36 against total budget for 2022-2023.	22.67% £415,879.94	49.41% £882,083 of £1,785,216 spent.	100% spend against the planned maintenance budget	Paul Whittingham, Head of Housing	Heidi McDougall, Strategic Director, Service Delivery	H&CS	
			P2.3B	Develop and deliver the Public Buildings programme over four years	Project Plan for 2020-21 developed	29 surveys	44 surveys	38 surveys	7 surveys	14 surveys	100% of surveys undertaken	Steve Baker, Head of Corporate Property	Tracy Bingham, Strategic Director, Corporate Resources	F&M	
			P2.3C	Average time taken to re-let Council homes	Q4 157 days YTD 122 days	200 days	156 days	169 days	199.91 days	176.01 days	Median Quartile Performance (Benchmark via Housemark)	Paul Whittingham, Head of Housing	Heidi McDougall, Strategic Director, Service Delivery	H&CS	

Working with communities and meeting the future need

P3. Deliver Excellent Services	P2.4 Support social mobility to ensure people have the opportunity to access skilled jobs, higher and further education.	P2.4A	Deliver the objectives identified in the Supporting Aspirations Plan	Ranked >311 in the Social Mobility Commission's Social Mobility Index	Research and data analysis	Supporting Aspirations Action Plan adopted.	Achieved	Reported annually in Q4	Reported in Q4	Deliver the objectives identified in the Supporting Aspirations Plan	Mike Roylance, Head of Economic Development and Growth	Dr Justin Ives, Chief Executive	E&DS		
	P3.1 Ensuring consistency in the way the Council deal with service users	P3.1A	Increase the number of customers who interact digitally as a first choice	1,219 Covid-19 business grants forms, 1,282 council tax & benefits forms and 12,343 online web form submissions. 14,844 in total (annual figure).	Total: 22,242	Total: 24,405	Total: 25,856	Total: 5,864	Total: 14,400	2023-2024 - Upward Trend on 2019/20 baseline data	Catherine Grimley, Head of Customer Services	Tracy Bingham, Strategic Director, Corporate Resources	F&M		
	P3.2 Have in place methods of communication that enables customers to provide and receive information.	P3.2A	Reduce face-to-face contact to allow more time to support those customers who need additional support	2,463 enquiries dealt with at Customer Services Desk. Visitors to office 4,490. Please note this was up to 20 March 2020, when offices closed due to Covid 19. Quarter 4 figures.	0	744 self serve and 115 face to face	8,253	2,092	4,054	Downward trend <8253	Catherine Grimley, Head of Customer Services	Tracy Bingham, Strategic Director, Corporate Resources	F&M		
	P3.3 Ensuring technology enables us to effectively connect with our communities.	P3.3A	Number of customer telephone calls answered by Customer Service	Total Calls 26,280 (21,350 calls handled & 4,930 automated call payments). Quarter 4 figures.	Total: 98,099	Total: 99,165	85,197	21,142	43,557	Downward Trend <85,197	Catherine Grimley, Head of Customer Services	Tracy Bingham, Strategic Director, Corporate Resources	F&M		
		P3.3B	Increase digital engagement (Twitter, Instagram, Facebook)	Total FACEBOOK fans: 22,440, total TWITTER followers: 11,448, No Instagram account yet, total ALL SOCIAL MEDIA fans: 33,888. Social Media queries: 287	43,850	49,181	52,682	55,781	58,708	Upward Trend	Fiona Pittam, Head of Organisational Development & Performance	Tracy Bingham, Strategic Director, Corporate Resources	F&M		
	P3.4 Investing in our workforce	P3.4A	Increase the level of staff engagement	No Q4 Update. First Staff survey to take place in 20/21.	Survey postponed until 21-22	Target not achieved				167 staff attended staff briefing sessions	Employee survey on hold until Q3.	Collate baseline data – proxy measure	Fiona Pittam, Head of Organisational Development & Performance	Tracy Bingham, Strategic Director, Corporate Resources	F&M
		P3.4B	Number of apprenticeships	4 (1.2% of head count)	5 (1.5% of head count)	6 (1.84% of head count)	9 (2.47% of workforce)	8 (2.1% of head count)	10 (2.67% of head count)			>2.3% of head count	Fiona Pittam, Head of Organisational Development & Performance	Tracy Bingham, Strategic Director, Corporate Resources	F&M
		P3.4C	Average number of staff days lost due to sickness	3.58	12.93	10.28	9.64	2.11	4.17			Downward Trend	Fiona Pittam, Head of Organisational Development & Performance	Tracy Bingham, Strategic Director, Corporate Resources	F&M
		P3.4D	The Council has a positive health and safety culture	No Q4 update for 19/20. First Staff survey to take place in 20/21.	Postponed until early 22/23	Postponed until early 22-23	81%	72%	75%			Annual upward trend in Health and Safety mandatory training delivered (%) and up to date health and safety policy	Fiona Pittam, Head of Organisational Development & Performance	Tracy Bingham, Strategic Director, Corporate Resources	F&M
	F1. Develop skills and careers	F1.1 Attract and retain skilled jobs in the District	F1.1A	Increase the number of employee jobs in South Derbyshire	32,000	32,000 Impacted by Covid-19	31,000 Impacted by Covid-19	34,000	34,000 Reported annually in Q4	34,000 Reported annually in Q4	Upward Trend	Mike Roylance, Head of Economic Development and Growth	Dr Justin Ives, Chief Executive	E&DS	
		F1.2 Support unemployed residents back into work	F1.2A												
		F2. Support economic growth and infrastructure	F2.1 Encourage and support business development and new investment in the District	F2.1A	Annual net growth in new commercial floorspace (sqm)	2,885 sqm	4,140 sqm	1,665 sqm	28,174 sqm net growth	28,174 sqm net growth Reported annually in Q4	28,174 sqm Reported annually in Q4	Net annual growth in commercial floorspace over the four year plan - 49,078 sqm net growth	Mike Roylance, Head of Economic Development and Growth	Dr Justin Ives, Chief Executive	E&DS
			F2.1B	Total Rateable Value of businesses in the District	£67,486,786	£67,341,926	£67,234,722	£67,120,292	£75,432,537	£75,458,747	Upward trend >£75,132,472	Mike Roylance, Head of Economic Development and Growth	Dr Justin Ives, Chief Executive	E&DS	
F2.2 Enable the delivery of housing across all tenures to meet Local Plan targets			F2.2A	Speed of decision on discharging conditions on housing applications	80%	100%	60.9%	78%	80%	76%	90% within 8-13 weeks or as agreed with the applicant	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS	
F2.2B			% of planning applications determined within the statutory period	93%	98%	90.50%	83%	70.50%	80%	>90%	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS		
F2.3 Influence the improvement of infrastructure to meet the demands of growth.		F2.3A	Secure new facilities and contributions through Section106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions	No Q4 update for 19/20. New indicator, data will be collected from April 2020 onwards as retrospective data is not possible to collect.	94%	100%	90%	Rerported annually in Q4	Reported Annually in Q4	90%	Steffan Saunders, Head of Planning and Strategic Housing	Heidi McDougall, Strategic Director, Service Delivery	E&DS		
F3. Transforming the Council		F3.1 Provide modern ways of working that support the Council to deliver services to meet changing needs.	F3.1A	Deliver against the Transformation Action Plan	No Q4 update for 19/20. Transformation plan to report from Q1 onwards	On target	85%	On target	On target	On target	Deliver 100% against action plan	Anthony Baxter, Head of Business Change and ICT	Tracy Bingham, Strategic Director, Corporate Resources	F&M	
	F3.2 Source appropriate commercial investment opportunities for the Council	F3.2A	Develop our approach towards the commercialisation of services which include grants, sponsorship, fees and charges and operating models and increase the income generated from these activities	Preliminary discussion between Operational Services and Finance have taken place, working group and action plan not yet established					Plan approved at E&DS Committee Sep 23	An Operational Services Commercialisation Plan will be produced which will set out the aims and objectives of the commercialisation of the service for the next three years	Gary Charlton, Head of Operational Services	Heidi McDougall, Strategic Director, Service Delivery	F&M		

Corporate Plan 2020-2024

Performance Measure Report

Environmental and Development Services Committee

Team: Organisational Development and Performance

Date: October 2023

Quarter 2 - 2023-24



Performance Measure Report Index

Corporate Plan 2020-2024

Summary

The Corporate Plan 2020-2024 has 35 Corporate Measures which underpin the Council's three priorities Our Environment, Our People, Our Future.

The following Committees are responsible for overseeing the delivery of the following key aims and outcomes:

Environmental and Development Services Committee (E&DS) are responsible for 17 Corporate measures under the key aims:

- E1. Improve the environment of the district.
- E2. Tackle climate change.
- E3. Enhance the attractiveness of South Derbyshire.
- P2. Supporting and safeguarding the most vulnerable.
- F1. Develop skills and careers.
- F2. Support economic growth and infrastructure.

Housing and Community Services Committee (H&CS) are responsible for seven Corporate measures under the key aims:

- E3. Enhance the attractiveness of South Derbyshire.
- P1. Engage with our communities.
- P2. Supporting and safeguarding the most vulnerable.

Finance and Management Committee (F&M) are responsible for 11 corporate measures under the key aims:

- P2. Supporting and safeguarding the most vulnerable.
- P3. Deliver Excellent Services.
- F3. Transforming the Council.



Environmental and Development Services Committee (E&DS) is responsible for the following 17 Corporate measures

Our Environment

Measure

- Household waste collected per head of population
- % of collected waste recycled and composted
- Number of fly tipping incidents
- Improve the quality of the District through the Local Environmental Quality Survey
- % of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the site's predevelopment baseline.
- Reduce South Derbyshire District Council carbon emissions
- % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day
- Proportion of good quality housing development schemes
- Increase Swadlincote Town Centre visitor satisfaction

Our People

Measure

- Continue to undertake interventions per year to keep families out of fuel poverty
- Deliver the objectives identified in the Supporting Aspirations Action Plan

Our Future

Measure

- Speed of decision on discharging conditions on housing applications
- % of planning applications determined within the statutory period
- Secure new facilities and contributions through Section 106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions
- Increase the number of employee jobs in South Derbyshire
- Annual net growth in new commercial floorspace (sqm)
- Total Rateable Value of businesses in the district



Priority: Our Environment

E1.1 Reduce waste and increase composting and recycling

Measure and Reference	E1.1A Household waste collected per head of population	Committee	E&DS		
Definition	This indicator is the number of kilograms of household waste collected per head of population. 'Household waste' means those types of waste which are to be treated as household waste as defined by the Environmental Protection Act 1990.	Why this is Important	To measure the change in household waste disposal levels as a result of householders' waste reduction and recycling activities		
What Good Looks Like	Top performing authorities outturn <400kgs per year				
History of this Indicator	The Council employs 40 staff and utilises 15 vehicles and a number of external contractors to deliver waste collection services.				
2019/20 Baseline Data	The estimated figure reported in Q4 was 407 kgs. This figure has now been validated and the confirmed out turn for Q4 is 404 kgs.				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Sustain during Yr1 (404kgs)	126kgs	250kgs	355kgs	460kgs
2021/22	Sustain Current levels	123kgs	245kgs	324kgs	416kgs
2022/23	Downward trend	110kgs	208kgs	302kgs	395kgs
2023/24	Downward trend	118kgs	229kgs		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		
Household, recycling and garden waste tonnages have all increased in comparable volumes in Quarter 2 this year. The measure is generated by dividing the total population numbers by the total waste collected, reduction in the population figure by ONS is impacting negatively on the overall tonnage per household, and currently there is 20kg rise to the same period last financial year. Quarter 3's out-			Performance of all of the waste stream tonnages will be monitored through the next period.		



turn will establish if the outcome for the year will be in doubt.	
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Priority: Our Environment

E1.1 Reduce waste and increase composting and recycling

Measure and Reference	E1.1B % of collected waste recycled and composted	Committee	E&DS		
Definition	Kerbside collected household waste is waste presented for collection by households in the black, green and brown bins and the normal alternate week collections. Recycled or composted is waste presented in the green and brown bins.	Why this is Important	To establish the success of the Council's recycling scheme and to ensure the compost scheme continues to perform		
What Good Looks Like	The top performing authorities achieve >60%, the top 25% achieve >50%				
History of this Indicator	Currently on a downward trend, the tonnages collected have remained stable, however increasing residual waste is pushing the percentage down.				
2019/20 Baseline Data	The estimated figure reported in Q4 was 46%. This figure has now been validated and the confirmed out turn for Q4 is 45%.				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Sustain during Yr1 (45% or>)	53%	52%	49%	47%
2021/22	Sustain during Yr2 (45% or>)	50%	50%	48%	46%
2022/23	Upward trend	49%	47%	45%	43%
2023/24	Upward trend	50%	50%		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		
Garden waste tonnages have returned to similar levels seen in 2020 and 2021, Quarter 2 2023-2024 was up over 600 tonnes on the same period in 2022-23. The return to a more usual garden waste tonnage out-turn will impact positively on recycling rate for this year.			Introduction of staff resource to push recycling activities across the District in 23/24.		



Priority: Our Environment

E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate

Measure and Reference	E1.2A Number of fly tipping incidents	Committee	E&DS		
Definition	A reduction in fly-tipping incidents is defined as a numerical reduction in the sum of the number of fly tipping incidents reported to the Council, plus the number of fly tips proactively collected by Council staff while performing their duties, compared to the reference period.	Why this is Important	Prevent an increase in fly-tipping incidents through education, engagement and enforcement action where appropriate		
What Good Looks Like	The purpose of this Indicator is to see a downward trend in fly tipping incidents as a rolling average over the four-year period of the Corporate Plan.				
History of this Indicator	There have been long term reductions in fly tipping incidents both nationally and locally since 2000, however this trend has reversed in very recent years. Between 2016 and 2019 fly tipping incidents nationally have increased.				
2019/20 Baseline Data	714 (total figure for 2019/20)				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Downward trend	260	528	732	1003
2021/22	Downward trend as a 4-year mean <764	211	366	484	604
2022/23	Downward trend as a four-year mean <764	139	286	442	590
2023/24	Downward trend as a four 4-year mean <764	119	246		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		
Quarter two target <371, actual 246.			Following recent changes in law, proposals to increase the maximum fixed		



The number of reported fly tips in quarters one and two was the lowest since 2014/15. This is considered to be due to the continuation of the robust investigations and action taken against suspected offenders

penalty notice for waste offences will be brought to a future EDS Committee



Priority: Our Environment

E1.2 Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate

Measure and Reference	E1.2B Improve the quality of the District through the Local Environmental Quality Survey	Committee	E&DS		
Definition	Percentage of inspected grade B or above for cleanliness as defined in the government code of Practice for Litter and refuse.	Why this is Important	Gives assurance that the cleansing regimes and resources deployed are delivering the Council's service standards.		
What Good Looks Like	<p>>95% Grade B or above</p> <p>This information below provides an overview of the grading:</p> <p>Grade A No issues present Grade B+ No formal description Grade B Predominantly free with some minor instances of the issue Grade B- No formal description Grade C Widespread with some accumulations of the issue Grade C- No formal description Grade D Heavily affected by the issue</p> <p>In order to present a fair picture plus and minus grades are used where a location is better than the lower grade but not sufficiently to attain the higher grade.</p>				
History of this Indicator	New indicator				
2019/20 Baseline Data	89.67% above grade C				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	95% at grade C or above	Report in Q4	Report in Q4	Report in Q1 21/22	Reported in Q1 21/22
2021/22	>95% (Grade C or above)	94.74% (Grade C or above)	94.74% (Grade C or above)	94.74% above grade C+	93.69% (Grade B or above)
2022/23	>95% (Grade B or above)	93.69% (Grade B or above)	93.69% (Grade B or above)	96.65% Grade B or higher	96.65% Grade B or above
2023/24	>95% (Grade B or above)	96.65% Grade B or above	97.4% (Grade B or above)		



Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>This measure is monitored through Keep Britain Tidy survey, which was undertaken in July 2023, the next KBT survey will be in January 2024. The in-house team will provide a further survey in-between KBT surveys to continue the monitoring of the cleanliness of our streets, in terms of litter, detritus, graffiti, flyposting, weeds, and dog-fouling.</p>	<p>Ongoing in-house surveys to monitor performance.</p>



Priority: Our Environment

E1.3 Enhance biodiversity across the District

Measure and Reference	E1.3A % of eligible new homes and commercial developments to achieve net gain in Biodiversity by a minimum of 10% compared to the sites predevelopment baseline.	Committee	E&DS		
Definition	Policy BNE3 of the Local Plan and Chapter 15 of the National Planning Policy Framework seeks to ensure that the impacts of development on biodiversity are minimised and preferably provide net gains. This would be negotiated during the application process	Why this is Important	It is likely that soon this will be a statutory requirement. It demonstrates that the Council is being proactive in delivering an aspiration of the Local Plan.		
What Good Looks Like	The purpose of the PI is to see the pursuit of net biodiversity gains on all eligible sites otherwise suffering a net loss.				
History of this Indicator	Notwithstanding the Council's 'encouragement' of biodiversity gains in the Local Plan, this will be a new government initiative that would make it a statutory requirement.				
2019/20 Baseline Data	Insufficient baseline data available				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	85%	First Report due December 2020. No qualifying decisions in Q1.	66.7%	66.7%	66.7%
2021/22	85% (4-year target)	66.7%	66.7%	66.7%	66.7%
2022/23	85%	0	0	0	0
2023/24	85%	0	0		



Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>Unable to measure this indicator at the current time. Whilst officers work to securing net gain in all relevant instances, local plan policy only requests a net gain, and it isn't law to require 10% net gain until January 24 which is a delay from the originally proposed November 2023.</p>	<p>The target can only be achieved where it is supported by Policy or legislation. This does not come into effect until 2024 and then officers will be able to ensure that the measure is achieved with support from the Biodiversity Officer.</p>



Priority: Our Environment

E2.1 Strive to make South Derbyshire District Council carbon neutral by 2030

Measure and Reference	E2.1A Reduce South Derbyshire District Council carbon emissions	Committee	E&DS		
Definition	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)	Why this is Important	To enable emissions from all relevant identified Council sources to be controlled over the Corporate Plan timeframe		
What Good Looks Like	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24 (C&EAP)				
History of this Indicator	No previous targets to achieve carbon neutrality have been set				
2019/20 Baseline Data	2,500 tonnes of carbon dioxide equivalent in 2018/19				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Achievement of Actions contained in the South Derbyshire Climate and Environment Action Plan 2020-24.	Achieved	Achieved	Achieved	Achieved Total Council emissions in 20/21 – 1,982 tonnes (20.5% reduction against baseline)
2021/22	Produce and implement a Head of Service Q4 Climate and Environment report that tracks performance against quantified targets and outturns	Achieved	Achieved	Achieved	Achieved Total Council emissions in 21/22 – 2,066 tonnes (17.2% reduction against baseline)
2022/23	Downward Trend in Carbon Emissions	Achieved	Achieved	Achieved	Achieved Total Council emissions in 22/23 – 2,074 tonnes (16.8%



					reduction against baseline)
2023/24	Downward Trend in Carbon Emissions	Publish carbon emissions report for 2022/23 - Achieved. ≥90% of actions in the C&EAP to be RAG rated 'Green' - Achieved.	Target - Publish a revised Climate & Environment Action Plan – Achieved. ≥90% of actions in the C&EAP to be RAG rated 'Green' - Achieved		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		
A carbon emissions reduction report for 2022/23 was approved at EDS Committee on 21 September 2023. The report showed that there has been a 17% reduction in carbon emissions compared to the 2018/19 baseline, however this reduction was achieved by 2021 and there has been no significant in carbon emissions over the last 2 years. The same Committee also approved changes to the Climate and Environment Action Plan.			Interviews for a new Climate and Environment Officer were held at the end of September. It is hoped that the successful candidate will start with the Council in November 2023.		



