

Public Document Pack

Governance

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The Chair and Members of
Community Customer and
Organisational Scrutiny Committee

Please ask for Mary Stead

Direct Line 01246 345236

Fax 01246 345252

19 June 2014

Dear Councillor,

Please attend a meeting of the COMMUNITY CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE to be held on THURSDAY, 26 JUNE 2014 at 5.00 pm in Committee Room 1, Town Hall, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' interests relating to items on the Agenda.
2. Apologies for Absence
3. North Derbyshire Clinical Commissioning Group(5.05 - 5.25 pm)

Verbal Report.

4. Executive Member for Leisure, Culture and Tourism - Report on Outside Market Reconfiguration (5.25 - 5.45 pm) (Pages 1 - 6) (Pages 1 - 6)

Attached.

5. Executive Member for Governance and Organisational Development - Progress Report on Corporate Health and Safety Improvement Plan

Chief Executive
Huw Bowen



(5.45 - 6.05 pm) (Pages 7 - 20)

Attached.

6. Executive Member for Customers and Communities - Report on Community Assemblies (6.05 - 6.20 pm) (Pages 21 - 64)

Attached.

7. Forward Plan (6.20 - 6.30 pm) (Pages 65 - 76)

Attached.

8. Scrutiny Monitoring (6.30 - 6.35 pm) (Pages 77 - 80)

Attached.

9. Work Programme for the Community, Customer and Organisational Scrutiny Committee (6.35 - 6.40 pm) (Pages 81 - 82)

Attached.

10. Overview and Scrutiny Developments (6.40 - 6.45 pm)

Verbal Report.

11. Scrutiny Project Groups Progress Updates (6.45 - 6.55 pm)

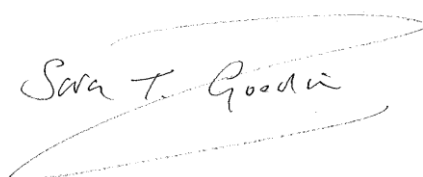
- Health Inequalities.

Verbal Report.

12. Minutes (6.55 - 7.00 pm) (Pages 83 - 90)

Attached.

Yours sincerely,

A handwritten signature in cursive script, reading "Sara T. Goodwin", enclosed within a large, hand-drawn oval scribble.

Head of Governance

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Open Market Reconfiguration

MEETING: Community, Customers and Organisational Scrutiny Committee

DATE: 26 June 2014

REPORT BY: Town Centre Operations Manager

1.0 **INTRODUCTION**

1.1 One of the key priorities of the Council's Corporate Plan 2014/15 is to make Chesterfield a thriving borough and, to succeed in achieving this aim, Chesterfield town centre needs to be attractive and vibrant for both residents and visitors.

1.2 Town Centres are facing many challenges, the needs of shoppers are changing and several alternative shopping options are now available and widely used, such as the internet, out of town shopping centres, etc.

1.3 The Council has recently invested over £4 million on the refurbishment of the Market Hall and there are several regeneration plans which will impact on the retail offer of the town centre in the future, including the Northern Gateway and Waterside. It is important, however, that there is a sustainable future for the outdoor market as it has a pivotal role in creating the unique offer of Chesterfield town centre.

2.0 **CURRENT SITUATION**

2.1 The current occupancy levels for the outdoor market are as follows:

- Monday – 48%
- Friday – 50 %
- Thursday – 85%
- Saturday – 59%

Although the general market occupancy figures are low, there are still over 100 stalls let on a market day, between Market Place and New

Square. Chesterfield does have a strong market offer, despite the poor perception of empty stalls.

- 2.2 The current layout of Market Place comprises 151 stalls set out in 12 horizontal rows. This is split into quarters by walkways from north to south and east to west, with the east to west walkway having seating and weather cover protection (Appendix 1).
- 2.3 Only the top row and bottom row of Market Place have stalls that face outwards onto the street, all the rest face inwards into the aisles. Therefore, out of 151 stalls only 27 can be classed as having an open aspect with clear sight lines and good footfall. Of these, 10 are permanently occupied by 2 fruit and vegetable traders and the remaining 17 are occupied by the same trader each week, through a licensing agreement.
- 2.4 The next best positions are at the end of rows and there are 18 in total, and they command the same rents as the top and bottom rows. However, they do not have the same prominent position as the short edge of the stall faces Market Place. Again, the majority of these are occupied by licensed traders.
- 2.5 The remaining stalls are poorly situated with no open aspect or clear sightline, and have poor access for shoppers. Although these stalls are available at a lower rent, traders are not interested in them as they would find it difficult to earn income in these positions.
- 2.6 As a consequence of the above, new traders are unable to establish themselves on the prominently positioned stalls in Market Place and, because of this, do not stay. They may trade for short periods on the aisle facing stalls in the inside of the market but few find it a successful and viable option.
- 2.7 Due to this situation, street markets have developed on Central Pavement, Packers Row and the top of Vicar Lane. Street markets are unpopular with many local residents and retailers, as they feel that they make the town centre 'untidy', and would prefer them to be incorporated into the main Market Place and not to block existing shop fronts. In reality we cannot offer these traders good stall positions in Market Place and, if we force them to take up what are considered to be poorly situated stalls, they will go elsewhere.

