

Date: 27th September 2017

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held in the **Council Chamber**, on **Thursday, 05 October 2017 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Conservative Group**
Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Coe, Mrs Coyle, Grant, MacPherson, Muller and Mrs Wyatt

Labour Group
Councillors Rhind, Richards, Shepherd and Taylor

AGENDA

Open to Public and Press

- 1** Apologies and to note any Substitutes appointed for the Meeting.
- 2** To receive the Open Minutes of the following Meeting:-

Housing and Community Services Committee 24th August 2017 Open Minutes **4 - 6**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** Reports of Overview and Scrutiny Committee
- 7** OPEN SPACE, SPORT AND COMMUNITY FACILITY STRATEGY UPDATE **7 - 28**
- 8** DISABLED FACILITIES GRANTS - THE 2017-18 ALLOCATION **29 - 33**
- 9** IMPLICATIONS OF THE HOMELESSNESS REDUCTION ACT 2017 **34 - 41**
- 10** COMMITTEE WORK PROGRAMME **42 - 47**

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 the Exempt Minutes of the following Meeting:-
Housing and Community Services Committee 24th August 2017 Exempt Minutes
- 13** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.

HOUSING AND COMMUNITY SERVICES COMMITTEE

24th August 2017

PRESENT:-

Conservative Group

Councillor Hewlett, (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Coe, Mrs Coyle, Grant, Watson (substituting for Councillor Muller) and Mrs Wyatt

Labour Group

Councillors Rhind, Richards, Shepherd and Taylor

In attendance

Councillor Atkin and Mrs Coe (Conservative Group)

HCS/16 **AWARDS**

The Chairman notified the Committee of the Council's achievement in being invited to the Houses of Parliament to be presented with three national 'Green Apple' awards and was joined by Councillor Watson in congratulating those officers involved in this achievement.

HCS/17 **APOLOGIES**

Apologies for absence were received from Councillor Muller (Conservative Group)

HCS/18 **MINUTES**

The Open Minutes of the Meeting held on 20th April 2017 were noted and approved as a true record and signed by the Chairman.

HCS/19 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

HCS/20 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/21 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/22 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

HCS/23 **CORPORATE PLAN 2016-21: PERFORMANCE REPORT (1 APRIL – 30 JUNE 2017)**

The Chief Executive presented the report to Committee outlining key successes. Councillor Mrs Coyle was joined by Members in thanking the Social Media and PR Specialist for his valuable contribution in producing the Corporate Plan and wished him well for the future in his new role.

RESOLVED:-

Members noted progress against performance targets.

HCS/24 **HOUSING POLICY POST ELECTION**

The Performance and Policy Manager presented the report to Committee explaining the impact of the recent General Election, the Grenfell Tower tragedy and the impending roll-out of Universal Credit on the Housing Service. The Performance and Policy Manager advised that as approved by both this Committee and Environmental and Development Services Committee, a response was submitted to Central Government on the Housing White Paper and that there were no further updates to report.

Further to the report, the Chief Executive provided an update on the new Depot site, advising that the building would be modernised to meet current regulations.

Councillor Richards raised concerns regarding the impact of the roll out of Universal Credit, with specific regard to the initial processing period and the potential consequences of the subsequent gap between payments. Members discussed their support in formally requesting a delay in the introduction of Universal Credit via the local Member of Parliament.

RESOLVED:-

The issues identified and actions to tackle these were noted by Members. Members approved to delegate authority to the Chairman of this Committee and Strategic Director of Housing Services to send a letter to the local Member of Parliament expressing concerns regarding the full roll-out of Universal Credit. The letter should ask for support for a delay in the introduction of Universal Credit and to make reference to concerns regarding the time period for claims.

HCS/25 **COMMITTEE WORK PROGRAMME**

RESOLVED:-

Members considered and approved the updated work programme.

HCS/26 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

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 paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

MINUTES

The Exempt Minutes of the Meeting held on 14th June 2017 were received.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed that no questions had been received.

DIRECT OFFERS OF ACCOMMODATION AND OFFERS MADE TO MEMBERS OF STAFF 2016-17 (Paragraph 1 & 2)

Members approved the recommendations in the report.

The Meeting terminated at 6.30pm.

COUNCILLOR J HEWLETT

CHAIRMAN

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	5th OCTOBER 2017	CATEGORY: DELEGATED/
REPORT FROM:	DIRECTOR OF COMMUNITY AND PLANNING SERVICES	OPEN:
MEMBERS' CONTACT POINT:	ZOE SEWTER, OPEN SPACE AND FACILITIES DEVELOPMENT MANAGER Ext: 5753	DOC:
SUBJECT:	OPEN SPACE, SPORT AND COMMUNITY FACILITY STRATEGY UPDATE	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS07

1.0 Recommendations

1.1 To approve the project list for the South Derbyshire Open Space, Sport & Community Facilities Strategy

2.0 Purpose of Report

2.1 To update Members on project progress in relation to the Strategy.

2.2 To apprise the Members of the Project List for the South Derbyshire Open Space, Sport & Community Facilities Strategy.

2.3 To update Members on the Play Facilities audit and action plan.

3.0 Detail

3.1 The Open Space, Sport & Community Facilities Strategy was adopted in April 2016. It has been a successful document, well received by partners and funders. Since that time the following projects have been delivered:

- Floodlit courts at Etwall Leisure Centre/John Port School opened (spring 2016)
- Cycle hub at Green Bank Leisure Centre (launch July 2016)
- Grove Apex Climbing Centre (opened officially July 2016)
- Melbourne Sporting Partnership new clubhouse and sports facilities (launch September 2016)

- Midway Community Centre and sports facilities (launch October 2016)
- Gresley Old Hall Community hub (funding for repairs secured summer 2017)
- Melbourne Assembly Rooms refurbishment (completed April 2017)
- Playing Pitch Strategy commissioned (consultants appointed June 2017)
- Eureka Park outdoor gym (launch July 2017)
- Hillside play area refurbishment, Findern (opened July 2017)

3.2 The following projects are underway, and expected to be completed within the next 12 months:

- Playing Pitch Strategy and Action Plan adopted
- Site development plan agreed for Rosliston Forestry Centre (linked to new management contract)
- Phase 4 refurbishment works at Green Bank Leisure Centre to be delivered
- Costed plans agreed for 2nd (learner) pool at Etwall Leisure Centre
- Planning permission for Stenson Fields Community Centre granted
- Diana Memorial Garden to be complete
- Recreation in Aston clubhouse/community room project to be delivered
- Swadlincote Woodlands LNR designation and capital improvement works
- Costed plans and timescale agreed for delivery of Hilton Greenway “missing link”
- Play facilities audit carried out and proposed investment programme agreed

3.3 Partners were invited to submit details of projects in their area for inclusion on a Facility Development project list. This now forms the basis for local action plans, and provides evidence of need for our negotiation in Section 106 agreements.

3.4 The Project List has been updated following a round of consultation with Parish Councils and Community Groups. As new projects are developed or put forward by partners they can be added, and the list will be updated with a formal consultation and review planned to be carried out annually.

3.5 The Project List is located at Annexe A. The projects are not prioritised as such, but will be assessed in terms of “readiness” i.e. securing necessary permissions, costed plans, and available finances.

3.6 The Play Facilities Audit was last carried out in 2014, and identified that a number of play sites failed to meet a “good” standard. Since the audit

improvements have been carried out on the following sites, through a combination of Parish and District Council funding plus external grants:

- Twyford Road recreation ground, Barrow on Trent (youth facilities)
- Hillside recreation ground, Findern (toddlers play area refurbishment)
- Willington Road recreation ground, Findern (junior play area refurbishment)
- Main Street play area, Hartshorne (outdoor gym equipment)
- Newhall Park (skate park and outdoor gym equipment)
- Eureka Park (outdoor gym equipment)
- Maurice Lea Memorial Park (outdoor table tennis tables)
- Main Street play area, Hilton (junior play area refurbishment)
- Overseal recreation ground (outdoor gym and junior play equipment)

3.7 A refresh of the Play Audit is required in order to assess and re-score the improved sites, and to identify sites which fall below the required standard. A prioritised Action Plan for investment will be produced.

3.8 A review of responsibilities for inspections, repairs and insurances on Parish sites is required, to help inform the Action Plan.

