



# **HIGH PEAK BOROUGH COUNCIL**

## **ORDINARY MEETING OF THE HIGH PEAK BOROUGH COUNCIL**

**Via a Virtual Meeting on**

**Tuesday, 22 September 2020 at 7.15 pm**

You can view the agenda online by using a smart phone camera and scanning the code below:





Councillors are hereby summoned to an **ORDINARY MEETING OF THE HIGH PEAK BOROUGH COUNCIL** via a Virtual Meeting at 7.15 pm on Tuesday, 22 September 2020.

**Monday, 14 September 2020**

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**MARK TRILLO**  
**EXECUTIVE DIRECTOR AND MONITORING OFFICER**



## MINUTES OF AN ORDINARY MEETING OF THE COUNCIL

**Meeting:** Thursday, 27 February 2020 at 7.15 pm in The Arts Centre, Pavilion Gardens, Buxton

**Present:** Councillor E Kelly (Chair)

Councillors R Abbotts, T Ashton, R Atkins, R Baker, A Barrow, J Collins, L Dowson, C Farrell, D Greenhalgh, L Grooby, M Hall, D Kerr, D Lomax, E Longden, A McKeown, J Perkins, R Quinn, P Roberts, K Savage, E Siddall, K Sizeland, F Sloman, M Stone, K Thomson, S Thomson, E Thrane, J Todd, G Wharmby, J Wharmby and S Young

Apologies for absence were received from Councillors J Douglas, S Flower, S Gardner, J Haken and T Kemp

**20/31 TO RECEIVE DISCLOSURES OF INTEREST ON ANY MATTER BEFORE THE COUNCIL**  
(Agenda Item 2)

There were no declarations made.

**20/32 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**  
(Agenda Item 3)

It was moved by Councillor A McKeown and seconded by Councillor Greenhalgh that the minutes of the meeting held on 4 December 2019 be approved as a correct record.

The motion was carried and the Mayor was authorised to sign the minutes.

**20/33 MAYOR'S ANNOUNCEMENTS**  
(Agenda Item 4)

The Mayor thanked councillors for supporting his Charity Ball which was due to take on 14 March 2020.

**20/34 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**  
(Agenda Item 5)

**1. Question received from Councillor Haken for the Leader of the Council:**

“At the last full council I asked a question with regard to the level of compensation and repairs to the shops within Glossop market arcade affected by the rain water ingress during the repairs to the arcade roof.

At present some repairs have been carried out by the councils contractors but more is outstanding. One tenant has instructed solicitors to take legal action against the council in the courts. To ensure that High Peak Borough Council, as landlord of the market arcade is seem to be fair and just to all its tenants may I ask for a full reply to my supplementary from the 4<sup>th</sup> December 2019 which was read out to the leader of the council by myself.

I would ask that:

- On completion of the roof repairs to the municipal building, to fully refurbish the retail premises of the council tenant affected by the water leaks at the council's expense. Such refurbishment to include full electrical rewiring of the unit together with full internal ceiling and wall redecoration together with relaying the flooring of the units.
- To allow the tenants a rent free period which shall be of equal length to the full period that has elapsed during the repair to the roof of the municipal building
- All costs of these repairs shall be paid by High Peak Borough Council together with any legal costs for the council and tenants."

**Response:**

"At this point, no roof repairs have yet to start at Municipal Buildings, I assume that Councillor Haken refers to the works that have been undertaken at the Town Hall, which is phase 1 of the project. I can confirm that the works to the roof section over the Town Hall (and Market Arcade) are complete except for some minor snagging issues which have been delayed by the recent bad weather and we are currently awaiting revised dates.

Three of the tenants of the Market Arcade were affected by water ingress during the work through last summer and autumn, but each one was affected differently. A fourth unit was affected, but this was vacant at the time and was utilised informally to help the affected tenants. Officers were in contact with all the tenants through this period and each tenant was given an appropriate rent free period when they experienced disruption. The electrics were checked to ensure that they were safe to use in all four of the units. Re-wiring was undertaken where appropriate.

Unit 1 unfortunately received most of issue and officers worked with the tenant ad contractor to agree a full rewire, refurbishment and redecoration of this unit which now includes new upgraded lighting and mirror fixtures. This was completed and the tenant re-entered the unit before Christmas.

One of the other tenants has now confirmed that they will be closing their business at the end of March. Officers are agreeing an appropriate settlement with this individual.

The third tenants' electrics were checked and the ceiling tiles were replaced as appropriate, they also received new flooring throughout their unit.

It would be inappropriate to all the tenants a rent free period of equal length to the full period that has elapsed during the repair of the municipal building

as the tenants were not affected for the full time that the works were being undertaken.

The repairs highlighted above have been met by the Council and the contractor. The legal claim advanced by one of the tenants has been passed to the contractor to deal with.”

**2. Question received from Councillor Haken for the Executive Councillor for Regeneration, Tourism and Leisure and Deputy Leader:**

“Many High Peak residents who are receiving chemotherapy treatment for cancer from the Christie Hospital in Manchester are now able to be treated at Arden House Health Centre at New Mills. This wonderful service to High Peak residents is administered by Christies nurses here in our community. The benefit to our affected residents by this service is not just the ease of access to New Mills. The local location reduces an eight hour session at the Christie in Manchester to just two short treatments at New Mills. Residents undergoing treatment save time and travel costs as well.

My wife is currently a recipient of this care and on a visit to the clinic in December I noticed that the Christie nurses providing clinical care have to come out of the clinic during the day to feed the parking meters on the council’s car park.

In view of the relief and wellbeing that these Christie nurses bring to High Peak cancer patients could I ask that Councillor Greenhalgh consult with his executive colleagues and provide a free parking permit to the nurses in consultation with the hospital.”

**Response:**

“I am sorry to learn of your wife’s need to access specialist cancer treatment health services, and I am sure all councillors and officers of the Council will join me in wishing her success in her treatment and seek a full and speedy recovery for her.

The Christie and its dedicated staff do fantastic work in its Manchester base and through the community outreach services in the High Peak such as the one he has personal experience of in New Mills. There have been similar suggestions to support other workers that make significant contributions to our Borough, such as local Mountain Rescue Teams for instance too for when their members are on call.

There will be a review of the Car Parking Strategy later this year, and we will therefore take this opportunity to look at what the Council’s policy can do to recognise these in our charging and policy.

In the meantime I would encourage either the Christie or the Arden House Health Centre to contact the Council’s parking team directly to discuss the range of passes and permits that we currently offer.”

**3. Question received from Councillor Hardy for the Leader of the Council:**

“With the Glossop Market Hall closing in April will the Leader of the Council please explain what is the method or formula that has been used by the High Peak Borough Council to fully compensate all of the traders within the Glossop Market Hall for the enforced loss of their business. Will the leader of the Council confirm that all ex-traders will be treated equally and fairly,”

**Response:**

“Calculation of compensation is governed by the Landlord and Tenant Act 1954 (Section 37(2), LTA 1954.)

For those tenants with a secure tenancy:

The compensation is calculated by applying a multiplier to the rateable value of the property. The compensation is doubled where tenants and any predecessors had been in occupation of the property for the purpose of the same business for 14 years or more.

Calculations for the compensation are as follows:

For less than 14 years occupation: the rateable value of the property x the appropriate multiplier x 1.