2.8 It can be concluded that Chesterfield market continues to have an important role to play in the retail offer of the town centre but, to retain the market we must improve conditions for both traders and shoppers.

3.0 **CONSIDERATIONS**

3.1 Through the Markets Consultative Committee, market traders have highlighted the main areas for improvement. These include:

- Poor sightlines – more open aspect needed, and this will require a change to the market layout.
- Accessibility – a wider space the stalls is needed to encourage greater footfall and dwell time.
- Weather – changes to the stall design should incorporate better bad weather protection.
- Any new layout should retain the traditional nature of an outdoor market.
- Street traders – the layout needs to encourage street traders back into Market Place.
- Reduction in stall numbers to reflect demand but, the agreed layout must retain flexibility to accommodate the higher occupancy of the flea market.
- Electrics – an upgrade of power to stalls is needed to allow greater versatility and better lighting. Only stalls on Central Pavement have access to an electrical supply for fridges, etc.

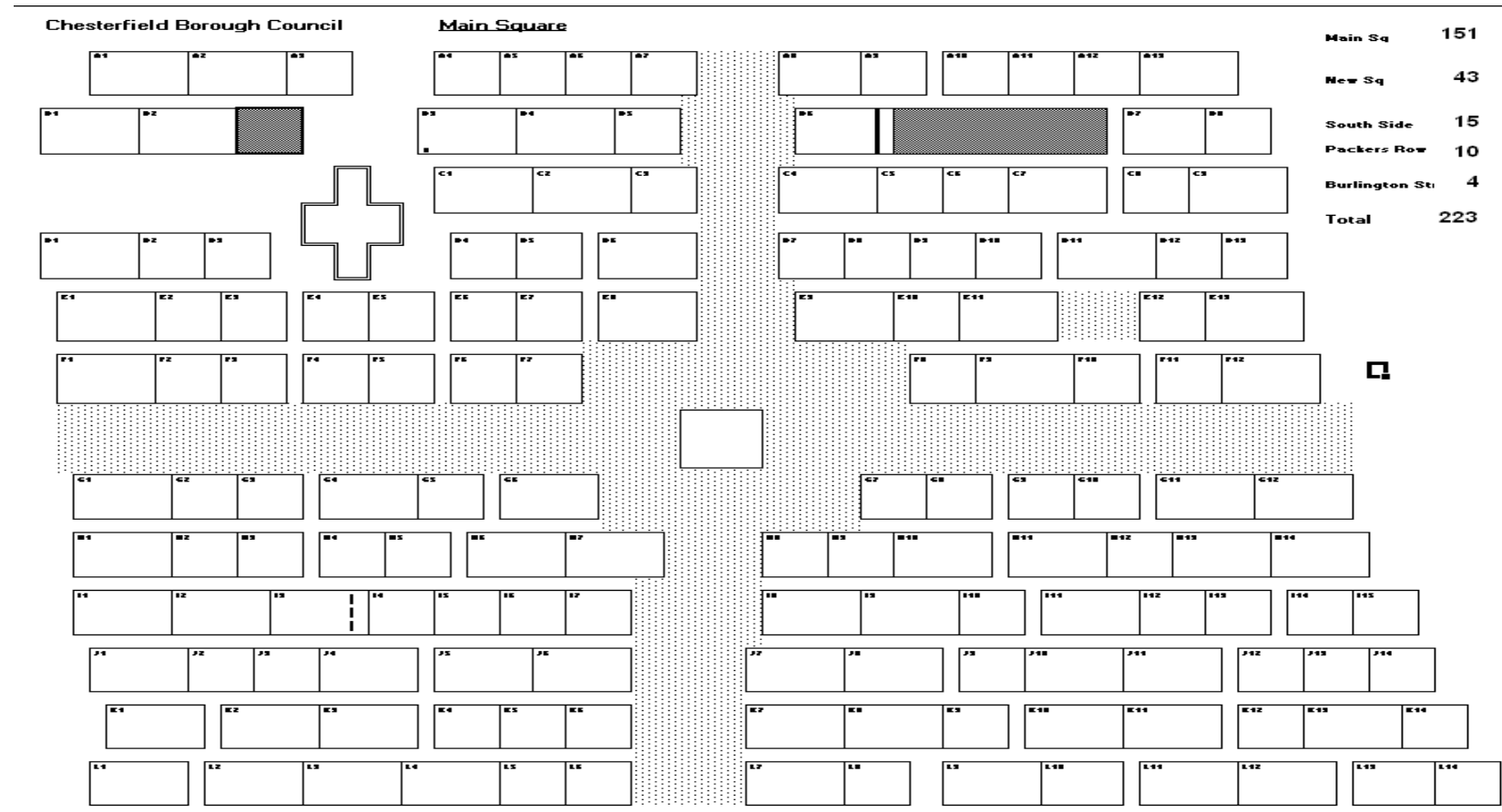
3.2 For the Council, the challenges are:

- Maintains or increases income streams – at present, the open market generates an income of £650,000 per annum, with an operating profit in excess of £120,000.
- Sourcing funding to implement any changes.
- Ensuring that the revised layout delivers all the requirements of the traders and is popular with shoppers. The proposed changes should not result in any reputational damage to the Council.
- The market is in a conservation area and this may limit what can be achieved.