Priority: Our Environment

E2.2 Work with residents, businesses and partners to reduce their carbon footprint

Measure and Reference	E2.2A % of new homes to meet water efficiency targets as set out in the Part G optional standard of 110 litres of potable water usage per person per day	Committee	E&DS		
Definition	Part G of the Building Regulations sets out an optional standard for potable water conservation which is reiterated in Policy SD3 of the Local Plan. A planning condition will be attached to all new permissions to pursue adherence to this standard (where relevant).	Why this is Important	Local infrastructure and environmental constraints require the need for the Council to contribute to the suppression of water demand and hence waste water discharges across the District.		
What Good Looks Like	This is designed to ensure that going forward all new developments comply with the optional Part G standard				
History of this Indicator	No History				
2019/20 Baseline Data	Baseline figure of 50% based on 18 qualifying decisions in Q4.				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21		78%	89%	100%	100%
2021/22	85%	70.5%	79.3%	86%	75.6%
2022/23	85%	64%	75%	80%	86%
2023/24	85%	89.5%	93%		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		
Performance has improved quarter on quarter as vacancies within Planning Services are being filled and officers are reminded to ensure that this condition is placed on qualifying applications as a matter of course.			Keep reminding existing officers and making new officers aware of the conditions and the corporate objections behind the use of such. Decision makers to ensure they check for this condition before issuing decisions.		



Priority: Our Environment

E3.1 Enhance the appeal of Swadlincote town centre as a place to visit

Measure and Reference	E3.1A Increase Swadlincote Town Centre visitor satisfaction		Committee	E&DS	
Definition	Benchmarking for Swadlincote Town Centre includes a Town Centre User Survey (questionnaire) completed at the same time each year by an independent consultant.		Why this is Important	There is a need to limit the impact of national changes in shopping habits on the vitality of the town centre, at a time when High Streets are under extreme pressure.	
What Good Looks Like	The aim is to steadily close the gap to the National Small Towns average over the four-year period of the Corporate Plan.				
History of this Indicator	Comparable Benchmarking data was first collected in 2019. This found that 49% of respondents would recommend a visit to Swadlincote Town Centre, whilst the comparable National Small Towns Average was 72%.				
2019/20 Baseline Data	49% of respondents would recommend Swadlincote Town Centre - May 2019				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Upward trend	Reported Annually in Q3	Reported Annually in Q3	55%	55%
2021/22	58%	Reported Annually in Q3	Reported Annually in Q3	60%	Reported annually in Q3
2022/23	Upward Trend (Close the gap on the National Small Towns average)	60%	60%	66%	66%
2023/24	National small towns average 72%. Target to be above the National average by 2023/24	66% Reported in Q3	66% Reported in Q3		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		



<p>The main works to refurbish The Delph have been undertaken, including the Town Hall steps, with further minor works now to be addressed. Works to regenerate the derelict Bank House/Sabine's Yard site have progressed significantly, with the levels for the new free public car parking created and the pocket park on Belmont Street now laid out. Events supported during the Summer period included Swad Live, a community music festival, Heritage Open Days, including Antiques in the Street, and the Melbourne Festival. The dedicated Community Safety Enforcement Officer (Town Centres) has been addressing anti-social behaviour and private site maintenance whilst also supporting event marshalling. These activities have been part-funded by the UK government through the UK Shared Prosperity Fund. Derbyshire County Council has undertaken pruning works to the street trees in the High Street and removed some unhealthy trees.</p>	<p>n/a</p>
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Priority: Our Environment

E3.2 Improve public spaces to create an environment for people to enjoy

Measure and Reference	E3.2B Proportion of good quality housing development schemes	Committee	E&DS		
Definition	The % of new residential developments that score well against the Council's quality criteria based on latest Building for Life standards and the National Design Guide, which measure several aspects of the quality of a development (including the provision and quality of public spaces).	Why this is Important	This PI directly measures how good the quality of developments are and therefore whether it is more likely to result in an improvement to the quality of open and other spaces.		
What Good Looks Like	The purpose of this PI is to see an upward trend in higher quality developments and their immediate environment.				
History of this Indicator	This PI will differ from the similar PI which only looked at an earlier Building for Life standard. In previous years, the 90% target was often met and where not, only marginally missed.				
2019/20 Baseline Data	Annual score of 92% based on old methodology – to be reported annually in Q4				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	90%	Reported Annually in Q4.	Reported Annually in Q4.	Reported Annually in Q4.	Out turn unavailable.
2021/22	90%	Data unavailable	Reported Annually in Q4.	Reported Annually in Q4.	Out turn unavailable.
2022/23	90%	Out turn unavailable. - Reported Annually in Q4 22/23)	Out turn unavailable. - Reported Annually in Q4 22/23)	Out turn unavailable. - Reported annually in Q4 22/23)	Out turn unavailable
2023/24	90%	Out turn unavailable	Out turn unavailable		



Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>Planning Service is now able to measure this performance indicator because the Design Officer post has been recently filled. The Design Officer and Major Sites Team Leader have commenced the review and a further update will be provided to the committee on progress made.</p>	<p>The post has only been filled in the last few weeks of the quarter and the new officer is making good progress to devise a matrix/method of assessing the application against certain design criteria and work has commenced on the review of housing development sites.</p>



Priority: Our Future

F1.1 Attract and retain skilled jobs in the District

Measure and Reference	F1.1A Increase the number of employee jobs in South Derbyshire	Committee	E&DS		
Definition	Working in partnership, to successfully implement a programme of actions as set out within a new Economic Development Strategy for South Derbyshire.	Why this is Important	The District's economy has performed strongly in recent years - with a rapidly growing population it will be important to sustain this and provide a range of local employment opportunities.		
What Good Looks Like	The aim is to increase the number of Employee Jobs in South Derbyshire over the four-year period of the Corporate Plan.				
History of this Indicator	In 2018, there were 32,000 Employee Jobs in South Derbyshire, having grown from 30,000 in 2015. Data for employment is taken from the Office of National Statistics (ONS) Business Register and Employment Survey				
2019/20 Baseline Data	In 2015 there were 30,000 employee jobs which increased to 32,000 in 2018				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	>25% (implementation of the actions contained within the plan)	Reported in Q4	Reported in Q4	Reported in Q4	32,000 Impacted by Covid 19
2021/22	>25% (implementation of the actions contained within the plan)	Reported in Q4	Reported in Q4	Reported in Q4	31,000 Impacted by Covid-19
2022/23	Upward trend	31,000 Impacted by Covid-19. (Reported annually in Q4 22/23)	31,000 Impacted by Covid-19. (Reported annually in Q4 22/23)	34,000	34,000
2023/24	Upward trend	34,000 Reported in Q4	34,000 Reported in Q4		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		



Claimant Count Unemployment in South Derbyshire is at 2.2% (August 2023) or 1,470 people. This compares with 3.7% nationally, and 2.1% a year ago.

n/a



Priority: Our Future

F2.1 Encourage and support business development and new investment in the District

Measure and Reference	F2.1A Annual net growth in new commercial floorspace (sqm)	Committee	E&DS		
Definition	Data collected for the Council's annual Authority Monitoring Report, includes the monitoring of commercial floorspace within South Derbyshire.	Why this is Important	There is very little vacant commercial floorspace in South Derbyshire, consequently the provision of additional commercial floorspace is closely related to the availability of additional employment opportunities.		
What Good Looks Like	The aim is to increase the total commercial floorspace over the four-year period of the Corporate Plan.				
History of this Indicator	The Local Plan forecasts a net annual growth in commercial floorspace of 12,269.5 sqm per annum between 2008 and 2028. To date (2008-2021), the actual annual net rate of growth has been 6,095 sqm.				
2019/20 Baseline Data	2885 sqm				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	12,269.5 sqm	Reported in Q4	Reported in Q4	Reported in Q4	4,140 sqm
2021/22	24,539 sqm net growth	Reported in Q4	Reported in Q4	Reported in Q4	1,665 sqm
2022/23	36,808.50 sqm net growth	1,665 sqm (Reported annually in Q4 22/23)	1,665 sqm (Reported annually in Q4 22/23)	Reported in Q4	28,174 sqm sqm net growth
2023/24	Net annual growth in commercial floorspace of 12,269.5 sqm. Over the four-year plan - 49,078 sqm net growth	28,174 sqm net growth Reported in Q4	28,174 sqm Reported in Q4		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		



<p>Commercial construction projects continue to progress in a number of locations in South Derbyshire and are anticipated to deliver a significant growth in floorspace this year – these include: Redevelopment of the former Bison Concrete works at Tetron Point for The Pallet Network; and two new manufacturing facilities at Dove Valley Park, for MEG Derby and Terinex Flexibles.</p>	<p>n/a</p>
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Priority: Our Future

F2.1 Encourage and support business development and new investment in the District

Measure and Reference	F2.1B Total Rateable Value of businesses in the District	Committee	E&DS		
Definition	Total rateable value of businesses in the district.	Why this is Important	The total rateable value of businesses in the District is a good indication of the economic health of the district. An increase in floor space can indicate a growth in business numbers and employment opportunities.		
What Good Looks Like	A growth in rateable value, including a growth in sectors such as commercial (e.g., offices, shops, warehouses, restaurants) where there is a higher intensity of jobs per business.				
History of this Indicator	The total rateable value of businesses across the District has been increasing year on year, particularly in the commercial sector with an overall increase of almost £345k since April 2017.				
2019/20 Baseline Data	Q4 - £67,486,786.				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	>£67,486,786	£67,528,690	£67,316,577	£67,379,221	£67,341,926
2021/22	>£67,486,786	£67,150,426	£67,133,764	£67,199,282.	£67,234,722
2022/23	Upward Trend Upward Trend (on baseline as at Q4 21/22)	£67,279,062	£67,207,674	£67,072,729	£67,120,292
2023/24	Upward trend >£75,132,472	£75,432,537	£75,458,747		
Performance Overview - Quarterly Update		Actions to sustain or improve performance			
An increase of £26,210 since last quarter. The Abbatoir at Hartshorne had quiet a large increase from 53,000 to 90,500 and a new assessment at Extra Services Etwall for RV 14500 and Skip Hire Storage site at Willington with RV.		Rateable Values are determined by the Valuation Office Agency (VOA) and can go up or down depending on when they are reassessed, particularly as a result of challenges/appeals by the business owner. monitoring of new build properties to ensure they are reported to the VOA as soon as possible			



Priority: Our Future

F2.2 Enable the delivery of housing across all tenures to meet Local Plan targets

Measure and Reference	F2.2A Speed of decision on discharging conditions on housing applications	Committee	E&DS		
Definition	The purpose of the performance indicator is to measure the percentage of planning condition applications determined in the statutory period of eight or 13 weeks or as may be otherwise agreed with applicants.	Why this is Important	Unnecessary delays in the determination of applications holds up the delivery of development and therefore a potential disincentive to inward investment		
What Good Looks Like	All applications determined as soon as possible without compromising quality.				
History of this Indicator	New indicator				
2019/20 Baseline Data	80% based on Q4 (up to 85% if including first 27 days of 2020/21 Q1, following new procedure with team)				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	90% within 8-13 weeks or as agreed with the applicant	100%	100%	100%	100%
2021/22	90% within 8-13 weeks or as agreed with the applicant	93.7%	71.8%	47.9%	60.9%
2022/23	90% within 8-13 weeks or as agreed with the applicant	50%	60%	79%	78%
2023/24	90% within 8-13 weeks or as agreed with the applicant	80%	76%		
Performance Overview - Quarterly Update			Actions to sustain or improve performance		



There are still a greater number of out of time applications being determined than the target for this indicator, however this is reflective of the push to deal with the substantial backlog of applications. There continue to be more decisions issued in time and the below target return is due to a high volume of the backlog of applications that continue to be cleared. It is the cases in the backlog that are much less likely to have any agreed extension of time given the length of time they have been with the Council. The number of cases in the backlog has been reduced from a high point of over 900 cases in July 2022 to just over 500 at the time of compiling this return.

In time, with reduction in backlog and new process for dealing with applications it will be easier for officers to deal with all applications within statutory timeframes.

In time, with reduction in backlog and the new process for dealing with applications it will be easier for officers to deal with all applications within statutory timeframes. The measures to assist with this include streamlining validation requirements, moving to area teams, introducing career grades, using fee increase money to make temporary posts permanent, submitting a bid for £100,000 of government funding to help clear the backlog, using a local planning consultancy to take a number of cases from the backlog, retaining agency planners prior to being fully staffed, offering opportunities for existing staff to undertake overtime, and amending internal procedures to secure a high level of support for officer processing their cases and significantly reducing reliance on extensions of time with significantly over 50% of 2023 applications being determined in time with no extension of time.



Priority: Our Future

F2.2 Enable the delivery of housing across all tenures to meet Local Plan targets

Measure and Reference	F2.2B % of planning applications determined within the statutory period	Committee	E&DS		
Definition	The purpose of the performance indicator is to measure the percentage of planning applications determined in the statutory period of eight or 13 weeks or as may be otherwise agreed with applicants.	Why this is Important	Unnecessary delays in the determination of planning applications holds up the delivery of development and therefore a potential disincentive to inward investment		
What Good Looks Like	All applications determined as soon as possible without compromising quality.				
History of this Indicator	Generally, the Council has performed well for most recent years against a notional target of 90%				
2019/20 Baseline Data	93%				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	>90%	94%	99%	98%	98%
2021/22	>90%	91%	93.1%	93%	90.5%
2022/23	>90%	88%	86%	81%	83%
2023/24	90% within 8-13 weeks or as agreed with the applicant	70.5%	80%		
Performance Overview - Quarterly Update		Actions to sustain or improve performance			
There are still a greater number of out of time applications being determined than the target for this indicator, however this is reflective of the push to deal with the substantial backlog of applications. Whilst applicants have been willing to provide an extension of time in some instances this has not been received across the board and the push to reduce the backlog and move towards a new process of dealing with applications will unfortunately result in a short-term decrease in figures. The		Continue the drive to fill all vacant posts and continue the intensive support outlines above for officers in post. Ensure officers process where possible applications within the statutory time frames and seek extensions of time, if possible, for those applications determined outside of the timeframe.			



measures to assist with this include streamlining validation requirements, moving to area teams, introducing career grades, using fee increase money to make temporary posts permanent, submitting a bid for £100,000 of government funding to help clear the backlog, using a local planning consultancy to take a number of cases from the backlog, retaining agency planners prior to being fully staffed, offering opportunities for existing staff to undertake overtime, and amending internal procedures to secure a high level of support for officer processing their cases and significantly reducing reliance on extensions of time with significantly over 50% of 2023 applications being determined in time with no extension of time.

The number of applications determined in time has increased quarter on quarter which is a significant improvement considering the above.



Priority: Our Future

F2.3 Influence the improvement of infrastructure to meet the demands of growth.

Measure and Reference	F2.3A Secure new facilities and contributions through Section106 to mitigate impacts of development. Achieve all necessary highway, education, healthcare, and recreation contributions		Committee	E&DS	
Definition	Statute allows the Council to seek financial and other contributions from developments to mitigate the impact of the development on public infrastructure subject to viability of individual developments.	Why this is Important	Without some contribution towards mitigating the impact of new developments, infrastructure would have to accommodate the extra load without direct funding to bear the burden		
What Good Looks Like	Securing all proven necessary mitigation to accommodate new developments				
History of this Indicator	New indicator				
2019/20 Baseline Data	New indicator, data will be collected from April 2020 onwards as retrospective data is not possible to collect				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	90%	Reported annually in Q4	Reported annually in Q4	Reported annually in Q4	94%
2021/22	90%	Reported annually in Q4	Reported annually in Q4	N/A - reported annually in Quarter 4.	100%
2022/23	90%	100% (annual return in Q4 22/23)	100% (annual return in Q4 22/23)	Reported annually in Quarter 4	90%
2023/24	90%	Reported annually in Q4	Reported Annually in Q4		



Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>As in previous years a separate report will be presented to the November 2023 E&DS Committee where the full details of S106 performance will be considered in the Infrastructure Funding Statement. Overall the Council is successfully applying the need for S106 contributions in line with policy and collecting payments when they are due.</p>	<p>Continued cross department monitoring of performance and reporting annually in the Infrastructure Funding Statement.</p>



Priority: Our People

P2.1 With partners encourage independent living and keep residents healthy and happy in their homes.

Measure and Reference	P2.1B Continue to undertake interventions per year to keep families out of fuel poverty	Committee	E&DS
Definition	Number of interventions made by the Council (and partners over whom the Council has influence) to improve fuel efficiency in residential properties.	Why this is Important	Fuel poverty is a public health observatory key performance indicator and reflects both the thermal efficiency of housing stock and the affluence of the population
What Good Looks Like	Increasing the numbers of fuel efficiency interventions to directly contribute to reductions in the numbers of families in fuel poverty.		
History of this Indicator	The Council has never previously collated data on the different measures taken to take families out of fuel poverty.		
2019/20 Baseline Data	7.9% (3,393 households) estimated to be in fuel poverty. In 2019/20 an estimated 90 interventions were made to help residents reduce fuel poverty		

Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	300 interventions	111	216	247	276
2021/22	210 interventions	30	102	172	210
2022/23	>160 Interventions	48	104	161	198
2023/24	>160 Interventions	45	162		

Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>The target for quarter two was >70 interventions, actual 162.</p> <p>Quarter 2 data includes nearly 100 improvements made to public and private sector houses using government funding to improve energy efficiency (Social Housing Decarbonisation Fund, LAD3 and HUG1)</p>	<p>The successful delivery of the schemes to improve the energy efficiency in public sector homes (SHDF) and in private sector homes (LAD3 and HUG1) continues to be heavily reliant on the specialist contractors procured for these contracts. Officers continue to work hard to ensure that contractors fulfil these contracts.</p>



Priority: Our People

P2.4 Support social mobility to ensure people have the opportunity to access skilled jobs, higher and further education.