For 14 years or more: the rateable value of the property x the appropriate multiplier x 2.

The tenants are entitled to the compensation as calculated above following service of at least six months notice. If the tenants are asked to move out of the property earlier than the six month statutory notice period this would have to be by agreement and subject to negotiation of further compensation. The current closure date is less than six months notice for some tenants.

For those tenants with non secure tenancy:

There is no entitlement to compensation except in the following circumstance: If the Council ends the tenancy agreement earlier than the end date as set out in their tenancy agreement this would have to be by agreement and subject to negotiation of appropriate compensation. The current closure date is earlier than the end date in a number of current non secure tenancy agreements.

As Members will be aware the Council has been seeking to develop options which will allow all market traders to continue in business during the closure of the market hall.”

In response to a supplementary question the Leader of the Council stated that there were no plans for extending the opening hours of the Market Hall but this could be discussed once the works were completed.

**4. Question received from Councillor Atkins for the Leader of the Council:**

“The threatened closure of the Goyt Valley House Adult Care Home in New Mills gives rise to not only serious problems for residents of the Home but also to close relatives who wish to visit them on a very frequent basis. Many of these relatives may themselves be elderly and infirm and may not be able to drive and/or have access to a motor vehicle. Furthermore, they may live some distance from the nearest public transport access point and that transport itself may not take them to any point close to the nearest care home the person they wish to visit is moved to.

Could I request that, given the daunting prospect of closure of the Goyt Valley Home, High Peak Borough Council should endeavour to work in conjunction with other local organisations to try and establish a viable system that will enable regular visits by close relatives to the nearest continuing care homes?”

**Response:**

“The County Council has entered into a period of consultation, running until 24th April 2020, about the closure of Goyt Valley House and a number of other care homes in the County. The County Council has stated that depending on the outcome of the consultation and its subsequent decision it will ‘carry out a full assessment of needs assessment of all its residents and ensure they and their relatives are fully supported to make the best choices for their future’. High Peak Borough Council can contribute its own views to the public consultation but then needs to await the County Council’s decision. Recognising just how difficult any closure could be for the residents of Goyt Valley House and for their relatives High Peak Borough Council can contribute its own views to the public consultation which we will do at the next meeting of Community Select, but we then need to await the County Council’s decision. We recognise the concerns and just how difficult any closure could be for the residents of Goyt Valley House and for their relatives and High Peak Borough Council will stand ready to work with other local organisations to assist if required.”

In response to a supplementary question the Leader of the Council stated that he shared the concerns raised and that the Community Select Committee on 25 March would consider the Council’s response to this and the voluntary sector consultation.

**5. Question received from Councillor Collins for the Leader of the Council, Executive Councillor for Housing and Licensing and Executive Councillor for Climate Change, Environment and Community Safety**

“In October 2019 High Peak Borough Council passed a motion to make its operations and services carbon neutral by 2030. Buildings are the local highest emitters of greenhouse gases over which the Council has some control, and are therefore a priority.

When is the Council going to start retrofitting its own housing to a standard which will contribute proportionately to High Peak's challenging target and ensure that new housing also contributes through energy efficiency of a higher standard than that in current building regulations?"

**Response:**

"The Climate Change Update report sets out that the Housing Stock conditions survey has identified a below average energy efficiency rating (SAP rating) for HPBC housing stock. The report indicates that there is an opportunity to further improve the energy efficiency in the Council's housing stock. Progress can be achieved in the coming year within the current budget and subject to consideration by the Council's Climate Change Working Group a programme can be developed for future years."

**20/35 TO APPROVE THE RECOMMENDATIONS FROM THE EXECUTIVE**  
(Agenda Item 6)

**20/35a 2020/21 BUDGET & MEDIUM TERM FINANCIAL PLAN 2020/21 TO 2023/24**  
(Agenda Item 6a)

It was moved by Councillor Barrow and seconded by Councillor A McKeown that Council:

- Approves the General Fund Budget for 2020/21 as detailed in **Appendix A (section 8)**
- Approves the revised Medium Term Financial Plan (2020/21 to 2023/24) as detailed in **Appendix A**, including the revised Capital Programme (attached at Annex A)
- Approves the Capital Strategy 2020/21 as set out in **Appendix B**
- Approves the updated Housing Revenue Account Business Plan Forecast as detailed in **Appendix C**
- Approves the proposed Fees and Charges for 2020/21 as detailed in **Appendix D**
- Approves the proposed Procurement Forward Plan for 2020/21, providing the authority to procure based on procurement activity detailed in **Appendix E**
- Approves a Band D Council Tax of £195.40 for 2020/21 (an increase of 1.9% from 2019/20)
- Approves the HRA charges as follows:
  - Dwellings rents to increase by an average of 2.7% from £69.40 to £71.45 average per week (*average rent takes into account new tenancies where formula rent is charged*)

- Garage rents to be increased by 5% from £6.79 to £7.13 average per week
  - Other Charges including services charges to increase by a maximum of 5% for current tenants
  - Fuel charges at individual blocks have been reviewed and the 2020/21 charge is based on the 2019/20 estimated costs and 2018/19 actual fuel usage/prices, charged on an individual scheme basis
- Notes the Chief Finance Officer's view that the level of reserves are adequate for the Council based on this budget and the circumstances in place at the time of preparing it (**Appendix A Annex E**)

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, councillors voted as follows with regard to the recommendations provided within section 2.1 of the report:

| FOR            | AGAINST | ABSTAIN |
|----------------|---------|---------|
| ABBOTTS, R     |         |         |
| ASHTON, A      |         |         |
| ATKINS, R      |         |         |
| BAKER, R       |         |         |
| BARROW, A      |         |         |
| BURTON, E      |         |         |
| COLLINS, J     |         |         |
| DOUGLAS, J     |         |         |
| DOWSON, L      |         |         |
| FARRELL, C     |         |         |
| GREENHALGH, D  |         |         |
| GROOBY, L      |         |         |
| HALL, M        |         |         |
| HARDY, P       |         |         |
| HUDDLESTONE, I |         |         |
| KELLY, E       |         |         |
| KERR, D        |         |         |
| LAWSON, E      |         |         |
| LOMAX, D       |         |         |
| LONGDEN, E     |         |         |
| MCKEOWN, A     |         |         |
| MCKEOWN, R     |         |         |
| OAKLEY, G      |         |         |
| PEKINS, J      |         |         |
| QUINN, R       |         |         |
| ROBERTS, P     |         |         |
| SAVAGE, K      |         |         |
| SIDDALL, E     |         |         |
| SIZELAND, K    |         |         |
| SLOMAN, F      |         |         |
| STONE, M       |         |         |
| THOMSON, K     |         |         |
| THOMSON, S     |         |         |
| THRANE, E      |         |         |

|            |  |  |
|------------|--|--|
| TODD, J    |  |  |
| WHARMBY, G |  |  |
| WHARMBY, J |  |  |
| YOUNG, S   |  |  |

The recommendations were declared carried, and it was RESOLVED accordingly

**20/36 TO APPROVE THE RECOMMENDATIONS FROM THE AUDIT AND REGULATORY COMMITTEE**  
(Agenda Item 7)

The following motions were moved by Councillor Cross and seconded by Councillor Thrane:

**20/36a EXTERNAL AUDIT 2019/20 AUDIT PLAN**  
(Agenda Item 7a)

RESOLVED:

That the report be noted.

