

Guide For County Council Candidates

Derbyshire County
Council Elections
May 2017



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Introduction

This booklet is intended to give an introduction to Derbyshire County Council and provide information about the forthcoming local elections on 4 May 2017.

Although it has been written with potential newcomers to local government in mind, it contains up-to-date information about the council and the county that others with an interest in local government may find helpful.

As well as outlining the role of elected county council members and council officers, this booklet also explains the workings of the major service departments and contains an election timetable highlighting key dates which you may find useful.

There is also a section which sets out the basics of local government finance, where the money comes from and how it is spent.

At the end of some sections is a key contact who you can email for more information. There are also some web links throughout the document that lead to further information if you want to find out more about a particular area.

The county council's Director of Legal Services John McElvaney is the Returning Officer for the county council elections.

However, district and borough councils organise the conduct of the elections on behalf of the county council. All nomination queries should be directed to your relevant Deputy Returning Officer. More information can be found on pgs 5&6 including full contact details.

For more information on the main points raised in this booklet you can contact the Returning Officer, county council Director of Legal Services John McElvaney on **01629 538303** or e-mail john.mcelvaney@derbyshire.gov.uk or Roy Ackrill, Democratic and Registration Services Manager on **01629 538327** or email roy.ackrill@derbyshire.gov.uk

Standing for election as a county council candidate

Elections to the county council take place every four years and the next election will take place on Thursday 4 May 2017.

A full election timetable can be found on page 7 with key dates in the run-up to 4 May.

To qualify as a candidate you must meet certain criteria. More details can be found by going to: www.derbyshire.gov.uk/elections

The Deputy Returning Officers for each district and borough council organise the detailed election planning in their areas on behalf of the county council. If you are interested in standing for election, they should be your first point of contact.

They can advise on matters including election notices, nomination papers, polling stations and counts and will help to guide you through the process.

It is important that you follow the election timetable and ensure your nomination papers are submitted on time, following the guidance given.



Contact details are:

Amber Valley Borough Council Sylvia Delahay Deputy Returning Officer	Amber Valley Borough Council Town Hall Market Place Ripley Derbyshire DE5 3BT Tel: 01773 841634 Email: sylvia.delahay@ambervalley.gov.uk
Chesterfield Borough Council Julie Briggs Electoral Services Manager	Chesterfield Borough Council Town Hall Chesterfield S40 1LP Tel: 01246 345806 Email: julie.briggs@chesterfield.gov.uk
Derbyshire Dales District Council	Derbyshire Dales District Council Town Hall Matlock DE4 3NN Tel: 01629 761335 – election helpline Email: electoral@derbyshiredales.gov.uk
Erewash Borough Council Hayley Brailsford Electoral Services Manager	Erewash Borough Council Town Hall Ilkeston Derbyshire DE7 5RP Internal Extension: 3602 Tel: 0115 907 1112 Email: hayley.brailsford@erewash.gov.uk
High Peak Borough Council Marion Hancock Senior Elections Officer	High Peak Borough Council Buxton Town Hall Market Place Buxton SK17 6EL Tel: 01298 28400 Ext 2133 Email: marion.hancock@highpeak.gov.uk
North East Derbyshire District Council and Bolsover District Council Donna Hopkinson Elections Manager	North East Derbyshire District Council District Council Offices 2013 Mill Lane Wingerworth Chesterfield S42 6NG Tel: 01246 217058 Email: donna.hopkinson@ne-derbyshire.gov.uk
South Derbyshire District Council Emily Cieslak Electoral Services Officer	South Derbyshire District Council Civic Offices Civic Way Swadlincote Derbyshire DE11 0AH Tel: 01283 595723 (Direct Line) Email: emily.cieslak@south-derbys.gov.uk

Timetable of key election dates

Event	Election	Working days before poll (deadline if not midnight)	Date
Publication of notice of election	All	Not later than 25 days	Not later than Monday 27 March
Delivery of nomination papers	All, excluding combined authority mayoral elections	From the date stated on the notice of election up to 4pm on the nineteenth working day before the election	From the date stated on the notice of election up to 4pm on Tuesday 4 April
Delivery of nomination papers	Combined authority mayoral elections	From the day after the publication of notice of election until 4pm on the nineteenth working day before the election (10am to 4pm)	Between 10am and 4pm on any working day after publication of the notice of election until 4pm on Tuesday 4 April
Deadline for withdrawals of nomination	All	19 days (4pm)	4pm on Tuesday 4 April
Deadline for the notification of appointment of election agent	All	19 days (4pm)	4pm on Tuesday 4 April
Making objections to nomination papers	Combined authority mayoral elections	On 19 days (10am to 5pm), subject to the following: Between 10am and 12 noon objections can be made to all delivered nominations. Between 12 noon and 5pm objections can only be made to nominations delivered after 4pm, 20 days before the poll	Between 10am and 12 noon on Tuesday 4 April objections can be made to all delivered nominations. Between 12 noon and 5pm on Tuesday 4 April objections can only be made to nominations delivered after 4pm on Monday 3 April
Publication of first interim election notice of alteration	All	19 days	Tuesday 4 April
Publication of statement of persons nominated	All	Not later than 18 days (4pm)	Not later than 4pm on Wednesday 5 April
Deadline for receiving applications for registration	All	12 days	Thursday 13 April

