



CORPORATE SELECT COMMITTEE AGENDA

Date: Monday, 23 May 2022

Time: 6.30 pm

Venue: Virtual Meeting

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



13 May 2022

PART 1

1. Apologies for Absence
2. Appointment of Chair and Vice-Chair
3. To receive Disclosures of Interest on any matters before the Committee
 1. Disclosable Pecuniary Interests
 2. Other Interests
4. Any matters referred to the Committee under the call-in procedure
5. To approve the minutes of the previous meeting **(Pages 3 - 8)**
6. Combined action plan for delivery of the Access to Services, Digital and Organisational Development Strategies - WITHDRAWN
7. D2N2 Mayoral Bid (oral update)
8. In-Person/Remote Committee Meetings Update **(Pages 9 - 14)**
9. Select Committee Work Programme **(Pages 15 - 20)**
10. Any questions referred to the Executive Member (Member Services to be advised of any questions at least 4 days prior to the meeting)
11. Exclusion of Press and Public

To resolve that the press and public be excluded from the meeting during consideration of the following items of business as there may be disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act 1972

PART II

12. Exempt Minutes of the previous meeting **(Pages 21 - 22)**

(Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information))

13. Update on Future High Street Fund (oral update)

(Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information))

14. Update on Norse Joint Venture **(Pages 23 - 42)**

(Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information))

**MARK TRILLO
EXECUTIVE DIRECTOR AND MONITORING OFFICER**

Membership of Corporate Select Committee

Councillor T Ashton (Chair)	Councillor M Stone (Vice-Chair)
Councillor J Collins	Councillor O Cross
Councillor L Grooby	Councillor P Hardy
Councillor E Kelly	Councillor D Lomax
Councillor R McKeown	Councillor G Oakley
Councillor E Siddall	Councillor E Thrane



CORPORATE SELECT COMMITTEE

Meeting: Monday, 28 March 2022 at 6.30 pm in Virtual Meeting

Present: Councillor T Ashton (Chair)

Councillors J Collins, O Cross, S Flower, L Grooby, D Lomax, R McKeown, G Oakley, E Siddall and E Thrane

Apologies for absence were received from Councillors

22/36 CHAIR'S ANNOUNCEMENT

The Chair confirmed that the meeting was being broadcast live to the internet via the Council's website and was capable of repeated viewing. The images and sound recording may be used for training purposes within the Council. All were asked to keep to the speaking guidelines which were outlined. Any views expressed by any speaker in the meeting are the speaker's own and do not necessarily reflect the views of High Peak Borough Council.

22/37 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

(Agenda Item 4)

RESOLVED:

That the minutes of the meeting held on 7 February 2022 be approved as a correct record.

22/38 ANNUAL REPORT 2020/21

(Agenda Item 5)

The Committee considered the Council's Annual Report for 2020/21, which is a core document that compares High Peak's performance and costs with councils in the East Midlands region and nationally and highlights further action where needed.

A particular issue to note is that benchmarking shows that High Peak is a low cost but high quality council. In response to a query around any impact on staff, members were advised that service reviews were being undertaken and capacity would be increased in some areas, although there were challenges in some areas, particularly planning.

Arising from the place profile, concerns were expressed around the ageing population within High Peak and the view was expressed that as part of the Local Plan Review, developers should be encouraged to build more accommodation suitable for the elderly such as bungalows. Similar

concerns were also expressed around the ability of young people to afford accommodation in the area. It was noted that within the management plan for the Peak District National Park there are now opportunities to make it easier to secure accommodation, and efforts were on-going with developers to provide more affordable housing.

RESOLVED:

That the findings of the benchmarking exercises and the additional priority actions for the Corporate Plan suggested for the following 12 months be noted.

22/39 PERFORMANCE FRAMEWORK
(Agenda Item 6)

The Committee scrutinised the draft Performance Framework and associated targets for 2022/25. It was noted that the measures had also been scrutinised at an earlier meeting of the Performance Framework Working Group, and the amendments suggested by that group had been incorporated, specifically a new measure around housing land supply and the tightening up of some of the housing repairs targets.

In response to a query around the baseline data for the climate change targets. Members were advised that this was part of the work being done by Anthesis which would be reporting back shortly.

It was requested that the target for % appointments made and kept (Housing repairs) be increased from 70% to 80%.

Discussion ensued around the targets for planning processing times and agent satisfaction levels, and it was suggested that the agents satisfaction levels could be compared with other councils.