**20/36b TREASURY MANAGEMENT UPDATE**  
(Agenda Item 7b)

RESOLVED:

That the current treasury management position (as at 31 December 2019) be noted.

**20/36c 2020/21 TREASURY MANAGEMENT STRATEGY**  
(Agenda Item 7c)

RESOLVED:

That the Annual Treasury Management Strategy Statement (TMSS) 2020/21 be approved.

**20/37 CLIMATE CHANGE UPDATE**  
(Agenda Item 8)

It was moved by Councillor Todd and seconded by Councillor A McKeown that Council:

1. Note the actions taken to date.
2. Approve the proposed actions set out in 7.7.1 to 7.7.8 below, subject to consideration by the Climate Change Working Group and relevant committees.

When put to the meeting it was RESOLVED accordingly.

**20/38 TO SET THE COUNCIL TAX FOR THE FINANCIAL YEAR BEGINNING 1 APRIL 2020**  
(Agenda Item 9)

It was moved by Councillor Barrow and seconded by Councillor A McKeown:

That the following amounts be now calculated by the Council in accordance with Sections 31A and 31B of the Local Government Act 1992 (as amended by the Localism Act 2011):

- (a) £45,505,621 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act. **(Gross Expenditure on General Fund Services, and Parish Precepts)**
- (b) £38,831,880 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. **(Gross Income including External Financing and the Use of Reserves)**
- (c) £6,673,741 being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above calculated by the Council, in accordance with Section 31A (4) of the Act as its Council Tax requirement for the year **(Amount to be Funded from Council Tax)**
- (d) £215.49 being the amount at (c) above divided by the tax base, calculated by the Council, in accordance with Section 31 (B) of the Act, as the basic amount of its Council Tax for the year. **(Average Local Council Tax)**
- (e) Appendix B being Council Tax for the HPBC Borough divided by the tax base plus the Parish Precept and any amounts of special items relating to dwellings in those parts of the Council's area divided the local tax base. **(Band D Charges for each Parish)**
- (f) Appendix C being the amounts given by multiplying the amount at (e) above by the number which, in the proportion applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands **(Charges for all Bands)**
- (g) Appendix D being the aggregate of the local charges in (f) above and the amounts levied by major precepting authorities. **(Total Council Tax charge for each Band in each Parish)**

**APPENDIX B**

Local Council Tax at Band D – 2020/21

*(Total of the Borough charge plus the named Town or Parish Council)*

| <b>Parish</b>                 | <b>Borough &amp; Parish</b> |
|-------------------------------|-----------------------------|
| Bamford with Thornhill        | £216.56                     |
| Brough & Shatton              | £195.40                     |
| Buxton, Hadfield & Glossop    | £195.40                     |
| Castleton                     | £227.97                     |
| Chapel-en-le-Frith            | £231.55                     |
| Charlesworth                  | £207.29                     |
| Chinley, Buxworth & Brownside | £246.84                     |
| Chisworth                     | £226.94                     |
| Derwent & Hope Woodlands      | £211.72                     |
| Edale                         | £231.30                     |
| Hartington Upper Quarter      | £232.51                     |
| Hayfield                      | £243.30                     |
| Hope With Aston               | £212.44                     |
| King Sterndale                | £195.40                     |
| New Mills                     | £264.76                     |
| Peak Forest                   | £262.30                     |
| Tintwistle                    | £230.25                     |
| Whaley Bridge                 | £236.35                     |
| Wormhill and Green Fairfield  | £206.73                     |

**APPENDIX C**

**Local Council Tax All Bands – 2020/21**

*(Total of the Borough charge plus the named Town or Parish Council)*

| Parish                        | BAND A | BAND B | BAND C | BAND D | BAND E | BAND F | BAND G | BAND H |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|
|                               | 6      | 7      | 8      | 9      | 11     | 13     | 15     | 18     |
|                               | £      | £      | £      | £      | £      | £      | £      | £      |
| Bamford with Thornhill        | 144.38 | 168.44 | 192.50 | 216.56 | 264.68 | 312.80 | 360.94 | 433.12 |
| Brough & Shatton              | 130.27 | 151.98 | 173.69 | 195.40 | 238.82 | 282.24 | 325.67 | 390.80 |
| Buxton, Hadfield & Glossop    | 130.27 | 151.98 | 173.69 | 195.40 | 238.82 | 282.24 | 325.67 | 390.80 |
| Castleton                     | 151.98 | 177.31 | 202.64 | 227.97 | 278.63 | 329.29 | 379.95 | 455.94 |
| Chapel-en-le-Frith            | 154.37 | 180.10 | 205.82 | 231.55 | 283.00 | 334.46 | 385.92 | 463.10 |
| Charlesworth                  | 138.20 | 161.23 | 184.26 | 207.29 | 253.35 | 299.41 | 345.49 | 414.58 |
| Chinley, Buxworth & Brownside | 164.56 | 191.99 | 219.41 | 246.84 | 301.69 | 356.54 | 411.40 | 493.68 |
| Chisworth                     | 151.30 | 176.51 | 201.73 | 226.94 | 277.37 | 327.80 | 378.24 | 453.88 |
| Derwent & Hope Woodlands      | 141.15 | 164.67 | 188.20 | 211.72 | 258.77 | 305.81 | 352.87 | 423.44 |
| Edale                         | 154.20 | 179.90 | 205.60 | 231.30 | 282.70 | 334.10 | 385.50 | 462.60 |
| Hartington Upper Quarter      | 155.01 | 180.84 | 206.68 | 232.51 | 284.18 | 335.84 | 387.52 | 465.02 |
| Hayfield                      | 162.20 | 189.24 | 216.27 | 243.30 | 297.36 | 351.43 | 405.50 | 486.60 |
| Hope With Aston               | 141.63 | 165.23 | 188.84 | 212.44 | 259.65 | 306.85 | 354.07 | 424.88 |
| King Sterndale                | 130.27 | 151.98 | 173.69 | 195.40 | 238.82 | 282.24 | 325.67 | 390.80 |
| New Mills                     | 176.51 | 205.93 | 235.34 | 264.76 | 323.59 | 382.43 | 441.27 | 529.52 |
| Peak Forest                   | 174.87 | 204.01 | 233.16 | 262.30 | 320.59 | 378.87 | 437.17 | 524.60 |
| Tintwistle                    | 153.50 | 179.09 | 204.67 | 230.25 | 281.41 | 332.58 | 383.75 | 460.50 |
| Whaley Bridge                 | 157.57 | 183.83 | 210.09 | 236.35 | 288.87 | 341.39 | 393.92 | 472.70 |
| Wormhill and Green Fairfield  | 137.82 | 160.79 | 183.76 | 206.73 | 252.67 | 298.61 | 344.55 | 413.46 |
|                               |        |        |        |        |        |        |        |        |