3.9 The resulting Action Plan and recommendations will be brought back to this Committee in due course.

4.0 Financial Implications

4.1 There are no financial implications arising from this report. However, it is worth remembering that if the strategy, audits and action plans are not regularly reviewed then the Council is vulnerable to challenge from developers when entering into s106 negotiations, as there is no firm and robust evidence base.

5.0 Corporate Implications

5.1 The Strategy is a key action within the emerging Corporate Plan and contributes towards both the 'Place' theme but also 'People' and 'Progress' theme areas. The implementation of the Strategy and its action plan will be important in ensuring the Council's own stock of facilities remain well maintained and fit for purpose for an increasingly sophisticated and growing community.

6.0 Community Implications

6.1 The ongoing consultation and engagement with local people, community sports groups and Parish Councils throughout the development and delivery of the strategy will identify opportunities for significant investment and improvement in sport, recreational and community facilities across the District.

6.2 South Derbyshire is continuing to plan for and provide its growing community with quality sport and recreation facilities which will promote health and wellbeing as well as enabling people to achieve their sporting potential.

7.0 **Background Papers**

7.1 Annexe A – Open Space, Sport & Community Facility Strategy Project List.

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PROPOSED CRITERIA FOR IDENTIFYING PRIORITIES

The following criteria are applied for identifying priorities for investment in terms of funding, staff time and other resources:

1. The project is included on the District project list.
2. There is evidence of need for the project.
3. The project will contribute to increasing community participation in young people and adults.
4. The project represents value for money in terms of its scale and levels of participation.
5. Readiness factors – the project will be ready for development as scheduled.
6. Sustainability – the management and resources are in place to sustain the viability of the project in the long term.

STRATEGIC PROVISION – OF DISTRICT OR WIDER SIGNIFICANCE

Settlement Area	Site/Facility	Type of facility	Owner/manager	Development plans
NORTH WEST	Etwall Leisure Centre	BUILT (LEISURE)	Etwall JMC	Suite of improvements identified as part of Newhouse Farm appeal work. <ul style="list-style-type: none"> • Learner Pool/25m pool • Outdoor Tennis Courts – potential to provide “bubble” • Provision of MUGA/5-a-side pitches • Wetside changing refurbishment • Cricket pitch improvements • Potential land acquisition for additional facilities
NORTH	New Sports Hall	BUILT (LEISURE)	???	Need for additional built facilities identified in FPM 2012. Shortfall of provision estimated as: <ul style="list-style-type: none"> • 12 court Sports Hall • 1x full size AGP • Swimming pool Likely to be partially met by redevelopment of Moorways (Derby) and a new secondary school on the south Derby border.
NORTH	Calke Abbey	SNG OUTDOOR RECREATION	National Trust	Significant visitor/tourist site – historic house and gardens, National Nature Reserve and site of major events. Work planned around reducing impact of visitors on the site by creating additional visitor hubs. Creation of new Outdoor Hub – cycle hire, walking & cycle trails, café, education & learning hub. There are strong links with the National Forest Active Partnership project and the Derbyshire Cycle Plan. The

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				site will become a strong activity hub, particularly if Parkrun and Cycle development projects (funded through Sport England) are implemented. Opportunity to improve links with nearby settlements – particularly Melbourne (and potentially Derby via Cloud Trail) adjacent sites (Staunton Harold Reservoir & Lount Wood) and into the wider network via National Forest Way which runs through estate.
NORTH EAST	Elvaston Castle	OPEN SPACE (SNG)	DCC	Landscape improvement masterplan in place, to be delivered by new Trust once established. Plans involve: <ul style="list-style-type: none"> • Historic landscape and Country Park in need of restoration • Creation of visitor hub in central courtyard area • Restoration of historic landscape and gardens • De-silting works to main pond to prevent future flooding • Development of site as family focussed activity centre and significant greenspace
NORTH EAST	Witches Oak Water	SNG	DWT/Severn Trent	Creation of new Wildlife Site including provision of visitor infrastructure, interpretation and implementation of conservation management plan.
CENTRAL	Greenbank Leisure Centre	BUILT (LEISURE)	SDDC/Active Nation	Refurbishment of poolside spectator area. Expansion of climbing offer (indoor and outdoor).
CENTRAL	Granville Academy	BUILT (LEISURE)	De Ferrers Academy	Construction of new 3 court Sports Hall and dance studio funded by Priority Schools Project. Ambition to provide additional court to increase indoor provision and meet deficit. Provision of floodlit AGP on Redgra area in campus, with associated changing facilities.
SOUTH	Rosliston Forestry Centre	OUTDOOR RECREATION	FC/SDDC	New Management contract to be let. Partnership arrangement for investment? Masterplan/investment proposals likely to include: <ul style="list-style-type: none"> • Visitor Centre refurbishment • Play area refurbishment and development of adventure play • Car park and visitor infrastructure improvements • New trails and path infrastructure
District-wide	GREENWAYS	OPEN SPACE (GREEN LINKS)	Local and district wide trails and linkages	As identified in Greenways Strategy (TBC). Projects include: <ul style="list-style-type: none"> • Surfacing/upgrading of canal towpath between Weston/Aston & Shardlow to create off road link onto Nottingham. • Melbourne to Swadlincote greenway • Conkers to Rosliston greenway • Newhall to Burton greenway

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ADJACENT BOUNDARY PROVISION

Settlement Area	Site/Facility	Type of facility	Owner/manager	Development plans
NORTH WEST LEICESTERSHIRE	Albert Village Lake, Hanging Hill Farm & Conkers Circuit	OUTDOOR LEISURE	National Forest Charitable Foundation	NFC currently undergoing feasibility/business planning for Hanging Hill Farm site with regards to potential uses. Together with the development of Albert Village Lake and restoration of the Albion site (in 2 years) this will create a significant Outdoor recreation hub close to Swadlincote, which needs to be easily accessible on foot and bike.
	Woodville Woodlands/Albert Village	OPEN SPACE (GREEN LINKS)	SDDC/NWL	Work with NFC, FC, LCC and NWLDC to improve linkages and access to open greenspace in NWL. Potential to secure s106 to create these path networks. Would provide excellent connectivity to centres of activity such as Conkers, Hicks Lodge, Moira Furnace & Albert Village Lake through nature sites such as Pick Triangle.

NORTH WEST SUB AREA

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	NOTES
Burnaston	Burnaston Village Hall	BUILT (COMMUNITY)	Burnaston Parish Council	Installation of a ramp to improve disabled access. This has been requested by members of the WI, Art Group and Flower Group. Also the Election officer has made recommendations during the last General Election.	
Burnaston	Burnaston Village Hall	BUILT (COMMUNITY)	Burnaston Parish Council	Upgrade of the toilet facilities to accommodate disabled and of limited mobility. The current facilities are not disabled specific. Requests to improve the toilet facilities within the Village Hall by several users groups	
Egginton	Catherine Johnathan Playing Field	OUTDOOR RECREATION	Egginton Parish Council, leased from SDDC.	The Community has no Shop, no Youth Club, no Scouts or Guides, no Sports facilities and has recently had the Bus Service closed down. Plans have been developed to repair existing equipment and to extend the type and range of equipment for up to age 12/14 year olds, at a cost of c £30,000. The Project has been discussed with the Primary School and with Egginton Village Clubs and Associations and has a high level of support within the community. This equipment will make a big difference to the young people in	Subject to finance, this project can proceed at very short notice. The Playing Field and equipment are looked after by Egginton Parish Council