Event	Election	Working days before poll (deadline if not midnight)	Date
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	All	11 days (5pm)	5pm on Tuesday 18 April
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	All	6 days (5pm)	5pm on Tuesday 25 April
Publication of second interim election notice of alteration	All	Between 18 days and 6 days	Between Wednesday 5 April and Tuesday 25 April (inclusive)
Publication of notice of poll	All	Not later than 6 days	Not later than Tuesday 25 April
Publication of final election notice of alteration	All	5 days	Wednesday 26 April
Deadline for notification of appointment of polling and counting agents	All	5 days	Wednesday 26 April
First date that electors can apply for a replacement for lost postal votes	All	4 days	Thursday 27 April
Polling day	All	0 (7am to 10pm)	Thursday 4 May
Last time that electors can apply for a replacement for spoilt or lost postal votes	All	0 (5pm)	5pm on Thursday 4 May
Deadline for emergency proxy applications	All	0 (5pm)	5pm on Thursday 4 May
Last time to alter the register due to clerical error or court appeal	All	0 (9pm)	9pm on Thursday 4 May
Sending postal vote identifier rejection notices	All	Within 3 months beginning with the date of the poll	By Thursday 3 August

The days which are disregarded in calculating the timetable are Saturday, Sunday, Good Friday, Easter Monday, bank holidays (e.g Monday 1 May) and any day appointed for public thanksgiving or mourning.

Please be aware that the timetable may change in the event of days being appointed for public thanksgiving or mourning.

Being a county councillor

The role of a councillor

There are 64 councillors who make up the county council, representing 61 divisions. Three divisions are represented by two members – Glossop and Charlesworth, Eckington and Killamarsh and Alfreton and Somercotes.

Councillors are democratically accountable to residents of their divisions. The overriding duty of councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them.

The role of the modern councillor is wide and varied and is summarised below.

Councillors:

- are collectively the ultimate policy-makers and carry out a number of strategic and corporate functions
- contribute to the good governance of the area and actively encourage citizen involvement in decision-making
- act as community leaders in representing their areas
- effectively represent the interests of their division and of individual constituents
- respond to constituents' enquiries and representations, fairly and impartially
- participate in the governance and management of the council
- maintain the highest standards of conduct and ethics
- serve the public interest and take decisions having regard to the interests of the whole local community.

The Local Government Association has produced a useful guide to being a councillor entitled 'A Councillor's Role' which can be accessed using the link below:

www.local.gov.uk/the-role-of-the-councillor

The guide contains information on community leadership, representing your local area, developing council policy and the code of conduct and standards. It also contains a section on what it means to be a councillor, with testimonials from serving local authority members from across the country.

All county council councillors will be provided with role profiles detailing their duties and responsibilities for the various roles they may undertake.

The county council recognises and understands the important and vital role that councillors play and officers work hard to bring new councillors up to speed quickly on their new roles.

A new and comprehensive induction programme for all councillors is currently being produced by the council. You will be given details of this programme after you are elected.

If you are elected as a councillor you are strongly encouraged to attend the induction sessions.



A must date for your diary is the initial induction, which will be held at County Hall, Matlock, on Monday 8 May 2017.

At this first session you will have the opportunity to sign your Declaration of Office and will be asked to bring relevant paperwork, for example your bank details and other documents needed by the council so that you can take up your official council duties. You will be told what you need to bring to this event.

You will also be required to have your photograph taken which will be used on your ID badge and the county council's website, alongside information about you, your division and any other roles you have or committees you sit on.

A profile of Derbyshire

While you seek to be elected to represent residents in your particular division, it is useful for you to have an overview of the county as a whole. Different areas face different issues and challenges, and urban or more built-up areas can face different challenges compared to residents in smaller villages and rural areas.

Below are some useful facts and statistics which may help you to build a picture of the county as a whole.

Useful information about our county

Derbyshire is surrounded by Nottinghamshire, South Yorkshire, Greater Manchester, Cheshire, Staffordshire and Leicestershire and surrounds the city of Derby.

A large number of Derbyshire residents travel to work outside the county in Derby, Manchester, Sheffield and Nottingham and also use the cities for shopping and other facilities.