Measure and Reference	P2.4A Deliver the objectives identified in the Supporting Aspirations Action Plan, as appropriate to the Council	Committee	E&DS		
Definition	Delivery against the key themes identified in the Supporting Aspirations Action Plan.	Why this is Important	Social Mobility aims to ensure that everyone has the opportunity to build a good life for themselves regardless of geography or family background.		
What Good Looks Like	Deliver against the Supporting Aspirations Action Plan to help improve Social Mobility for disadvantaged young people in South Derbyshire.				
History of this Indicator	South Derbyshire has performed poorly on a number of indicators of Social Mobility for disadvantaged young people in recent years.				
2019/20 Baseline Data	The Social Mobility Commission's Social Mobility Index ranked South Derbyshire 311/324 local authority in 2017				
Reporting Year	Annual Target	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2020/21	Ranked >311 on the Social Mobility Index	Reported in Q4	Reported in Q4	Reported in Q4	Research and data analysis
2021/22	Develop the Social Mobility Action Plan	Reported in Q4	Research and Data analysis	Preparation of Action Plan	Supporting Aspirations Action Plan adopted.
2022/23	Deliver the year one objectives identified in the Supporting Aspirations Action Plan	Reported in Q4	Reported in Q4	Reported in Q4	Achieved
2023/24	Deliver the objectives identified in the Supporting	Reported in Q4	Reported in Q4		



	Aspirations Plan			
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Performance Overview - Quarterly Update	Actions to sustain or improve performance
<p>Activities contributing to the Supporting Aspirations Action Plan in Quarter 2 included consultation with schools and partner organisations undertaken as part of the preparation of the tender specification for the social mobility project. This project is funded by the UK government through the UK Shared Prosperity Fund. Current major recruitments have been promoted including for Unipart and The Pallet Network. Jobs Fairs in the wider area have been promoted, as well as a volunteering initiative. A business start-up workshop and several work club sessions have been delivered.</p>	<p>n/a</p>



Quarter 2, 2023-2024 Service Delivery Risk Register

REF	RISK TITLE & DESCRIPTION	RISK CAUSE	RISK IMPACT	RISK CATEGORY Strategic, Resource Operational Financial Knowledge management Compliance, Partnership	Current Risk Rating (See table below for guidance)			CONTROLS IN PLACE TO MITIGATE THE RISK	Risk Rating after mitigations (See table below for guidance)			FURTHER ACTION REQUIRED	SUMMARY OF CHANGE SINCE LAST QUARTER	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
SD1	Loss of income to the Housing Revenue Account (HRA)	Reduction of income through the Impact of: Universal Credit (UC) (increase rent arrears) Void Properties (rent loss) Right to buy properties (rent loss)	Loss of income into the (HRA)	Financial	4	3	12	<ul style="list-style-type: none"> A revised Income Management Policy has been approved by Housing and Community Services Committee and new operational/ IT procedures implemented. New dwellings mitigate revenue lost through Right to Buy (RTB). New Builds can still be purchased under (RTB) after three years for Secure Tenancies. Daily monitoring of UC, and income management. The Housing Service has made operational changes to deal with this increase which have been subject to a successful audit review. Programme in place to reduce the void rent loss. Council House Development Group is in place. Rent Arrears have reduced from 3.05% to 2.77%. The void rent loss as a % of the rent debit has reduced from 3.68% is 3.25% Void Property work plan presented to Overview and Scrutiny Committee 4/1/23 with a further update presented to Housing and Community Services Committee on 25th April 2023 An additional contractor has been employed to increase capacity. Survey of small HRA development sites completed with options for redevelopment. Surveys of Smallthorn Place have been completed which include redevelopment and refurbishment options. Derbyshire County Council have now commenced the tender process for Careline and independent living services contracts which are currently delivered by the Council. A reduced service has been retendered for commencement in March 2024. The Council will unlikely to be in a position to bid for these contracts as either a sole or consortium provider. This will reduce the funding into the HRA from DCC by up to £300k from March 202 	4	3	12	<ul style="list-style-type: none"> Increased focus on collection of rent and other housing debt. Monitoring and review of arrears, evictions and rent loss due to voids. Council House development group to develop a pipeline of development schemes. Government Rent Increase Cap confirmed at 7%. Council members have agreed a rent increase limited to 3% The Council is undertaking its own review of the Careline and ILS service to enable a new service proposal to be made to the NHS which may attract funding to mitigate any loss. Suggested partnership approaches were included in the response to DCC as part of the soft market testing process in May 2023. These have not been accepted. Further discussions are underway with NHS although as yet no funding has been agreed. An alternative service will be presented to Councillors later in 2023. 	Rent arrears are at 2.77%. Void rent loss profit is currently up by £40k as the number of voids reduce. and the void rent loss as a % of the rent debit has reduced from 3.68% to 3.25%. The void contractor surveying with additional management checks has now been implemented. Due to lack of passed development the higher value voids that need considerable investment above the standard minor / major is currently being explored.	Head of Housing Services

REF	RISK TITLE & DESCRIPTION	RISK CAUSE	RISK IMPACT	RISK CATEGORY Strategic, Resource Operational Financial Knowledge management Compliance, Partnership	Current Risk Rating (See table below for guidance)			CONTROLS IN PLACE TO MITIGATE THE RISK	Risk Rating after mitigations (See table below for guidance)			FURTHER ACTION REQUIRED	SUMMARY OF CHANGE SINCE LAST QUARTER	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
											<ul style="list-style-type: none"> Skilled and unskilled labour issues in addition to fluctuation in labour rates have affected progress towards targets in Q2. In particular this has affected. <ul style="list-style-type: none"> Plastering Floor laying Damp works <p>Novus is still actively working with local contractors however this does fluctuate due demand on labourers.</p> <ul style="list-style-type: none"> Further additional contractor capacity is being sought through procurement frameworks. A new method for the management of surveys is being considered with contractors. Options for the Construction Design Management (CDM) of the inhouse team are being pursued to allow void and other works to be done "in house". A single supplier of energy utility services (gas and electric) will be in place from January 2024 to reduce time taken to resolve meter debt and installation issues. 	<p>Single utilities supplier has been delayed, now excepted January 2024.</p> <p>Labour issues are impact on the delivery of works in particular around damp proofing, floor laying and plastering.</p>		

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					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
											<ul style="list-style-type: none"> Area based surveys and work plans are in place. A different approach to major and minor works is being devised. 			
SD3	Safety standards	Failure to comply with basic safety standards in flats/blocks with communal areas.	Risk to property and life	Compliance	2	4	8	<p>Housing Safety policies are now in place for:</p> <ul style="list-style-type: none"> Fire Lift Electrical Gas Asbestos Legionella A recent Internal Audit of Housing Safety has confirmed that the systems in place provide “reasonable assurance” in this area. Contracts are in place to deliver property improvements for all aspects of property safety. Recruited an Asset and Compliance post. Agency staff in place to cover Heating, Electrical, Fire safety Project Officer Roles. Posts have been regraded through the JEQ process to assist in permanent recruitment. Fire safety checks in sheltered and communal schemes being completed by Careline Support Coordinators. Successful recruitment to Gas and Building Project Officer roles. New Tenant Satisfaction Measures include specific property safety indicators. The Council will be required to respond to forthcoming consultation with the Regulator of 	2	4	8	<ul style="list-style-type: none"> Monitoring and carrying out safety checks as per the Housing Safety Policies. Reconfiguring software (lifespan) to manage this. Full review required into software systems. Gas and Fire/Building Project Officer Roles have been filled, Project Officer Electrical was advertised for the third time. One applicant interviewed and start date 11 December 2023 agreed. Current structure is not suitable to meet the demand/workload. Full review as part of the wider Housing Services review. 	Mitigating actions have been updated to advise the Electrical Project Officer post has been recruited to start date 11 December 2023 agreed.	Head of Housing Services

REF	RISK TITLE & DESCRIPTION	RISK CAUSE	RISK IMPACT	RISK CATEGORY Strategic, Resource Operational Financial Knowledge management Compliance, Partnership	Current Risk Rating (See table below for guidance)			CONTROLS IN PLACE TO MITIGATE THE RISK	Risk Rating after mitigations (See table below for guidance)			FURTHER ACTION REQUIRED	SUMMARY OF CHANGE SINCE LAST QUARTER	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
								<p>Social Housing on a new suite of “consumer standards” for housing. Current Performance against these indicators is:</p> <p>Fire – 100% - 82/82 Fire Risk Assessments to communal block and community rooms complete.</p> <p>Legionella – Risk Assessment to 74 high risk properties complete and remedial actions completed.</p> <p>Electric – 94.68% (2792/2949) have an up to date EICR, orders for remaining properties placed and in progress with contractor.</p> <p>Gas – 99.93% (2777/2779) properties have valid gas certificate. Two properties out of time currently with legal seeking an injunction to gain entry.</p> <p>Asbestos – 100% (76/76), annual asbestos management surveys carried out to communal blocks and community rooms where required.</p> <p>Lifts – 100% 3/3, Lifts at Unity Close, Pear Tree Court, and Coniston Court with service completed. (106 passenger stair lifts at domestic properties all on service programme and within time).</p>						

REF	RISK TITLE & DESCRIPTION	RISK CAUSE	RISK IMPACT	RISK CATEGORY Strategic, Resource Operational Financial Knowledge management Compliance, Partnership	Current Risk Rating (See table below for guidance)			CONTROLS IN PLACE TO MITIGATE THE RISK	Risk Rating after mitigations (See table below for guidance)			FURTHER ACTION REQUIRED	SUMMARY OF CHANGE SINCE LAST QUARTER	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
SD5	Reduction in funding for Cultural and Community Services	Reduction of Council funding into Cultural and Community Services. Unable to source external funding to service.	There is likely to be additional funding needed to replace income lost through Covid-19.	Financial	3	3	9	<ul style="list-style-type: none"> Forward budget planning over several years, to cover the medium-term- up to and including 2023/24. Approvals received for reserve spend to secure staffing initially for Active Communities. The Council receives an annual Community Safety funding allocation from the Police and Crime Commissioner (PCC) of £25,000. In December 2021, the new PCC confirmed that this level of funding will continue for a further three years. The Council receives an annual Basic Command Unit funding allocation of £35,000 from the Chief Superintendent. This annual allocation, currently with no long-term commitment. A new three-year sponsorship of the Environmental Education Project with Rolls Royce has been confirmed. Government Funding via the National leisure Recovery Fund (NLRF) for the Leisure Centres has been received. No more post covid support for leisure – working with Max associates to look at soft market testing for potential future delivery and/or negotiate potential contract extension. Active Derbyshire Partnership may help to open up other funding potentials related to Physical Activity. 	3	3	9	<ul style="list-style-type: none"> Maintain current funding contribution that the Council makes towards the Active Communities service. Continue to seek and secure relevant external funding opportunities to continued support service delivery. Monthly assessment of income and expenditure. Review reserves and potentially use to fund projects if needed. 	No change in Q2	Head of Cultural and Community Services
SD6	Ageing infrastructure at Rosliston Forestry Centre	Need to upgrade infrastructure at Rosliston Forestry Centre	Unable to deliver services at Rosliston.	Strategic	2	3	6	<ul style="list-style-type: none"> Condition survey updated as part of future procurement exercise for new contractor, informed by a wider strategic review. Focus on implementing infrastructure requirements identified in external consultant's report. Capital Programme bid successful with most projects supported. Engage tenants and keep Senior Leadership Team informed. Covid-19 pandemic has enabled an opportunity to do some minor health and safety works whilst the site was closed to the public. Vision for site to be reviewed considering the pandemic, informed by the wider climate emergency debate. New lease is now signed for 30 years with Forestry England. 	2	3	6	<ul style="list-style-type: none"> Work commenced on the delivery of capital projects. Collaboration with Head of Corporate Property on improvements to the Planned Preventative Maintenance (PPM). Regular meetings held at operational and strategic levels with Forestry England. Link with National Forest on future vision works. 	<p>New 30-year lease signed.</p> <p>The RFC consultation is now complete – collating findings report to go to committee to show results in Q3</p> <p>Continue working with National Forest</p>	Head of Cultural and Community Services

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													Company and Forestry England to help shape vision in collaboration.	
SD7	Failure to meet housing delivery targets set out in the five-year supply	Economic slowdown, material or labour shortages, supply chain issues. There has been a small decrease in housing completions during the COVID pandemic.	A loss of control of new developments and reduced likelihood of achieving the necessary section 106 contributions and the potential for developments to be approved in unsustainable locations	Strategic	4	3	12	<ul style="list-style-type: none"> Local Plan is in place which sets out the five-year supply. In August E&DS Committee approved that the local plan should have a review undertaken which will identify sufficient sites to provide an up-to-date five-year housing land supply. Active pursuit of schemes and opportunities. Increased focus on facilitating prompt commencement of development. Current five-year housing land supply rate at 6.29 years- most sites started are building at a rate above that originally anticipated such that 919 were completed in 2021/22. Despite a small reduction on the previous year the council has maintained its five-year housing land supply and a strong bounce back from COVID is already occurring. A consultation has been completed on the Issues and Options for the Local Plan Review with several sites put forward to enable a five-year housing land supply to be maintained, Support government proposals to offer flexibility in supply and delivery requirements in light of COVID-19 effects. The Housing Position Paper reported to January 26 EDS Committee confirmed a 5-year housing land supply to 6.29 years. 	2	3	6	<ul style="list-style-type: none"> Develop action plan(s) where necessary. Monitoring/review of performance ongoing. 	No change for Q2.	Head of Planning and Strategic Housing
SD9	Melbourne Sports Park	Failure to deliver against external funder requirements at the Melbourne Sports Park	MSP negatively affected by Covid-19 with no income generation for several months. Some external	Financial	2	3	6	<ul style="list-style-type: none"> Scheme to deliver additional car parking on site completed. Drainage scheme on MSP site and adjacent landowners complete. Improved rugby pitches playability should increase income generation from bar and catering. 	2	3	6	<ul style="list-style-type: none"> Regular Artificial Grass Pitch (AGP) Steering Group meetings. Matter under regular review at MSP Board meetings. 	No change in Q2	Head of Cultural and Community Services

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		(MSP). Ongoing discussions with external funders.	grants success to support this impact but not all.					<ul style="list-style-type: none"> Work on three new tennis courts completed. Improvements to third rugby pitch and training area underway. These projects will aid future viability. Development sub-committee to be re-established to look at future works/developments at the site. Council representative on the Sub-Committee. 				<ul style="list-style-type: none"> Key funder in attendance at AGP steering group meetings. MSP Board meeting business plan income targets, however close monitoring is required. 		
SD11	Tree Management	Failure to manage the Council's tree stock in line with adopted Tree Management policy.	Breach of tree policy and/or accident/incident involving trees.	Strategic	4	3	12	<ul style="list-style-type: none"> Review of approved Tree Management Policy completed. Zurich Municipal has provided support to assess the Council's risk on its Tree Policy and Strategy. A new tree policy and management plan has been agreed by committee on 17 March 2022. Unable to recruit an assistant tree officer so have gained approval to revise the structure of the Parks and Green Spaces to facilitate the flexible retirement of the current post holder and the creation of an additional tree officer (at a more senior level) to enable the sharing of knowledge and experience. 	3	3	9	<ul style="list-style-type: none"> The new Policy requires implementing and backlog of work procured and prioritised. A budget has been agreed. External support for tree inspections is being procured. Assistant tree officer appointed and is being mentored by Tree Officer Temporary support from agency to help with volume of tree work related to planning. Due to volume of workload reviewing staffing structure to ensure resourced adequately going forward. 	Additional tree officer and tree budget added in budget review process for 2023/24	Head of Cultural and Community Services

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SD12	Ageing Infrastructure at Greenbank Leisure Centre	Infrastructure at Greenbank Leisure Centre including pipework to pool and roof structure needs investment.	Unable to deliver services at Greenbank Leisure Centre	Strategic	3	3	9	<ul style="list-style-type: none"> Building condition survey is being updated and a planned preventative maintenance (PPM) programme put in place by Head of Corporate Property. Complete the necessary works identified in external consultant's report, informed by a wider strategic review (SOPM). Improvements made to pool pipework and roof. Ensure that there is sufficient capital funding to complete the necessary works and revenue funding for on-going PPM. Facility Planning Model (FPM) being undertaken to assess strategic need of leisure stock through to 2038. The FPM work above is now complete and will inform the Local Plan. Further work is being undertaken on the SOPM. Beginning work to look at future leisure provision including a replacement site for Green Bank. 	3	3	9	<ul style="list-style-type: none"> Review of the operational management and deliverability of PPM Options presented by FPM to be assessed and presented to Members in the future. Also Built Facility Strategy to be commissioned to support FPM. Working project group looking at long term options for leisure provision. Created a project working group to look at long term options for leisure centre. 	No change in Q2.	Head of Cultural and Community Services
SD15	Leisure Centres	Due to the National Lockdowns and control of coronavirus measures.	The Council's Leisure Contractor can no longer sustain its business	Strategic Financial	2	3	6	<ul style="list-style-type: none"> Application to Government for National Leisure Recovery Fund (NLRF) successful and distribution being arranged. Increase risk to leisure providers viability nationally due to rising utility costs. Pre-planning within the budget setting process and close working relationship with leisure contractor. Monthly contract meetings are taking place to track contractor financial and operational performance. 	2	3	6	<ul style="list-style-type: none"> Monthly assessment of Leisure Contractor finances and assessment of Council support through monthly contract meetings. Contingency plans are also being developed should the contractor not be able to deliver the contract at short notice. Final settlement of financial negotiations during Covid closure is complete. End of year accounts have been received from contractor. It is clear that the trading conditions have been challenging but participation is now increasing. However 	This risk can be archived because it is related to Covid-19 lockdown and the recovery grant.	Head of Cultural and Community Services

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												numbers are below pre pandemic levels. <ul style="list-style-type: none"> Energy costs have risen dramatically – impact on contractor and SDDC as part of energy bench marking – awaiting to hear on grants from Sport England to support LA with swimming pools. Continual monitoring is essential. 		
SD16	Voluntary and Community Sector	A reduction in resources for partners who deliver services for or on behalf of the Council.	Evidence that this is occurring with CVS and Citizens Advice having core funding reduced in recent years	Strategic Financial	2	3	6	<ul style="list-style-type: none"> It is considered that the Council is undertaking as much action as is reasonably possible at this stage to mitigate the risk. The Council's current grant funding has been increased in 2022/23. The Council employs a dedicated Community Partnership Officer to support the voluntary sector and local organisations. Capacity in the sector is starting to recover in light of Covid-19 and the Council is working to support the relevant organisations. 	2	3	6	<ul style="list-style-type: none"> The Council continues to work with the Voluntary and Community sector to ensure its funding delivers the Council's Corporate Plan objectives. 	No change in Q2	Head of Community and Cultural Services
SD17	Sustainable Urban Drainage features (Suds)	Failure to manage the Suds in line with national guidance.	Serious accident at a Suds feature, and / or failure of feature to prevent flooding	Operational Strategic Financial	3	4	12	<ul style="list-style-type: none"> A recent report by Alliance Consulting has highlighted risks associated with SUDs features that the Council has adopted / is due to adopt. There are potentially nine sites. The Council has a capital budget to implement the findings of the Alliance report on Council-owned sites. The Council no longer adopts SUDs as part of new developments. These are transferred to Severn Trent Water subject to them meeting appropriate standards. 	2	3	6	<ul style="list-style-type: none"> The Council has reviewed the independent SUDs report and is undertaking all reasonable and practicable actions to mitigate any risks. 	No change in Q2	Head of Community and Cultural Services

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SD18	Fluctuations in recycle prices	Failure to monitor and report fluctuations in recycle prices	An escalation in the cost of delivering the recycling service.	Operational Financial	2	3	6	<ul style="list-style-type: none"> At the time of awarding new recycling contracts in July 2021, an assessment of material prices over the last 30 months was undertaken. This showed that prices fluctuate from month to month. In assessing the bids, using the lowest material prices from the last 30 months was considered the most prudent way to budget for the service through the Medium-Term Financial Plan (MTFP), with a reserve established to bank any income over that budgeted to cover any periods where income falls below that budgeted. A quarterly update within the Revenue Monitoring Report is presented by the Head of Finance to Finance and Management Committee to allow Members to keep this under review. This position should be fully reviewed following the initial two-year period. 	2	3	6	<ul style="list-style-type: none"> Continue to report quarterly on recycle income 	No change in Q2.	Head of Operational Services
SD19	Animal welfare costs	Significant increase in dog ownership, illegal dog breeding, stray dogs and poor animal welfare	Substantial costs from animals taken into possession which have been found to be suffering. At the peak in Sept 2022 the Council had possession of approx. 190 animals.	Financial, Compliance, Partnership	4	3	12	<ul style="list-style-type: none"> Powers under s20 of the Animal Welfare Act. Mutual support agreement with RSPCA. Dog fostering scheme agreed with a dog fostering charity. No win no fee agreement with a third-party Financial Investigator to enable the Council to pursue Proceeds of Crime Act action against offenders to recover costs. Additional budget has been proposed for the 2023/24 financial year in the draft budget. 	2	3	6	<ul style="list-style-type: none"> Ongoing monitoring required of the CEH00 R4400 budget to review the effects of the existing mitigations. Prosecution files being prepared in relation to animal welfare and illegal breeding offences. Draft animal in distress policy currently out for consultation. 	The number of animals in Council possession remains similar to Q1 with 16 fostered and 5 in kennels (an increase of one in kennels from Q1.)	Head of Environmental Services
SD20	Green Homes Grant Project	Failure to deliver the volume of Green Homes Grants agreed with the project sponsors	Repayment of grant allocation to the project sponsors Loss of reputation	Strategic, Financial, Operational, Partnership	4	2	8	<ul style="list-style-type: none"> An existing project management framework is in place in accordance with the agreed Memorandum of Understanding with the project sponsors (BEIS and Midland Net Zero Hub) New contractors have been procured to increase the contractor capacity to deliver the target number of Green Homes Grants. 	2	2	4	<ul style="list-style-type: none"> Review volume and quality of delivery of newly appointed contractors. Communicate with stakeholders. 	No change in Q2	Head of Environmental Services

Risk Matrix Template

The table below outlines how the impact and likelihood of the risk is scored using the threshold and description as guidance.