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	NOTES
				the Village and increase participation.	
Etwall	Frank Wickham Hall	BUILT (COMMUNITY)	F.W Hall Committee	Demolish & rebuild Bowls Clubhouse Extension and reconfiguration of Frank Wickham Hall to provide additional space	
Etwall	King George V Playing Fields	OUTDOOR RECREATION	Etwall PC	Resize football pitch to junior pitch Trim trail/outdoor gym facilities Multi-use sports area	
Etwall	Sandypits Lane playing field	OUTDOOR RECREATION	Etwall Parish Council	Levelling and drainage of field to create improved playing surfaces Resurfacing of the Sandypits Lane Playing Field car park	<i>Potential to improve buildings to create ATC & Guide Hut combined facility. Could incorporate changing rooms to improve football offer. Car parking and space an issue</i>
Etwall	Etwall Cricket Club	OUTDOOR RECREATION	John Port Trust (Landowner)	EPC wish to secure either a long lease for, or purchase, the existing Cricket Ground to enable construction of new clubhouse and pitch improvements. Plans for improvements include new build/refurbishment of pavilion, car parking and pitch improvement works.	Awaiting responses from PPS consultation
Hatton	Scropton Road Recreation Ground	Sports and Community building	Hatton Parish Council Jacqui Storer (Clerk) 01283 733662	Extension to the Changing rooms, alteration to the layout of the pitches S106 funding allocated from the new housing estate New pavilion/clubhouse Improved youth facilities	
Hatton	Old School Field, Hassall Road	Community Field – Field in Trust	Hatton Parish Council Jacqui Storer (Clerk) 01283 733662	Works to improve the former school playing field, includes tree planting, installing circular path, trim trail and toddlers play equipment. S106 funding allocated from the new housing estate	
Hatton	Thistley Meadows circular footpath	OPEN SPACE (GREEN LINKS)	Various	Sculpture trail and waymarking project to circular walking route.	
Hilton	Village Hall	BUILT (COMMUNITY)	Hilton Village Hall Committee	Extension of building to create additional capacity and sports hall – phased delivery of work as per planning consent	Planning consent in place. Funding shortfall.
Hilton	Village Hall play area	OPEN SPACE (PLAY)	Hilton Parish Council	HPC consulted with local people and have determined the following project list: <ul style="list-style-type: none"> • Outdoor gym equipment • Adventure playground (including zip wire and climbing 	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	NOTES
				wall) <ul style="list-style-type: none"> Basketball hoop/MUGA Refurbishment of existing skate park 	
Hilton	Scout Hut	BUILT (COMMUNITY)	Scouts Association	To extend the current building to incorporate a meeting room, a stage and additional storage space	Planning permission in place. Funding shortfall.
Hilton	Greenway "missing link"	OUTDOOR RECREATION	Taylor Wimpey/SDDC	Complete the connection of Greenway to Egginton Road and Sustrans route 549 to improve connectivity through village.	DCC Local Transport Plan money available plus s106. DCC Engineers working on drawing up a scheme.
Hilton	Mease Football Pavilion	OUTDOOR RECREATION	HPC leased to Hilton Harriers FC	Surfacing of car park including drainage provision	
Hilton	Allotments	OPEN SPACE	Site not yet identified	SDDC provision of allotments in the area falls way short of demand. Current waiting list for Hilton is approaching 50 people. A new site is required to meet current and future need.	Allotment site is included on current development site, but no mechanism to fund it, or operate/manage it agreed.
Hilton	The Mease Woodland	OPEN SPACE (SNG)	SDDC	Improved management of woodland to facilitate community access, including paths and signage.	

NORTH SUB AREA

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Barrow upon Trent	Gravel pits	OPEN SPACE (SNG)	Barrow on Trent PC	Wetland site on the edge of the village with some public access and picnic site. Some scope for biodiversity enhancements and infrastructure improvements such as bird screen, fishing pegs and surfaced paths.	
Barrow on Trent	Village Hall	BUILT (COMMUNITY)	Barrow on Trent PC	<i>To be consulted – possible extension</i>	
Barrow on Trent	Twyford Road Recreation	OUTDOOR RECREATION	Barrow on Trent PC	Develop site for multi sports use in partnership with local community sports clubs. Cricket & football Swarkestone Cricket	

FACILITY STRATEGY PROJECT LIST

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
	Ground Community Park			Club are looking to install some changing rooms there. They are currently looking into costs. Planning application to be submitted once they have finalised the design.	
Findern	Hillside Playing Field	OUTDOOR RECREATION	SDDC	Parish Council wish to start dialogue with SDDC regarding a formal lease. They have plans for further development of the site to improve facilities. They have suggested: <ul style="list-style-type: none"> • New children's play area – juniors • Provision of Youth facilities • Drainage to football pitch • Provision of surfaced path around the site 	Children's play area upgraded in July 2017, with the addition of picnic tables.
Findern	Village Hall	BUILT (COMMUNITY)	FPC	Refurbishment of main hall & kitchen	
Findern	Findern Footpaths nature sites	OPEN SPACE (SNG)	FPC/Private	Low key interventions such as tree planting, wildflower meadow creation and interpretation to enhance biodiversity of sites in accordance with management plans.	
Repton	Village Hall	BUILT (COMMUNITY)	Repton Village Hall Management Committee	Plans for refurbishment of existing facility to incorporate extension for additional facilities. Increased capacity needed and needs to be able to cater for additional population growth. Identified projects within overall build project include: <ul style="list-style-type: none"> • a sprung floor for the hall £ 30,000 • carpark restoration up to £40,000 • landscaping £30,000 	Planning consent granted. Funding shortfall. Estimated budget £600k.
Repton	Broomhills Playing Field	OUTDOOR RECREATION	RPC (Repton casuals main user)	Creation of outdoor recreation "hub" for the village. Current provision is for football pitches and changing rooms plus car parking. Opportunities for further development for other activities such as outdoor gym & walking trails.	S106 allocated for use on new outdoor storage (container).
Repton	Mitre Fields	OPEN SPACE (PLAY)	RPC	Replacement of old play equipment and improvement of play provision.	
Stenson Fields	Community Centre	BUILT (COMMUNITY)	Private developer	New building to be constructed as the village has no community centre, and substantial growth predicted. The proposed centre will cater for the current Stenson Road development and existing community and be provided by the housing developer, with long term management transferred to a community group.	Planning consent granted.
Stenson	Pilgrims Way play	OUTDOOR	SDDC	Additional facilities and improvements (drainage and goal	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Fields	area	RECREATION		mouth repairs) to grass pitches required to improve provision. Look at establishing junior rather than 5-a-side goals. Address ASB issues with improved maintenance of hedgerows and lighting.	
Ticknall	Calke Abbey	OUTDOOR RECREATION & OPEN SPACE (SNG)	National Trust		
Ticknall	Foremark Reservoir	OPEN SPACE (SNG)	Severn Trent Water	Good public access and PRoW networks. Opportunity to create circular path around the site across the Dam wall. Water resource – Sailing Club & Fishing clubs lease their facilities.	
Ticknall	Carvers Rocks SSSI	OPEN SPACE (SNG)	DWT	Important wildlife habitat site with public access. Education and learning plus conservation activities and wildlife walks. Funding bids have been submitted for improving accessibility.	
Ticknall	Ticknall Cricket Club, The Grange Sports Ground	Cricket Pavilion with Cricket and football	Harper Crewe Estate Leased to Ticknall Parish Council Rented by Ticknall cricket Club	Conservatory at rear of Pavilion to allow more rooms for local functions - Approx cost £60000 2 new grass pitches adjoining cricket square – more facilities needed for increased numbers of juniors wanting to play – Approx cost £10000 Replace artificial pitch on square. The existing artificial pitch is in need of renewal – approx. cost £4000	
Willington	Village Hall	BUILT (COMMUNITY)	WPC	Extension planned to existing building to provide extra capacity as already overbooked. Planning consent in place.	
Willington	Twyford Lane Recreation Ground	OUTDOOR RECREATION	WPC	Development of central outdoor “hub” to provide additional recreation options, including youth facilities and outdoor gym. WPC have indicated a requirement for a Youth Club.	
Willington	Facility development at Bowls & Tennis clubs	OUTDOOR RECREATION	Private sports clubs	<i>Raised by PC at initial consultation stage. To be consulted further.</i>	
Willington	Gravel pits	OPEN SPACE (SNG)	Derbyshire Wildlife Trust	Predominantly a wildlife site with limited public access. Adjacent to the River Trent and an important site in blue/green infrastructure of this area. <i>Consultation needed with DWT to establish plans for site.</i>	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Willington	Cycleway/ Greenway	OPEN SPACE (LINK)	Repton & Willington Parish Councils	Create safe cycle/pedestrian link between Repton & Willington using line of bridleway. Especially important as surgery now located in Willington and access only by car (and occasional bus) for Repton residents.	Raised during Local Plan consultation
Willington	Willington Old School	Community Centre	Willington Old School Trust John Lowrie Secretary eirwol@talktalk.net	Energy efficiency projects including replacement boilers (3 @ £2500) and replacement windows (£4000)	