Administration

Derbyshire County Council serves people who live in Derbyshire outside the Derby city boundary, and its headquarters are County Hall in Matlock. Derby City is a unitary authority and there are eight district or borough councils within Derbyshire: Amber Valley, Bolsover, Chesterfield, Derbyshire Dales, Erewash, High Peak, North East Derbyshire and South Derbyshire.

Population

According to the Office for National Statistics (ONS), Derbyshire's population was 782,400 in 2015 and is expected to increase by almost 36,000 (5%) by 2025.

Derbyshire covers 255,000 hectares which constitute nearly two per cent of the land area of England and 16 per cent of the land area of the East Midlands. The Peak District National Park covers most of north west Derbyshire encompassing more than a third of the total land area of the county. There are strong contrasts between the rural west and urban east and between the upland north-west and lowland south and east.

Derbyshire has eight large towns: Belper, Buxton, Chesterfield, Dronfield, Glossop, Ilkeston, Long Eaton and Swadlincote. The largest concentration of population is in the north east

of the county. Down the eastern side of the county the towns of Alfreton, Ripley, Heanor, Ilkeston and Long Eaton form an almost continuous band of urban development.

The county council has to face the varying problems associated with delivering its services in large towns, heavily built-up areas and in thinly-populated rural areas.

Industry and employment

The proportion of people employed within manufacturing in Derbyshire is more than double that nationally. Derbyshire has 18.6 per cent of working-age people employed within the sector compared to 8.1 per cent nationally. Relatively fewer people are employed within the service industries in Derbyshire.

In December 2016, the county unemployment rate was 1.2 per cent, compared with 1.7 per cent nationally. The overall rate hides considerable variations locally across Derbyshire, where 35 wards have unemployment rates above the national average.

A range of grants is available from national sources and currently from Europe to assist with the delivery of social, economic, health, environmental and cultural services that help improve the quality of life of many local people.

Information about Derbyshire

The following tables show the latest key information about the administrative county of Derbyshire. Estimates of population by age, households and average household size for 2015 have been sourced from the Office for National Statistics (ONS)¹. Population figures by ethnic group and household counts by type are taken from the 2011 Census². Figures for the number of dwellings broken down by council tax band are supplied by the Valuation Office Agency (VOA)³.

Age	Population (2015) ¹	Percentage of total population		
		Derbyshire	East Midlands	England
Pre-school age (0-4)	41,629	5.3	6.0	6.3
5-15 years	93,098	11.9	12.5	12.7
16-24 years	78,162	10.0	11.8	11.3
25-64 years	406,762	52.0	51.0	52.0
65 and over	162,714	20.8	18.8	17.7
Total population	782,365			

Ethnic Group	Population (2011 Census) ²	Percentage of total population		
		Derbyshire	East Midlands	England
White British	737,034	95.8	85.4	79.8
White Other	13,060	1.7	3.9	5.7
Mixed/multiple ethnic	7,119	0.9	1.9	2.3
Asian/Asian British	8,795	1.1	6.5	7.8
Black/African/Caribbean	2,770	0.4	1.8	3.5
Other ethnic group	908	0.1	0.6	1.0
Total population	769,686			

Total households (2015) ¹	Average household size (persons)		
	Derbyshire	East Midlands	England
342,077	2.29	2.38	2.38

Tenure	Number of dwellings (2015) ¹	Percentage of total dwellings		
		Derbyshire	East Midlands	England
Owner Occupied	300,040	85.0	86.1	82.4
Rented from council/ housing association	29,810	8.4	7.4	7.2
Private other rented	23,210	6.6	6.5	10.4

Council tax band	Number of dwellings (2016) ³	Percentage of total dwellings		
		Derbyshire	East Midlands	England
A-C	272,440	77.1	77.8	66.0
D & above	80,960	22.9	22.2	34.0
Total dwellings	353,400			

Households	Number of households (2011 Census) ²	Percentage of total households		
		Derbyshire	East Midlands	England
With dependent children	91,904	27.6	28.7	29.1
Sole pensioner	43,270	13	12.3	12.4
No car	66,832	20.1	22.1	25.8

Amenities	Number of households (2011 Census) ²	Percentage of total households		
		Derbyshire	East Midlands	England
Households without central heating	6,511	2.0	2.0	2.7
Overcrowded households	12,224	3.7	5.5	8.7

Additional information about the county of Derbyshire and other geographic areas in Derbyshire, including electoral divisions, is available on the Derbyshire Observatory: <http://observatory.derbyshire.gov.uk/IAS/>

The structure and **functions** of local government in Derbyshire

In Derbyshire local government services are mainly provided by the county council, the eight district councils and Derby City Council. Each type of council has separate responsibilities although for some services there is a necessary overlap.

The county council's main functions are children's services, adult care, highways and public transport, waste disposal, trading standards, libraries, archives, countryside management, public health, emergency planning and community safety.