**APPENDIX D**

**Total Council Tax – 2020/21**

*(Total of the Borough, County, Police and Fire Service charges plus the named Town or Parish Council)*

| Parish                        | BAND A   | BAND B   | BAND C   | BAND D   | BAND E   | BAND F   | BAND G   | BAND H   |
|-------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
|                               | 6        | 7        | 8        | 9        | 11       | 13       | 15       | 18       |
|                               | £        | £        | £        | £        | £        | £        | £        | £        |
| Bamford with Thornhill        | 1,246.83 | 1,454.62 | 1,662.42 | 1,870.23 | 2,285.84 | 2,701.44 | 3,117.06 | 3,740.46 |
| Brough & Shatton              | 1,232.72 | 1,438.16 | 1,643.61 | 1,849.07 | 2,259.98 | 2,670.88 | 3,081.79 | 3,698.14 |
| Buxton, Hadfield & Glossop    | 1,232.72 | 1,438.16 | 1,643.61 | 1,849.07 | 2,259.98 | 2,670.88 | 3,081.79 | 3,698.14 |
| Castleton                     | 1,254.43 | 1,463.49 | 1,672.56 | 1,881.64 | 2,299.79 | 2,717.93 | 3,136.07 | 3,763.28 |
| Chapel-en-le-Frith            | 1,256.82 | 1,466.28 | 1,675.74 | 1,885.22 | 2,304.16 | 2,723.10 | 3,142.04 | 3,770.44 |
| Charlesworth                  | 1,240.65 | 1,447.41 | 1,654.18 | 1,860.96 | 2,274.51 | 2,688.05 | 3,101.61 | 3,721.92 |
| Chinley, Buxworth & Brownside | 1,267.01 | 1,478.17 | 1,689.33 | 1,900.51 | 2,322.85 | 2,745.18 | 3,167.52 | 3,801.02 |
| Chisworth                     | 1,253.75 | 1,462.69 | 1,671.65 | 1,880.61 | 2,298.53 | 2,716.44 | 3,134.36 | 3,761.22 |
| Derwent & Hope Woodlands      | 1,243.60 | 1,450.85 | 1,658.12 | 1,865.39 | 2,279.93 | 2,694.45 | 3,108.99 | 3,730.78 |
| Edale                         | 1,256.65 | 1,466.08 | 1,675.52 | 1,884.97 | 2,303.86 | 2,722.74 | 3,141.62 | 3,769.94 |
| Hartington Upper Quarter      | 1,257.46 | 1,467.02 | 1,676.60 | 1,886.18 | 2,305.34 | 2,724.48 | 3,143.64 | 3,772.36 |
| Hayfield                      | 1,264.65 | 1,475.42 | 1,686.19 | 1,896.97 | 2,318.52 | 2,740.07 | 3,161.62 | 3,793.94 |
| Hope With Aston               | 1,244.08 | 1,451.41 | 1,658.76 | 1,866.11 | 2,280.81 | 2,695.49 | 3,110.19 | 3,732.22 |
| King Sterndale                | 1,232.72 | 1,438.16 | 1,643.61 | 1,849.07 | 2,259.98 | 2,670.88 | 3,081.79 | 3,698.14 |
| New Mills                     | 1,278.96 | 1,492.11 | 1,705.26 | 1,918.43 | 2,344.75 | 2,771.07 | 3,197.39 | 3,836.86 |
| Peak Forest                   | 1,277.32 | 1,490.19 | 1,703.08 | 1,915.97 | 2,341.75 | 2,767.51 | 3,193.29 | 3,831.94 |
| Tintwistle                    | 1,255.95 | 1,465.27 | 1,674.59 | 1,883.92 | 2,302.57 | 2,721.22 | 3,139.87 | 3,767.84 |
| Whaley Bridge                 | 1,260.02 | 1,470.01 | 1,680.01 | 1,890.02 | 2,310.03 | 2,730.03 | 3,150.04 | 3,780.04 |
| Wormhill and Green Fairfield  | 1,240.27 | 1,446.97 | 1,653.68 | 1,860.40 | 2,273.83 | 2,687.25 | 3,100.67 | 3,720.80 |

When put to the meeting it was RESOLVED accordingly.

**20/39 PAY POLICY STATEMENT 2020/2021**  
(Agenda Item 10)

It was moved by Councillor Barrow and seconded by Councillor A McKeown that the Pay Policy Statement 2020/21 be approved.

When put to the meeting it was RESOLVED accordingly.

**20/40 NOTICE OF MOTION**  
(Agenda Item 11)

**20/40a PERIOD POVERTY**  
(Agenda Item 11a)

It was moved by Councillor Sloman and seconded by Councillor Shannon-Kate Thomson:

That Council notes that:

- A survey by Plan International UK found that 1 in 10 girls had been unable to afford sanitary products;
- 56% of girls said they would rather be bullied at school than talk to their parents about periods;
- This is particularly problematic for girls from low-income families who see their parents struggling to make ends meet and feel reluctant to ask them to add sanitary products to the weekly shop;
- In many cases, as a result, they may lose a significant number of days of schooling;
- Regrettably, even women in low-income employment are sometimes unable to afford such products when struggling to meet household bills and feed their families;
- Ironically, only female prisoners have a statutory right to access free sanitary products.

Council believes that, in a country as wealthy as Britain, 'Period Poverty' is a scandal that should be ended.

Council commends:

- The Scottish Government for its commitment to tackle 'Period Poverty' by introducing free sanitary products in all educational establishments, and notes that Scotland was one of the first countries to pilot a scheme to young women and girls in need in Aberdeen;
- The 'dignity bags' scheme established by Chepstow Town Council where members of the public can donate sanitary products in branded boxes located in prominent places, such as pharmacies and libraries, for re-distribution to women in need

Council resolves to:

- To explore with local secondary schools and college how sanitary products can be made available free in their establishments and the practicality of establishing a 'dignity bags' scheme in the Borough;
- Ask the Chief Executive to write to the Secretary of State for Education and the Chancellor of the Exchequer, asking the Government to scrap the VAT levied on female hygiene products as soon as is practicable and, in the meantime, to use the VAT collected on these products to fund the provision of free sanitary products for girls and women in need.

Councillor Thrane moved and Councillor Ashton seconded the following amendment (text of the amendment indicated by italics):

Council commends:

- *The Scottish Assembly for its agreement in principle this week to provide free sanitary protection for 'anyone who needs them' and its earlier commitment to tackle 'Period Poverty' by introducing free sanitary products in all educational establishments;*

- The ‘dignity bags’ scheme established by Chepstow Town Council where members of the public can donate sanitary products in branded boxes located in prominent places, such as pharmacies and libraries, for re-distribution to women in need;
- *The Government’s scheme launched on 20 January 2020 to enable and fund schools and colleges to order period products for those who need them<sup>1</sup>;*
- *The Government health education policy whereby, under new guidance on relationships, sex and health education from September 2020 – it becomes compulsory for all state funded primary and secondary schools to ensure **all** young people learn about living healthy lives, including menstrual wellbeing;*
- *The Government’s commitment to end 5% VAT on period products in the UK as soon as legally possible following the UK’s exit from the European Union and to eradicate period poverty globally by 2030.*

Council resolves to:

- *Monitor the local implementation of the Government’s 2020 period products scheme in High Peak, in liaison with Derbyshire County Council;*
- *If necessary, mandate councillors to encourage all schools in High Peak to participate;*
- *Research the practicalities and costs of establishing arrangements for a ‘dignity bags’ or similar scheme in the Borough;*
- *Consider providing potential seedcorn funding for any such arrangements through earmarking an appropriate amount from each member’s councillor initiative fund allocation for the first two years of implementation.*

When put to the meeting it was RESOLVED accordingly.