NORTH EAST SUB AREA

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Aston on Trent	Recreation in Aston project	OUTDOOR RECREATION	Aston on Trent Parish Council – Leased to Recreation in Aston	Aston on Trent Recreation Centre Extension and Improvement Project The works involve extending and refurbishing the existing Recreation Centre situated on the grounds of Aston Playing Fields. We have plans approved to erect a second storey on top of the existing changing rooms and hall. There will be two new changing rooms complete with showers and a toilet, an umpire/referees changing room and a small hall for social use. The works will involve fitting out the new facilities and leaving them ready for use (including flooring and decoration) Downstairs there will be some alternations to the kitchen and some fitting our work in the existing changing rooms. Externally, there will be a new path around the building and a surfaced car park for approximately 30 cars. The project starts on 11 September 2017 and will take 16 weeks. The budget is £179,000	
Aston on Trent	Aston on Trent Bowls Club	OUTDOOR RECREATION	Community Sports Club (Tony Hurrell/Clive Brett)	New clubhouse (utilising sales pavilion from adjacent development) and associated infrastructure works. Page 18 of 47	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Aston on Trent	Village Hall	BUILT (COMMUNITY)	PC	Minor refurbishment/modernisation works required	
Aston on Trent	Brickyard Plantation	OPEN SPACE (SNG)	DCC	Habitat improvement works, seeking to designate as LNR. 10 year Management plan in place.	
Elvaston	Elvaston Cricket Club	OUTDOOR RECREATION	Private sports club	<p>Elvaston Cricket Club is looking at how best to develop their facilities in order to satisfy our membership, coaching and cricket ambitions. Our facilities are within Elvaston Country Park and we are contacting various people and the organisations who are either directly involved in the management of the park or through the various councils. The original club facilities were built 20 years ago when the club had 2 men's teams competing in Senior League and 1 home match per week on 1 pitch. The club now has 4 senior teams, 2 pitches, juniors playing at all levels from Kwik cricket (8 to 11 years) through every age range up to under 17s. We have over 200 members including 80 plus juniors.</p> <p>We are currently looking at the options we have for developing the club facilities and building, that will include other sporting options to enable the club to offer a round the year sports facility for the community to use. These could include athletics (primarily road running and cross country), short mat bowling, pilates, yoga, aerobics and table tennis. Short term need to replace marquee, or get permission for more permanent structure.</p>	
Melbourne	Cockshut Lane Recreation Ground	OUTDOOR RECREATION & BUILT (COMMUNITY)	MSP	<p>Completion of remaining works on the site, to achieve the Masterplan. Including:</p> <ul style="list-style-type: none"> • Demolition of existing Cricket Pavilion and Rugby portacabins • Pitch improvements <ul style="list-style-type: none"> • Rugby Pitch 1. drainage = 57k + connection 80k • Rugby Pitch 2. drainage = 47k drains + connection 20k 170k • Pumping station etc 100k 	S106 secured against a number of developments in the Melbourne area.

FACILITY STRATEGY PROJECT LIST

September 2017

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
				<ul style="list-style-type: none"> Rugby Pitch 3. drainage = 65k + connection 80k Rugby Training Area drainage = 35k + connection 50k Cricket Pitch drainage = 30k Walking "Trim Trail" community pathway to complete site perimeter 80k Play Area 80k Artificial cricket wicket 15k Additional Tennis Courts 120k Bowling Green 200k Tennis All-weather Dome 40k 2 additional changing rooms 100k Car Park 250k 	
Melbourne	Assembly Rooms	BUILT (COMMUNITY)	MARS	<p>Planned extension and reconfiguration of building to better cater for requirements. Community & Events hub for the village. Squash Court building separate – to be refurbished.</p> <ul style="list-style-type: none"> Toilet refurbishment Heating system upgrade Projection/AV system Indoor sports provision refurbishment Outbuildings/storage improvement 	
Melbourne	Kings Newton Bowls Club	OUTDOOR RECREATION	Private club	<p>New build project to provide new clubhouse/pavilion and flood lights to crown green. The new pavilion will have multi-use space that will allow it to be used during closed season for local community groups to meet, indoor (short mat) bowls and potentially bocchia.</p>	£150k estimated build cost. Small amount of s106 has been secured (approx. £3k) and Sport England grant applied for.
Melbourne	Melbourne Scouts Hut	BUILT (COMMUNITY)	Scouts	<p>Extension of existing building to provide more space to meet increased demand.</p>	
Melbourne	Whistlewood Common	Community Building Community open space Community	Whistlewood Common Limited (community organisation) Sarah Spencer	<p>Construction of Octagonal roundhouse education, events and community space. Timber and straw bale construction from locally sourced materials. With associated landscaping (tracks etc). Planning permission granted July 2014. We are currently seeking funding for this project and will raise some match</p>	

FACILITY STRATEGY PROJECT LIST

September 2017

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
		leisure space Education space Events space Our members include many local community organisations	c/o St Brides Farmhouse Stanton by Bridge Derbyshire DE73 7NF	funding via a community share issue. Approx cost £100 – 150,000. For more details please see our website www.whistlewoodcommon.org and our planning permission on SDDC website.	
Shardlow	Village Hall	BUILT (COMMUNITY)	Village Hall Committee - David Spray - davidspray@btinternet.com	Refurbishment of Village Hall. Damp/mould problems in building is creating problems with fabric of the building, and having an impact on bookings and useability.	
Shardlow	Wharf Recreation Ground	OUTDOOR RECREATION	SPC	Potential community orchard project (raised at Local Plan consultation)	
Weston on Trent	St Mary's Church	Community St Mary's Village Church	Diocese	Toilet and kitchen facility. Aim is to increase community participation especially for the village school, disabled and elderly and availability for variety of functions.	
Weston on Trent	Open space projects	OPEN SPACE (SNG)	Various	Ensure restoration plans for quarry sites have public use agreements and access once complete. More tree planting in the village. Seek to protect playing field (Local greenspace?) as on long lease, privately owned.	

CENTRAL SUB AREA

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Church Gresley	Maurice Lea Memorial Park	OPEN SPACE (PARK) & OUTDOOR LEISURE	SDDC	Green Flag Park and focus for Parklife project which requires annual programme of work to achieve Management & Maintenance Plan. Facility improvements planned include new children's play area.	
Church	Gresley FC	OUTDOOR	SDDC/Private sports	Development of new Community Sports ground with stadium,	

FACILITY STRATEGY PROJECT LIST

September 2017

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Gresley		RECREATION	club	full size match pitch and floodlit training/five a side areas. Due to planning/development obligations this may be incorporated into Swadlincote Sporting Hub project.	
Church Gresley	Gresley Wood/Tunnel Woods	OPEN SPACE (SNG)	Forestry Commission	Small scale interventions required to improve access and circulation for local users, particularly the provision of all access trails.	
Church Gresley	Hall Wood	OPEN SPACE (SNG)	SDDC (from April 2016)	Key wildlife site (Ancient Woodland) with public access and potential for community engagement in site management. Implementation of Management Plan with volunteers – funding for annual management costs.	
Church Gresley	Wildlife Lake	OPEN SPACE (SNG)	SDDC (from April 2016)	Wildlife site with public access and potential for community engagement in site management. Implementation of Management Plan with volunteers – funding for annual management costs.	
Church Gresley	Castleton Park Greenway	OPEN SPACE (GREEN LINKS)	SDDC	Completion of key missing link of surfaced Greenway to link Castleton Park estate with Church Gresley and provide safe route to school. Improve connectivity.	
Church Gresley	Gresley Old Hall	BUILT (COMMUNITY & LEISURE)	Community Organisation	Restoration of Old Hall. Rolling improvements to function room and social/bar facilities. Indoor Bowling Centre a key regional facility. Minor refurbishment works likely. Community Hub project. Football pitch improvements – drainage and layout.	
Hartshorne	Goseley Recreation Ground	OUTDOOR RECREATION	SDDC – leased to HPC	Improvements to football pitch – levelling required. New play equipment needed.	Potential to work with Housing department who are seeking to develop the adjacent site for Council housing to create an improved facility.
Hartshorne	Salisbury Drive Recreation Ground	OUTDOOR RECREATION	SDDC – leased to HPC	Local neighbourhood park with the potential to be improved with additional tree planting and creation of meadow areas to offer informal natural space. Football pitch could be reconfigured to provide two junior pitches as no changing facilities.	
Hartshorne	Goseley	<i>BUILT</i>	Community Group	Plans being drawn up for small extension to hall, to cater for	