The responsibilities of the district/borough councils include housing, environmental health, refuse collection, local planning and building regulations control, markets, cemeteries and crematoria, land drainage and local sewers, parks and recreation facilities like leisure centres.

Town and parish councils also have a wide range of responsibilities which can include community and recreational facilities like village halls and parks, allotments, maintenance of churchyards, town centre CCTV and running tourist information centres.

Local bodies and agencies include:

- Derbyshire's Police and Crime Commissioner – holds the Chief Constable to account for the performance of the police force
- Derbyshire Fire and Rescue Authority – maintains an efficient and effective fire and rescue service which complies with national standards
- Clinical Commissioning Groups – responsible for clinical health services but not the public health services which are now the responsibility of the county council
- East Midlands Ambulance Service NHS Trust (EMAS) – responsible for ambulance services
- Regional water companies – responsible for water supply and distribution, sewerage and sewage disposal
- Environment Agency - responsible for river management and associated regulatory activities such as pollution control, land drainage, flood alleviation, conservation and recreation

Decision-making in Derbyshire County Council

The Leader of the council appoints members to Cabinet portfolios. The Cabinet structure mirrors the Government's Cabinet and Select Committee system.

At the first council meeting following the election in May 2017, the membership and structure of the council's committees is agreed.

Full Council

The Full Council (all 64 elected members) meets five times a year at County Hall, Matlock. It deals with major corporate policy issues, such as the Council Plan, annual accounts, budget monitoring and budget setting, as well as receiving major petitions. It is also the forum where councillors can make known their views and represent their constituency.

The Cabinet

Once elected, a county council member may be appointed to serve on one or more committees or sub-committees as well as being asked to represent the council on outside bodies.

A small number of elected members will be selected by the council leader to take up a Cabinet post. The Cabinet members oversee their own portfolio and liaise directly with strategic directors and officers working in the services that come under that portfolio.

The council Cabinet currently meets every third Tuesday at 10.30am at County Hall, Matlock. The Cabinet agrees policy across all services, sets targets and monitors the council's performance. It also considers and decides on major organisational changes, recommends corporate and service plans to the council, monitors revenue and capital budgets and reviews progress on major capital schemes and service developments.

Portfolios include a range of different services and this may involve liaising with more than one strategic director and being knowledgeable on a range of diverse topics.

The Cabinet is currently made up of six council members who are each responsible for a portfolio. The portfolios are:

- Strategic Policy, Economic Development and Budget
- Adult Social Care
- Children's Services
- Highways, Transport and Infrastructure
- Health and Communities
- Council Services.

All council service areas will come under the umbrella of one of these six portfolios.

Cabinet portfolios

Strategic Policy, Economic Development and Budget

Responsibilities include:

- Council Plan
- Council strategic policy
- innovation and implementation
- budget
- finance and budget monitoring
- procurement
- public relations
- policy and research
- equalities
- external funding
- Markham Vale
- external relations
- local enterprise partnership, Derbyshire economic partnership and D2N2 local enterprise partnership liaison

Council Services

Responsibilities include:

- asset management
- finance and budget monitoring
- ICT services
- registration service
- coroner's service
- procurement
- human resources
- legal services
- member services
- property
- apprenticeships

Adult Social Care

Responsibilities include:

- safeguarding
- home care
- residential care
- day care
- prevention services
- housing-related support
- adults with learning disabilities
- adults with physical disabilities
- adults with mental ill-health
- working with the voluntary sector

Children's Services

Responsibilities include:

- safeguarding
- improving outcomes for children and young people
- disabled children
- school support, admissions and improvement
- youth service
- school capital programme
- early years and childcare
- children's services planning
- children's centres
- youth offending
- governor support
- home to school transport
- special educational needs

Highways, Transport and Infrastructure

Responsibilities include:

- waste management
- highways and bridges
- street lighting
- footpaths
- road safety
- public transport
- community transport
- countryside services
- Digital Derbyshire
- council transport co-ordination
- minerals and waste planning
- land reclamation
- housing and infrastructure
- tourism

Health and Communities

Responsibilities include:

- health and wellbeing board
- public health
- health improvement
- working with the NHS
- trading standards
- emergency planning
- museum, libraries, arts and heritage
- historic buildings
- archives and modern records
- crime and disorder partnerships
- domestic abuse
- working with the voluntary sector
- district and parish council liaison

Cabinet Member Meetings

The day-to-day administration and operation of the council's services is carried out by departments each headed by a strategic director. All cabinet members meet regularly with their appropriate strategic director to agree departmental policy and service matters.

Improvement and Scrutiny Committees

There are currently four improvement and scrutiny committees – People, Places, Resources and Health. Each of the committees oversees a number of cabinet portfolio responsibilities and undertakes detailed reviews into specific topics and scrutinises decisions taken by cabinet and cabinet members.