1.1

Impact	Very High (4)	4	8	12	16	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr><td style="background-color: #FF0000; color: white; text-align: center;">12-16</td></tr> <tr><td style="background-color: #FFD700; text-align: center;">6-9</td></tr> <tr><td style="background-color: #008000; color: white; text-align: center;">1 - 4</td></tr> </table>	12-16	6-9	1 - 4
	12-16								
	6-9								
	1 - 4								
High (3)	3	6	9	12					
Medium (2)	2	4	6	8					
Low (1)	1	2	3	4					
		Remote (1)	Possible (2)	Probable (3)	Highly Probable (4)				
		Likelihood							

Impact	Thresholds and Description
1 – Low	Limited impact on service objectives if any, section objectives unlikely to be met, financial loss less than £10,000, no media attention.
2 – Medium	Slight delay in achievement of service objectives, minor injuries, financial loss over £50,000k, adverse local media attention, breaches of local procedures
3 – High	Significant threat to Council objectives. Non-statutory duties not achieved, permanent injury, financial loss over £100,000, negative national media attention, litigation expected, serious issues raised through inspection, breakdown of confidence of partners.
4 – Very high	Objectives cannot be delivered. Statutory duties not achieved, death, financial loss over £500,000 adverse national media attention, litigation almost certain, prosecutions, breaches of law, inspection highlights inadequate service, Council unable to work with partner organisation.
Likelihood	Thresholds and Description
1 – Remote	May occur only in exceptional circumstances (e.g. once in 10 years)
2 – Possible	Unlikely to occur but could at some time (e.g. once in three years)
3 – Probable (in two years)	Fairly likely to occur at some time or under certain circumstances (e.g. once in two years)
4 – Highly probable (in 12 months)	Will probably occur at some time or in most circumstances (e.g. once in 12 months)

Service Delivery Risk Matrix

The below table summarises the risk likelihood and impact for risks after controls have been put in place to mitigate the risk.

Impact	Very High (4)		SD3, SD9		
	High (3)		SD6, SD7, SD15, SD16, SD17, SD18, SD19	SD5, SD12	SD1, SD11
	Medium (2)		SD20		
	Low (1)				
		Remote (1)	Possible (2)	Probable (3)	Highly Probable (4)
		Likelihood			

SD1	Loss of income to the Housing Revenue Account (HRA)	Reduction of income through the Impact of: Universal Credit (UC) (increase rent arrears) Void Properties (rent loss) and right to buy properties (rent loss).
SD3	Safety standards	Failure to comply with basic safety standards in flats/blocks with communal areas.
SD5	Reduction in funding for Cultural and Community Services	Reduction of Council funding into Cultural and Community Services. Unable to source external funding to service.
SD6	Ageing infrastructure at Rosliston Forestry Centre	Need to upgrade Infrastructure at Rosliston Forestry Centre.
SD7	Failure to meet housing delivery targets set out in the five-year supply	Economic slowdown, material or labour shortages, supply chain issues. There has been a small decrease in housing completions during the COVID pandemic.
SD9	Melbourne Sports Park	Failure to deliver against external funder requirements at the Melbourne Sports Park (MSP). Ongoing discussions with national funders.
SD11	Tree Management	Failure to manage the Council's tree stock in line with adopted Tree Management policy.
SD12	Ageing Infrastructure at Greenbank Leisure Centre	Infrastructure at Greenbank Leisure Centre including pipework to pool and roof structure needs investment.

SD15	Leisure Centres	Due to the National Lockdowns and control of coronavirus measures.
SD16	Voluntary and Community Sector	A reduction in resources for partners who deliver services for or on behalf of the Council.
SD 17	Sustainable Urban Drainage features (Suds)	Failure to manage the Suds in line with national guidance.
SD18	Monitor fluctuations in recycle prices	Failure to monitor and report fluctuations in recycle prices.
SD19	Animal Welfare Costs	Significant increase in dog ownership, illegal dog breeding and poor animal welfare.
SD20	Green Homes Grant	Failure to deliver the volume of Green Homes Grants agreed with the project sponsors.

Quarter 2, 2023-2024 Chief Executive Risk Register

REF	RISK TITLE & DESCRIPTION	RISK CAUSE	RISK IMPACT	RISK CATEGORY <i>Strategic, Resource Operational Financial Knowledge management Compliance, Partnership</i>	Current Risk Rating (See table below for guidance)			CONTROLS IN PLACE TO MITIGATE THE RISK	Risk Rating after mitigations (See table below for guidance)			FURTHER ACTION REQUIRED	SUMMARY OF CHANGE SINCE LAST QUARTER	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING			
CE1	Economic development partnerships	Failure of economic development partnerships	Leading to an adverse impact on businesses and local economy	Partnership	2	2	4	<ul style="list-style-type: none"> Proactive engagement in partnerships and with individual partners. Commitment of officer time and resources to partnership activities. 	1	2	2	<ul style="list-style-type: none"> Monitoring of projects and performance. 	No change in Q2.	Head of Economic Development and Growth
CE2	South Derbyshire Partnership working	Failure of the South Derbyshire Partnership	Leading to non-delivery of the community's vision and priorities set out in the Community Strategy	Partnership / Strategic	2	3	6	<ul style="list-style-type: none"> Proactive support for partnership. Commitment of officer time and resources to partnership facilitation. Engagement of partners in policy making and project design and delivery. 	1	3	3	<ul style="list-style-type: none"> Monitoring of projects and performance by Strategic Co-ordinating Group. 	No change in Q2.	Head of Economic Development and Growth
CE4	Effectively manage the election process and canvassing.	Failure of joined up Council approach	Leading to a failed election process	Strategic	2	2	4	<ul style="list-style-type: none"> Elections Project Team in place and meets as necessary with representatives from all services involved. Arrangements in place for an Election to be called at short notice. Arrangements in place for Referenda/By-Elections to be called. 	1	2	2	<ul style="list-style-type: none"> Monitoring of service delivery under review consistently 	No change in Q2.	Head of Legal and Democratic Services

Risk Matrix Template

The table below outlines how the impact and likelihood of the risk is scored using the threshold and description as guidance.

Impact	Very High (4)	4	8	12	16	<div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: red; margin-right: 5px;"></div> 12-16 <div style="width: 15px; height: 15px; background-color: orange; margin-right: 5px;"></div> 6-9 <div style="width: 15px; height: 15px; background-color: green; margin-right: 5px;"></div> 1-4 </div>	Significant Risk Medium Risk Low Risk
	High (3)	3	6	9	12		
	Medium (2)	2	4	6	8		
	Low (1)	1	2	3	4		
		Remote (1)	Possible (2)	Probable (3)	Highly Probable (4)		
		Likelihood					

Impact	Thresholds and Description
1 – Low	Limited impact on service objectives if any, section objectives unlikely to be met, financial loss less than £10,000, no media attention
2 – Medium	Slight delay in achievement of service objectives, minor injuries, financial loss over £50,000, adverse local media attention, breaches of local procedures
3 – High	Significant threat to Council objectives. Non-statutory duties not achieved, permanent injury, financial loss over £100,000, negative national media attention, litigation expected, serious issues raised through inspection, breakdown of confidence of partners.
4 – Very high	Objectives cannot be delivered. Statutory duties not achieved, death, financial loss over £500,000, adverse national media attention, litigation almost certain, prosecutions, breaches of law, inspection highlights inadequate service, Council unable to work with partner organisation
Likelihood	Thresholds and Description
1 – Remote	May occur only in exceptional circumstances (e.g. once in 10 years)
2 – Possible	Unlikely to occur but could at some time (e.g. once in three years)
3 – Probable (in two years)	Fairly likely to occur at some time or under certain circumstances (e.g. once in two years)
4 – Highly probable (in 12 months)	Will probably occur at some time or in most circumstances (e.g. once in 12 months)

Corporate Risk Matrix

The below table summarises the risk likelihood and impact for risks after controls have been put in place to mitigate the risk.

Impact	Very High (4)				
	High (3)	CE2			
	Medium (2)	CE1, CE4			
	Low (1)				
		Remote (1)	Possible (2)	Probable (3)	Highly Probable (4)
		Likelihood			

CE1	Economic development partnerships	Failure of economic development partnerships
CE2	South Derbyshire Partnership working	Failure of the South Derbyshire Partnership

CE4	Effectively manage the election process and canvassing.	Failure of joined up Council approach
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REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 6
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY: DELEGATED/ RECOMMENDED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	EMMA MCHUGH 01283 228745 emma.mchugh@southderbyshire.gov.uk	DOC:
SUBJECT:	CCTV IN PRIVATE HIRE VEHICLES POLICY	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1. Recommendations

- 1.1 Members note the report.
- 1.2 That Members approve the active monitoring of complaints and investigations by Licensing Officers with a view to assessing the need for mandatory CCTV in licensed vehicles on an ongoing basis.

2. Purpose of Report

- 2.1 To provide Members with the outcome of a consultation with interested parties on the mandatory provision of CCTV in private hire vehicles.

3. Detail

- 3.1 In 2020, the Department of Transport published the Statutory Taxi and Private Hire Standards ("the Standards"). The Standards required all licensing authorities to publish their consideration of the recommendations detailed in the Standards. As a result, the Private Hire Licensing Policy was amended and implemented from January 2021.
- 3.2 One outstanding area that was not addressed was the mandatory provision of CCTV in licensed vehicles. After consultation with interested parties, a report was brought before this Committee in November 2021. Due to the lack of evidence, Members decided not to make it mandatory for CCTV to be fitted in all licensed private hire vehicles within the District. Members approved the monitoring of the need for mandatory CCTV on an ongoing basis.
- 3.3 Whilst the Licensing Authority does not mandate the compulsory provision of CCTV in licensed vehicles any CCTV fitted in a licensed vehicle must comply with the requirements set out in the Council's CCTV in Private Hire Vehicle's Policy.

3.4 The Local Government Association (LGA) produced guidance on the introduction of mandatory CCTV for licensed vehicles in January 2019. Having considered the LGA guidance, there are several matters that must be evidenced when considering implementing the mandatory use of CCTV:

- There must be a strong evidence-based justification for policy which imposes the mandatory use of CCTV systems in licensed vehicles.
- Officers and Members must consider what is an appropriate and proportionate approach to CCTV, having regard to evidence of any need based on issues identified in their local area. The impacts on the driver privacy must be weighed in the balance when assessing proportionately.
- Officers need to be clear on the problems that need addressing and must be able to justify why these can only be effectively resolved by CCTV, as opposed to some less intrusive alternative solution. The assessment of proportionality and the justification for CCTV needs to be relevant to local circumstances and a local evidence base will be required to support any proposal.
- Is there a pressing social need and do we have evidence that this need must be addressed?
- Audio recording is considered more intrusive on privacy than cameras and will require stronger justification.
- Have alternative options been reviewed and is there evidence to show the only way to address the issue is using audio recording?

4. Consultation and Ongoing Monitoring

4.1 A consultation took place between 7th November and 9th December 2022. Information on the consultation and how to respond was sent to all licensed private hire drivers, vehicle proprietors and operators. In addition, a questionnaire was placed on the Council's website. A social media campaign also gave further information to the wider public on the consultation. The Police were contacted for information on incidents relating to taxis over the past 12 months within the District.

4.2 23 responses were received during the consultation. The responses are attached as **Appendix 1**.

4.3 Between November 2021 and May 2023, there were 66 incidents reported to the Police relating to taxis. Of the 66 incidents reported, CCTV would have assisted in 39 of the incidents however only one of the incidents could be directly related to a South Derbyshire private hire vehicle.

4.4 Between November 2021 and August 2023, there were 28 complaints received by the Licensing Authority in relation to licensed private hire drivers and vehicles. Out of the 28 complaints, it would have assisted Officers in 20 complaints to have had CCTV in the vehicle.

4.4 Having considered the LGA Guidance, Officers have concluded that there is not a strong evidence base to justify a mandatory requirement for CCTV in licensed vehicles at this time. Whilst Licensing Officers have received several complaints over the years where CCTV would have been helpful in resolving the complaint, this is not in itself considered to be a strong enough justification.

4.5 The cost implications of introducing a mandatory requirement for CCTV must also be considered. The cost to the trade would be in the region of £1,000 per vehicle. Covid and cost of living crisis has hit and continues to hit the licensed vehicle trade

particularly hard and adding to their costs at this time is not considered to be appropriate or necessary.

- 4.6 The Licensing Authority will continue to actively monitor and record all complaints and service requests where CCTV in a licensed vehicle would have been beneficial to the investigation of the complaint. This will be undertaken over a twelve-month period. The evidence will be reviewed annually by the Senior Licensing Officer and presented to Members accordingly.
- 4.7 Officers recognise the positive impact that CCTV would have as an additional safeguarding tool which would provide confidence, added protection and reassurance to both drivers and the public, however a strong evidence base is required before this can be progressed. The principal consideration must be one of public safety. Collating evidence in the required format will ensure that we have the strongest possible case for mandatory CCTV implementation in the future.
- 4.8 Public protection is paramount, yet it should be recognised and celebrated that we do not have an identified and pressing need for mandatory CCTV in South Derbyshire and the introduction of a mandatory requirement could be seen as excessively disproportionate at the present time.

5. Financial Implications

- 5.1 There are no financial implications to the Council.

6. Corporate Implications

Employment Implications

- 6.1 None

Legal Implications

- 6.2 None

Corporate Plan Implications

- 6.3 These proposals will continue to demonstrate to members of the public that the Council takes the protection of residents, children, and vulnerable adults seriously, which contributes to the theme of safety and security.

Risk Impact

- 6.4 None

7. Community Impact

Consultation

- 7.1 None

Equality and Diversity Impact

- 7.2 None

Social Value Impact

7.3 None

Environmental Sustainability

7.4 None

8. Background Papers

LGA Guidance on Mandatory CCTV in Licensed Vehicles
Department of Transport's Statutory Taxi and Private Hire Standards

CCTV in licensed vehicles - November 2022




2. Questionnaire

1. Which of the following best describes you?				
Answer Choices			Response Percent	Response Total
1	A private hire driver licensed by South Derbyshire District Council		69.57%	16
2	A private hire vehicle proprietor licensed by South Derbyshire District Council		8.70%	2
3	A private hire operator licensed by South Derbyshire District Council		17.39%	4
4	A private hire or hackney carriage driver, vehicle or operator licence holder with another council		0.00%	0
5	An employee of another council		0.00%	0
6	An employee of another regulator (please specify in box below)		0.00%	0
7	A vehicle leasing company or an accident management company		0.00%	0
8	Someone who occasionally uses private hire vehicles		0.00%	0
9	Someone who regularly uses private hire vehicles		4.35%	1
10	Someone with a disability		0.00%	0
11	South Derbyshire District Council employee		0.00%	0
12	Town or parish council		0.00%	0
13	Other (please specify):		0.00%	0
			answered	23
			skipped	0
Other (please specify): (0)				
No answers found.				



2. Do you think that the installation of CCTV in licensed vehicles would have a positive effect on the safety of private hire vehicle users, including children and vulnerable adults, in the South Derbyshire District?				
Answer Choices			Response Percent	Response Total
1	Yes		8.70%	2
2	No		65.22%	15
3	Don't know		26.09%	6

	answered	23
	skipped	0


3. Are you concerned about possible privacy issues if CCTV is installed in licensed vehicles?

Answer Choices			Response Percent	Response Total
1	Yes		78.26%	18
2	No		4.35%	1
3	Don't know		17.39%	4
			answered	23
			skipped	0



4. Do you think that all private hire vehicles licensed by South Derbyshire District Council should be required to install a CCTV system?

Answer Choices			Response Percent	Response Total
1	Yes		8.70%	2
2	No		91.30%	21
			answered	23
			skipped	0



5. South Derbyshire District Council currently allows the optional fitting of CCTV in vehicles – subject to Council imposed conditions. Which of the following options do you think the Council should now adopt:

Answer Choices			Response Percent	Response Total
1	Compulsory fitting of CCTV in vehicles – with compulsory Council imposed controls		4.35%	1
2	Optional fitting of CCTV in vehicles – with Council imposed controls		17.39%	4
3	Optional fitting of CCTV in vehicles - without Council imposed controls		52.17%	12
4	No CCTV systems to be allowed in licensed vehicles		26.09%	6
			answered	23
			skipped	0

6. If a decision is made to require licensed vehicles to install CCTV, then the Council may also consider requiring the licensed vehicle's surveillance camera system to have video-only cameras at the front and rear of the vehicle facing out the windscreens which will record video footage at all times the vehicle is in use. These video only cameras would operate in the same way as a 'dash cam' and would help drivers and proprietors with insurance claims. Would you support this proposal?

Answer Choices			Response Percent	Response Total
1	Yes		17.39%	4
2	No		82.61%	19
			answered	23
			skipped	0

7. Currently, the Private Hire Licensing Policy has a tinted window requirement that all new private hire vehicle licences must have a minimum light transmission permitted for the wind screen is 75 per cent and all other windows in the licensed vehicle shall be 70 per cent. If the council introduced a mandatory CCTV Policy would you support the removal of this requirement?