FACILITY STRATEGY PROJECT LIST

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
	Community Centre	(COMMUNITY)		Scouts group. Small building with one hall, kitchen and toilets. Some outdoor space allowing room for expansion. Managed by separate trust. <i>Work with HPC and others to investigate potential buildings/sites for the creation of a Community Centre/Parish Room. Goseley Community centre is only building in the Parish which provides indoor community space. Broomy Farm development and other small scale residential developments will create additional requirement.</i>	
Hartshorne	Hartshorne Cricket Club	OUTDOOR RECREATION	Managed by Community Sports club (Private landlord owner)	The site provides an important community facility, hosting large scale village events such as Bonfire Night/Fireworks Display and Village fete. Further improvements required to the ground and pitch following successful completion of new clubhouse. Car parking, drainage to pitch.	Awaiting responses of consultation from PPS survey
Swadlincote	Swadlincote Woodlands	OPEN SPACE (SNG)	SDDC	The site requires improvements to the following facilities: <ul style="list-style-type: none"> • Children’s play area refurbishment • Waymarking and route signs (walks/runs) • Interpretation • Development of outdoor classroom/interpretation space • New site furniture • Car park resurfacing It is also a key venue for community engagement under the Parklife project e.g: Wildlife walks and trails; Orienteering - permanent course; Events such as Sport Relief Mile & Orienteering; Conservation activities – community woodfuel, conservation action days, Butterfly transects, wildlife walks. <i>The declaration as LNR will help improve the profile of the site.</i>	Potential project: to pursue the acquisition of former railway line to complete the site and create additional footpath link to Eureka Park/Town Centre.
Swadlincote	Swadlincote Sporting Hub	OUTDOOR SPORTS	SDDC (Common Land)	The development of the recreation ground to include a community football stadium, artificial grass pitch, grass pitches, changing and club room, running and cycle links and children’s play. This will add to the existing offer, and be enabled by the housing of a local football club as their “home” site. This will become the major central venue for football and other outdoor sports in the Swadlincote area, and will host all tournaments and	

FACILITY STRATEGY PROJECT LIST

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
				large mass participation activities such as Cyclocross.	
Swadlincote	Granville School	BUILT (LEISURE)	DCC	Explore the development of outdoor pitch space to maximise community use. May include AGP. Grass pitches require drainage works and changing rooms need refurbishment to make fit for community use.	
Swadlincote	Eureka Park	OPEN SPACE (PARK) & OUTDOOR LEISURE	SDDC	Green Flag Park which is becoming established as a key outdoor space for the Town Centre, and the venue for large scale public events such as Remembrance Sunday. Completion of the HLF project to include heritage interpretation and community events due by end Jan 2019. Additional play equipment required to improve Play offer, including youth facilities. Parklife focus.	
Swadlincote	Pingle School	BUILT (LEISURE)	DCC	Community access already happening well. Some works required to swimming pool entrance lobby and changing facilities. Small sports hall to be refurbished for use as group exercise/dance studio. FF bid for refurbishment of AGP submitted September 2017.	
Swadlincote	Midway Fishponds	OPEN SPACE (SNG)	SDDC	Repairs and upgrades to site infrastructure is required, including resurfacing of stone footpaths to improve linkages on Swadlincote Circular Walk.	
Swadlincote	William Nadin Way	OUTDOOR LEISURE	Private Developer	Provision of urban park within the development. Potential for BMX pump track, skatepark or other wheeled sports provision, as well as surfaced trails for running/safe cycling. Connects to Greenway.	
Swadlincote	Town Hall	BUILT (COMMUNITY)	SDDC	Improvements to hall space and facilities to cater for dance based exercise and group community activities.	
Woodville	Recreation Ground	OUTDOOR RECREATION		Continue to deliver site masterplan, following successful football pitch improvement works, including: <ul style="list-style-type: none"> • Additional pitch improvements to junior pitches • Creation of training area • New Children's play area • Youth facilities • Outdoor Gym equipment 	
Woodville	Cricket Ground	OUTDOOR	Woodville PC	WPC are currently exploring the opportunities to develop the	

FACILITY STRATEGY PROJECT LIST

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
		RECREATION		building at this site into a community facility. Ticknall 3 rd team use the pitch, and the pavilion/changing facilities are tired. There is space to extend to add a community room for meetings/functions, with additional parking at the adjacent surgery site (up for redevelopment).	
Woodville	Woodville Woodlands	OPEN SPACE (GREEN LINKS)	SDDC/NFC/NWLDC	Work with NFC and NWLDC to improve linkages and access to open greenspace in NWL. Potential to secure s106 to create these path networks. Would provide excellent connectivity to centres of activity such as Conkers, Moira Furnace & Albert Village Lake through nature sites such as Pick Triangle and Boothorpe Woods.	

SOUTH SUB AREA

Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
Castle Gresley	<i>Parish</i>	<i>BUILT (COMMUNITY)</i>		<i>There is a requirement for a Community Centre as there are no such facilities on offer in the Parish.</i>	
Castle Gresley	Mount Pleasant Recreation Ground	BUILT (COMMUNITY)	CGPC	Changing Rooms – repair works required to enable the PC to be able to properly hire the football pitch for senior matches. Or consider the conversion into a Parish Room. Work required to football pitch at base of slope, potentially convert to junior pitches to meet demand.	
Castle Gresley	White Lady's Springs	OPEN SPACE (SNG)	CGPC	Small scale improvements and interventions to create wildlife/biodiversity improvements and community space. Inclusion of WW1 Memorial by 2018.	
Coton in the Elms	Recreation Ground	OPEN SPACE (PLAY)	SDDC (with potential lease with CPC)	The Parish Council is waiting on a new lease from the District Council to enable it to apply for Awards For All funding to provide two new items of play equipment. A site visit has already taken place with the suppliers of the equipment and the funding application is all ready to go pending execution of the	

FACILITY STRATEGY PROJECT LIST

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
				lease.	
Linton	Village Hall	BULT (COMMUNITY)	LPC	Modernisation and upgrade of facilities to cope with increased usage. Potential for an extension to provide additional space, as already operating near capacity.	
Linton	Recreation Ground	OUTDOOR RECREATION	LPC	Upgrade of play equipment to provide for wider age range. Site is the key recreation hub for the village, and the site of community events.	
Linton	Badgers Hollow Recreation Ground	OUTDOOR RECREATION	LPC	General improvements to football pitch, including levelling & drainage works to enlarge pitch size to allow playing of matches. Currently too small for anything over 9v9, so training venue only.	
Linton	Coton Park LNR	OPEN SPACE (SNG)	SDDC	Site declared as LNR in 2011 and minor works to site infrastructure required, including interpretation and materials for infrastructure & wildlife/habitat works e.g. wildlife screen, footbridges and stiles. Meadow management required.	
Netherseal	Parish Recreation area off Main Street (adj. to Netherseal Sports & Social Club)	OPEN SPACE	Netherseal Parish Council	Extend MUGA area to facilitate a wider range of sports and uses Refurbishment of children's play area	
Netherseal	Phillip Richardson Memorial Field	OUTDOOR RECREATION	South Derbyshire DC /Netherseal Parish Council	Improve or replace existing building to provide changing facilities, showers and other relevant facilities. This site has the potential to be used to locate a mixed used sports hall to serve Netherseal and Overseal. Consideration has also been given to the development of a skateboard park but this has not been progressed.	
Overseal	Village Hall	BUILT (COMMUNITY)	OPC	Minor refurbishment and improvement works to building and fittings. Site is key hub for local community activities including village bonfire & summer Gala.	
Overseal	Recreation Ground	OUTDOOR RECREATION	OPC	Site masterplan to be achieved. One football pitch has been levelled and drained and outdoor gym equipment provided as Phase 1 works.	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes
				Phase 2 includes: <ul style="list-style-type: none"> • Lower pitch works (reconfiguration of pitches for junior football) • Creation of an artificial cricket wicket • The establishment of a separate football training area to the rear of the Village Hall. • Creation of outdoor storage. • Provision of netball facilities to accommodate local growth in the sport. One option might be to enlarge the existing MUGA, but other options can be identified and designed. The local team have been fund-raising for some time and the Parish Council has approved the principle of the project. 	
Overseal	Changing Rooms	OUTDOOR LEISURE	OPC	Underpinning and repair work to existing changing rooms required to enable proper use of pitch for senior games.	Sport England funding and s106 secured against works.
Rosliston	Village Hall	BUILT (COMMUNITY)	RPC		
Rosliston	Strawberry Lane Recreational Ground	Football Pitch	SDDC & Parish Council	<ul style="list-style-type: none"> • Maintenance of the pitch and surrounding grounds for use by Phoenix Rangers Junior Football Club, the Scouts Group and the local community. • The space would benefit from some new picnic table & benches • Also a designated & equipped play area for the local children • Repairs to Pavilion and Changing Rooms as not currently fit for purpose 	
Walton on Trent	Village Hall	BUILT (COMMUNITY)	WPC		
Walton on Trent	Recreation Ground	OUTDOOR RECREATION	SDDC		
Walton on Trent	Walton on Trent Cricket Club	OUTDOOR RECREATION	Walton on Trent Cricket Club (Secretary - Ian Bentley 07946328567)	Outdoor Nets - High level nets required along new bypass road. Seek improvements to ground including Artificial Wicket Proposed plans to extend Pavilion to cater for increased Community use. Approx cost £60,000. Page 27 of 47	