Regulatory Committees

There are two regulatory committees – one dealing with town and country planning matters and one dealing with registration, regulation, licensing and appeals.

Standards Committee

A Standards Committee deals with the code of conduct for council members, organises training and awareness of the standards code, oversees complaints and ombudsman reports on maladministration.

Pensions and Investment Committee

The Pensions and Investment Committee is responsible for discharging the council's statutory function as an employing authority and as the administering authority for the Derbyshire Pension Fund.

Local Area Committees

There are eight local area committees across the county, meeting four times a year to develop an understanding of communities and identify and discuss key issues which need to be addressed by the county council. The committees give communities a bigger voice and members of the public have the opportunity to ask questions at the start of meetings.

Derbyshire Police and Crime Panel

The panel is responsible for supporting and scrutinising the Police and Crime Commissioner (not the performance of the force).

Audit Committee

The Audit Committee independently contributes to the council's process of ensuring internal control systems are maintained.

Derbyshire Health and Wellbeing Board

The Derbyshire Health and Wellbeing Board leads and advises on work to improve the health and wellbeing of the people of Derbyshire through the development of improved and integrated health and social care services.

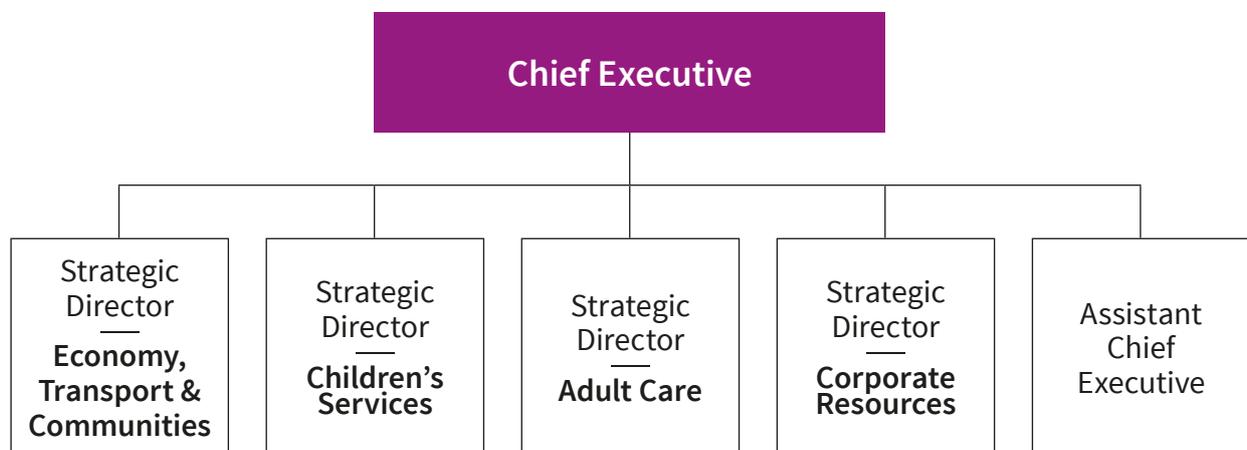
All Derbyshire County Council meetings involving elected members are currently held during the day, with the exception of the local area committees, although some meetings for other bodies and authorities which councillors will sit on will be during the evening.

The council's services and current structure

Derbyshire County Council is active every minute of every day, delivering essential services and working to support people and keep them safe.

The information below gives you a clear picture of how council departments are structured, what they do and how they work.

The council's main departments



CHIEF EXECUTIVE'S

The Chief Executive's office is a small department at the heart of the council which leads on the development, delivery and communication of the council's key strategic objectives.

The department is managed by the assistant chief executive and is responsible for a number of functions.

Its policy, research and performance team develops policy, key corporate plans and strategies supporting the ambitions of the authority and the achievement of priorities outlined in the Council Plan.

It also undertakes a number of corporate functions supporting departments in the delivery of their services including performance management, partnership working, research and information, community involvement and engagement and corporate consultation.

Major council programmes including Thriving Communities and the anti-poverty strategy are being driven by this service.

Chief Executive's also provides business support to the council leader, elected members, strategic directors and directors as well as managing casework and correspondence for all elected members and advising members and officers on the implementation of policy and procedures.

The innovation team comes under this department, developing and driving innovative practice across the council, working with services to improve performance, manage demand and deliver savings.

Communications help the council to develop and improve mutual understanding and trust between the council, employees, local people and key partners. The Call Derbyshire contact centre and website management is part of Chief Executive's.

CORPORATE RESOURCES

Corporate Resources provides essential functions that underpin the efficient and effective delivery of the council's frontline services.

A number of key areas come under the umbrella of this department.

Its finance function deals with the council's budget and accounting and ensures the finances are properly managed including the council's investments and pension fund. It also ensures the correct insurance is in place and that the council pays and collects its debts. It also includes the corporate procurement function, managing contracts worth millions of pounds a year.