4.0 **THE WAY FORWARD**

- 4.1 A business case needs to be developed to demonstrate that a reduction in stall numbers and revised layout will result in a new pricing structure that will reflect the level of potential earnings available at each position. In the long term, this will increase revenue, which will help offset the cost of the necessary investment.
- 4.2 After a procurement exercise, a consultant would be appointed in July/August 2014 who would be responsible for putting forward a revised layout that would be popular with both traders and shoppers, and deliver the necessary outcomes. By December 2014, the designs for the new layout would be agreed.
- 4.3 In 2015, it would be hoped that the necessary funding could be secured to implement the new market layout. A submission for just under £1 million has been made to the Derby, Derbyshire, Nottingham, Nottinghamshire Local Enterprise Partnership, as part of the Chesterfield infrastructure plan and, if successful, some of this funding would be allocated to the work on the market.

APPENDIX 1 – CURRENT LAYOUT



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OCCUPATIONAL HEALTH & SAFETY IMPROVEMENT PROGRAMME

2012 - 2015

PERFORMANCE UPDATE REPORT – YEAR END 2013/14

1.0 Introduction

1.1 This report summarises the Councils performance against its Occupational, Health & Safety (OH&S) Improvement Programme 2012 to 2015

2.0 Background

2.1 In late 2011 / early 2012 the Council developed an OH&S working group who were responsible for identifying the Councils key areas for improvement in relation to Occupational, Health & Safety and for taking steps to achieve improvements in those identified areas.

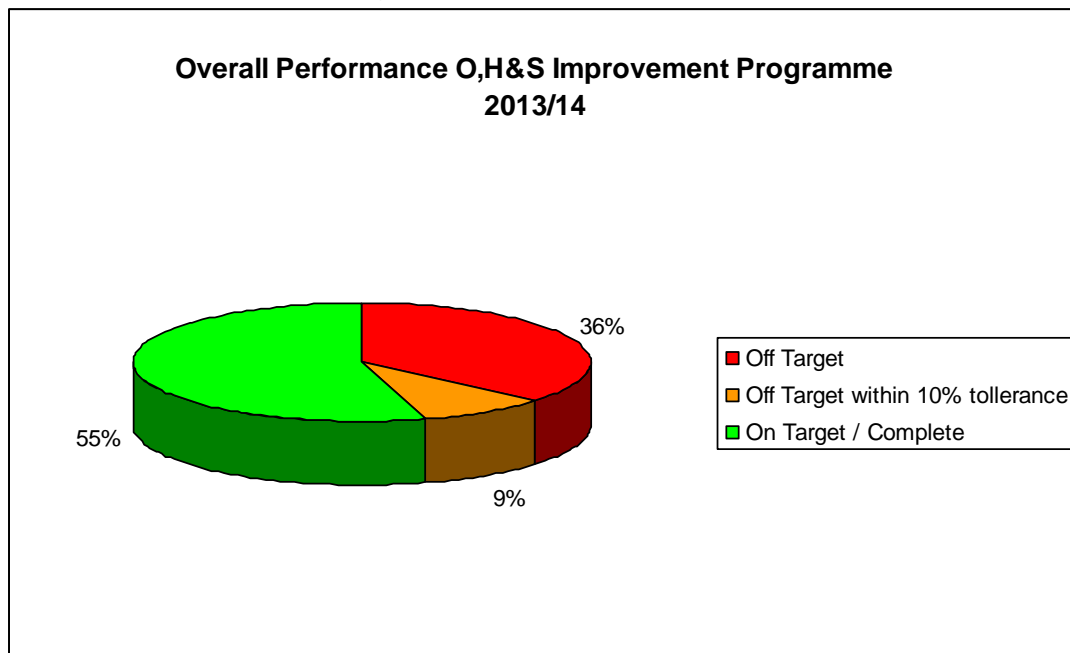
2.2 The Council then developed and launched in May 2012, the OH&S Improvement programme 2012-2015 which focuses improvements around 4 key themes which are:-

- Accident Performance
- H & S Management
- H & S Climate
- Occupational Health

2.3 A copy of the improvement plan showing the Objectives & Targets for each of these themes can be seen at Appendix A.

3.0 Performance Outturn

3.1 The OH&S Improvement programme contains 11 key targets, the following chart summarises overall performance against those 11 targets using a RAG status and shows that 55% are on target or complete.



4.0 Performance Per Objective

4.1 The following sections summarise performance outturn against the four threads of the Improvement programme for the period April 2012- April 2014.