**20/40b BINGSWOOD INDUSTRIAL ESTATE**  
(Agenda Item 11b)

It was moved by Councillor Lomax and seconded by Councillor Atkins:

Access to the Bingswood Industrial Estate remains a major problem for residents, visitors and of course for those businesses located there. Heavy Goods Vehicles (also known as LGVs in Europe) struggle to make the turn onto Canal Street and frequently make the mistake of turning into Bridge Street, a dead end with a severely limited turning opportunity. Canal St is a narrow road with parked cars on one side. When the Post Office was located there, one lorry mounted the pavement and got so close to the premises that it hit the wall-mounted Post Office sign. Other vehicles have

partly shed their loads, fortunately not hitting pedestrians. The road continues past the canal basin and the Grade 2\* transshipment shed. HGV's continue along Bingswood Avenue, a residential street which used to be the rail access to the site.

When Tesco's sought permission for a store on Hoggs yard they agreed to fund a new access to the Industrial Estate as part of a planning gain, However, the Planning Committee refused the application. A smaller store was given approval and Tesco's committed £100,000 S106 towards the project of a new bridge The Town Council secure planning permission for the bridge. However despite over 20 years of trying the bridge was never built. The Tesco money has been lost because it could not be used. Other funding and land commitments have also lapsed. D2N2 have been supportive but were unable to fund the project because of European State Aid rules. Council announced that it was shelving the project. With the withdrawal from Europe we have a new opportunity.

The Council calls of officers from HPBC to work with DCC, D2N2, WBTC and businesses on Bingswood Industrial Estate to proceed with plans and seek funding for a new access to the Industrial Estate (The 2<sup>nd</sup> Bridge), The 2<sup>nd</sup> Bridge would help secure the future of the Industrial Estate and open up further land, which is currently sterile, for development, When rules on European State Funding no longer apply of Jan 1<sup>st</sup> 2021 an oven ready plan should be in place to enable commencement of the project.

Councillor Greenhalgh moved and Councillor A McKeown seconded an amendment to add the following words to the end of the motion:

“subject to local business partnership and financial backing.”

When put to the meeting it was RESOLVED accordingly.

The meeting concluded at 8.25 pm

MAYOR

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## HIGH PEAK BOROUGH COUNCIL

Council

22 September 2020

|                         |  |
|-------------------------|--|
| <b>TITLE:</b>           | <b>Select Committees' Annual Report 2019/20</b>                  |
| <b>REPORT BY:</b>       | <b>Cllrs Ashton, Quinn and Siddall</b>                           |
| <b>CONTACT OFFICER:</b> | <b>Helen Gale, Member and Community Support Services Officer</b> |

### Appendix – Sub-Committees

1. **Reason for the Report:** Article 7, Part 2 of the Council's Constitution requires Select Committees to report annually to full Council. Due to the Coronavirus and lockdown there is no Council meeting in May so the report is circulated to all Councillors for their information.
2. **Recommendation**
  - 2.1 That the report be noted.
3. **Executive Summary**
  - 3.1 In the past year Select Committees have continued to scrutinise performance, hold the Executive to account and contribute to policy development. The broad range of work and issues considered by Select Committees during 2019/20 are summarised and commented on by each of the Select Chairmen. The appendix outlines issues that have been given more detailed consideration by Sub-Committees.
4. **How this report links to Corporate Priorities**
  - 4.1 Corporate Select Committee:
    - A responsive, smart, financially resilient and forward thinking councilCommunity Select Committee
    - Supporting our communities to create a healthier, safer, cleaner High Peak
    - Protect and improve the environment including responding to the climate emergencyEconomy and Growth Select Committee
    - Protect and create jobs by supporting economic growth, development and regeneration

## 5. Implications

### 5.1 Community Safety - (Crime and Disorder Act 1998)

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.2 Workforce

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.3 Equality and Diversity/Equality Impact Assessment

This report has been prepared in accordance with the Council's Diversity and Equality Policies.

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.4 Financial Considerations

Any costs incurred at present are unlikely to be significant and will be funded from the scrutiny budget.

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.5 Legal

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.6 Sustainability

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.7 Internal and External Consultation

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

### 5.8 Risk Assessment

Implications will continue to be addressed in the reports considered by Committees and Sub-Committees.

Mark Trillo  
**Executive Director (People) and Monitoring Officer**

| <b>Web Links and Background Papers</b>               | <b>Location</b>   | <b>Contact details</b>   |
|--|---|--|
| Agenda and reports for Committees and Sub-Committees | <a href="https://democracy.highpeak.gov.uk/mgListCommittees.aspx?CT=13107,13236">https://democracy.highpeak.gov.uk/mgListCommittees.aspx?CT=13107,13236</a> | Helen Gale<br>Member and Community Support Services Officer<br>01298 28400 ext 2140 or<br>0345 129 7777 ext 2140 |

**6. Detail**

- 6.1 The Executive and Executive Councillors are responsible for making the day-to-day decisions concerning the running of the Council. Select Committees ensure that the Executive are publicly held to account for their actions, promoting open and transparent decision making and democratic accountability. They also have a role in researching, scrutinising other bodies, ensuring that the Council's policy and budget framework is respected and realising the key aims of the Council's Corporate Plan.
- 6.2 Select Committees may appoint Sub-Committees/Working Groups to examine any issue in more depth. Reports and recommendations from Sub-Committees have been based on cross party consensus.
- 6.3 Effective participation has taken place with the involvement of partners, outside organisations and individuals at Select Committees and Sub-Committees. Executive councillors attend Select Committee meetings and provide updates or answer questions. They have also attended and contributed to Sub-Committee and Working Group meetings.
- 6.4 The Corporate Select Committee acts as co-ordinator of the overall work programmes of the Select Committees. Each Select Committee is responsible for setting its own work. The work programme also links to and is informed by the Forward Plan, service area performance and the Council's Risk Management Strategy, with policy development items being considered by Select Committees prior to the Executive. The work programme for all Select Committees is circulated with papers for Corporate Select Committee and the relevant work programme to individual Select Committees. The Forward Plan is also available on the website. The Democratic and Community Services Team provides Committee support and an Executive Director is responsible for each Committee. There is also a significant contribution of time and resources from other service area officers.
- 6.5 **Corporate Select Committee – Councillor Tony Ashton**

- 6.5.1 Corporate Select has acted as the main scrutiny and policy development committee, taking an overview of the other two Select Committees and their work programmes.
- 6.5.2 The Committee considered the Council's new Corporate Plan for the period 2019 to 2023. The plan sets out the Council's vision, aims and objectives and provides clear direction for the delivery of services and the achievement of positive outcomes for residents. The Council approved the Council's vision, aims, objectives, influencing objectives and priorities.
- 6.5.3 The Council's Financial and Performance arrangements were monitored, through the scrutiny of quarterly reports, together with the Annual Report 2018/19, proposed budget for 2020/21, updated Medium Term Financial Plan 2020/21 – 2023/24. Capital Strategy 2020/21, proposed Fees and Charges for 2020/21 and Procurement Forward Plan 2020/21. The proposed write off of irrecoverable debts was also noted.
- 6.5.4 Developing a new performance framework for 2019 – 2023 was considered, together with plans for communicating and engaging with stakeholders on the Council's corporate plan priorities. The Committee also scrutinised the draft Performance Framework and associated targets for 2020/21 and the findings of online consultation, which had sought feedback from a range of stakeholders on the Council's new corporate plan priorities for 2019 – 2023. All members were invited to a Performance Framework workshop on 3 February. The Performance Framework was scrutinised in depth and recommendations incorporated into the report. The Executive were recommended and approved the Performance Framework 2020/2021 and the Corporate Plan priorities 2019 – 2023.
- 6.5.5 The Committee considered the updated Business Rates Relief Policy and the Council Tax Reductions and Levies Policy. Reliefs no longer relevant had been removed and changes made to reflect those implemented since 1 April 2020. It was proposed to increase the empty property levy chargeable on empty property. The updated Business Rates Relief Policy and the Council Tax Reductions and Levies Policy were recommended to the Executive and approved.
- 6.5.6 The Committee considered the options around replacing and upgrading the pay and display machines across the Council's income producing car parks. The recommendations made were approved by the Executive.
- 6.5.7 Proposals for revised staffing structures for Planning and Regeneration were considered and went on to be approved by the Executive. Service delivery options for the Council's Housing Repairs Service were considered and recommendations to the