It was suggested that the target for the % of households living in fuel poverty should be increased due to the general increase in the cost of living, but members were advised that this was a new indicator and work was on-going with partners to support existing community schemes and the work undertaken by the local energy bank.

Reference was made to any replacement for the Landlord Accreditation Scheme, particularly around difficult to house tenants across the borough.

RESOLVED:

That the Executive be recommended to approve the Performance Framework 2022/25, subject to:

- (i) the target for % appointments made and kept (Housing repairs) be increased from 70% to 80%
- (ii) a note being put on the target for % of households living in fuel poverty to indicate that the target was set in advance of the increase in the price cap in April 2022.

22/40 REVIEW OF EQUALITY OBJECTIVES

(Agenda Item 7)

The Committee considered revised Equality Objectives for the Council and the adoption of the International Holocaust Remembrance Alliance's ("IHRA") definition of antisemitism.

It was suggested that a random check of the equality and development analysis done around a number of issues be undertaken by members on an ad hoc basis.

RESOLVED:

That the Executive be recommended:

- (i) To adopt the revised Equality Objectives;
- (ii) To adopt the IHRA definition of antisemitism, together with its illustrative examples, and it be incorporated as an appendix to the Council's Equality and Diversity Policy; and
- (iii) That a random check of the equality and development analysis done around a number of issues be undertaken by members on an ad hoc basis.

22/41 SCRUTINY REVIEW

(Agenda Item 8)

The Committee considered the response to the feedback provided by the Centre for Governance and Scrutiny (CfGS) following completion of their review of the Council's Scrutiny arrangements. It was noted that the report had been considered by the overview and scrutiny review group who had recommended that it be considered by Corporate Select Committee for a wider consideration of the recommendations.

Comments made included:

- Training for new members – possibly after they have attended their first scrutiny meeting
- Mentoring scheme around scrutiny with more experienced councillors acting as mentors for new councillors
- Ensure reports are accessible for councillors in terms of language etc and ask for feedback
- Retain 3 committees recognising that there are many cross cutting issues
- Make greater use of the categories within scrutiny including holding to account and policy development
- Engagement with residents
- Identify 3 or 4 key issues for the committee to scrutinise each year and members to take more charge of the agenda
- Suggested that appointment of chairs be made at Annual Council to help with the planning process
- Need to be more pro-active
- Look at how things are judged and quantified
- Look at more work jointly between committees

RESOLVED:

That, subject to the above comments, the feedback from CfGS as detailed in Appendix A and the suggested response to the recommendations as set out in Appendix B be noted.

22/42 SELECT COMMITTEE WORK PROGRAMME
(Agenda Item 9)

Detailed consideration was given to the future format of the Select Committee Work Programmes, with it being suggested that the way in which the work programmes were planned should be reviewed, and ways in which this could be achieved were suggested.

The following amendments were requested for the work programmes:

- HRA Review – move from Community to Corporate
- Add Parish Grants to Corporate
- Add Review of Recovery Processes to Corporate

It was added that future items for Economy & Growth and Community Select Committees could include Tourism Strategy and how tourism could be improved and supporting communities.

RESOLVED:

That, subject to the above, the Select Committee Work Programmes be noted.

22/43 EXCLUSION OF PRESS AND PUBLIC
(Agenda Item 11)

RESOLVED:

That the press and public be excluded from the meeting during consideration of the following items of business as there may be disclosure to them of exempt information as set out Part I of Paragraph 12A of the Local Government Act 1972.

22/44 EXEMPT MINUTES
(Agenda Item 12)

RESOLVED:

That the exempt minutes of the meeting held on 7 February 2022 be approved as a correct record.

22/45 UPDATE ON FUTURE HIGH STREET FUND (ORAL)
(Agenda Item 13)

The Committee considered an update on issues relating to the Future High Street Fund project in Buxton.

22/46 HOUSING GAS SERVICING AND MAINTENANCE CONTRACT VARIATION
(Agenda Item 13a)

The Committee considered a variation to the Housing Gas Servicing and Maintenance Contract and made recommendations to the Executive,

The meeting concluded at 8.10 pm

CHAIRMAN
FIELD_TITLE

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HIGH PEAK BOROUGH COUNCIL

Corporate Select Committee

23 May 2022

TITLE:	In-Person/Remote Committee Meetings Update
EXECUTIVE COUNCILLOR:	Councillor Barrow – Corporate Services and Finance
CONTACT OFFICER:	Linden Vernon – Head of Democratic Services
WARDS INVOLVED:	Non-Specific

1. Reason for the Report

- 1.1 The report provides an update to councillors on the conduct of online and in-person committee meetings.