Answer Choices			Response Percent	Response Total
1	Yes		43.48%	10
2	No		56.52%	13
			answered	23
			skipped	0



8. Please provide any additional comments in the box below:

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	11
1	08/11/2022 11:39 AM ID: 203357164	Unnecessary costs, times are hard as it is, don't need this extra expense burdening the driver		
2	08/11/2022 15:54 PM ID: 203386922	We have not yet recovered from the Covid pandemic & are now lurching into a cost-of-living crisis. The introduction of CCTV would create an extra expense we cannot afford. When CCTV has been made compulsory by other councils these authorities have paid the cost or in the very least have subsidised the cost, has this been considered? I have been a driver & operator in SDDC for 27 years & cannot recall a time where I thought CCTV would have safeguarded any of my passengers or myself. CCTV should remain optional.		
3	08/11/2022 16:06 PM ID: 203389641	If CCTV is made compulsory the financial expense will force me to leave the trade & gain employment in a different sector.		
4	16/11/2022 10:26 AM ID: 204110588	I have been driving private hire licensed vehicle by South Derbyshire District Council for 13 years and my personal opinion is that CCTV inside the car would undoubtedly be a serious privacy issue.I had faced no issues or problems without any cameras then why start something unnecessary now.		
5	29/11/2022 23:47 PM ID: 205548471	CCTV in private hire vehicle can be advisory not to be an mandatory....		
6	30/11/2022 13:08 PM ID: 205591644	I feel that the installation of CCTV should be on a voluntary basis unless a vehicle is engaged in the carriage of unaccompanied school children under a local authority contract. I think the bureaucratic burden of enforcing such a complex system would be problematic and the failure of such a system detrimental to the operator. Operators who take their responsibility seriously will already have dash cam recording devices. I also consider the implications of obtaining private information on a system which may be used for nefarious means by an unscrupulous individual. I would be interested in the statistical evidence to support such an installation and how relevant it is to our locality.		
7	30/11/2022	Council should pay for it this CCTV as they make enough on application fees		



	15:42 PM ID: 205612343		
8	30/11/2022 16:24 PM ID: 205619129	The cctv proposal should be optional. The cost of buying the cameras is too high. Also the tinted window policy is harsh. Most new cars come with tints from factory. To spend £6/7k on a car and then couple thousand to change windows is a joke.	
9	03/12/2022 16:29 PM ID: 205842353	Not favour of cctv cameras in	
10	03/12/2022 20:43 PM ID: 205850657	It should not be mandatory should be optional	
11	06/12/2022 13:27 PM ID: 206037294	As the Attitude of customers using Taxis is more challenging in current economic conditions. Recently a Taxi driver near Birmingham area was attacked with knife and killed. I would strongly recommend that cctv must be used in all Taxis and it will have a positive impact for the safety of the both driver and the vulnerable passengers.	
		answered	11
		skipped	12

3. Equalities monitoring






9. Your gender. Are you:

Answer Choices			Response Percent	Response Total
1	Female		4.35%	1
2	Male		95.65%	22
3	Non-binary / third gender		0.00%	0
4	Prefer to self-describe		0.00%	0
5	Prefer not to say		0.00%	0
			answered	23
			skipped	0





10. Your sexual orientation


Answer Choices			Response Percent	Response Total
1	Heterosexual / straight		82.61%	19
2	Gay or Lesbian		0.00%	0
3	Bisexual		0.00%	0
4	Other		0.00%	0
5	Prefer not to say		17.39%	4
			answered	23
			skipped	0

11. Your ethnicity

Answer Choices			Response Percent	Response Total
White				
1	English/Welsh/Scottish/Northern Irish/British		30.43%	7
2	Irish		0.00%	0
3	Gypsy or Irish Traveller		0.00%	0
4	Any other White background, please describe		0.00%	0
Mixed/Multiple ethnic groups				
5	White and Black Caribbean		0.00%	0
6	White and Black African		0.00%	0
7	White and Asian		0.00%	0
8	Any other Mixed/Multiple ethnic background		0.00%	0
Asian/Asian British				
9	Indian		26.09%	6
10	Pakistani		30.43%	7
11	Bangladeshi		0.00%	0
12	Chinese		0.00%	0
13	Any other Asian background,		4.35%	1
Black/ African/Caribbean/Black British)				
14	African		0.00%	0
15	Caribbean		0.00%	0
16	Any other Black/African/Caribbean background		0.00%	0
Other ethnic group				
17	Arab		0.00%	0
18	Any other ethnic group		8.70%	2
			answered	23
			skipped	0

12. Your religion. Are you:

Answer Choices			Response Percent	Response Total
1	No religion		13.04%	3
2	Christian (including Church of England, Catholic, Protestant and all other Christian denominations)		17.39%	4
3	Buddhist		0.00%	0
4	Hindu		4.35%	1
5	Jewish		0.00%	0
6	Muslim		43.48%	10

7	Sikh		21.74%	5
8	Any other religion or belief, please describe		0.00%	0
			answered	23
			skipped	0
Any other religion or belief, please describe (0)				
No answers found.				

13. Do you consider yourself to have a disability or health problem which has lasted or is expected to last at least 12 months and which limits your day-to-day activities?

Answer Choices		Response Percent	Response Total	
1	Yes	0.00%	0	
2	No	100.00%	22	
3	Prefer not to disclose	0.00%	0	
			answered	22
			skipped	1




14. Your age. Are you

Answer Choices		Response Percent	Response Total	
1	Under 16	0.00%	0	
2	16-17	0.00%	0	
3	18-24	0.00%	0	
4	25-34	8.70%	2	
5	35-44	21.74%	5	
6	45-54	30.43%	7	
7	55-64	26.09%	6	
8	65-74	8.70%	2	
9	75 +	0.00%	0	
10	Prefer not to say	4.35%	1	
			answered	23
			skipped	0

15. Your marital status. Are you

Answer Choices		Response Percent	Response Total
1	Never married and never registered a civil partnership	0.00%	0

Results Summary

2	Married		90.91%	20
3	In a registered civil partnership		0.00%	0
4	Separated, but still legally married		0.00%	0
5	Divorced		4.55%	1
6	Formerly in a civil partnership which is now legally dissolved		0.00%	0
7	Widowed		0.00%	0
8	Surviving partnership from a registered civil partnership		4.55%	1
			answered	22
			skipped	1

REPORT TO:	ENVIRONMENT & DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	MATT HOLFORD HEAD OF ENVIRONMENTAL SERVICES matthew.holford@southderbyshire.gov.uk	DOC:
SUBJECT:	FIXED PENALTY NOTICES FOR ENVIRONMENTAL OFFENCES	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: EDS14

1. Recommendations

- 1.1. That the Committee approves the proposed changes to the local use of prescribed types of Fixed Penalty Notices, where appropriate, to take enforcement action in relation to environmental offences.
- 1.2. That the Committee confirms authorised officers with delegated authority to issue fixed penalties in accordance with an approved variable scale.

2. Purpose of the Report

- 2.1. To seek approval for the use and level of penalties to be imposed in the event of the issue of Fixed Penalty Notices for environmental offences following recent changes in law.

3. Detail

Background

- 3.1. Councils have been given progressively increasing ability to deal with offences for relatively low levels of environmental crime (often described as 'enviro-crime') through the use of Fixed Penalty Notices (FPNs). The use of FPNs for low level criminal offences enables cases to be dealt with proportionately, quickly and consistently without the need to take cases to court.
- 3.2. The maximum available fixed penalty which can be applied for any given offence is set out in statute.
- 3.3. It is for local authorities to approve and adopt at a local level the fixed penalty for each relevant offence which they chose to apply. The existing fixed penalty sanctions used by officers of South Derbyshire District Council have been approved by various Environment & Development Services Committees since the sanction was first introduced into law in 2008.

- 3.4. The Governments [Antisocial Behaviour Plan 2023](#) contained proposals to “give the police and other agencies the tools they need to discourage blight, including higher on-the-spot fines for anti-social behaviour”.
- 3.5. The Environmental Offences (Fixed Penalties) (Amendment) (England) Regulations 2023 came into force on 31 July 2023. These Regulations increased the maximum available fixed penalty for five different offences:
- Section 88(6A)(a) Environmental Protection Act 1990. This is the offence of throwing down, dropping or otherwise depositing any litter on any land open to the air which is open to the public without the consent of the owner, occupier or other person having control of the place.
 - Section 43A(1)(a) Antisocial Behaviour Act 2003. This is the offence of unauthorised graffiti and flyposting.
 - Schedule 3A, Paragraph 7(4)(a) Environmental Protection Act 1990. This is the offence of distributing any free printed matter without the consent of a principal litter authority on any land which is designated by the authority under the Schedule to the Act.
 - Section 33ZA(9)(a) Environmental Protection Act 1990. This is the offence of knowingly depositing controlled waste, or knowingly causing or permitting controlled waste to be deposited in or on any land unless an environmental permit authorising the deposit is in force and the deposit is in accordance with the licence. This is commonly referred to as ‘fly tipping’, although the scope of the offence covers other waste disposal activities.
 - Section 34ZA(8) Environmental Protection Act 1990. This is the offence of failure to comply with the ‘duty of care’ relating to the transfer of household waste.

Current Maximum Fixed Penalties in South Derbyshire

- 3.6. Table 1 below summarises the existing fixed penalty fees which have been previously authorised by this Committee. It also summarises the previous statutory maximum penalty.
- 3.7. The reduction for early payment applies where payment is received within 14 days of the receipt of the Fixed Penalty Notice.

Table 1 – Existing Fixed Penalty Notice Charges in South Derbyshire

Nature of Offence	Statute	Current SDDC Charge	Current Charge for early payment	Former Maximum Permitted Charge
Depositing Waste	Environmental Protection Act 1990, s.33ZA	£400	£280	£400
Failure by waste carriers to produce a waste transfer note	Control of Pollution (Amendment) Act 1989, s.5B(2)	£300	£210	£300
Failure by a waste carrier to provide a waste carriers license	Environmental Protection Act 1990, s.34A(2)	£300	£210	£300
Household duty	Environmental Protection Act 1990, s.34	£400	£280	£400

of care	(2A)			
Littering	Environmental Protection Act 1990, s.88(1)	£75	£50	£80
Failing to comply with a Community Protection Notice	Anti-Social Behaviour Crime and Policing Act 2014 s.52(1)	£100	£70	£100
Failure to comply with a Public Spaces Protection Order	Anti-Social Behaviour Crime and Policing Act 2014 s.68(1)	£100	£70	£100
Unauthorised graffiti or flyposting	Section 43A(1)(a) Antisocial Behaviour Act 2003	£75	£50	£75
Unauthorised distribution of printed matter	Schedule 3A, Paragraph 7(4)(a) Environmental Protection Act 1990	£75	£50	£75
Nuisance parking	s.6(1) Clean Neighbourhoods & Environment Act 2005	£100	£70	£100
Abandoning a vehicle	s.2A(1) Refuse Disposal (Amenity) Act 1978	£200	£140	£200

3.8. Table 2 below summarises the national changes to the maximum fixed penalty fees as a result of the changes introduced the Environmental Offences (Fixed Penalties) (Amendment) (England) Regulations 2023.

Table 2 – Proposed Fixed Penalty Notice Charges in South Derbyshire

Nature of Offence	Statute	Former Maximum Permitted Charge	New Maximum Permitted Charge
Depositing Waste	Environmental Protection Act 1990, s.33ZA	£400	£1,000
Breach of the householder duty of care	Section 34 ZA(8) Environmental Protection Act 1990	£400	£600
Littering	Environmental Protection Act 1990, s.88(1)	£75	£500
Unauthorised graffiti or flyposting	Section 43A(1)(a) Antisocial Behaviour Act 2003	£75	£500
Unauthorised distribution of printed matter	Schedule 3A, Paragraph 7(4)(a) Environmental Protection Act 1990	£75	£150

Factors Considered In Setting Proposed Local Fixed Penalty Sanctions

- 3.9. In setting an appropriate level of fixed penalty, due regard needs to be paid to the purpose of dealing with offences by fixed penalty rather than by any other sanction such as prosecution, caution or warning.
- 3.10. Advice to local authorities on regulatory use of fixed penalty notices is set out in the Code of Practice on Litter and Refuse, DEFRA, 2022, Part 1A - Effective enforcement Code of practice for litter and refuse.
- 3.11. The Code of Practice describes how the use of fixed penalty notices can;
- Provide enforcing authorities with an effective and visible way of responding to environmental crimes.
 - Provide a lower-cost alternative to prosecution in the magistrates' courts.
 - That the overriding objective of enforcement action against environmental offences is to educate the offender and change their behaviour, and to deter others from committing the same offence.
 - In no circumstances should enforcement be considered a means to raise revenue.
 - Enforcing authorities should select an appropriate level to reflect local circumstances, including local ability to pay.
 - The use of fixed penalty notices should be aligned to the regulatory objectives contained in the Councils Corporate Enforcement Policy.
- 3.12. In developing the proposals in this report, a workshop was held with all of the Council officers who issue fixed penalty notices in order to obtain officer feedback about how to set fixed penalty sanctions which best meet these objectives.

Existing Use of Fixed Penalties in South Derbyshire

- 3.13. Based on data published by DEFRA, South Derbyshire District Council currently appears to be making slightly higher than average use of fixed penalties to deal with environmental offences.
- 3.14. The data taken from national statistics for 2021/22 showed that there were 1,091,019 fly tipping incidents across England. Councils issued a total of 13,210 fixed penalties for waste related offences. The data therefore suggests that the national issue rate of fixed penalties for waste offences in relation to reported fly tipping incidents is 8%.
- 3.15. In South Derbyshire in 2021/22, there were 722 reported incidents of fly tipping and 69 fixed penalty notices were issued – equating to an issue rate of 9.6%.

Use of Fixed Penalties for Changing Behaviour and Deterring Others

- 3.16. Based on the same 2021/22 dataset, 14.3% of the fixed penalties issued for waste offences across England were confirmed as having been paid. In South Derbyshire this number was 97%.
- 3.17. This data suggests that South Derbyshire achieves significantly higher than average collection rates for fixed penalties.
- 3.18. In relation to the collection of fixed penalty notice fines the Code of Practice states that "*Failure to pursue unpaid penalties will undermine the threat of enforcement, and their effectiveness as a deterrent*".
- 3.19. Given these comparative statistics, officers were very keen to ensure that any changes to the existing fixed penalty regime ensures that when a fixed penalty is

issued, the overwhelming majority are paid. Changes which do not meet this goal could ultimately undermine the deterrent effect of the use of a fixed penalty.

3.20. It is current practice that officers only issue Fixed Penalty Notices where the suspected offender has;

- admitted to the offence under caution following an investigation,
- verbally accepted to pay a fixed penalty to discharge the offence and
- where the investigating officer is satisfied that the magnitude of the offence and the public interest test are such that a fixed penalty is a proportionate sanction for the offence.

3.21. This process ensures that offenders are fully aware of the weight of evidence against them before they are offered the option to settle the offence through a Fixed Penalty Notice.

3.22. The high collection rate of fixed penalties in South Derbyshire compared to the rest of England is considered to be a direct result of this approach.

3.23. Officers believe that a balance needs to be struck between the Council signalling its intention to have minimal tolerance for environmental crime offences by utilising the maximum available fines, whilst at the same time recognising the guidance in the Code of Practice to prove a “lower cost alternative to prosecution” and to “acknowledge local ability to pay”.

3.24. In developing the proposals for this report, officers have included the following considerations:

- If the maximum level of fines is adopted, then it is anticipated that offenders will choose instead to take their chances in court. This will be in direct conflict with some of the key purposes of the Fixed Penalty Notice regime namely, to speed up processing offences and to reduce the burden on the courts.
- If the maximum level of fines is adopted, then it is anticipated that there will be a significant increase in offenders defaulting on payment of fixed penalties. If an offender defaults on payment, then the offence has not been discharged and the case needs to be dealt with as a prosecution.
- This creates challenges, particularly in relation to offences such as littering which must be referred to court within 6 months of the date of the offence.
- Based on extensive experience of dealing with enviro-crime offences, officers characterise waste disposal offenders as falling into two distinct groups.
- The first group are offenders who knowingly illegally dispose of waste with the explicit motive of making or saving money.
- The second group are those who do not have an explicit financial motivation for committing the offence, but who have committed the offence due to a less avaricious motive such as ignorance or apathy.
- The first group typically involve individuals or small businesses who illegally dispose of waste rather than pay for its legal disposal, or those who take payment from others for disposal of waste and then dispose of it illegally. The adverse environmental impact and societal impact of the first group in officers experience is much greater than the second group.

3.25. Officers also made the observation that the existing discount for early payment offered offenders disproportionate leniency and that this option should be discarded.

3.26. With these observations in mind, Table 3 contains proposed revisions to the fixed penalty charges for South Derbyshire.

Table 3 – Proposed Fixed Penalty Notice Charges in South Derbyshire

Nature of Offence	Statute	Proposed Charge
Depositing Waste	Environmental Protection Act 1990, s.33ZA	£1,000 where there is clear evidence of a motive of financial gain
		£500 where there is no clear evidence of motivation of financial gain
Breach of the householder duty of care	Section 34 ZA(8) Environmental Protection Act 1990	£500
Littering	Environmental Protection Act 1990, s.88(1)	£150
Unauthorised graffiti or flyposting	Section 43A(1)(a) Antisocial Behaviour Act 2003	£150
Unauthorised distribution of printed matter	Schedule 3A, Paragraph 7(4)(a) Environmental Protection Act 1990	£150

- 3.27. It is proposed to remove the early payment option for all of the remaining fixed penalty notices described in Table 1.
- 3.28. In order to support the aims stated in the Code of Practice on Litter, the Council will continue to offer phased payment plans for offenders who are unable to pay the fine in a single payment. Payment plans will be agreed between the offender and the officer who issues the Fixed Penalty Notice.
- 3.29. Failure to complete the payments in a payment plan will be treated as a failure to pay the fixed penalty and the case will be handled accordingly.
- 3.30. It should be noted that not all offences in relation to the law stated in Tables 1, 2 and 3 are dealt with by way of a Fixed Penalty Notice. Other sanctions ranging from verbal warnings through to prosecution must be considered by enforcement officers based on the content of the Councils Corporate Enforcement Policy which is published online at [Business compliance and regulation | South Derbyshire District Council](#)
- 3.31. The process by which FPNs are issued and can be challenged are summarised on our website - [Fixed Penalty Notices | South Derbyshire District Council](#)
- 3.32. Officers are not aware that this approach to variable fixed penalties for enviro-crime has been adopted in any other Councils. Therefore, if this Committee approves these proposals, then it will be kept under review and proposed changes will be brought back to this Committee based on learned experience.

4. Financial Implications

- 4.1. Minor beneficial. The proposed change in maximum for a Fixed Penalty Notice is estimated to generate small additional income of approximately £1,000 per year.

5. Corporate Implications

Employment Implications

- 5.1. None. The duty to issue the fixed penalties will be given to the existing Community Safety Enforcement team, who already issues the fixed penalties described in Table 1.

Legal Implications

- 5.2. Moderate. The Council already successfully utilises fixed penalty powers for low-level offences.
- 5.3. The proposals may require a review and modification of related policies such the RIPA Policy, Data Protection Policy and Surveillance Policy.

Corporate Plan Implications

- 5.4. The proposals align with the 'Our Environment' Corporate Plan theme and in particular the aim to "*Reduce fly tipping and litter through education, engagement and zero tolerance enforcement action where appropriate*" as well as the 'Our People' theme to "*Help tackle anti-social behaviour & crime through strong and proportionate action*".

Risk Impact

- 5.5. The proposals will have a beneficial mitigating action against the corporate risk of "Managing the environmental impact of incidents across the District".

6. Community Impact

Consultation

- 6.1. None.