Executive approved. The Alliance Environmental Services (AES) – Phase 3 – Transfer of Services – Financial Arrangements and proposed Client Commissioning Team Structure were recommended and approved by the Executive.

6.5.8 There was an update on the scheme to renovate the Glossop Town Hall Roof and the results of further survey work on the condition of the Market Hall and Municipal Buildings and the required works to resolve the issues identified. Recommendations to the Executive were approved.

6.5.9 The Committee considered proposed alterations to the lease and support for the Buxton Crescent Heritage Trust. A lease and agreement for the land and buildings at Serpentine Depot to Serpentine Community Farm were discussed. An agreement between High Peak Borough Council and Buxton Golf Club to surrender the existing golf club lease and a simultaneous re-grant of a revised area with amended terms were also considered. The disposal of land at Granby Road was also discussed. All the recommendations to the Executive were supported.

6.5.10 The outcome of procurement exercises were considered. These included Queens Court roofing requirements, the supply and installation of windows, doors, glazing and kitchens to HRA properties. Report recommendations were subsequently approved by the Executive.

6.5.11 The Council's Data Protection Policy had been updated in light of recent legislative changes and was recommended and approved by the Executive.

## **6.6 Community Select Committee – Councillor Rachael Quinn**

6.6.1 The Committee received an update following the first year of the Homelessness Reduction Act 2017, with information relating to implementation and homelessness applications made during 2018/19. Discussion took place on mitigating the impact of Universal Credit, intervention, local connections. Regular updates are planned for future meetings.

6.6.2 A recycling centre tour of the UPM facility in Shotton took place in October. The tour was open to High Peak and Staffordshire Moorlands District Councillors.

6.6.3 The Council's approach to meeting its duties under the Environmental Permitting Regulations 2010 were considered, together with a proposed change to the staffing complement within the Environmental Health team. The Executive went on to note the approach taken by the Council in meeting its duties

under the Environmental Permitting Regulations 2010 and supported the proposed change to the staffing complement.

- 6.6.4 The Committee received and noted a presentation from representatives of Alliance Environmental Services around the AES Performance for 2018/19. Consideration was given to the introduction of new systems to support service delivery, transformation of the service, achieving savings, increases in recycling rates, reductions in the numbers of missed bins, annual complaints and the need for greater education around recycling and waste.
- 6.6.5 The Head of Operations made a presentation to the Committee to outline the duties of the Council in relation to street cleansing. Community litter picks and staffing levels were also outlined.
- 6.6.6 Sandra Jowett informed the committee about the aims of the Accessible Buxton project, which aims to improve accessibility and inclusion across Buxton. Members were very supportive of the project, and commented that although this project was aimed at Buxton, similar initiatives needed to take place across the whole of the High Peak and wider Peak District.
- 6.6.7 Representatives of Parkwood and Lex Leisure presented members with the Annual Leisure Centre Service Report since the start of the contract in 1 April 2019. New initiatives, sharing good practice, attendance figures, cost of memberships and review of concessionary pricing were considered. Progress at the Pavilion Gardens since the concession started in February 2019 was outlined. Investment, developments, planned works, customer satisfaction levels and usage were outlined.
- 6.6.8 There was a report on the work required to establish clear plans for future investment and management options for the Council's leisure centres in line with the Physical Activity and Sport Strategy. The longer term future management options for the leisure centres would be assessed in further detail. The recommendation to the Executive on plans to retain external consultancy support, in order to assist the Council in progressing plans for future investment and management options for the Council's leisure centres was supported.
- 6.6.9 There was an overview of the enforcement of legislation in connection with Houses in Multiple Occupation (HMO) and a further update report, particularly around the problematic properties was requested.
- 6.6.10 The Committee were presented with the Action Plan for the Air Quality Management Area on part of the Woodhead Road (A628), Tintwistle. The Executive were advised of concerns regarding the use of the road by HGVs, with the view expressed

that this type of vehicle should be restricted to the major motorway network to enable any improvements around air quality to be made. Consideration was also given to the outcome of the assessment of the air quality along part of the A57 in Dinting Vale. The Executive were recommended and made an Order under Section 83 of the Environment Act 1995 declaring an Air Quality Management area in the form detailed in the report.

- 6.6.11 The Food Safety Service Plan for 2019/2020 was reviewed, recommended to the Executive and approved.
- 6.6.12 Inspector David Parker, Sergeant Anna Woodhouse (Glossop Safer Neighbourhoods Team - Glossop, New Mills, Hayfield, Charlesworth and Chisworth) and Sergeant Adam Harrison (Buxton Safer Neighbourhoods Team - Buxton, Chinley, Chapel-en-le-Frith and Whaley Bridge) provided an update on policing staffing changes, area priorities and Safer Neighbourhood activities. Details of Safer Neighbourhood Team contacts and email addresses were circulated.
- 6.6.13 Consideration was given to the guidance and legislation associated with the use of inflatables along with potential risk of their use. It was recommended to the Executive and approved that the use of inflatables be banned from use on council land, when provided at events run by third parties. Parish Councils were advised about the change in policy.
- 6.6.14 It was reported that High Peak was currently covered by two Dog Control Orders that would cease to have effect on 20<sup>th</sup> October 2020. Consideration was given to the replacement Order required to enable the Council to take action in respect of dog fouling and nuisance behaviour. The Executive were recommended and agreed to carry out public consultation on the draft Order. The draft Order would be agreed by Individual Executive Decision unless the responses from the consultation necessitated material changes. If approved prior to 20<sup>th</sup> October 2020, formal notice of discharge of the existing Orders would be published simultaneously with the introduction of the replacement Order.
- 6.6.15 It was reported that an Arts Forum was being arranged, inviting all relevant groups. A smaller, functional working group representing the whole Borough would then be established to draft a Cultural Heritage and Arts Strategy. All members had been emailed with a list of relevant groups and asked to provide details of any other High Peak groups. The Arts Strategy would be considered at a future meeting.

6.6.16 There was considerable commitment and contribution during the year from members of the Committee, as well as attendance by many representatives from outside agencies and officers.

## **6.7 Economy and Growth Select Committee – Councillor Edward Siddall**

6.7.1 The Committee received a presentation on High Peak Growth Strategies and Delivery including key regeneration priorities, growing enterprise culture, enhancing visitor experience, reinforcing identity, transport links and delivery.