ICT advises on how the council can best use technology to improve the quality, efficiency and effectiveness of its services, and is also responsible for the delivery of those services including telephony, equipment, networks, connectivity, applications and business systems.

The legal and democratic services team provides specialist legal support across all aspects of the council's business including commercial activity, child protection, employment and property related matters. They also work with the finance department on the recovery of debts and deal with claims made against the council. This division also includes the team that provides support to the democratic process, the coroner's service and the staff that administer the registration of births, deaths and marriages.

Property services look after all the council's property and land including design, construction, maintenance of land and buildings, cleaning and caretaking. This includes looking after the council's estate and the asset management unit which works to make best use of the council's assets by investing or disinvesting as appropriate to achieve service improvement and best value.

The HR function provides advice and guidance on all employee-related matters. This includes strategies, employee development/ training, workforce planning, health and safety, occupational health and employee welfare. It also includes the staff who provide payroll and recruitment services to the council as well as many schools and a number of outside bodies.

The traded services team supports the development of traded services, predominantly with schools, worth more than £40m in income annually to the council. The team works closely with schools to provide customer services and provide a product that schools need and want, generating income.

ECONOMY, TRANSPORT AND COMMUNITIES

This department's services cover a wide range of key council responsibilities – from economic regeneration, roads, transport and waste management to libraries, planning and community safety.

Economic regeneration services help to bring jobs to the area and support existing and new businesses, ensuring Derbyshire has a thriving economy.

The planning service delivers all county level statutory planning functions, like minerals and waste development. Conservation and design officers provide specialist support and technical advice on matters including heritage, conservation and archaeology.

Work to protect homes and businesses from flooding also comes under this part of the service.

The council's waste management service budget pays for the cost of dealing with kerbside collected waste, which is recycled or sent to landfill. The service also works with partners to run nine household waste recycling centres.

The countryside service comes under this department too, looking after 140 sites including country parks like Shipley and Elvaston, nature reserves, lakes, ponds, trails and woods as well as the rights of way network (footpaths) totalling 3,300 miles.

Day-to-day maintenance of all the 3,500 miles of the county's roads and pavements, 89,000 street lights, highways drainage and winter services including gritting are all covered in this service. Works include emergency repairs of potholes, looking after drains and gullies, road signs and markings, traffic management, road safety and parking services.

Major highway repairs, construction and maintenance of structures such as bridges are included and the service also provides passenger and transport services.

The council runs 45 libraries, two mobile libraries and a specialist local studies library, Derbyshire Record Office and Buxton Museum and Art Gallery

Trading standards protect local residents and businesses from unfair and unsafe trading, and the team deals with thousands of enquiries from the public every year as well as tackling rogue traders, supporting businesses and bringing prosecutions where necessary.

Emergency planning work with emergency services, health services, utility companies, businesses and other agencies to make sure the council and the county is as ready as it can be in the event of an emergency or major incident.

ADULT CARE

Adult Care works with thousands of older, vulnerable and disabled people across the county, supporting them to live healthy, independent lives, safely in their own homes for as long as possible.

With a growing elderly population – there are expected to be an additional 10,700 older people living in Derbyshire by 2018 – the pressures on the service increase year on year.

Adult Care offers a range of services to support people whatever their needs, and currently provides more than 68,000 home care visits each week for people needing extra support at home.

More than 8,200 people receive personal budgets, which they can use to buy the services they need, and at the moment we support almost 17,000 older and disabled people with services ranging from home care, day care and residential care to specialist care for people with dementia.

Support is also available to help combat loneliness and isolation and thousands of people are benefiting from preventative services, like the Handy Van Network and the befriending services, often run by the council in partnership with other organisations.

In 2013 public health became the responsibility of the council and comes under the adult care umbrella, offering a wide range of services to help residents stay healthy and well.

These include commissioning substance misuse treatment and prevention, Live Life Better Derbyshire, which offers advice on keeping active, achieving a healthy weight and stopping smoking and a countywide sexual health service for Derbyshire.

Public health also commissions children's health services including health visitors, school nursing and young people's health promotion.

Adult care works closely with many community and voluntary organisations which support older and disabled people in the community, funding many of them to continue providing services which help people to stay safe, well and get out and about.

The council runs 22 residential homes and community care centres including specialist care for people with dementia, and is a partner in several extra care developments across the county. Older people can live independently in their own apartments with 24/7 care on hand if they choose extra care.

Adult care also has an important safeguarding role, keeping older people safe and protected from neglect and abuse. In 2015/16 the department received more than 2,300 safeguarding referrals which all had to be investigated.

Working with people who have mental ill health is a major role for the service, as is providing housing-related support which includes helping people to access information, manage their finances, receive health and well-being checks and advice on welfare rights and benefits.