2. Recommendation

- 2.1 That the report be noted.

3. Executive Summary

- 3.1 As a result of restrictions put in place to tackle the Coronavirus pandemic in March 2020 it was not possible for council meetings to take place in person. In response the Government brought into force regulations that enabled local authorities to hold remote meetings. These expired on 7 May 2021 and the Government had concluded that it was not possible to bring forward emergency legislation to extend the original regulation.
- 3.2 The Council responded to a call for evidence launched by the Government on the use of virtual meeting arrangements to gather views on the question of whether there should be permanent arrangements for remote meetings and, if so, for which meetings. The Council supported the view that Council's should have the ability to determine if any of their meetings should be held remotely. This may include circumstances where adverse weather may otherwise mean that a meeting needs to be cancelled and that such circumstances should be governed by rules of procedure agreed by each council.

- 3.3 The Government has not yet formally responded to the call for evidence, however, it has repeated its previous view that any permanent change that allows remote meetings to take place would require changes to primary legislation.
- 3.4 Following the expiry of the regulations the Council has continued to conduct meetings where feasible in line with government guidance which helps to reduce costs and carbon emissions. This allows the Council to continue to stream such meetings to the public via its website to maximise accessibility.
- 3.5 At present the Council does not yet have the equipment required to conduct “hybrid” meetings which allow attendees to join and participate at committees both in person and online. In order to achieve this the Council could consider the use of a webcast system that would include the installation of cameras in meeting rooms which would then integrate with video and audio of attendees participating in the meeting online.
- 3.6 The Council is currently updating its microphone system used for meetings which was introduced in 2011. In order to future proof the system the specification includes a requirement to integrate to a webcast system should the Council wish to implement such technology.

4. **How this report links to Corporate Priorities**

- Ensure our future financial resilience can be financially sustainable whilst offering value for money.
- Ensure our services are readily available to all our residents in the appropriate channels and provided “right first time”.
- Use innovation, technology and partnership with others to help improve the efficiency of services, improve customer satisfaction and reduce our impact on the environment.

5. **Alternative Options**

- 5.1 As detailed in the report.

Mark Trillo
Executive Director (Governance and Commissioning)

Web Links and Background Papers

[Information Digest](#)
[Individual Executive Decision](#)
[LGA Survey - Impact of in-person council meetings](#)

Contact details

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Head of Democratic Services
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6. Detail

- 6.1 As a result of restrictions put in place to tackle the Coronavirus pandemic in March 2020 it was not possible for council meetings to take place in person. In response the Government brought into force regulations that enabled local authorities to hold remote meetings (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (SI 2020/392), made under section 78 of the Coronavirus Act 2020).
- 6.2 These regulations applied to all local authorities in England and Wales, including parish and town councils. They specified that a 'meeting' of a local authority could lawfully take place online, with members 'in remote attendance' who can hear and be heard by, and if possible see and be seen by, other members.
- 6.3 An Information Digest was issued on 27 May 2021 that provided councillors with an overview on the use of remote or virtual meetings by the Council. This reported that financial savings of £12,000 had been achieved whilst utilising online meetings. This included a reduction of expenses claimed by councillors and associated room hire costs etc. Taking into account the typical mileage claimed by councillors each year (6,131 miles) this also equated to an annual reduction of 1.69 tonnes of CO2.
- 6.4 The Digest also reported that there had been a total of 1,931 views of HPBC committee meetings via the Council's YouTube channel since remote meetings started, with an average of 35 views per meeting. Meetings of Full Council attracted the most views on average (72 per meeting) followed by Development Control Committee (67 per meeting). Whilst meetings had been conducted remotely there had also been an increase in the number of non-committee members attending meetings indicating that remote meetings were also more accessible for councillors.
- 6.5 Section 78 of the Coronavirus Act 2020 only permitted regulations to apply to council meetings that took place before 7 May 2021, primary legislation would be needed to extend this ability. Luke Hall MP, the Minister of State for Local Growth and Local Government, wrote to council leaders on 25 March 2021 to confirm that the Government had concluded that it was not possible to bring forward emergency legislation to extend the original regulation. High Court proceedings were instituted last year by Lawyers in Local Government and the Association of Democratic Services Officers with regards to this view. The Court stated that it was for Parliament to change laws not the courts.
- 6.6 The Government launched a call for evidence on the use of virtual meeting arrangements to gather views on the question of whether there should be permanent arrangements for remote meetings and, if so, for which meetings. The Council formally responded to the call for evidence (response contained in the Individual Executive Decision issued 11 June 2021) which supported the view that Councils should have the ability to determine if any of their meetings should be held remotely. This may include circumstances where adverse weather may otherwise mean that a meeting needs to be cancelled and that

such circumstances should be governed by rules of procedure agreed by each council.