Equality and Diversity Impact

- 6.2. None. Equality and diversity issue are given due consideration during the investigation process and are factors which are considered in the public interest test when deciding on the most appropriate regulatory sanction. This is therefore already embedded in the existing process.

Social Value Impact

- 6.3. Minor beneficial.

Environmental Sustainability

- 6.4. Moderate beneficial.

7. Conclusions

- 7.1. The adoption of revised maximum penalties for Fixed Penalty Notices will enable Community Safety Enforcement Officers to potentially have more impact in tackling enviro-crime.
- 7.2. The governance of the use of fixed penalties is already controlled by clear processes and procedures. An internal audit in February 2019 determined that the Council's processes provide 'comprehensive' assurances that robust procedures are in place, that they meet legal requirements and that they are being followed.

7.3. The proposed scale of penalties represents a proportionate sanction when considered against the statutory guidance in the Code of Practice on Litter and Refuse, DEFRA, 2022, Part 1A - Effective enforcement Code of practice for litter and refuse.

8. Background Papers

None

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES	AGENDA ITEM: 8
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY:
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	STEFFAN SAUNDERS – HEAD OF PLANNING AND STRATEGIC HOUSING Steffan.saunders@southderbyshire.gov.uk	DOC:
SUBJECT:	APPROVAL OF THE INFRASTRUCTURE FUNDING STATEMENT 2022-23	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: EDS /

1.0 Recommendations

- 1.1 To approve the publication of the Infrastructure Funding Statement (IFS) for the 2022-23 financial year, attached as **Appendix A**.

2.0 Purpose of the Report

- 2.1 To report to the Committee the contents of the IFS which is included in the Appendix 1 to this report.
- 2.2 The statement provides a summary of the financial contributions the Council has secured through Section 106 (S106) legal agreements from new developments for off-site infrastructure provision and affordable housing.
- 2.3 In brief, the IFS provides:
- An overview of S106 obligations.
 - S106 contributions committed for future years.
 - S106 contributions paid to the Council in the 2022/2023 monitoring period.
 - Any S106 contributions which have not been allocated by the Authority.
 - Projects successfully delivered using S106 contributions within the monitoring period.

3.0 Detail

- 3.1 The Council is a 'contribution receiving authority' and therefore as set out in the CIL Regulations 2010 (as amended) it is a mandatory requirement to publish an IFS annually (by 31st December 2023). The IFS reports on receipts and expenditure of financial contributions in relation to Community Infrastructure Levy (CIL) and S106. As South Derbyshire District Council does not have a CIL, the obligations reported are all under S106 requirements.

- 3.2 £1,032,802.75 is the estimated financial value of S106 agreements that have been entered into during the reporting period; the exact figure will only be confirmed once reserved matters applications are approved. This is a decrease from £1,400,220.38 on the previous monitoring period.
- 3.3 £6,051,676.50 of S106 contributions were collected of which just under 50% went to the District Council with the remainder due to be transferred to other public authorities. This is an increase of £22,088.41 on the previous year. The infrastructure types that these contributions are to be spent on are set out in Tables 3 and 4 of the IFS.
- 3.4 The total monies spent during the financial year was £ £4,307,106.21 of which £3,143,060.86 was transferred to external bodies.

5.0 Financial Implications

- 5.1 None.

6.0 Corporate Implications

Employment Implications

- 6.1 None.

Legal Implications

- 6.2 None.

Corporate Plan Implications

- 6.3 The S106 agreements reported within the IFS are consistent with a number of Corporate Plan themes. These include:
- To enhance biodiversity across the District (Our Environment).
 - To improve public spaces to create an environment for people to enjoy (Our Environment).
 - To promote health and wellbeing across the District (Our People).
 - To influence the improvement of infrastructure to meet the demands of growth (Our Future).
 - To enable the delivery of housing across all tenures to meet Local Plan targets (Our Future).

Risk Impact

- 6.4 None.

7.0 Community Impact

Consultation

- 7.1 None.

Equality and Diversity Impact

7.2 None.

Social Value Impact

7.3 The S106 contributions reported in the IFS will lead to the provision of environmental enhancements, infrastructure and affordable housing across the District.

Environmental Sustainability

7.4 The S106 contributions reported in the IFS will lead to the provision of open space provision and nature conservation enhancements across the District.

8.0 Background Papers

8.1 Appendix 1: Infrastructure Funding Statement 2022 - 2023

Infrastructure Funding Statement

2022-2023

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1.0 Introduction

[The Community Infrastructure Regulations 2010 \(Amendment\) \(England\) \(No.2\) Regulations 2019](#), came into force on 1 September 2019. This required that all contribution receiving authorities must produce an annual Infrastructure Funding Statement (IFS).

This statement must provide a summary of the contributions the Council has secured through Section 106 (S106) legal agreements from new developments for off-site infrastructure provision and affordable housing.

In brief, the IFS provides detail of the following:

- Overview of S106 obligations.
- S106 contributions committed for future years.
- S106 contributions paid to the Council in the 2022/23 monitoring period.
- Any S106 contributions which have not been allocated by the authority.
- Projects successfully delivered throughout the District with Section 106 contributions within the monitoring period.

The information that is included within this report will be published on the Council's [website](#).

This report does not include information on infrastructure that has been delivered on site.

Throughout the IFS there will be references provided to the following definitions:

- **Allocated** – Contributions that have been received, and allocated to specific projects for future spending.
- **Received** – Contributions that have been received by South Derbyshire District Council; these can be either monetary, or non-monetary. Where another Local Planning Authority (LPA) is a signatory to the S106 (for example Derby City Council), that LPA might have received the contribution. If this is the case it will be highlighted on its IFS.
- **Spent / Transferred** – Monetary contributions that have been spent.
- **Financial year** - Unless stated, this refers to the period of 01/04/2022 – 31/03/2023.

2.0 Section 106 Agreements

Planning Obligations are a legal obligation under Section 106 of the Town and Country Planning Act 1990 (as amended). They are used as a mechanism to make a development proposal acceptable in planning terms.

Planning obligations may only constitute a reason for granting planning permission if they meet the three statutory tests as set out in the [Community Infrastructure Levy \(CIL\) Regulations 2010 \(as amended\)](#) and in paragraph 56 of the National Planning Policy Framework ([NPPF](#)); these are that the obligation is:

- necessary to make the development acceptable in planning terms,
- directly related to the development, and
- fairly and reasonably related in scale and kind.



Obligations are site specific and focus on the mitigation of the impact of the proposed development.

S106 obligations can either be provided on-site, for example, through the provision of a Locally Equipped Area for Play (LEAP) or affordable housing, or they can be provided off-site in the form of financial payments.

South Derbyshire District Council's Guide for Developers with regard to S106 obligations is available [here](#) on the Council's website.

3.0 Community Infrastructure Levy (CIL)

Community Infrastructure Levy (CIL) was introduced through the CIL Regulations 2010 as an alternative mechanism for the funding of infrastructure necessitated by new development. CIL is a tariff-based system with the associated adopted charging schedule setting out the CIL charge per square metre, depending on the type of development.

South Derbyshire District Council is not currently a CIL charging authority.

4.0 Infrastructure Funding Statement Requirements

Under Regulation 121A of the CIL Regulations, it is required that no later than 31 December each year a contribution receiving authority must publish an annual infrastructure funding statement which comprises the following three elements:

- a) A statement of the infrastructure projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL (other than CIL to which regulation 59E or 59F applies) ("the infrastructure list")
- b) A report about CIL, in relation to the previous financial year ("the reported year"), which includes the matters specified in paragraph 1 of Schedule 2 ("CIL report");
- c) A report about planning obligations, in relation to the reported year, which includes the matters specified in paragraph 3 of Schedule 2 and may include the matters specified in paragraph 4 of that Schedule ("Section 106 Report").

5.0 Infrastructure Funding Statement

5.1 Infrastructure projects, or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL

Nil: South Derbyshire District Council does not have a CIL in place.



5.2 The CIL Report

Nil: South Derbyshire District Council does not have a CIL in place.

5.3 The Section 106 Report

The heading a) to i) below directly relate to the relevant [Community Infrastructure Levy Regulations 2019](#), which set out what is required in the S106 report.

- a) The total amount of money to be provided under any planning obligations which were entered into during the reported year.

Table 1 outlines the monies to be provided through S106s signed in the financial year. This does not include contributions where another Authority is due to collect this funding (for example Education funding where Derbyshire County Council is also a signatory to the S106).

The largest infrastructure type to be provided through the agreements is the open space and leisure contribution which is in lieu of any that is to be provided within a development.

Table 1: Monies to be provided under any planning obligations which were entered into during the financial year

Infrastructure Type	Monies Agreed*
Affordable Housing	£4,500.00
Education	£20,126.95
Flood and Water Management	£27,568.00
Health	£247,566.00
Highways	£67,222.00
National Forest Planting	£99,400.00
Monitoring Fee	£12,000.00
Open Space and Leisure	£509,419.80
Total	£1,032,802.75

*As S106s are signed at the point of the planning permission being granted, the exact figure of the funding to be received from the outline planning application is unknown until a reserved matters application is approved. Therefore, the figure provided under the monies agreed column is an estimate.



It must also be noted that the figures provided above are a snapshot in time and that planning obligations can be renegotiated at any point where the LPA (at Planning Committee) and the developer agree to do so.

- b) The total amount under any planning obligations which was received during the financial year (2022-2023)

Table 2 shows the total amount of S106 money received by South Derbyshire District Council. This is split into monies that the Council is to be the direct recipient of and monies to be transferred to external organisations; these are broken down further in Tables 3 and 4 respectively. In the majority of instances, the funding was received from S106s signed prior to this financial year.

Table 2: Total monies received 2022/23 directly through South Derbyshire District Council S106s

Recipient	Monies Received
South Derbyshire District Council	£2,799,855.70
South Derbyshire District Council to be transferred to external organisations	£3,251,820.80
Total	£ £6,051,676.50

Table 3: Money received this financial year to be spent by South Derbyshire District Council

Infrastructure Type	Monies Received
Affordable Housing	£1,064,952.65
Community Facilities	£191,018.73
Green Infrastructure	£4,113.70
Flood and Water Management	£25,186.79
Monitoring Fees	£8,100.00
Open Space and Leisure	£1,506,483.83
Total	£2,799,855.70





Figure 1: Badgers Hollow Recreation Ground, Linton

Table 4: Money received this financial year that is to be transferred to external organisations.

Infrastructure Type	Monies Received
Education	£1,774,297.08
Flood and Water Management	£2,568.00
Green Infrastructure	£82,511.92
Health	£226,849.58
Highways	£1,165,594.22
Total	£3,251,820.80

- c) The total amount under any planning obligations which was received before the reported year which has not been allocated by the authority.

Table 5: Unallocated monies held by the Council at 31st March 2022

Infrastructure Type	Amount Held
Affordable Housing	£848,126.88
Community Facilities	£49,018.42
Education	£14,000.00
Green Infrastructure	£9,097.15
Health	£245,466.60
Open Space and Leisure	£571,711.22
Total	£1,737,230.27

- d) Non-monetary contributions to be provided under planning obligations which were entered into during 2022/23.

- i. In relation to affordable housing, the total number of units to be provided: 137



A total of eleven S106s were entered into during the financial year with affordable housing provision resulting from five of the developments, as set out in Table 6 below.

Table 6: Detail regarding affordable housing regarding S106s signed 2022/23.

App No	Development	Comment*
DMPA/2019/0931	Occupation Lane	The Affordable Housing is being provided on site through alternative methods.
DMPA/2021/1686	Tetron Point	This is a commercial development therefore no Affordable Housing is expected to be provided as part of it.
DMPA/2020/1004	Broomy Farm Phase 4	57 (fifty seven) Dwellings which comply with the definition of Affordable Housing to be provided as part of the Development to Eligible Households in accordance with the Affordable Housing Plan and shall comprise 14 (fourteen) Shared Ownership Housing Units and 43 (forty three) Social Rented Units in accordance with the Affordable Housing Dwelling Mix.
DMPA/2021/0627	Henshall Drive	75% of the development affordable rented (6 dwellings) and 25% shared ownership (2 dwellings)
DMPA/2021/1378	Aldi, Castle Gresley	This is a retail development therefore no Affordable Housing is expected to be provided as part of it.
DMPA/2022/0545	Plot 10, Dove Valley Park	This is a commercial development therefore no Affordable Housing is expected to be provided as part of it.
DMPA/2019/1176	Oak Close	This is a 100% affordable housing development. 44 Affordable Rent homes and 26 Shared Ownership homes.
DMPA/2021/1808	69 Woodville Road, Overseal	The development is below the threshold for Affordable Housing developments*
DMPA/2021/0579	Keystone Lintels	This is a commercial development therefore no Affordable Housing is expected to be provided as part of it.
DMPA/2020/0808	Milton Road , Repton	2 (two) Dwellings which comply with the definition of Affordable Housing to be provided as part of the Development to Eligible Households in accordance with the Affordable Housing Plan and shall comprise 2 (two) Social Rented Units in accordance with the Affordable Housing Dwelling Mix alongside the sum of £4,500 (Four Thousand Five Hundred Pounds) to be paid by the Owner to the Council in lieu of the provision of 0.1 Affordable Housing Dwellings



DMPA/2021/1878	4a Tetron Point	This is a commercial development therefore no Affordable Housing is expected to be provided as part of it.
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*Policy H21 of the adopted [Local Plan Part 1](#) requires 30% affordable housing on sites of over 15 dwellings.

ii. *In relation to educational facilities, the number of school places and category of school:*

For the amount of education places provided as non-monetary contribution please refer to Derbyshire County Council's IFS.

e) The total amount of money (received under any planning obligations) which was allocated but not spent during 2022/23 for funding infrastructure.

Table 7 shows the total funding that was allocated but has not yet been spent. This is independent of when the funding was received. The funding is allocated between various organisations in accordance with the terms of the S106.

Table 7: Total funding allocated but not yet spent.

Allocation	Monies allocated but not spent
Affordable Housing	£6,116,025.94
Community Facilities	£430,029.74
Flood and Water Management	£32,286.77
Green Infrastructure	£115,758.99
Health	£1,027,564.69
Highways	£873,421.98
Open Space and Leisure	£2,320,073.61
Primary Education	£1,168,866.77
Secondary Education	£554,218.53
Transport and Travel	£111,628.82
Total	£12,749,875.84

f) Total monies spent in 2022-2023

Table 8: Total Council monetary S106 spending and transfer 2022-2023

Money spent / transferred	Amount
South Derbyshire District Council	£1,164,045.35
Transferred to External Body	£3,143,060.86



Total	£4,307,106.21
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Figure 2 : The opening of Coronation Park , Swadlincote

g) In relation to money (received under planning obligations) which was allocated by the authority but not spent during the financial year, summary details of the items of infrastructure on which the money has been allocated and the amount of money allocated to each item:

Table 9: Affordable Housing S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Affordable Housing	South Derbyshire District Council	Fisher Close redevelopment	£5,864,676.36
Affordable Housing	South Derbyshire District Council	Purchase of properties at Park Road, Newhall	£251,349.58
Total			£6,116,025.94





Figure 3 : Hilton Scout Group Headquarters

Table 10: Community Facilities S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Community Facilities	South Derbyshire District Council	Towards the new community centre at New House Farm	£188,447.21
Community Facilities	South Derbyshire District Council	Towards improvements of the pool at Greenbank Leisure Centre	£42,246.37
Library Contribution	Derbyshire County Council	Etwall Library Improvements	£34,416.03
Waste Contribution	Derbyshire County Council	Towards additional capacity at Newhall Household Waste Recycling Centre	£15,476.83
Community Facilities	South Derbyshire District Council	Towards the enhancement of Jubilee Fields Hatton	£149,443.30
Total			£430,029.74

Table 11: Flood and Water Management S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
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River Mease Contribution	North West Leicestershire District Council	River Mease DCS2	£7,099.98
Drainage/SUDS Maintenance Contribution	South Derbyshire District Council	Towards the cost of inspecting, repairing and maintaining the Storm Water Detention Basin at Tetron Point.	£25,186.79
Total			£32,286.77

Table 12: Green Infrastructure S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Grassland Contribution	South Derbyshire District Council	The restoration and management of Swadlincote Woodlands	£6,200.31
Tree Planting	South Derbyshire District Council	Urban Tree Planting within Swadlincote	£455.00
Public Right of Way Contribution	South Derbyshire District Council	Towards footpath connections at Woodville Woodlands	£9,382.50
Pedestrian / Cycleway Contribution	Derbyshire County Council	Creation of a Pedestrian / Cycleway from Cadley Hill Industrial Estate to Ryder Close	£16,579.90
National Forest Contribution	The National Forest Company	National Forest Planting within South Derbyshire	£83,141.28
Total			£115,768.99

Table 13: Healthcare S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
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Healthcare Contribution	Derby and Derbyshire ICB	Alvaston Medical Centre Improvements	£17,110.16
Healthcare Contribution	Derby and Derbyshire ICB	Heartwood GP Surgery Improvements	£6,235.78
Healthcare Contribution	Derby and Derbyshire ICB	Hilton GP Surgery Expansion	£63,205.42
Healthcare Contribution	Derby and Derbyshire ICB	Mickleover Medical Centre Expansion	£163,529.31
Healthcare Contribution	Derby and Derbyshire ICB	Melbourne and Chellaston Medical Practice Improvements	£51,637.13
Healthcare Contribution	Derby and Derbyshire ICB	Lister House Surgery, Chellaston Improvements	£13,542.75
Healthcare Contribution	Derby and Derbyshire CCG	Newhall Surgery – Additional Capacity	£53,058.46
Healthcare Contribution	Derby and Derbyshire CCG	Healthcare Improvements within Swadlincote	£6,151.78
Healthcare Contribution	Derby and Derbyshire CCG	South East Derby New Build	£264,812.53
Healthcare Contribution	Derby and Derbyshire CCG	Willington Surgery Improvements	£15,833.67
Healthcare Contribution	Derby and Derbyshire CCG	Woodville Surgery Improvements	£372,447.73
Healthcare Contribution	Derby and Derbyshire CCG	Healthcare provision surrounding Infinity Garden Village	£51,201.73
Total			£1,027,564.69

Table 14: Highways S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Highways	Derbyshire County Highways	Improvements to Woodyard Lane Foston	£1,381.87