Accident Injury Performance

Objective: Over the period April 2012 – March 2015 the Council will continuously reduce its employee accident / incident rate

Target 1: By 31 March 2015 the total of non-fatal injury incidence rate will have been reduced to 71.9 per 1000 employees or better this equates to a year on year reduction of at least 12%

Target 2: To reduce the number of cases of accidents which led to employees having time off work by 25% by March 2015, this equates to 8% year on year

Target 3: To maintain the average number of days lost due to accidents to 5 or fewer per accident.

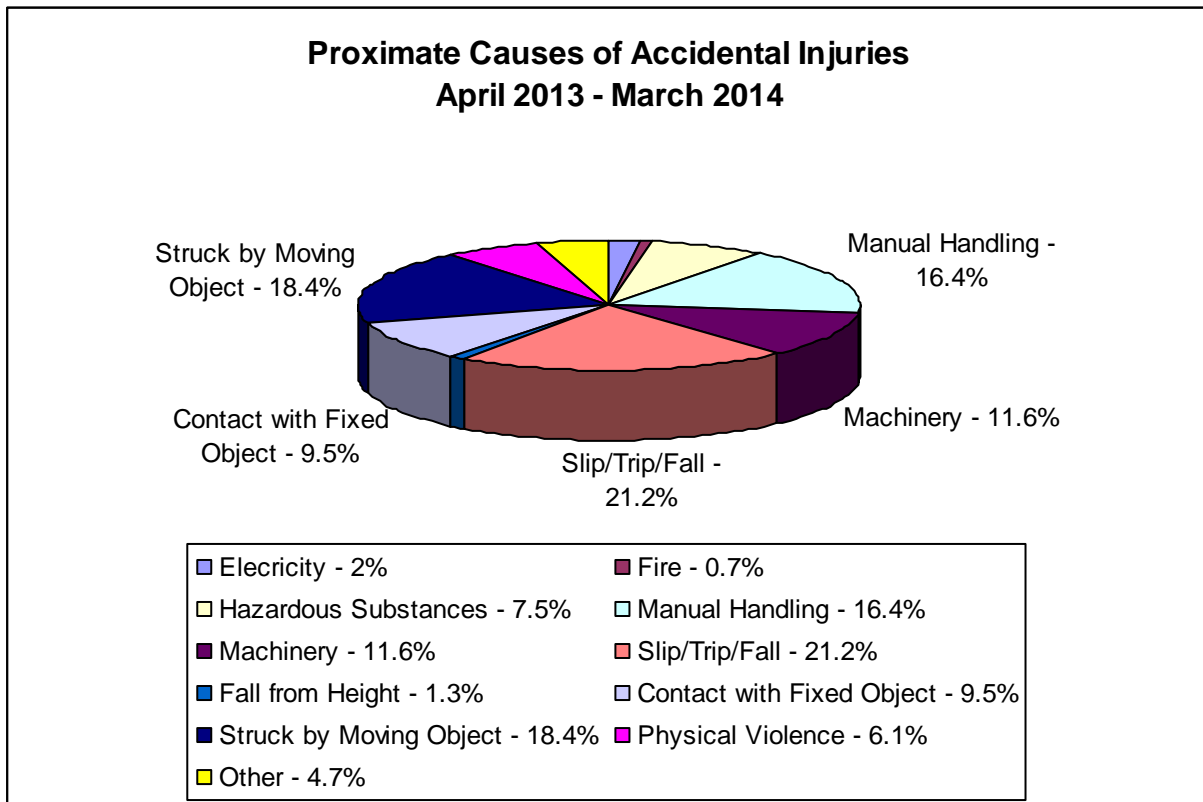
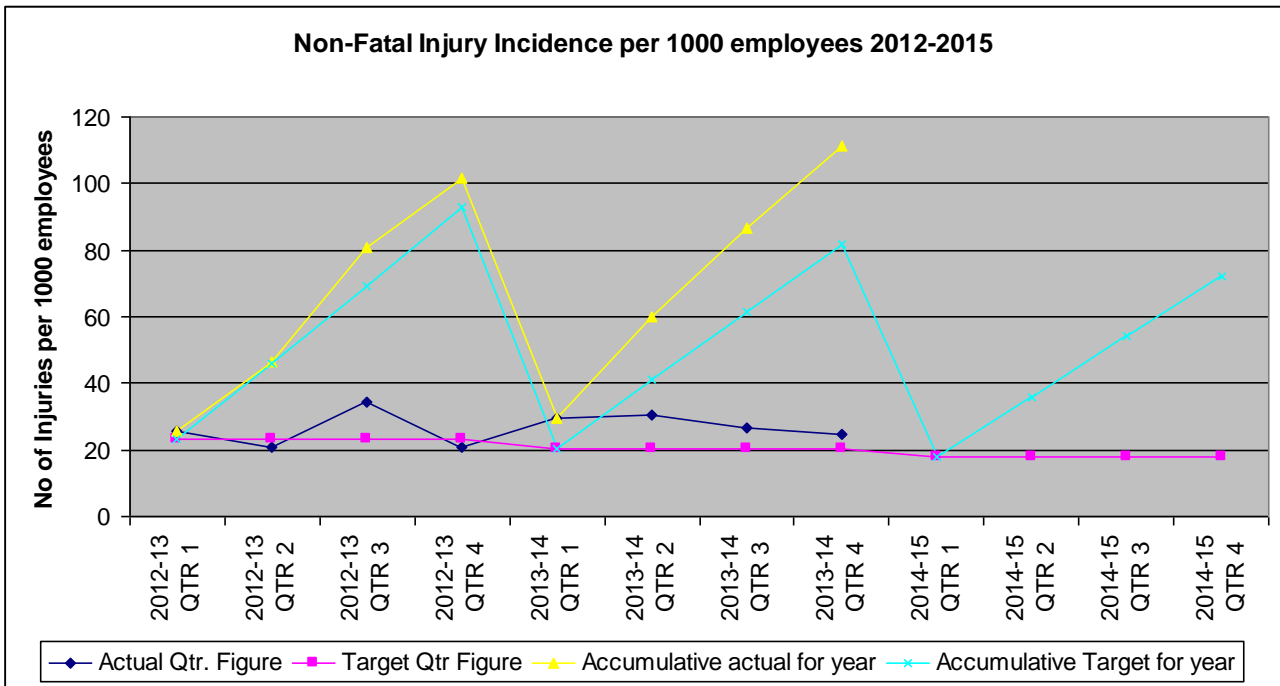
4.2 Target 1 – Non-Fatal Injury incidence (per 1000 employees)