- 6.7 If any changes to legislation are made as a result of this call for evidence they would apply to England only. The Welsh Government passed the Local Government and Elections (Wales) Act 2021 which came into force on 1 May and made express provision for Welsh local authorities to meet remotely. Scottish local authorities had express provision to meet remotely prior to the pandemic.
- 6.8 Between October and November 2021, the Local Government Association (LGA) conducted a survey of councils in England. The purpose of the survey was to gather information on the impact of in-person council meetings for statutory and decision-making meetings, and how this may affect councils in the short-to long-term. The survey asked about a range of topics including councillor attendance at meetings, public engagement, benefits and challenges, as well as costs incurred. Key findings of the survey included:
- Almost three-quarters of respondents (72 per cent) thought that councillor attendance was lower since returning to in-person meetings.
 - Almost three-quarters of respondents (73 per cent) thought that attendance by members of the public was lower since returning to in-person council meetings.
 - More than half of respondents (53 per cent) thought that engagement by members of the public with council meetings was lower since returning to in-person meetings.
- 6.9 A number of organisations have continued to lobby the Government for the re-introduction of remote meetings and campaigned to give councils the ability to decide what works best for them. The supporting bodies have included:
- The Local Government Association (LGA)
 - The Association of Democratic Services Officers (ADSO)
 - Lawyers in Local Government (LLG)
 - Centre for Governance and Scrutiny (CfGS)
 - National Association of Local Councils (NALC)
 - Society of Local Council Clerks (SLCC)
- 6.10 A recent petition organised by ADSO and LLG that called on the government to create Parliamentary time to agree a change in the law to allow councils in England to meet remotely if they wish attracted nearly 11,000 signatures.
- 6.11 The Government has not yet formally responded to the call for evidence, however, Kemi Badenoch, Minister of State for Equalities and Levelling Up Communities wrote to ADSO in November 2021 and repeated the Government's previous statement that "any permanent change that allows remote meetings to take place would require changes to primary legislation, and such passage would depend on the agreement of Parliament and the timetabling and pressures of Parliamentary business."
- 6.12 In response to a question asked in the House of Commons on 24 January

2022 to allow parish councils to sit in virtual or hybrid format to increase and widen access and to help them work to the best of their ability the Secretary of State Michael Gove MP replied:

“If during the pandemic we had not allowed councils to meet virtually, not only would we have impaired the effective working of local government, but we would never have known about Jackie Weaver and the country would have been the poorer for it. I commend the work of parish councils and others. I am strongly in sympathy with the view that hybrid meetings should continue in order to ensure the maximum amount of efficiency. There is a case for saying that certain significant local authority meetings should occur with all councillors present, but I want to proceed with the maximum amount of consensus to reflect the maximum level of efficiency and in particular of sensitivity to those who serve in constituencies such as my hon. Friend’s, where the rurality and dispersed nature of representation are important.”

- 6.13 Following the expiry of the regulations the Council has continued to conduct meetings where feasible in line with government guidance which helps to reduce costs and carbon emissions. This allows the Council to continue to stream such meetings to the public via its website to maximise accessibility.
- 6.14 At present the Council does not yet have the equipment required to conduct “hybrid” meetings which allow attendees to join and participate at committees both in person and online. In order to achieve this the Council could consider the use of a webcast system that would include the installation of cameras in meeting rooms which would then integrate with video and audio of attendees participating in the meeting online. Such a system would offer a more robust system to broadcast council meetings, improve the integration of online meetings with the Council’s website and enhance the experience of viewers.
- 6.15 The Council is currently updating its microphone system used for meetings which was introduced in 2011. It is anticipated that the costs for this will be met from recent underspends in the service budget. In order to future proof the system the specification includes a requirement to integrate to a webcast system should the Council wish to implement such technology and take advantage of automatic camera control functionality. The new system is also likely to be wireless to maximise flexibility leading to much shorter set up times and potentially offer other additional functions such as electronic voting.