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Settlement	Site/Facility	Type of facility	Owner/manager	Development plans	Notes

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	5th OCTOBER 2017	CATEGORY: RECOMMENDED
REPORT FROM:	GED LUCAS – STRATEGIC DIRECTOR	OPEN
MEMBERS' CONTACT POINT:	EILEEN JACKSON – STRATEGIC HOUSING MANAGER Eileen.Jackson@south-derbys.gov.uk	DOC:
SUBJECT:	DISABLED FACILITIES GRANTS – DELIVERY OF THE 2017/18 ALLOCATION	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That Members approve the appointment of a Technical Officer (scale 6 – subject to Job Evaluation) on an 18 month fixed term contract to address the current underspend on mandatory Disabled Facilities Grants (DFG's) and enable the expansion of the service and increased capacity within the team.
- 1.2 To review and adapt the existing grant administration process to remove the task of procuring each individual job. This will involve undertaking a larger procurement exercise to identify a small number of contractors who will work under a 2 year measured term contract (this will not include major adaptations over £25k which will still go out to tender on an individual basis)
- 1.3 To review the use of the Better Care Fund (BCF) allocation and the existing DFG policy and bring proposed revisions and amendments back to Housing and Community Services Committee in March 2018
- 1.4 That the appointment of the fixed term post to the Council's Establishment, together with the change in the Procurement procedure, is referred to the Finance and Management Committee.

2.0 Purpose of Report

- 2.1 To seek approval for the recruitment of an 18 month temporary fixed term post to address the significant underspend of the mandatory DFG allocation within the BCF.
- 2.2 To amend the Council's current restrictive administration process that requires each grant to be procured individually – this additional task increases the timescale of delivery of each job by 4 weeks

3.0 Executive Summary

- 3.1 South Derbyshire District Council in its role as a local housing authority, is under a statutory duty by virtue of the provisions of the Housing Grants, Construction and Regeneration Act 1996 (the Act) to provide Disabled Facilities Grants (DFGs) for private sector residential adaptations where the appropriate legislative conditions are met.
- 3.2 The allocation of funding from the Better Care Fund to support mandatory Disabled Facilities Grants in South Derbyshire stood at £1,143,658, which includes a 2017/18 allocation of £674,829 along with a carry forward from 2016/17 of £468,829.
- 3.3 The current commitment of spend for DFGs in 2017/18 is £338,000, leaving £805,658 unallocated
- 3.4 Approval of the above recommendations would allow a significant reduction in the amount of underspend at the end of the financial year and increase the capacity of the DFG team to establish and deliver new initiatives and enhanced services to improve health and wellbeing of residents
- 3.5 The existing DFG administration process incorporates a 4 week procurement exercise for each individual job, this part of the process is both time consuming and causes a lack of transparency as contractors are bidding for numerous jobs within each financial year The Council could therefore achieve better value for money, and increased levels of commitment and control by undertaking a larger procurement process to put a measured term contract in place that can be reviewed annually or bi-annually

4.0 Detail

- 4.1 The Council need to undertake a wider review of the Better Care Fund allocation for this financial year and 2018/19. The capital funding allocated for prevention services which includes an allocation for the delivery of mandatory DFG's, can be spent on a range of other services that focus on keeping people out of hospital and maintaining independence. The recommendations above are the first part of this process and are required to increase capacity within the section that will in turn enable the creation of new services that will improve the health outcomes of residents in the district
- 4.2 The Council was required to produce a localised Assurance Plan for 2017/18 to set out how the BCF allocation will be utilised based on financial projections and previous commitments with the Housing Strategy Action Plan.
- 4.3 It is recognised that without forward planning and additional recruitment to deliver the Grants, any underspend from 2017/18 may be lost as the BCF s.75 agreement assumes that all underspends will be returned to the pool and re-allocated against agreed priorities. To date no DFG grant has been re-claimed and re-allocated, but this has been identified as a future risk

- 4.4 The Council are currently procuring each individual job as part of the grant administration process. This is an arduous task that adds 4 weeks to the timescale of each job and is also a risk to the Council as the same contractors are bidding for multiple jobs which, over the course of a year, amount to tens of thousands of pounds which would have been subject to higher levels of scrutiny in terms of financial regulation.
- 4.5 The Council are therefore seeking to rectify this issue and speed up the delivery process by undertaking a larger procurement exercise to appoint contractors to work within a framework agreement. Contractors appointed to the framework will need to evidence value for money within their tender in addition to experience, health and safety requirements, financial viability and capacity within their organisation. This would give the Council an advantage both in terms of knowing contractors will have capacity to undertake jobs and financially as the Council will be able to more accurately predict costs allowing for better financial planning.

5.0 Financial Implications

- 5.1 To fund the additional 18 month fixed term Technical Officer post, the Council are able to utilise £48,750 from the BCF allocation for 2017/18. This use of the capital funding allocation is deemed acceptable as it is being used to deliver works that will help keep people out of hospital and assist in maintaining independence for longer within the home (the spend is aligned with the key outcomes and focus of the BCF Programme and overarching STP principles). From an accounting point of view, the salary costs can be capitalised as professional fees against the capital expenditure.
- 5.2 In April 2016, the Finance and Management Committee approved a standing list of suppliers to undertake smaller individual jobs and was based on at least 3 quotes being obtained for each individual job. This satisfied the Council's own procurement regulations. At that time, this was preferred to having a Framework in place and operating on a schedule of rates basis.
- 5.3 However, with the increase in the value of overall works on an aggregated basis, the revised approach would ensure that the Council also operated within EU tendering limits. Having a measured term contract and framework agreement in place will reduce the number of contractors compared to the current standing list. However, it may be prohibitive for some of those organisations bidding into the tendering process.
- 5.4 Risks – The risk of not spending the remainder of the mandatory DFG grant allocation is that the un-spent funds will be returned to the pool and re-allocated in accordance with the BCF s.75 agreement, especially if there are pressures in other areas. In the past, un-used allocations have been carried forward from year-to-year. In order to mitigate this risk, the Council has regular dialogue with the County Council at Officer level so that the Council's plans and future commitment is fully understood. The appointment of an additional officer and plans to utilise the wider BCF are part of that process.

6.0 Corporate Implications

- 6.1 The proposals contained in this report link directly to the following actions within the Housing Strategy 2016 – 21;

- Review the DFG process to ensure that DFG's are delivered as effectively and efficiently as possible
- Recruit additional resources to support the team in delivering DFG's in line with the Housing Department restructure that will be implemented from September 2017

6.2 Legal implications – The procurement of the measured term contract would be carried out with assistance from the in house procurement team in accordance with the Public Contract Regulations.

6.3 HR Implications – approval of the recommendations contained within this report will require the recruitment to a temporary 18 month post within the Strategic Housing Team that will report directly to the Architectural Projects Officer. This role could be recruited either from within the Council on a secondment basis or through external advertisement. The grade of the post will be subject to Job Evaluation.

6.4 Communication – it is important that following approval of the proposed recommendations, The Council inform the BCF Programme Board about the intention to increase capacity and spend the remaining funds for 2017/18 inclusive of the carry-over from the previous year. A separate report will be taken to March Housing and Communities Committee outlining how the remainder of the funds will be utilised to avoid losing any of the districts funding allocation

7.0 Community Implications

7.1 The recommendations contained within this report will have a direct impact on vulnerable households living in the district. The recruitment of an additional officer will ensure that an additional £100k worth of grants will be delivered by the end of the financial year and a further £200k by the end of March 2019 when the fixed term contract comes to an end.