4.2.1 Overall performance in this area has decreased by 9.2% in 2013/14 compared to 2012/13 or 5.3% since 2011/12 (baseline year)

4.2.2 Steps must be taken now by Service Managers to address accident trends and improve this position. The proximate causes of accidental injuries are shown in the PIE chart below, highlight that action needs to be taken around, slips trips & falls & struck by a moving object, but also show that the following areas are becoming an increasing concern - contact with a fixed object, machinery and manual handling.

4.2.3 The administrative costs of dealing with these injuries, not including the cost of time off work is estimated to be £10,700 for 2012/13 & £11,700 for 2013/14, this is based on HSE methodology (£100 per accident).

No of non -fatal injury Incidents	2011/12	2012/13	2013/14	2014/15
Target – No	Baseline	98	86	76
Target – Per 1000 employees	Baseline	93	81.8	71.9
Actual – No	111	107	117	
Actual – Per 1000 employees	105.7	101.9	111.3	
% Increase / Decrease	N/A	-3.6%	9.2%	



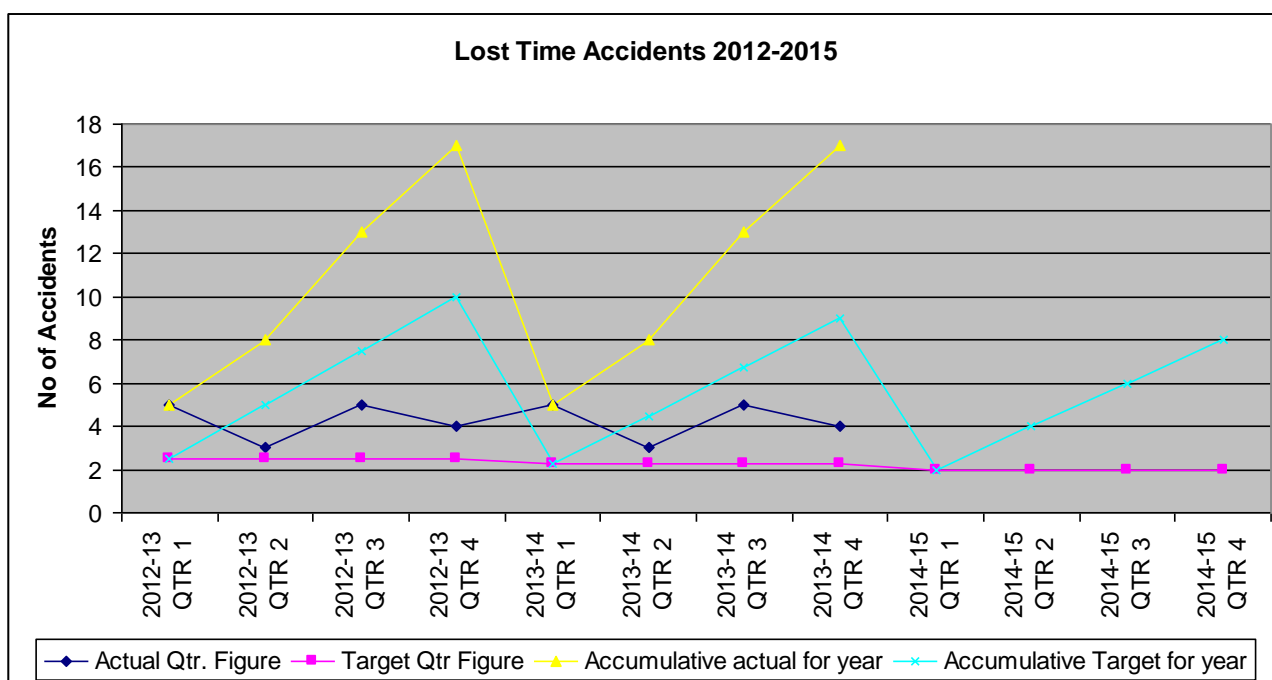
4.3 Target 2 - Accidents leading to employees having time off work

4.3.1 A dramatic increase of 54% is seen in the figures for 2012/13 in comparison to 2011/12, however figures for 2013/14 have stayed the same as 2012/13. The two most common causes of lost time incidents were slip, trip and fall accidents and accidents that resulted in musculoskeletal injuries.