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CORPORATE

Chairman: Councillor Ashton
 Vice Chairman: Stone
 Councillor Lead Officer: Martin Owen

Date	Items	Contact Officer	Purpose/Method of Consideration
23-May-22	Future approach to meetings – virtual / hybrid	Linden Vernon	
	D2N2 Mayoral Bid	Leader	Oral Update
	Update on Future High Street Fund	Neil Rodgers	Oral Update
	Joint Venture for Facilities Management and Housing Repairs Update	Neil Rodgers	
	Work Programme		
25-Jul-22	Fourth Quarter Financial, Procurement and Performance Review 2021/22	K Pointon / V Higgins	
	Procurement Strategy	N Kemp	
	Update on Future High Street Fund	N Rodgers	
	Work Programme		
26-Sep-22	First Quarter Financial, Procurement and Performance Review 2022/23	K Pointon / V Higgins	
	Plan for New Operating Model for Market / Town Hall complex	D Smith	
	Update on Future High Street Fund	N Rodgers	
	Work Programme		
5-Dec-22	Revised Local Council Tax Reduction Scheme	J Wheeldon	
	Update on Future High Street Fund	N Rodgers	
	Work Programme		

CORPORATE

CORPORATE			
6-Feb-23	Third Quarter Financial, Procurement and Performance Review 2022/23	K Pointon / V Higgins	
	Budget and Medium Term Financial Plan 2023/2024	M Owen / K Pointon	
	Update on Future High Street Fund Work Programme	N Rodgers	
20-Mar-23	Update on Future High Street Fund Work Programme	N Rodgers	
To add in	Fleet Procurement Strategy	N Kemp	
	Combined action plan for delivery of the Access to Service, Digital and Organisational Development Strategies	A Stokes	
	Trust Arrangements – Town Hall / Victoria Hall	D Smith	
	Generating Income Plan	K Pointon	
	Staff Pay Grade Review	A Stokes	
	Parish Grants	K Pointon	
	Review of Recovery Processes	J Wheeldon	
Implement the Housing Revenue Account Business Plan	T Cooper		

COMMUNITY

Chairman: Councillor Quinn
 Vice Chairman: Councillor Sizeland
 Lead Officer: M Trillo

Date	Items	Contact Officer	Purpose/Method of Consideration
18-May-22	Refreshed Environment Enforcement Policy	D Smith	
	Review of services to older people	H Core	
16-July-22	Refreshed Sports & Physical Activity Strategy	R Wilks	
	Homelessness Strategy and Action Plan	H Core	
	PC Refurb Presentation (TBC)	Request of Cllr Kelly	
21-Sep-22	New Leisure Operating Model Proposals	R Wilks	
	Voluntary Sector Post-Covid/cost-of-living update	HPCVS, NMVC, Connex and The Bureau	
16-Nov-22	AES Annual Performance Review	AES	
18-Jan-23	Parkwood Annual Review	Parkwood	

COMMUNITY

8-Mar-23	High Peak CVS Annual Report	High Peak CVS	
To add in			
	New Waste and Recycling Approach	N Kemp	
	Arts and Cultural Strategy	D Smith	
	Leisure Centres Improvement Plan	R Wilks	
	Update from Health around ICS		
	Private Sector Housing Update	M Towers	
	Renters Reform Bill (Nov 22 or Jan 23)	H Core	

ECONOMY AND GROWTH

Chairman: Councillor Siddall
 Vice Chairman: Councillor Grooby
 Lead Officer: Neil Rodgers

Date	Items	Contact Officer	Purpose/Method of Consideration
16-June-22	Nutrient Neutrality	Mark James	
	Housing Land Supply (part 2)	Mark James	
14-Jul-22			
15-Sep-22	Tour of backstage of Buxton Opera House (5.30pm)	Paul Kerryson	
	FHSF Development Strategy	S Porru	
	Refreshed Growth Strategy	S Porru	
26-Jan-23			
16-Mar-23			
To add in	Report from Transport Working Group		
	Visit Peak District	J Dilley - MPDD	Presentation
	Old Nestle Buxton site		
	Industrial units – capacity, vacancy rates, brownfield sites		
	Chapel Masterplan	S Porru	
	Dinting Employment Site	S Porru	

ECONOMY AND GROWTH

	Buxton Neighbourhood Plan	M James	
	Whaley Bridge Neighbourhood Plan	M James	
	Bowden Lane / A6 Land disposal to PCC	K Webster	

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