7.2 By undertaking a review of the tendering process through procurement of a measured term contract, the time to deliver each grant (from OT referral to completion of works) will reduce by 4 weeks as there will be no need to go out to tender for individual jobs under £25k – this will also have a positive impact on the service user

8.0 Conclusions

8.1 The actions contained within this report will provide a basis for the undertaking of a wider review of the DFG process and the wider use of the Better Care Funding. It is essential that the Council have robust plans in place to utilise the BCF allocation to avoid losing funding at the end of the financial year (and having a reduced allocation next year). South Derbyshire District Council received an allocation of over £1.1m to deliver mandatory DFG's and other initiatives aimed at promoting independence and keeping people out of hospital. This report focuses on the urgent tasks of delivering this year's mandatory DFG's and reducing the length of each grant delivery by adopting a more simple and transparent procurement process.

9.0 Background Papers

9.1 South Derbyshire District Council and Derbyshire County Council Joint Plan for 2017/18 – (Assurance Plan)

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 9
DATE OF MEETING:	5th OCTOBER 2017	CATEGORY: DELEGATED
REPORT FROM:	GED LUCAS – STRATEGIC DIRECTOR	OPEN
MEMBERS' CONTACT POINT:	EILEEN JACKSON – STRATEGIC HOUSING MANAGER 01283 595763 Eileen.Jackson@south-derbys.gov.uk	DOC:
SUBJECT:	IMPLICATIONS OF THE HOMELESSNESS REDUCTION ACT 2017	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That Members note the content of this report and the proposed amendments to the delivery of the Council's front line statutory homeless service
- 1.2 That approval is granted for the Strategic Director to agree the use of the Flexible Support Grant, future DCLG grant allocation and homeless prevention budget to deliver the Act and its associated enhanced prevention services and review functions.

2.0 Purpose of Report

- 2.1 This report provides an update to Members on the implications of the Homeless Reduction Act 2017 and seeks approval to utilise the Flexible Support Grant allocation and future DCLG New Burdens funding to re-align the front line homelessness service provision to meet the new legislative requirements from next April.

3.0 Executive Summary

- 3.1 The Council's Housing Options Service provide assistance to homeless households under part 7 of the 1996 Housing Act (as amended by Homelessness Act 2002). In April next year, the service will come under increased pressure when the requirements of the 2017 Homelessness Reduction Act are introduced and the way the Council provides its front line services to homeless households needs to change.

- 3.2 Back in April 2017 the Council received an allocation of over £85k in Flexible Support Grant from the DCLG (this replaced the previous Temporary Accommodation Management Funding). In addition, the Council will receive an allocation of 'New Burdens' Funding from the £61m total DCLG allocation, the government are currently deciding the fairest methodology for calculating each local authorities payment. These additional resources are to be utilised to fund the prevention of homelessness and to mitigate the financial impact on the Council caused by the additional requirements of the Act.
- 3.3 The Council are already preparing for the changes and staff have attended training on how to prepare for the Act and are also delivering training to the Homeless Forum in October so that partner agencies and the voluntary sector are also prepared for the changes. In preparation for the changes to service delivery, an action plan has been compiled to provide officers with a task focussed timeline over the next 6 months (see Appendix A). Approval of the recommendations contained in this report would allow the Strategic Director to utilise the allocated funding to re-shape the front line service delivery to ensure the Council's statutory obligations towards homeless households continue to be met post April 2018. The appointment of additional staff within the housing options team will be reviewed and amended where necessary to reflect the evolving needs of the service which cannot be predicted at this stage, the Strategic Director will therefore need the flexibility to make recruitment decisions based on service demands which may change during the first two years of the Act's implementation.

4.0 Background / Detail

- 4.1 The new Homelessness Reduction Act 2017, originated as a private Members Bill, tabled by Conservative back bencher Bob Blackman, has been widely supported by Ministers and homeless charities and focuses on the need for increased prevention of homelessness
- 4.2 The Act gained Royal Assent on 27th April 2017, much sooner than originally predicted so many local authorities are having to react to the required changes sooner than they had planned to.
- 4.3 A revised code of guidance will be published in Autumn in conjunction with the New Burdens funding allocation and will cover the policy amendments. The Act will also be accompanied by a new code of practice in addition to the published guidance.
- 4.4 In response to the legislative changes below, the Strategic Director will need the autonomy to approve the appointment of any additional staffing resources, the funding of new prevention initiatives and the introduction of any new IT / self-help products associated with the enhanced service provision.
- 4.5 During 2016/17, the Council's housing options service dealt with 567 approaches for assistance and investigated 168 applications under the current Homelessness legislation. It is predicted that approaches for assistance are

likely to rise by around 50% as non-priority need applicants will be owed a prevention duty under the revised legislation. This significant increase in caseload will require additional resources both in terms of staffing and new initiatives that specifically tackle and prevent the root causes of homelessness in the district.

4.6 The changes to front line service delivery will need to be in place by 1st April 2018 to ensure South Derbyshire District Council remains compliant with all Homelessness legislation

4.7 The main changes required as a result of the amended legislation are summarised below:

- The requirement for each homeless household to have a personal housing plan - whilst penalty can be incurred for non-cooperation, this is an extension of the duty to provide advice and assistance where Local Authorities need to compile individual housing plans for each homeless household to effectively provide a pathway out of homelessness
- Local Authorities to try to prevent homelessness or find alternative accommodation for all homeless applicants irrespective of whether they have a priority need or the Council have a statutory duty to accommodate them
- The changes to the meaning of homelessness – The 1996 Housing Act has been amended to change section 175 relating to when an applicant is owed a statutory duty, this duty currently starts when an applicant is threatened with homelessness within 28 days but under the new legislation this has now increased to 56 days. This will give local authorities longer to work with the applicants and prevent the crisis or cause of losing their home
- An increased number of reviews to be dealt with as applicants will have a right to review at each stage of the process under the new duties
- A significant increase in administration and paperwork for homeless teams as individual housing plans are devised and new letters are compiled and sent out during each stage of the process
- Changes relating to the loss of an assured shorthold or periodic tenancy – applicants will now be deemed homeless from the date of expiry of the notice and not have to wait until the landlord executes the warrant
- Specified public authorities will have a duty to refer to the Local Housing Authority if they think they may be homeless or at risk of homelessness (with applicants consent)

- 4.8 In addition to the recommendations above, the Council should pro-actively consider the longer term strategic tasks that would make delivery of the new responsibilities easier when considering the escalating numbers of households approaching during recent years and the reasons behind the increasingly complex needs of homeless people in addition to their lack of housing. The following strategic actions should therefore be considered by the Council, in conjunction with the preparations for changes in front line service delivery;
- Establish better links with private sector landlords to deliver support to young people's housing in shared accommodation in the private sector.
 - Amendments of Choice Based lettings policy as the definition of 'reasonable preference categories' change.
 - Deliver / enable delivery and seek new supply of accommodation suitable for single people under 35 that will be available within Local Housing Allowance rates (single room rate).
 - Ensure new performance monitoring arrangements are in place to reflect the new measures and the revised data collation requirements
- 4.9 Finally, the Council need to work strategically with other neighbouring authorities and across the County to ensure funding opportunities are maximised and good practice, ideas and protocols are shared and implemented consistently across geographical boundaries.

5.0 Financial Implications

- 5.1 It is the government's intention that, any revenue costs incurred with implementation of new ways of working will be met entirely by the grant allocations and there will be no impact on the Council's General Fund or HRA in relation to the initial recruitment and enhanced services provided
- 5.2 The new legislation will lead to an increase in demand for the Council's housing options service which may lead to increased costs in the future beyond the scope of the two year DCLG funding allocations
- 5.3 The Flexible Homelessness Support Grant is ring-fenced for three years and our allocation of £85,117 has been received from DCLG for 2017/18. We are to receive £90,506 in 2018/19 but have had no confirmation regarding the allocation for 2019/20.
- 5.4 New Burdens Funding is also due to the Council during 2017/18 but it has not yet been announced how much our allocation is likely to be.
- 5.5 Derbyshire County Council has committed to fund £62k in 2017/18 and 2018/19 through their second homes programme. This was reported to Members in June 2017 and will fund a Housing Options Officer (£27k) and homeless

support to young people with complex needs (£35k). This income has been received in 2017/18.