4.3.2 Using HSE methodology, it has been estimated that the cost of accidents leading to employees having time of work is £28,600 in 2011/12, £44,200 2012/13 & £44,200 for 2013/14

4.3.3 When adding figures 4.2.3 & 4.3.2 the cost to the council of accidents is estimated to be £54,900 2012/13 and £55,900 for 2013/14, this does not take into account the costs incurred in rectifying damage to property, vehicles or the impact of any insurance claims made against the councils that directly relate to accidents.

	2011/12	2012/13	2013/14	2014/15
Target	Baseline	10	9	8
Actual	11	17	17	
% Increase / Decrease	N/A	+54.5%	0	



4.4 Target 3 – Average number of days lost due to accidents

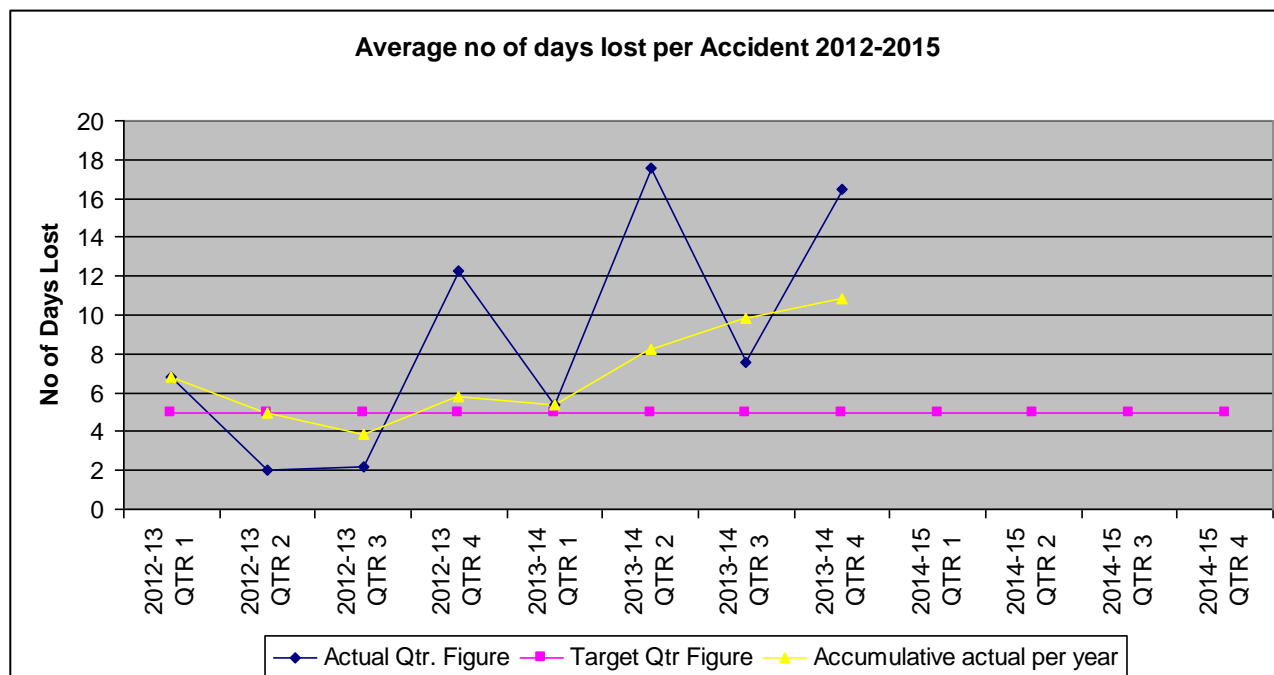
4.4.1 A modest decrease in 2012/13 compared to 2011/12, has been followed by a significant increase of 86.2% to the statistics for 2013/14.

4.4.2 The 5 accidents which have led to these high levels of sickness absence involved:

- An employee slipped from a van whilst unloading grit resulting in a shoulder injury which kept the employee off work for 22 days;
- An employee sprained his back whilst transferring a coffin from an undertaker's vehicle to a catafalque, resulting in 20 days off work;
- Whilst cutting a length of UPVC fascia board, an employee cut his finger so severely he was off work for 46 days.
- Whilst putting away a beam an employee stepped backwards into a trolley causing ligament damage to his ankle, resulting in 21 days off work.