Teams of highly trained social workers also work across the county providing support to individuals and families, and in a relatively new role, supporting people in prison.

There's also support and advice available to thousands of carers across the county.

CHILDREN'S SERVICES

The council works hard to make sure every child in the county gets the best possible start in life.

All children have a different range of needs and the council's services work in a flexible way to support them and their families.

There are 21 children's centres across the county providing help for under-fives and their families with early education, childcare, family support and health advice in the heart of communities.

Almost 84,000 pupils attend Derbyshire's 363 maintained schools – taught by around 18,000 teachers and support staff as well as its expert advisory team. The authority also works with schools and other partners to make sure it meets the educational, health and social care needs of children and young people with special educational needs and disabilities (SEND).

The council ensures there are foster homes across the county and works hard to recruit more families to offer their homes to children who need them as well as providing other forms of homes for around 600 children and young people who are in its care.

Safeguarding staff are available round-the-clock to provide vital intervention when it is needed most to children at risk of significant harm and there are 25 multi-agency teams providing support to vulnerable children and their families in partnership with health workers, police and the voluntary sector.

More than 65,000 young people up to 19, including students, trainees, apprentices and those in work or looking for work, carry the b_line card and benefit from cut-price bus and rail travel and discounts at hundreds of shops and other businesses.

The council also believes it's important for young people to have a voice in decisions which influence them. More than 13,000 youngsters voted in the latest Derbyshire Youth Council elections to select young people to represent them.

The adult community education service offers more than 2,300 courses and activities across the county and works hard to support vulnerable young people and young adults in learning. And the council's SORE (Sport, Outdoor and Residential Education) service provides high quality outdoor activities and learning experiences for schools and other groups operating out of its Lea Green and Whitehall centres and a mobile team.

How local government is financed

Local authority spending is classified into revenue spending, on day-to-day service delivery such as salaries, wages and equipment, and capital expenditure which is expenditure on assets such as care homes, schools and the road network.

Revenue expenditure

Councils receive funding for the services they provide from local residents and businesses through council tax and business rates, and from Central Government through grants for specific purposes and general revenue support grant. Central Government also sets out the rules and regulations that local councils have to comply with, which includes controls over how they raise and spend money and over the services they provide.

The budget requirement is funded from a mixture of council tax, business rates, grants and fees and charges.

Council Tax

The amount collected from local residents is based upon the value of the property in which they live. This makes up the difference between a council's planned budget and its central funding. Increases in council tax are capped by Central Government. Should a council wish to exceed the cap then it must hold a referendum in its area to seek agreement to do so. The Government has also permitted an additional increase in council tax to assist in funding adult social care.

Business rates

Local authorities are allowed to keep a proportion of the income they receive from businesses based upon the value of the premises from which they operate. A system of top-ups and tariffs ensures that authorities maintain a similar level of income from business rates to the amounts previously awarded via a centralised distribution formula.

Revenue support grant

Local authorities receive a general grant from Central Government to support the services they provide.

Other Central Government grants

Some grants are distributed outside of the formula and are known as specific grants. These grants can either be:

Ring-fenced, which means they can only be spent on pre-agreed services or initiatives, for example the Dedicated Schools Grant and the PFI grant or;

Un-ringfenced / targeted grants, these do not have restrictions on what councils can spend the money on, for example the New Homes Bonus.

Fees and charges

Fees and charges are an important source of income for local authorities. These include statutory charges such as those made for planning applications and charges for services such as admission to leisure centres and parking fees.

Derbyshire County Council Revenue Budget 2017-18: www.derbyshire.gov.uk/budget

The following table shows the council's budget summary for 2017-18

	£
Corporate	10,201,177
Chief Executive	6,134,114
Corporate Resources	30,648,391
Children's Services	91,362,569
Economy, transport and Communities	84,205,984
Adult Care	209,552,522
Service Total	432,104,757
Contingency	8,000,000
External debt charges	47,313,079
Interest receipts	(4,000,000)
Net Budget Requirement	487,563,000
Funding	
Council Tax	295,250,852
Top-up	88,603,853
Business rates	44,056,289
New Homes Bonus	2,494,519
General Grant	11,628,420
PFI Grant	10,503,833
Use of General Reserve	6,170,000
Use of Earmarked Reserves	10,814,000
	487,563,000

Council Tax levels

The table below shows the change in council tax for all bands for the element of the tax attributable to the county council:

Band	2016-17 £	2017-18 £	Adult Social Care precept 2% £	Other increase 1.99% £
A	776.78	807.77	15.53	15.46
B	906.24	942.40	18.12	18.04
C	1,035.71	1,077.03	20.71	20.61
D	1,165.17	1,211.66	23.30	23.19
E	1,424.10	1,480.92	28.48	28.34
F	1,683.02	1,750.18	33.66	33.50
G	1,941.95	2,019.43	38.83	38.65
H	2,330.34	2,423.32	46.60	46.38

Financial Planning

The council produces an annual five year financial plan that provides a forecast of the financial position over that period. The latest plan was considered by Members at the Full Council meeting on 8 February 2017.