6.7.2 There was an update and presentation on the Homes England (HE) funding award and the terms of the Grant Funding Agreement (GFA) were considered. The Executive subsequently approved the recommendations. Consideration was later given to the 'Pre-Draw Down Grant Conditions' attached to the £2m grant award, under the Housing Infrastructure Fund (HIF) and the risk attached to each condition and the overall project. The conditions recommended to the Executive were approved and, if there was no agreement by 30 June 2020, a further Committee report was requested.

6.7.3 The Committee received a presentation with regards to the business recovery response to the Toddbrook Reservoir incident. This included the creation of an action plan and timeline for the operation and recovery phases. Members discussed the support from businesses outside of the locality and the quality of transport information available during the incident. A lessons learnt session and government inquiry into the incident was planned.

6.7.4 Members received an update on the Fairfield Road project. This included improvement grants that had been issued, cleaning sessions arranged by Buxton Town Team and improvements to bus signs and bus shelters.

6.7.5 There was a presentation from Stephen Chaytow and John Harpur, Directors of Manchester and East Midlands Rail Action Partnership, on the Peaks and Dales Rail Link Project. Raising awareness, reasons for reinstating the rail link, Network Rail, passenger demand, access to benefits, changing fortunes, MEMRAP's Emissions Study, quarry freight, climate change and next steps were outlined. An update was welcomed when further plans were available.

6.7.6 There was a report on the proposal to prepare the Derbyshire Strategic Planning Framework and to identify possible implications for the Borough Council. The proposals were noted and details of the Derbyshire Strategic Planning Framework would be scrutinised as they emerged.

- 6.7.7 A progress report and presentation on One Public Estate and other grant aided initiatives in Glossopdale took place. Successful bids, partners, key assets, next steps, local impact reports, the Business Rates Retention Scheme and masterplan were outlined. Discussions with neighbouring authorities and services, linked schemes, feasibility studies, reasonable timescales, air quality, Glossop Town Hall, nature of buildings and contract management were considered. Progress on the initiatives were noted and further reports would be considered when results of the studies were available.
- 6.7.8 The Borough Council's procurement and legal processes were followed to appoint consultants to deliver a masterplan and business case, in line with the successful Future High Street Fund application. A special meeting was requested by Councillors Ashton, Grooby, Kemp, Lawson and Roberts for a full background briefing and proposals/timetable for future action on the details of the Council's bid, including the implementation of the Heritage Action Zone element of funding already agreed. The proposals needed to be considered and potentially amended before the Council's bid had to be made by the end of April. The report and contents were noted and, within constraints, it was requested that a meeting be arranged with Buxton Civic Association, Vision Buxton, Buxton Town Team and Buxton Councillors to address concerns and deliver the scheme as part of the bigger vision.
- 6.7.9 Members also attended a tour of key regeneration sites in the Borough. This was open to all members and was particularly useful for those recently appointed to familiarise themselves with issues outside of their wards.
- 6.8 Select Committees have the right to call-in decisions taken by the Executive or individual Executive councillors before they are implemented. The decision is then not implemented until the relevant Committee or Corporate Select Committee has considered the matter and/or dismissed it, referred it back to the Executive for re-consideration (or referred it to the full Council), and the matter has been considered. One report was called in and the decision was not implemented (Foodbank Update).
- 6.9 Although there was a need to cancel the last cycle of Select Committee meetings due to the Coronavirus outbreak procedures have been reviewed to ensure that an additional amount of consultation time is offered to all councillors before urgent decisions are made by way of Individual Executive Decisions. Following release of new regulations plans are being made to introduce virtual meetings for future committees.
- 6.10 The Alliance Management Team have been directly involved with Select Committees, with the Executive Directors working closely with

the Committee Chairmen to plan agendas, provide briefings and ensure the Committees meet their objectives.

- 6.11 The effectiveness of local authority overview and scrutiny was the subject of a Ministry of Housing, Communities and Local Government Select Committee inquiry. Statutory scrutiny guidance was subsequently issued in June 2019. In addition the Centre for Public Scrutiny carried out its first comprehensive annual survey of overview and scrutiny in local government for several years. The results of the survey, together with the Statutory Guidance will be considered as part of the Council's review of its Overview and Scrutiny function performed by the current select committees.

## SUB-COMMITTEES / WORKING GROUPS

**Council Tax Recovery Working Group** (Councillors Grooby, Oakley, Lomax, Siddall and Stone)

Established to consider the current recovery procedure, the Citizens Advice Council Tax Protocol, a policy concerning the use of bailiffs/collection agents and residents in vulnerable circumstances. The Working Group recommended that the Citizens Advice Council Tax Protocol be adopted and that a number of actions be undertaken.

**Single Use Plastics Working Group** (Councillors Collins, Haken, Kelly, Kerr, Stone and Young)

Established by the Community Select Committee to identify an effective, achievable, timed and costed plan of action by the Council in regards to single use plastics for consideration as part of the new Corporate Plan agreed for implementation during the four years after the May elections 2019.

The Working Group's recommendations were considered by the Community Select Committee and the following went on to be approved by the Executive:

- The adoption of the Single Use Plastics Policy for HPBC thus demonstrating our commitment to this important matter,
- Support the development of awareness campaigns with partners to encourage employees, residents, schools and businesses to reduce their reliance on single use plastics and to continue to support national campaigns such as Spring Clean events which encourage increased involvement in community litter picks.
- Determine the feasibility of developing a certification for local businesses who swap packaging and reduce their reliance on single use plastics. The group suggested that it be explored to determine whether the certification could be undertaken via our existing licensing systems or food safety inspections, or be monitored and awarded by local community groups.

**Public Transport Task and Finish Group** (Councillors Huddleston, Lomax, Quinn, Siddall, G Wharmby and J Wharmby)

The Economy and Growth Select Committee appointed a Public Transport Task and Finish Group, with the following terms of reference:

- To examine the level of provision of bus and rail transport in the High Peak (including ticketing options and the withdrawal of the b\_line discount travel card).
- To scrutinise the plans for investing in bus and rail transport in the High Peak.
- To scrutinise the effectiveness of public transport for travel-to-work and travel-to-learn for High Peak residents.
- To scrutinise the effectiveness of public transport in supporting the visitor economy.
- To make recommendations to improve the effectiveness of public transport in the area.

Following consideration by members a response to the consultation on proposals for bus franchising in Greater Manchester was submitted by the Council. In terms of future work Members also agreed to test the ease of access to accurate public transport information. Mapping information available would be considered at the next meeting and representatives of Derbyshire County Council, Transport for Greater Manchester and the Peak Park would be invited to future meetings.