- Whilst lifting a radiator an employee strained his elbow leading to him having 40 days off work

	2011/12	2012/13	2013/14	2014/15
Target	Baseline	5	5	5
Actual	5.9	5.8	10.8	
% Increase / Decrease	N/A	-1.7%	86.2%	



H & S Management

Objective: Over the period of April 2012 to March 2015 the Council will demonstrate a continuously improving performance when benchmarked against the HSE Corporate H & S performance Index (CHaSPI)

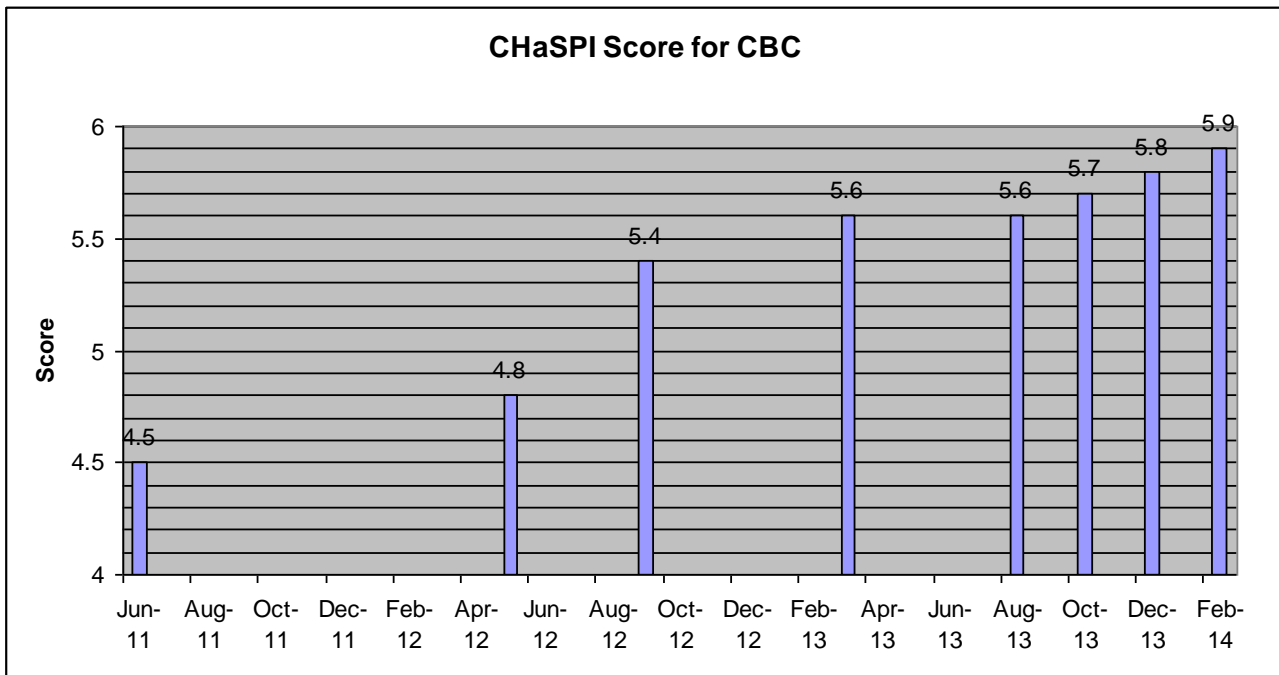
Target 4: To achieve an overall score equal to or above the CHaSPI mean (6.6 as of April 2012) for the LA sector by March 2015.

Target 5: In 2012-13 to develop and implement an improved and robust system for the management of contractors

Target 6: In 2013/14 to monitor the effectiveness of that system for active contractors, obtaining a baseline performance position.

4.5 Target 4 – CHaSPI Score of 6.6

4.5.1 The team has been working towards the Corporate Health & Safety Performance Index (CHaSPI) since it was established in early 2012, during that time steps have been taken to improve the councils ability to deliver against the many working areas of the assessment, the score for CHaSPI has been re-assessed at various intervals, as shown below. The group are making good, steady progress towards the goal of 6.6 by March 2015



4.6 Target 5 – Develop a Contractor Management System

- 4.6.1 The Council has established a Contract Management Working Group which has developed new arrangements for the management of contractors which have been approved by Cabinet.
- 4.6.2 A new corporate contracts register is currently being developed by Governance utilising a new 'Civica' system.
- 4.6.3 Initial training on contract management has been provided to all key officers involved in the process. Further, specific training will be provided in due course on the councils specific approach to contractor management (policies, procedures, risk assessments, method statements, corporate forms etc)
- 4.6.4 The Councils arrangements relating to control of contractors have been externally audited and an action plan has been developed to drive forward further improvements

4.7 Target 6 – Effectiveness of the Contractor Management System

- 4.7.1 The original concept of preparing a spreadsheet to monitor contractor effectiveness has been superseded by Governance's implementation of the 'Civica' system, as referred to in 4.6.2.
- 4.7.2 Full ability to monitor contractor effectiveness will not be available until 2014/15 when use of the system is rolled out across the Council. New targets for 2014/15 have been included in the Occupational Health & Safety programme