Since 2010, Government grants have been cut significantly. The council adopts a proactive approach in response to these funding cuts by identifying future pressures and associated risks, developing and implementing plans to address them. This includes the development of a programme of budget cuts over the medium term in order to achieve a balanced budget. Successive financial plans have identified the need to make significant budget reductions. By 2022 it is estimated that the council will have reduced its budget by £290m since 2010. The level of budget reductions required over the next five year period remains significant.

Capital expenditure

The council also sets a budget for capital spending: Derbyshire County Council Capital Budget 2017-18

Capital spending is funded from:

Borrowing

The council is able to borrow money to pay for capital works.

Capital receipts

If a council sells a capital asset the receipt it receives can be used to either repay borrowing or finance further capital spending. It cannot be used to support revenue.

Capital grants

The council receives specific grants for capital expenditure, for example a grant to help fund the Local Transport Plan.

Revenue contributions

A local authority can use its revenue spending to contribute towards capital expenditure.

Members' allowance scheme

Councillors who attend meetings and undertake various approved duties are eligible to receive allowances and expenses. Councillors with particular leading roles also receive a 'Special Responsibility Allowance' in line with the duties they undertake.

The current allowances payable by the council to elected members include the following:

- Basic Allowance of £10,476 (2017/18) – payable to all members to cover their time spent in meetings, including those with officers and members of the public
- Special Responsibility Allowances – payable to members with special responsibilities (see “Special Responsibility Allowances” below)
- Carers of Dependents' Allowances – payable at a maximum rate of £7.50 per hour to members incurring expenditure for the care of children aged 16 or under, or for dependant adults
- Travel Allowances – including an allowance for travel by bicycle or other non-motorised forms of transport (see rates below)

Special Responsibility Allowances (2017/18) per annum

Council Chair	£8,652
Council Vice-Chair	£4,326
Cabinet Leader	£34,611
Cabinet Deputy Leader	£27,690
Cabinet Member	£20,766
Leader of Main Opposition Group with a seat on Cabinet	£15,576
Leader of Main Opposition Group without a seat on Cabinet	£8,652
Leader of Minority Opposition Group (with at least 10% of Council Members)	£5,190
Deputy Cabinet Member	£10,383
Scrutiny Panel Chair	£8,652
Scrutiny Panel Vice-Chair	£4,326
Regulatory Committees Chair	£8,652
Regulatory Committees Vice-Chair	£4,326
Audit Committee Chair	£5,190
Audit Committee Vice-Chair	£2,595
Pension and Investments Committee Chair	£5,190
Pension and Investments Committee Vice-Chair	£2,595
Fostering Panel Member	£1,836
Adoption Panel Member	£918
Standards Committee	£5,136

Car mileage rates (2017/18)

Per mile – first 8,500	45p
Passenger rate per mile	0.5p

Bicycle rate

Per mile	20p
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Any queries contact Mary Cundy **01629 538717** or e-mail at mary.cundy@derbyshire.gov.uk

Ethical standards

The public is entitled to expect the highest standards of conduct from all members of the county council. Therefore, all elected members are required to act in accordance with Derbyshire County Council’s Code of Conduct for Members which has been adopted by the council in accordance with the Localism Act 2011. The code sets out the standards that are expected from members of the council. In particular, members should act in an open and transparent manner and should not do anything which would prejudice the reputation of the council.

The code requires members to act in accordance with the “Nolan” principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

In accordance with the code and the Localism Act, members must register, disclose and declare certain interests, and having an interest in a particular matter may mean that a member would be required to withdraw from participating in discussions or voting in matters relating to that item of business. A breach of certain elements of the code could constitute a criminal offence.

It is important for members to understand their position as regards standards of conduct, and if in any doubt members are able to seek guidance. Training on ethical standards and the requirements of Derbyshire County Council’s Code of Conduct for Members is provided to all elected members.

Community leadership scheme

An annual fund of £3,860 is allocated to each of the 64 county councillors to support projects in their area.

Community, voluntary and youth groups and other local organisations have benefited over the years with extra funds to meet one-off costs.

Schemes that have previously received funding from the Community Leadership Scheme include:

- community arts projects
- allotment societies
- clubs and events organised for older people
- equipment for playgroups
- kit for junior sports clubs
- community events, for example carnivals.

Although councillors are encouraged to promote the fund, it is for organisations seeking support under the scheme to contact their councillor explaining the project, the amount requested, what other funding may be available and how the project will benefit the community.

The councillor themselves recommends which projects should be supported.