## HPBC CALENDAR OF MEETINGS 2020 - 2021

| MEETING                                   | 2020 |     |     |     |     |     |     |     | 2021 |     |     |     |     |
|---|------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|
|   | MAY  | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN  | FEB | MAR | APR | MAY |
| COUNCIL 7.15 pm                           |      |     |     |     | 22  |     |     | 10* |      | 16  |     |     | 13  |
| EXECUTIVE 6.00 pm                         |      |     |     |     |     | 8   |     | 3   |      | 11  |     | 1   |     |
| CORPORATE SELECT COMMITTEE 6.30 pm        |      |     |     |     | 28  |     | 30  |     |      | 8   | 29  |     |     |
| COMMUNITY SELECT COMMITTEE 6.30 pm        |      |     |     |     | 23  |     | 25  |     |      | 3   | 31  |     |     |
| ECONOMY & GROWTH SELECT COMMITTEE 6.30 pm |      |     |     |     |     | 1   | 26  |     |      | 4   | 25  |     |     |
| STANDARDS COMMITTEE 6.30 pm               |      |     |     |     | 2   |     | 11  |     |      |     | 10  |     |     |
| AUDIT & REGULATORY COMMITTEE 6.30 pm      |      |     |     |     |     |     |     |     |      | 10  |     |     | 19  |
| DEVELOPMENT CONTROL 1.30 pm               |      |     |     |     | 7   | 5   | 9   | 14  | 18   | 22  | 22  | 19  | 17  |
| LICENSING COMMITTEE 6.30 pm               |      |     |     |     |     |     | 5   |     |      |     | 4   |     |     |

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 \*Council meeting - if required.



## HIGH PEAK BOROUGH COUNCIL

Council

22nd September 2020

|                          |  |
|--------------------------|--|
| <b>TITLE:</b>            | <b>Appointment of Chief Executive and Head of Paid Service</b> |
| <b>PORTFOLIO HOLDER:</b> | <b>Councillor Anthony McKeown – Leader of the Council</b>      |
| <b>CONTACT OFFICER:</b>  | <b>Tanya Cooper – Head of OD and Transformation</b>            |
| <b>WARDS INVOLVED:</b>   | <b>All Wards</b>   |

**Appendices Attached – None**

### **1. Reason for the Report**

- 1.1 To confirm the recommendation from the Joint Appointments Panel to appoint a new Chief Executive and Head of Paid Service. To note and support the appointment of a Returning Officer and Electoral Registration Officer for the Council.

### **2. Recommendations**

- 2.1 That the Council approves the recommendation of the Joint Appointments Panel that Andrew Stokes be appointed as Joint Chief Executive and Head of Paid Service.
- 2.2 That the Council notes and supports the appointment of Andrew Stokes as Returning Officer and Electoral Registration Officer for High Peak Borough Council.

### **3. Executive Summary**

- 3.1 Following the retirement of the previous Chief Executive, interim management arrangements were put in place, including confirmation that Andrew Stokes be appointed as Acting Chief Executive.
- 3.2 The permanent Joint Chief Executive Officer position has been advertised internally and a Joint Appointments Panel established to carry out the recruitment process. The Panel included representatives from this Council and

Staffordshire Moorlands District Council.

3.3 The Joint Appointments Panel met formally on the 11<sup>th</sup> August 2020 and, following interview, made a unanimous decision to recommend the appointment of Andrew Stokes as Joint Chief Executive and Head of Paid Service.

3.4 There have been no well founded objections to the appointment received from any member of the Executive following the decision of the Joint Appointments Panel.

#### 4 **Implications**

##### 4.1 Community Safety - (Crime and Disorder Act 1998)

None

##### 4.2 Workforce

As detailed within the report. The appointment will be in accordance with the agreed terms and conditions for the post, including the provisions contained in the Pay Policy approved by the Council in February 2020.

##### 4.3 Equality and Diversity/Equality Impact Assessment

There are no specific issues arising from these proposals, the appointment process was conducted in accordance with the Council's recruitment policies.

##### 4.4 Financial Considerations

Any costs associated with the changes are covered in the existing budget.

The Representation of the People Act 1983 makes provision for a scale of expenses to be fixed for the purpose of determining the Returning Officer's expenditure.

##### 4.5 Legal

The Local Government & Housing Act 1989 requires the Council to appoint an officer as Head of Paid Service.

The Representation of the People Act 1983 requires the Council to appoint an officer to be the Returning Officer and Electoral Registration Officer.

##### 4.6 Climate Change

None.

#### 4.7 Consultation

Consultation has taken place with the Leaders of both this Council and Staffordshire Moorlands District Council, together with the Joint Appointments Panel, to agree the recruitment process that is applicable to this joint appointment.

#### 4.8 Risk Assessment

None.

Mark Trillo

**Executive Director (People) and Monitoring Officer**

#### **Web Links and Background Papers**

#### **Contact details**

Tanya Cooper  
Head of OD and Transformation  
Tanya.cooper@staffs Moorlands.gov.uk  
01538395400 ext 4146

#### **Background**

- 5.1 Following the retirement of the previous Chief Executive, temporary management arrangements were approved by way of an Individual Executive Decision by the Leader of the Council on 7<sup>th</sup> May 2020. These arrangements included the appointment of Andrew Stokes as Acting Chief Executive.
- 5.2 Following discussions between the Leadership at both this Council and Staffordshire Moorlands District Council, it was agreed that an internal recruitment exercise should be commenced to seek to recruit to the permanent post of Joint Chief Executive and Head of Paid Service. In accordance with the Councils' recruitment process, a Joint Appointments Panel was established, consisting of councillors from both Councils.  
  
Councillors McKeown, Greenhalgh and Lomax (Atkins) represented this Council and Councillors Ralphs, Deaville, Gledhill and Malyon represented Staffordshire Moorlands District Council on the Panel.
- 5.3 The Joint Appointments Panel met on the 6<sup>th</sup> August 2020 to consider an internal application received and to agree the recruitment process to be followed by the Panel.
- 5.4 Following formal interview held on the 11<sup>th</sup> August 2020, it was unanimously agreed by the Joint Appointments Panel that Andrew Stokes be appointed as Joint Chief Executive Officer and Head of Paid Service.

## **6. Statutory Officers**

- 6.1 The Council is required by statute to designate officers in respect of three posts:
- The Head of Paid Service has overall responsibility for the management and co-ordination of the employees appointed by the Council.
  - The Monitoring Officer has defined statutory responsibilities in respect of matters of legality, conduct, and probity.
  - The Chief Finance Officer has defined statutory responsibilities in respect of the proper administration of the financial affairs of the authority.
- 6.2 In terms of the appointment to these posts it should be noted that the Head of Paid Service may not also be the Council's Monitoring Officer and the Chief Finance Officer may not also be the Council's Monitoring Officer.
- 6.3 Under the applicable legislation, the appointment of the Council's Head of Paid Service must be approved by the Full Council before an offer of appointment is made. Further, a member of the Executive may raise an objection to the proposed appointment – no such objection has been made in this case.

## **7. Appointment of Returning Officer and Electoral Registration Officer**

- 7.1 The Returning Officer (RO) is the person who has the overall responsibility for the conduct of elections in the District. The Representation of the People Act 1983 requires the Council to appoint an officer of the Council to be the Returning Officer in local elections. It is the RO's duty to organise and conduct elections. The Returning Officer may appoint one or more persons to discharge all or any of his/her functions. The RO is also the Acting Returning Officer for UK Parliamentary Elections.
- 7.2 The Electoral Registration Officer (ERO) is the person with the statutory responsibility for the creation and maintenance of the register of electors and the absence voters lists. This person takes responsibility for publishing a revised electoral register and issuing monthly alteration notices.
- 7.3 Under the Council's constitution, the duty to appoint a RO and ERO for the Council is delegated to the Audit & Regulatory Committee. In order to ensure compliance with the applicable legislation, Andrew Stokes was appointed as the Returning Officer and Electoral Registration Officer for the High Peak under the provisions for urgent decision making, as confirmed to all councillors on 2<sup>nd</sup> April 2020. It is recommended that the Council now notes and supports these appointments.