Highways	Derby City Council	Improvements to A514 Transport Corridor	£350,675.72
Highways	Derbyshire County Council	A515 / A50 roundabout junction at Sudbury works	£31,619.09
Highways	Derbyshire County Council	Towards relieving the pressure on the Sainsbury's Roundabout and / or The Clock Roundabout	£256,939.53
Highways	Derbyshire County Council	Toward the creation of a pedestrian crossing on William Nadin Way	£95,937.39
Highways	Derbyshire County Council	The creation of a bus stop near to the junction at Woodyard Lane, Foston	£10,500.00
Highways	Derbyshire County Highways	Improvements to Station Road, Melbourne	£8,232.90
Highways	Derbyshire County Highways	Travel Plan monitoring in relation to Plot 4, Dove Park	£5,075.00
Highways	Derbyshire County Highways	The upgrade of the cycle route and footpath links along Tetron Point / William Nadin Way	£45,336.22
Highways	Derbyshire County Highways	The upgrade of bus-stops and bus shelters along Tetron Point and William Nadin Way and a sum of £17,222 towards Taster Tickets	£37,500.11
Highways	Derbyshire County Highways	Towards the cost of preparatory works (including assessments, modelling and	£30,224.15



		studies) to the A444.	
Total			£873,421.98



Figure 4 : Coronation Park , Swadlincote

Table 15: Open Space and Leisure S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Outdoor Sports	South Derbyshire District Council	Aston Recreation Ground Sports Facilities	£9,659.74
Outdoor Sports	South Derbyshire District Council	Broomfields Recreation Ground	£45,442.57
Recreation Contribution	South Derbyshire District Council	Shardlow Village Hall	£79,011.24
Open Space	South Derbyshire District Council	Eureka Park	£19,421.93
Built Facilities	South Derbyshire District Council	Etwall Leisure Centre	£79,645.56
Outdoor Sports	South Derbyshire District Council	Etwall Leisure Centre	£45,680.77
Built Facilities	South Derbyshire District Council	Goseley Community Centre	£9,532.16
Built Facilities	South Derbyshire District Council	Greenbank Leisure Centre Improvements	£46,920.72
Outdoor Sports	South Derbyshire District Council	Improvements to playing pitches and associated facilities at the Mease (Hilton Harriers Football	£41,848.30



		Club), including land acquisition cost	
Built Facilities	South Derbyshire District Council	Improvements to waiting and circulation area capacity at Hilton Village Hall	£23,358.96
Open Space	South Derbyshire District Council	Towards play facilities at Hilton Village Hall Recreation Ground	£44,439.12
Outdoor Sports	South Derbyshire District Council	Towards improving the pitch and outdoor facilities at the Mease Playing Fields or contribution towards the bike pump track at Hilton Village Hall	£26,210.74
Built Facilities	South Derbyshire District Council	Kings Newton Bowls Clubhouse	£15,326.07
Open Space	South Derbyshire District Council	Main Street Recreation Ground, Hartshorne Improvements	£18,098.78
Open Space	South Derbyshire District Council	Maurice Lea Memorial Park Play Equipment	£16,928.29
Open Space	South Derbyshire District Council	Newhall Park	£16,073.16
Built Facilities	South Derbyshire District Council	Improvements to the changing rooms at Overseal Recreation Ground	£4,529.41
Outdoor Sports	South Derbyshire District Council	Play Equipment Improvements in Overseal	£1,170.82
Open Space	South Derbyshire District Council	Sports Pitch Improvements at Overseal	£13,723.11
Open Space	South Derbyshire District Council	Oversetts Road Recreation Ground	£710,209.89
Built Facilities	South Derbyshire District Council	Repton Village Hall Improvements	£20,019.78
Built Facilities	South Derbyshire District Council	Rosliston Village Hall Improvements	£4,882.14



Built Facilities	South Derbyshire District Council	Rosliston Forestry Centre, Towards Visitor Centre Enhancements	£44,316.11
Open Space	South Derbyshire District Council	Rosliston Forestry Centre, towards outdoor improvements	£134,983.64
Outdoor Sports	South Derbyshire District Council	Rosliston Forestry Centre, towards outdoor improvements	£57,746.98
Built Facilities	South Derbyshire District Council	Enhancement of Scropton Road Recreation Ground	£34,413.11
Outdoor Sports	South Derbyshire District Council	Enhancement of Scropton Road Recreation Ground	£26,658.30
Outdoor Sports	South Derbyshire District Council	Strawberry Lane Recreation Ground Improvements	£22,022.92
Built Facilities	South Derbyshire District Council	Swadlincote Town Hall Improvements	£3,995.74
Outdoor Sports	South Derbyshire District Council	Towards an urban sporting hub for Swadlincote	£363,4515.57
Open Space	South Derbyshire District Council	Swadlincote Woodlands Improvements	£49,757.58
Built Facilities	South Derbyshire District Council	Twyford Road Pavilion Refurbishment	£25,310.16
Open Space	South Derbyshire District Council	Twyford Road Pavilion Refurbishment	£15,697.17
Built Facilities	South Derbyshire District Council	Woodville Recreation Ground Pavilion Refurbishment	£212,149.33
Outdoor Sports	South Derbyshire District Council	Woodville Recreation Ground Improvements	£14,063.70
Open Space	South Derbyshire District Council	Woodville Woodlands Improvements	£1,420.86
Outdoor Sports	South Derbyshire District Council	Woodhouse Recreation Ground Improvements	£7,677.39



Open Space	Derby City Council	Play Area, adjacent to Woodgate Drive Chellaston	£15,732.65
Total			£2,320,073.61



Figure 5 : Badgers Hollow Recreation Ground , Linton

The Council liaises with external partners and bodies as appropriate in facilitating the timely spending of S106 monies.

Table 16: Primary Education S106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Primary Education	Derbyshire County Council	Newhall Infant School Expansion	£450,672.49
Primary Education	Derbyshire County Council	Newhall Junior School Expansion	£476,992.24
Primary Education	Derbyshire County Council	Stanton Primary School Expansion	£24,108.72
Primary Education	Derbyshire County Council	Willington Primary School Expansion	£38,682.00
Total			£1,168,866.77

Table 17: Secondary Education Section 106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
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Secondary Education	Derbyshire County Council	Chellaston Academy Expansion or new secondary school at Infinity Garden Village	£273,107.69
Secondary Education	Derbyshire County Council	John Port Improvement Works	£260,888.88
Secondary Education	Derbyshire County Council	William Allitt Improvement Works	£20,221.96
Total			£554,218.53

Table 18: Transport and Travel Section 106 funding which was allocated but not spent (or transferred) 2022-2023

Contribution Type	Organisation Responsible for Spending	Project Allocated To	Amount
Bus Service Contribution	Derby City Council	Towards A Bus to Serve Chellaston Fields	£111,628.82
Total			£111,628.82

h) In relation to money (received under planning obligations) which was spent during the financial year

i. *The items of infrastructure on which that money was spent, and the amount spent on each:*

Table 19: Total monies spent by South Derbyshire District Council 2022-2023



Figure 6: Hatton Skatepark

Infrastructure Type	Infrastructure Project	Monies Spent
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Affordable Housing Commuted Sum	Fisher Close Redevelopment Project	£8,589.50
Affordable Housing Commuted Sum	Redevelopment of Infill Housing Sites	£12,229.00
Open Space and Leisure	Elvaston Cricket Club Pavilion Redevelopment Project	£8,420.00
Open Space and Leisure	Overseal Recreation Ground Changing Rooms Refurbishment	£5,635.35
Open Space and Leisure	Drainage To the Pitches at Strawberry Lane Recreation Ground	£8,746.51
Open Space and Leisure	Installation Of Air Source Heat Units at Greenbank Leisure Centre	£37,986.83
Open Space and Leisure	Hilton Scout Hut Extension	£143,380.00
Open Space and Leisure	Enhancement Of Melbourne Assembly Rooms	£18,079.46
Open Space and Leisure	Creation Of New Skatepark in Hatton	£34,995.00
Open Space and Leisure	Play Equipment at Newhall Park	£68,735.99
Open Space and Leisure	Play Equipment at Badgers Hollow Recreation Ground	£20,945.73
Open Space and Leisure	Play Equipment at Overseal Recreation Ground	£6,945.00
Flood And Water Management	Twyford Road Pavilion Redevelopment (Willington)	£50,000.00
Open Space and Leisure	Cadley Urban Park	£687,230.87
Open Space and Leisure	Rosliston Village Hall Play Equipment	£14,789.55
Open Space and Leisure	Woodville Recreation Ground Improvements	£37,342.81
Total		£1,164,045.35

The table above refers to S106 monies spent by the Council; in this section, the tables below refer to monies transferred to external organisations for spending, split up by the infrastructure type.





Figure 7 : Badger Hollow Recreation Ground , Linton

Table 20: Green Infrastructure S106 funding transferred 2022-2023

Recipient	Infrastructure Project	Monies Transferred
Derbyshire Wildlife Trust	Willington Wetlands Nature Reserve Project	£19,500.00
Total		£19,500.00

Table 21: Healthcare S106 funding transferred 2022-2023

Recipient	Infrastructure Project	Monies Transferred
NHS Derby & Derbyshire Integrated Care Board	Heartwood Medical Practice Internal Reconfiguration	£41,571.61
NHS Derby & Derbyshire Integrated Care Board	Alvaston Medical Centre Expansion	£497,921.34
NHS Derby & Derbyshire Integrated Care Board	Newhall Surgery, Increase in Patient Capacity	£55,962.00
NHS Derby & Derbyshire Integrated Care Board	The Lanes Medical Centre, Expansion	£10,812.00
NHS Derby & Derbyshire Integrated Care Board	Gresleydale Surgery Reconfiguration	£11,380.80
Total		£617,647.75

Table 22: Highways S106 funding transferred 2022-2023

Recipient	Infrastructure Project	Monies Transferred
Derbyshire County Council	Traffic Calming Contribution towards works on Woodville Road, Swadlincote	£113,372.28
Derbyshire County Council	Woodville to Swadlincote Regeneration Route	£199,752.61
Derbyshire County Council	Highway and Transport Improvements in Mickleover	£867,836.79
Total		£1,180,961.78



Table 23: Primary Education S106 funding transferred 2022-2023

Recipient	Infrastructure Project	Monies Transferred
Derbyshire County Council	Eureka Primary School expansion	£819,946.37
Derbyshire County Council	Rosliston Primary School, increase in pupil capacity	£49,983.41
Derbyshire County Council	Woodville Infant School expansion	£58,058.84
Derbyshire County Council	Belmont Primary School, increase in pupil capacity	£37,334.02
Derbyshire County Council	Repton Primary School , increase in pupil capacity	£37,203.56
Derbyshire County Council	Woodville Junior School , expansion	£16,467.12
Total		£1,018,996.32

Table 24: Secondary and Post-16 Education S106 funding transferred 2022-2023

Recipient	Infrastructure Project	Monies Transferred
Derbyshire County Council	Chellaston Academy	£170,213.53
Derbyshire County Council	John Port Spencer Academy	£86,105.59
Derbyshire County Council	Granville School	£49,635.89
Total		£305,955.01

ii. The amount of money spent repaying money borrowed: NIL

iii. The amount of money spent in respect of monitoring in relation to the delivery of planning obligations: NIL

i) The total amount of money (received under any planning obligations) during any year which was retained at the end of the reported year, and where any of the retained money has been allocated for the purposes of longer term maintenance 'commuted sums' also identify separately the total amount of commuted sums held.

The total amount of S106 monies currently held as at 31 March 2023, whether allocated or not, is £14,504,706.11



The 'commuted sums' are allocated within a S106 for the sole purpose of funding the future maintenance and management of public open space within a development that has been adopted by the Council. The monies are jointly spent, as appropriate, by both the Operational Services and Parks and Green Spaces teams.

There is £410,173 of commuted sums held by South Derbyshire Council as of 31 March, 2023.



REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 9
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	BRANDON STACEY (07810139579) brandon.stacey@southderbyshire.gov.uk	DOC:
SUBJECT:	PREPARING FOR THE BIODIVERSITY DUTY	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

That the contents of this report are noted by Members and that approval is given for the information contained within this report and Appendix 1 to be compiled into a Biodiversity Duty document for publication by 1 January 2024.

2.0 Purpose of Report

2.1 This report advises Members about the Biodiversity Duty, and outlines activities which the District Council has, and is currently undertaking that contributes to meeting the new requirement. Additionally, it recommends that a plan be prepared which sets out further actions the Council should undertake to meet the requirements of the newly enhanced biodiversity duty, and in particular those relating to Biodiversity Net Gain as specified by the Environment Act 2021.

3.0 Executive Summary

- 3.1 The Council is required to publish a Biodiversity Duty by 1 January 2024. The Duty should outline how the Council intends to conserve and enhance biodiversity within the District over the next five years.
- 3.2 The most important aspect of meeting the Biodiversity Duty was introduced by the Environment Act 2021. The Act introduced a mandatory requirement for development to achieve 10% biodiversity net gain (other than exemptions and small sites). This requirement was expected to be introduced in November 2023, however due to a lack of secondary legislation and guidance from the government, this has recently been delayed until January 2024.
- 3.3 Biodiversity Net Gain is an approach to development and land management that aims to leave the natural environment in a measurably better state than it was beforehand. This will contribute towards the District's Biodiversity Duty as development is delivered through the Local Plan process and because of mandatory drivers for improvement in biodiversity with every major development.

3.4 Duties relating to biodiversity outside designated sites are primarily within the Natural Environment and Rural Communities Act (2006). The delivery of Biodiversity Net Gain will facilitate adherence to wildlife legislation and policy. Specifically, Biodiversity Net Gain will contribute to the delivery of:

- The Conservation of Habitats and Species Regulations (2017, as amended)
- Wildlife and Countryside Act (1981, as amended) (WCA)
- The Natural Environment and Rural Communities (NERC) Act (2006)
- National Planning Policy Framework (NPPF) (2021)
- Biodiversity 2020: A strategy for England's wildlife and ecosystem services
- A Green Future: Our 25 Year Plan (25 YEP) to Improve the Environment (Defra, January 2018)
- Climate and Environment Action Plan 2021-30
- Corporate Plan for 2020-24
- Additional strategies, plans and planning documents specific to South Derbyshire and its cooperative local planning authorities.

3.5 There is a new requirement for Nature Recovery Network mapping to reverse habitat fragmentation and create an ecological network in which habitats and species are protected. The Nature Recovery Network map should identify where habitat creation or enhancement would be best placed to improve connectivity and strategic networks.

4.0 Detail

Complying with the Biodiversity Duty

- 4.1 The Natural Environment and Rural Communities Act 2006, (NERC Act 2006) introduced in Section 40 a duty on public authorities to conserve biodiversity, which was defined in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.
- 4.2 The Environment Act, brought into force in November 2021, introduced a wide range of responsibilities in relation to Biodiversity some of which will be directed by the County Council to implement but others of which fall to the District Council.
- 4.3 Section 102 amends the NERC Act 2006 in creating a Biodiversity Duty to 'conserve and enhance' in relation to council functions. It also sets out that a local authority must have regard to any relevant local nature recovery strategy (LNRS) and any relevant species conservation strategy. The production of the LNRS is specifically a County Council function (in consultation with the District Council), this is currently being prepared but is currently at early stages.
- 4.4 Section 103 of the Act requires local authorities to publish biodiversity reports which summarise action taken to comply with the wider Duty. These reports should include what has been done in relation to biodiversity, information about biodiversity, and a summary of plans for carrying out the functions over a five-year period.

Biodiversity Net Gain for planning applications

- 4.5 Mandatory 10% Biodiversity Net Gain will need to be achieved on planning applications using the Biodiversity Metric. The Metric serves to calculate how a development, or a change in land management, will affect the biodiversity value of a site. Such alterations include, the building of houses, planting a woodland or creating a wildflower meadow. The Metric will be able to assess the current biodiversity unit value of an area of land, demonstrate potential biodiversity net

gains or losses, measure and account for direct impacts on biodiversity and compare proposals for a site, including creating or enhancing habitat on-site or off-site. On-site refers to all land within the boundary of a site. Off-site refers to all land outside of the on-site boundary, regardless of ownership. The Metric calculates the value of 'biodiversity units' which correspond to the size, quality and location of a habitat. Planning applications will need to satisfy the Metric in the validation stage.

- 4.6 Using the Metric and a biodiversity gain plan, an overall 10% net gain must be demonstrated, alongside a habitat management plan which will articulate how the net gain will be secured for a minimum of 30 years through either planning obligations or conservation covenants. The Act sets out that development subject to mandatory BNG will be required to submit a biodiversity gain plan for planning authority approval and the planning authority required to approve it prior to commencement. This is required under the '*General condition of planning permission*' added as Schedule 7A to the Town and Country Planning Act 1990 (under Schedule 14 of the Environment Act). A National Register of net gain delivery sites will be maintained with a statutory responsibility for local authorities to provide relevant information. The Act sets out that the biodiversity gain plan should cover:
- How adverse impacts on habitats have been minimised;
 - The pre-development biodiversity value of the on-site habitat;
 - The post-development biodiversity value of the on-site habitat;
 - The biodiversity value of any off-site habitat provided in relation to the development;
 - Any statutory biodiversity credits purchased; plus
 - Any further requirements as set out in secondary legislation.
- 4.7 The full biodiversity gain plan will be submitted either with the planning application or after the permission is granted, but before development has commenced. Defra are producing a standardised template for the biodiversity gain plan.
- 4.8 Under the mitigation hierarchy, the preference is for on-site habitat creation or enhancement. Should this not be considered achievable, off-site habitat creation or enhancement may be delivered using land holdings or habitat banks. As a last resort, statutory credits may be purchased if on and off-site provision are not pursued. Statutory credits can be purchased at a specified price and can contribute towards landscape-scale strategic habitat creation using nature-based solutions.
- 4.9 The Environment Act makes provision for the Secretary of State to set up a system of statutory biodiversity credits that will be invested in habitat creation. The biodiversity credits scheme allows the UK government to sell biodiversity credits to developers if the required biodiversity net gains cannot be achieved on-site or through the off-site market. The price of biodiversity credits will be set higher than prices for equivalent biodiversity gain on the market and Defra published indicative credit prices in July 2023. Natural England will sell statutory biodiversity credits on behalf of the Secretary of State. An accessible and user-friendly digital sales platform is currently being developed and tested.

Activities the Council has been undertaking to meet the Biodiversity Duty

- 4.11 District Council officers have been in discussion with both Derbyshire Wildlife Trust and Derbyshire County Council as to which is best able to help with this requirement countywide, given it is beyond the capacity of a single district or borough alone.