5.6 The risks to the Council associated with not preparing for the changes in legislation have been summarised below;

- Insufficient capacity within the team to deal with reactive demands leading to non-compliance of the local authority's statutory obligations towards homeless households in the district.
- Increased levels of reviews and possible judicial reviews if failure to comply or make homeless decisions within required timescales.
- Increased spend on bed and breakfast accommodation as decisions are delayed due to workload.
- Reduced levels of practical assistance and time spent on each homeless household as caseload increases

6.0 Corporate Implications

6.1 The content of this report has a direct positive impact on the Council's commitment to;

"Protect and help support the most vulnerable, including those affected by financial challenges" outlined within the People theme of the Corporate Plan

The impact of the changes will enable the Council's front line services to deal with the increase caseload (expected to increase by 50%) and ensure that specific prevention initiatives are in place to assist the additional non-priority need applicants to whom a prevention duty is owed.

6.2 The Homelessness Reduction Act amends Part 7 of the 1996 Housing Act and from April 2018, local authorities will have to work to the requirements of the new legislation. South Derbyshire District Council needs to ensure that the front line staffing structure is prepared and financially resourced to deal with the increased number of applicants and reviews to meet its statutory obligations and duties towards homeless households in the district.

6.3 Additional staff will be required within the shared service to deal with the extra prevention duties and increased numbers of reviews. Due to the short term nature of the funding arrangements, the additional post may need to be recruited on a fixed term basis until end March 2019.

6.4 Staff within the Housing Options team will be consulted and kept informed of any changes with regards to their service area

7.0 **Community Implications**

- 7.1 The Impact of the implementation of the Homelessness Reduction Act will have a wide scale positive impact on communities within the district as households without priority need status will be owed a prevention duty and will benefit from a personalised housing plan. It is envisaged that through early intervention and an increase in prevention activity, homeless households will avoid the traumatic and costly experience of being placed in interim temporary accommodation that can have a detrimental effect on families both in the short and longer term.

8.0 **Background Papers**

- 8.1 Letter from Marcus Jones MP (Minister for Local Government – DCLG) outlining timescales for funding and guidance publication

APPENDIX A

Homelessness Reduction Act – Tasks to be completed prior to April 2018 implementation

Task	Timescale	Who is involved	Budget implications
Deliver training session to Homeless Forum members and develop joint protocols for new areas of working to assist non-priority need applicants	October 2017 February 2017	Ann Mills NPSS staff Andy Gale Training for all Housing Options Staff	Within existing resources
Improve and review our corporate self-help advice and resources available on the Council's website	January 2017	Corporate Communications Team	Within existing resources
Design / test templates for new personalised housing plans	December 2017	Housing Operations Staff	Within existing resources
Review and implement new structure within the housing options team	January 2017	Eileen Jackson Ann Mills	Flexible Support grant / New burdens / existing prevention budget
Ensure IT in place to deliver new working practices and collate the required performance data from April 2018	March 2017	Eileen Jackson Ann Mills	New burdens funding (DCLG grant)
Update Scrutiny panel about new front line service delivery and increased activity prior to changes being implemented	January 2018	Eileen Jackson Ann Mills	Within existing resources
Establish new schemes for rent in advance and rent deposit to assist with new prevention duties	February 2018	Ann Mills Corporate Communications Team	New burdens funding (DCLG grant)

Liaise with private landlords to develop new initiatives that focus on people losing their homes through S21 notices	March 2018	Ann Mills New post within structure	Flexible support grant (ring fenced DCLG grant)
Investigate the potential to deliver a range of new prevention activity based on identified need and established good practice across the county that could be replicated at SDDC	February 2018	Eileen Jackson Ann Mills	Within existing resources
Work with private landlords to gauge if private sector leasing / discharging duty within the private sector could be considered	March / April 2018	Eileen Jackson Ann Mills / Private sector team	Within existing resources until cost is established
Work with registered providers and stakeholders who will be the referring agents post April 2018 to ensure referral mechanisms are understood and in place prior to the legislative changes	January 2018	Ann Mills New post within structure	Within existing resources

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	5th OCTOBER 2017	CATEGORY: DELEGATED
REPORT FROM:	DIRECTOR OF COMMUNITY AND PLANNING SERVICES / DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES	OPEN
MEMBERS' CONTACT POINT:	STUART BATCHELOR (EXT. 5820) / GED LUCAS (EXT.5775)	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.

Housing and Community Services Committee – 5th October 2017 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered By Last 3 Committees		
Corporate Plan Performance Report	20 th April 2017	Keith Bull Communications Manager (01283) 228705
Active Nation Annual Report	20 th April 2017	Malcolm Roseburgh Cultural Services Manager (01283) 595774
Housing White Paper Consultation	20 th April 2017	Martin Guest Performance and Policy Manager (01283) 595940
Rosliston Astronomy Group – Observatory	20 th April 2017	Louise Glover Project Officer – Rosliston Forestry Centre (01283) 595887
Rosliston Forestry Centre – Management Options Appraisal	20 th April 2017	Louise Glover Project Officer – Rosliston Forestry Centre (01283) 595887
Corporate Anti-Social Behaviour Policy	20 th April 2017	Chris Smith Communities Manager (01283) 595924

Safer South Derbyshire Partnership – Community Safety Partnership Plan 2017-20	20 th April 2017	Chris Smith Communities Manager (01283) 595924
Housing Safety Policy 2017	20 th April 2017	Gary Clarkson Housing Improvement Manager (01283 595889)
Delivering a First Class Repairs Service	20 th April 2017	David Hucker Director of Housing and Environmental Services (01283) 595775
Corporate Plan 2016-21: Performance Report (1 Jan-31 Mar 2017)	14 th June 2017	Keith Bull Communications Manager (01283) 228705
Service Plan	14 th June 2017	Keith Bull Communications Manager (01283) 228705
Physical Activity, Sport and Recreation Strategy Adoption	14 th June 2017	Hannah Peate Sport and Health Partnership Manager (01283) 595973
Corporate Plan 2016-21: Performance Report (1 April – 30 June 2017)	24 th August 2017	Keith Bull Head of Communications (01283 228705)
Housing Policy Post Election	24 th August 2017	Martin Guest Performance and Policy Manager (01283) 595940
Provisional Programme of Reports To Be Considered by Committee		

Open Space, Sports and Community Facility Strategy Action Plan	5 th October 2017	Zoe Sewter Open Space and Facility Development Manager (01283) 5955753
Disabled Facilities Grants – the 2017/18 allocation	5 th October 2017	Eileen Jackson Strategic Housing Manager (01283) 595763
Implications of the Homelessness Reduction Act 2017	5 th October 2017	Eileen Jackson Strategic Housing Manager (01283) 595763
Review of Leaseholder Policy	23 rd November 2017	Martin Guest Interim Housing Services Manager (01283) 595940
Corporate Plan 2016-21: Performance Report (1 July – 30 September 2017)	23 rd November 2017	Keith Bull Head of Communications (01283 228705)
Rosliston Forestry Centre – Management Contract	23 rd November 2017	Louise Glover Project Officer – Rosliston Forestry Centre (01283) 595887
Supported Housing Review (Update)	23 rd November 2017	Martin Guest Interim Housing Services Manager (01283) 595940
Acquisitions Plan	23 rd November 2017	Eileen Jackson Housing Strategy Manager (01283) 595763

Swadlincote Woodlands Management Plan	1 st February 2018	Zoe Sewter Open Space and Facility Development Manager (01283) 5955753
Homeless Strategy (2018-2023)	1 st February 2018	Eileen Jackson Housing Strategy Manager (01283) 595763
Allocations Policy and Choice-Based Lettings	1 st February 2018	Eileen Jackson Housing Strategy Manager (01283) 595763
Corporate Plan 2016-21: Performance Report (1 October – 31 December 2017)	8 th March 2018	Keith Bull Head of Communications (01283 228705)
Tenancy Policy	8 th March 2018	Martin Guest Interim Housing Services Manager (01283) 595940
Review of the Disabled Facilities Grant Policy	8 th March 2018	Eileen Jackson Housing Strategy Manager (01283) 595763
Review of Housing Complaints Procedure	8 th March 2018	Martin Guest Interim Housing Services Manager (01283) 595940
South Derbyshire Playing Pitch Strategy	26 th April 2018	Zoe Sewter Open Space and Facility Development Manager (01283) 5955753

Safer South Derbyshire Partnership – Community Safety Partnership Plan 2018-21	26 th April 2018	Chris Smith Communities Manager (01283) 595924
Corporate Plan 2016-21: Performance Report (1 January – 31 March 2018)	2018/19	Keith Bull Head of Communications (01283 228705)