4.12 In recent years, the Council has approved and/or participated in activities relating to the following:

- **Swadlincote Woodlands Improvements.** Swadlincote Woodlands has now achieved Local Nature Reserve status. Capital Grant works across the Woodlands were undertaken in 2023, led by the Biodiversity Officer and supported by the Park Life Officer. 12 volunteer work party sessions have been undertaken facilitated by the Park Life Officer and Biodiversity Officer, to continue the delivery of the Biodiversity Management Plan for the Woodlands. The Park Life Officer and Environmental Education Project ran a grant funded Forest School and two wildlife identification events for local communities within the Woodlands. The events were well-attended. It is the intention to expand the range of events in 2024.
- **Other Site Improvements for Biodiversity.** A wildflower meadow has been sown within Church Gresley cemetery, led by the Biodiversity Office. Autumn hay meadow management continued in 2022 on wildlife meadows across various Council sites led by the Biodiversity Officer, totalling over 6ha. The hay meadow management removes the grass cuttings from site, preventing nutrient enrichment and promoting wildflower development. 1ha of unmanaged wildlife meadow was brought into hay meadow management in 2022. A 'No Mow' grass trial was implemented during April to mid-July 2022 at over 30 Council public open spaces. The trial was successful with minimal complaints, largely due to a strategic approach to choosing sites and effective working relationships between Parks & Green Spaces and Operational Services. 3000 native trees and shrubs have been planted in Cadley Park, organised by Parks & Green Spaces & the Environment Education Project, funded by East Midlands Airport.
- **Woodville By-Pass Biodiversity Net Gain Project.** As part of the Woodville by-pass, the Council offered three of its sites for biodiversity improvements to offset the ecological impact of the scheme. This was agreed by Committee and a monetary contribution of £147,000 was paid to the Council by County to implement the improvements and manage and monitor the sites for a period of 32 years. The work to implement these improvements has now been undertaken, led by the Biodiversity Officer:
 - Swadlincote Woodlands (1.2ha) – glade creation, woodland wildflower/bulb planting and tree/shrub planting.
 - Sandholes Park, Midway (2ha) – the first phase of wildflower seeding has been completed (approx. 1ha) with the final phase to be anticipated to be completed in autumn 2023. A phased approach was undertaken to avoid ground disturbance across the whole of the park area, so this would be more acceptable to park users.
 - Old Hall Meadow, George Street, Church Gresley (1.3ha) – similarly, the first phase of wildflower seeding has been completed (approx. 0.7ha).
- **Biodiversity Net Gain.** Biodiversity Net Gain (BNG) is a legal provision of the Environment Act which requires developers to attain a measured uplift of biodiversity improvements (10%) either within a development site, off-site or both. To assist the Council in preparing for BNG, the Biodiversity Officer and planning officers have:
 - Attended over 20 BNG workshops/seminars provided by the Planning Advisory Service/DEFRA/Natural England/Derbyshire County Council
 - Lead the Council's response to the DEFRA BNG Consultation in the spring
 - Facilitated regular liaison and update meetings with Council Officer's in Planning Policy, as well as the Derbyshire County Ecologist

- Wrote to 30 organisations who may have an interest in setting up and managing biodiversity offsetting land, to understand future supply within South Derbyshire and create a database of potential offsetting providers.
 - Identified potential Council land which could be used for biodiversity offsetting and updated the Biodiversity Working Group on key findings.
- **Biodiversity Recording.** Over 25 of the Council's 'Core Nature Sites' have been subject to detailed habitat surveys utilising a national recording system (UKHAB). It is intended that the habitat inventory and associated data will be uploaded to the Council's GIS system for greater Officer and manager use. This will provide the Council with a baseline to eventually create an inventory of habitats across its landholding to:
 - quantify the range and type of habitats present.
 - identify opportunities for biodiversity improvement particularly through developer contributions.
 - produce an Ecosystems and Natural Capital study to determine the environmental value of its landholding across a range of quantifiable measures.
- **Local Green Spaces Plan.** Adopted September 2020, this Plan designates areas of land that are of value to the local community, for protection from most forms of development. The Plan will be used to guide development, together with the rest of the development plan, through the determination of planning applications in the District. Local Green Spaces can also be designated through Neighbourhood Development Plans and the relevant local green space policies in the development plan also apply to spaces designated in this way.
- **The National Forest.** Much of the District lies within the boundaries of the National Forest. The National Forest Strategy (2014-24), alongside Local Plan policies such as INF8, have ensured that the National Forest continues to support opportunities for biodiversity enhancement through mandatory tree planting requirements and environmental protections.
- **Procedure Documents.** A requirement of the Council's ISO 14001 Environmental Management System, the document sets out the Council's overarching legal and policy duties in respect of biodiversity and its directly linked to the APN and Work Programme. An Invasive Plant Species Procedure document is at a final stage of production by the Biodiversity Officer with support from Environmental Services. The purpose of the document is to create a framework through which invasive plants reported to or identified by the Council can be investigated and if necessary remediated, following an agreed Council-wide process and format.
- **Planning.** The Biodiversity Officer worked with Planning Policy Officers to identify and incorporate several new biodiversity questions into the Issues and Options document to inform the new Local Plan, such as mandatory swift boxes in new houses and hedgehog highways in gardens. The Biodiversity Officer has advised over 60 planning applications since 2022 (biodiversity and trees) and supported Planning Policy with their viability assessments. The Local Plans Part 1 and 2 were updated with various new policies addressing biodiversity-related issues.
- **Other.** The Biodiversity Officer has provided specific advice, guidance and face-face meetings with four Parish Council's, Melbourne Sports Partnership and Rosliston Forestry Centre to improve biodiversity on Council leased/owned land.

Current & Future Activities

Derbyshire Wildlife Trust

- 4.13 The District Council has entered into a Service Level Agreement with the Derbyshire Wildlife Trust (DWT). This secures advice on planning applications affecting sites important for nature conservation and provides advice to landowners of sites on the Derbyshire Wildlife Sites Register to help them improve biodiversity. As part of the SLA, the Wildlife Trust also undertakes a review of sites to determine the extent to which they are appropriate for inclusion on the Derbyshire Wildlife Sites Register. The SLA may be updated to cover additional Biodiversity Net Gain duties from 2024.

The Local Plan

- 4.14 The Local Plan Part 2 was updated and adopted in November 2017 with a suite of new policies including a set covering Biodiversity. Policy BNE3 of the Local Plan Part 1 makes it clear that in bringing forward development, the District Council will seek to protect, manage and where possible enhance biodiversity across the plan area. It also seeks to encourage development to include measures that contribute positively to the biodiversity of the plan area to ensure that there is a net overall gain to biodiversity. The emerging Local Plan will be produced in alignment with the new legal requirements for Biodiversity Net Gain and implement (where practicable) the biodiversity-related opportunities discussed in the Issues and Options consultation.

The South Derbyshire Action Plan for Nature (APN) and Work Programme

- 4.15 The APN¹ contains provisions to implement local nature recovery was produced by Derbyshire Wildlife Trust and defines a baseline for biodiversity within South Derbyshire and the opportunities that are available to the Council to deliver strategic nature recovery. The APN provided an evidence base for the Council's Biodiversity Work Group to produce a Work Programme to begin the progress in achieving this aim. A Biodiversity Officer was appointed by the Council at the start of February 2022 to deliver the Work Programme. Whilst the original Work Programme has provided initial direction 2022, the 2023 Work Programme has been principally revised to define measurable and quantifiable targets to focus the delivery of nature recovery within South Derbyshire. This approach outlined a clear a direction of travel for Officers and managers in 2023 and also provided a method under which progress of the 2023 Work Programme can be made accountable to the Council.

Biodiversity Working Group

- 4.16 The Biodiversity Officer and Planning Officers have contributed towards numerous Biodiversity Working Group meetings and provided presentations to Officers and Managers principally on the new Environment Act and the challenges and opportunities presented to the Council, as well as progress on the delivery of the Work Programme. The Working Group will continue to meet for the foreseeable future.

Local Nature Recovery Strategy

¹ [Action Plan for Nature](#)

- 4.17 The District Council will work in partnership with the County Council (and other Derbyshire Authorities) to develop the Local Nature Recovery Strategy² which will provide a strategic overview of the habitats throughout the County.

Future Requirements

- 4.18 The Environment Act 2021 introduced a wide range of responsibilities in relation to Biodiversity some of which will fall directly to the District Council to implement, with others falling directly to the County Council (the Local Nature Recovery Strategy is a County Council duty).
- 4.19 Section 102 amends the NERC Act 2006 by making it a Biodiversity Duty for a public authority to conserve and enhance biodiversity in relation to its functions. It also sets out that a local authority it must have regard to any relevant local nature recovery strategy and any relevant species conservation strategy. Furthermore, it indicates that the Secretary of State will issue guidance to local planning authorities on how to comply with their duty. Such guidance is due before January 2024.
- 4.20 Section 103 states that local authorities will be required to publish biodiversity reports, which summarise the action taken to comply with the duty, and a summary of the authorities plans for complying with the duties over a period of five years. Local planning authorities are to include what it has done in relation to biodiversity, information about biodiversity, and a summarise its plans for carrying out the functions over a five-year period.
- 4.21 Once the 10% Biodiversity Net Gain requirement has been implemented and secondary legislation and guidance has been published by the government a future report will be brought to this committee to identify activities that the District Council may wish to implement to assist in meeting the Biodiversity Duty.

5.0 Financial Implications

- 5.1 None directly arising from this report. The costs of delivering the ‘current activities’ set out in this report can be met from existing budgets.
- 5.2 The following ring-fenced sums have been received from the Government to assist with the Biodiversity Net Gain duty (notification received on 1 March 2023):
- 2021/22 £10,040
 - 2022/23 £26,807
 - 2023/24 £15,638
- 5.3 Ongoing costs however are unfunded, and the principle that developers should pay is generally accepted.
- 5.4 Any additional future activities that support the achievement of the Biodiversity Duty will need to be assessed to ensure that they are capable of being resourced.
- 5.5 The financial risks associated with the recommendations of this report are assessed as low at present.

6.0 Corporate Implications

Employment Implications

6.1 None directly arising from this report.

Legal Implications

6.2 None directly arising from this report. The legal requirements of Biodiversity Net Gain will be mandatory as of January 2024. Section 102 and Section 103 of the Environment Act 2021, which were brought into effect on 1st January 2023 require that in carrying out its functions that the District Council must consider how it will conserve and enhance biodiversity. The legislation also requires that the District Council must consider what action the authority can properly take, consistently with the proper exercise of its functions, to further the general biodiversity objective, and that it reports what actions it has taken to comply with its duties.

Corporate Plan Implications

6.3 Achieving enhanced Biodiversity Net Gain has the potential to assist the Council achieve better environmental outcomes from development.

Risk Impact

6.4 None directly arising from this report.

7.0 Community Implications

Consultation

7.1 None required at this stage.

Equality and Diversity Impact

7.2 None directly arising from this report. The development of any new activities to meet this duty will need to have the Equality implications identified as part of their development.

Social Value Impact

7.3 None directly arising from this report.

Environmental Sustainability

7.4 Nature-based solutions are a significant part of the response to limiting climate Change and addressing the ecological emergency as declared by the Council on 14 September 2023. Conserved or restored habitats offer the potential to both reduce and remove emissions by enhancing the ability of ecosystems to sequester carbon dioxide, or reverse the decline of an ecosystem so that it no longer emits harmful greenhouse gas emissions and once more becomes a 'net sink' of carbon. Resilient ecosystems can also reduce the impacts of a changing climate, such as flooding and storm surges.

8.0 Conclusions

8.1 That the contents of this report are noted by Members and that approval is given for the information contained within this report and the actions and items in Appendix 1 are agreed to contribute towards a Biodiversity Duty document. This report will be published by 1 January 2024.

9.0 Background Papers

- The Environment Act 2021
- Natural Environment and Rural Communities Act (NERC 2006)
- Biodiversity Net Gain DEFRA Consultation 2022
- National Planning Policy Framework July 2021
- National Planning Practice Guide
- South Derbyshire Local Plan Part 1 and Part 2

List of Appendices

Appendix 1: Preliminary list of District Council activities linked to the Biodiversity Duty

APPENDIX 1 – Biodiversity Action Assessment*

Item	Action	Preliminary Assessment
1	Increase space for wildlife and commit to the long-term maintenance and expansion of the Nature Recovery Network.	Parks Team already active in parks/gardens – areas for wildlife, planting of shrubs suitable for pollinators etc. • Installation of nesting boxes through funded schemes (if applicable).
2	Develop a Nature Recovery Network map to prioritise sites within the ecological network to provide a strategic base for the creation of a Nature Recovery Network	•Derbyshire County Council have responsibility for LNRS and their anticipated Network Map will be incorporated in LNRS. • County Council to lead; District Council to feed in as necessary. County Council to start winter 2023.
3	Maintain a commitment to achieve a net-gain to biodiversity across all development, meeting the Environment Act requirement of 10% biodiversity net-gain, ensuring compliance with the most up to date scheme from Defra	•District Council refers to Derbyshire Wildlife Trust (DWT) to assess planning applications, alongside support from the Biodiversity Officer. • Discussions ongoing with both DWT and DCC regarding an enhanced service from 2024. DWT have developed offer and put forward amended Service Level Agreement. • Propose to enter into agreement with either DWT or DCC to assess applications against BNG metric. • One-off New Burdens Grant of £10,040 provided by Government to fund this initially; two further funding grants announced 1st March 2023
4	Carry out a carbon audit of SDDC countryside and open space sites to establish how carbon storage/sequestration could be improved.	•Refer to Item 2 – Nature Recovery Network map will help identify any areas to be prioritised • Potential to undertake an internal review of District Council land assets in future years, should resources be made available, using current knowledge and available data sets e.g. DEFRA Magic Mapping, Natural England green infrastructure to provide new recommendations for improving biodiversity and sequestration potential
5	Develop greenspace management regimes to maximise potential for biodiversity, carbon storage and sequestration.	•Enhance biodiversity of green infrastructure such as verges where possible
6	Improve the landscape's resilience to climate change, employing nature-based solutions to mitigate and adapt to the impacts of climate change on the District, including carbon storage and sequestration, managing flood risk, improving water quality, and sustaining vital ecosystems.	• Identify District Council-owned parcels of as having potential for Natural Flood Management schemes in partnership with DWT • Tree planting has taken place in certain areas • DWT seeking wider partnership agreements and funding to work in these areas under licence • DCC also have commitment to tree planting and review options for offsetting which includes sequestration • Also see Item 1
7	Use the Nature Recovery Network map to inform the selection of Biodiversity Net Gain projects within the region.	• See Item 2
8	Aim to achieve 'favourable condition' on all council-managed protected and designated nature sites (e.g., SSSIs (Site of Special Scientific	• Discussion being held with DWT condition of Local Wildlife Sites they manage

	Interest), LNRs (Local Nature Reserves), LWSs (Local Wildlife Sites) by 2030.	
9	<p>Improve access to nature by following the Natural England 'Nature Nearby' Accessible Natural Greenspace Guidance. Regard will be given to:</p> <ul style="list-style-type: none"> • Areas with high levels of physical health problems. • Areas with high levels of mental health problems. • Areas where the amount and quality of accessible natural greenspace is below Natural England's targets 	<ul style="list-style-type: none"> • Several District Council sites have achieved accessible green space
10	<p>Embed nature's recovery into all strategic plans, including the Local Plan, and all policy areas, not just those directly related to the environment. Ensure the LNRS is well understood across the authority and complements other relevant plans and strategies.</p>	<ul style="list-style-type: none"> • Already embedded in Local Plan but review will extend to address BNG requirements • Potential for a briefing on the future LNRS, linked to the wider training. Delivered by DCC or author of LNRS (subject to cost) • Potential for Staff Briefing on Biodiversity Duty (nil cost) • Ongoing need to identify other plans & strategies when reviewed as opportunity to incorporate biodiversity where appropriate
11	<p>Integrate the targets, objectives, and outcomes of the biodiversity duty and related strategies and action plans, with those outlined in carbon reduction initiatives, to ensure measures to tackle climate issues do not contravene the principles of enhancing biodiversity. Wherever possible, the council will invest in nature-based solutions to climate change to tackle the nature crisis and climate emergency together.</p>	<ul style="list-style-type: none"> • Biodiversity impacts of decisions taken by Council are not formally quantified; potential to incorporate high-level biodiversity impact assessments (where appropriate) into committee reports by modifying the environmental sustainability impact assessment.
12	<p>Provide training and resources for councillors and council employees about the ecological emergency</p>	<ul style="list-style-type: none"> • Potential for all staff and Members to complete online training courses such as 'Biodiversity for Councils' (nil cost)
13	<p>Identify a council employee as the designated lead for coordinating council operations in relation to the ecological emergency.</p>	<ul style="list-style-type: none"> • Continue to refer to expertise of Biodiversity Officer (Ecologist) • Currently considered that a practical and affordable way forward is to join with other councils in a partnership service as proposed by DWT and DCC (where practicable)
14	<p>Tree Strategy & Management</p>	<ul style="list-style-type: none"> • Ongoing work by Tree Officers and other employees

***Note: To avoid duplication, items contained in the Action Plan for Nature have not been listed in the Appendix.**

REPORT TO:	ENVIRONMENTAL AND DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	09 NOVEMBER 2023	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 595889/5722 democraticservices@southderbyshire.gov.uk	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

Environmental & Development Committee 09 November 2023 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered by Last Three Committees		
Corporate Plan 2020-24 Performance Report Q4	30 May 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595 775
The Department for Levelling Up, Housing and Communities Consultation On The Proposed Infrastructure Levy.	30 May 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
East Midlands Airport Draft Noise Action Plan	30 May 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
The Department for Levelling Up, Housing and Communities Consultation On Environmental Outcomes Reports	30 May 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
CORPORATE PLAN 2020-24: PERFORMANCE REPORT 2023-24 (QUARTER 1 - 1 April to 30 June)	10 August 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595 775
Annual Enforcement Compliance Report 2022-23	10 August 2023	Matt Holford Head of Environmental Services 07891 072081
Climate and Environmental Action Plan review	21 September 2023	Matt Holford Head of Environmental Services 07891 072081
Electric Recharge Infrastructure	21 September 2023	Matt Holford Head of Environmental Services

		07891 072081
Budget Setting Approach 2024/25	21 September 2023	Charlotte Jackson Head of Finance 07770 085452
Woodville Link Road Bio-Diversity Net Gain Project Progress Update	21 September 2023	Sean McBurney Head of Cultural and Community Services 07435 935050
Membership of the Local Plan Working Group	21 September 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
Designation of Findern Neighbourhood Area	21 September 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
The Department for Levelling Up, Housing and Communities Consultation on Implementation of Plan-Making Reforms	21 September 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
Provisional Programme of Reports To Be Considered by Committee		
CCTV in Private Hire Vehicles Policy	09 November 2023	Ardip Sandhu Head of Legal and Democratic Services 01283 595715
Corporate Plan 2020-24: Performance Report 2023-24 (Quarter 2 - 1 July to 30 September)	09 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Infrastructure Funding Statement 2022-23	09 November 2023	Steffan Saunders Head of Planning and Strategic Housing 07971604326
Fixed Penalty Notice Charges	09 November 2023	Matt Holford Head of Environmental Services 07891 072081
Preparing for the Biodiversity Duty	09 November 2023	Sean McBurney Head of Cultural and Community Services

		07435 935050
Planning Services Review - Exempt	09 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Draft 2024-25 General Fund Revenue Budget	04 January 2024	Charlotte Jackson Head of Finance 07770 085452
Draft Capital Programmes 2024-25 to 2028-29	04 January 2024	Charlotte Jackson Head of Finance 07770 085452
Draft 2024-2025 HRA Budget	04 January 2024	Charlotte Jackson Head of Finance 07770 085452
Grass Verges and No Mow Plans 2024	25 January 2024	Sean McBurney Head of Cultural and Community Services 07435 935050
Fleet Replacement Plan	25 January 2024	Gary Charlton Head of Operational Services 07976 081896
Ecology Working Group	25 January 2024	Sean McBurney Head of Cultural and Community Services 07435 935050
Statement of Community Involvement	25 January 2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326
Route Optimisation	25 January 2024	Gary Charlton Head of Operational Services 07976 081896
Gypsy and Traveller Accommodation Assessment Report	25 January 2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326
Local Plan Issues and Options	25 January 2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326

Waste Management IT System	25 January 2024	Gary Charlton Head of Operational Services 07976 081896
SUDs Policy Management	25 January 2024	Sean McBurney Head of Cultural and Community Services 07435 935050
Authority Monitoring Report 2022-23	25 January 2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326
CORPORATE PLAN 2020-24: PERFORMANCE REPORT 2023-24 (QUARTER 3 - 1 October to 31 December)	29 February 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Environmental Services Commercialisation Plan review	April 2024	Matt Holford Head of Environmental Services 07891 072081
Consultation on East Midlands Airport Sustainable Development Plan	2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326
East Midlands Airport Airspace Redesign Consultation (changing the flight paths)	Estimate 2024	Steffan Saunders Head of Planning and Strategic Housing 07971604326