H & S Climate / Culture

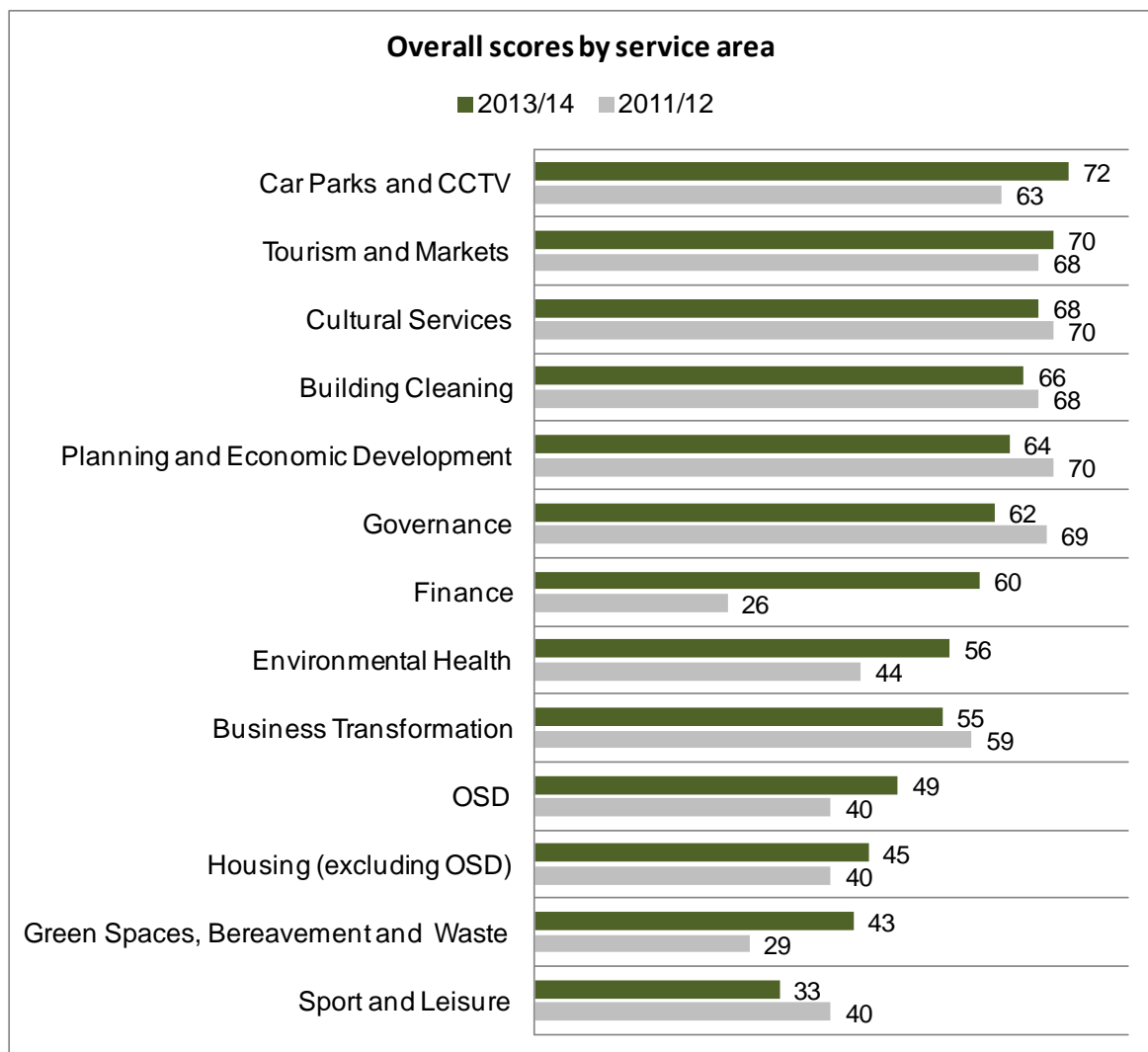
Objective: Over the period April 2012 – March 2015 the Council will demonstrate a continuously improving health and safety climate, with senior management commitment and governance.

Target 7: To achieve by 31 March 2015, an improved score, in relation to Accident Performance, Barriers to Safety & Supervision across all of the councils service areas in the employee health & Safety opinion survey

4.8 Target 7 - Improved H&S Climate / culture

4.8.1 The following detail shows the results of the Climate / culture survey which was carried out in 2011/12 and 2013/14.

4.8.2 The survey is designed to provide a score between -100 and +100. Anything above 0 is considered to be a positive, initial survey results for all services were therefore positive and the Council set targets to try and improve this position further by increasing all services to +50 or over in three key areas.



4.8.3 The 3 key areas highlighted for improvement in the 3-year improvement plan are Accident Performance, Barriers to Safety & Supervision. The table below shows Service specific scores for these key development areas for the 2011 survey compared to 2014 survey.

	Accident Performance		Barriers to safety		Supervision	
	2011	2014	2011	2014	2011	2014
Cultural Services	66	69	42	44	76	66
Tourism & Markets	54	72	59	59	59	74
Car Parks & CCTV	70	75	49	65	51	70
Planning & economic Development	64	65	67	60	59	60
Housing	38	47	23	28	30	32
OSD	38	40	23	24	30	55
Governance	81	60	73	68	75	47
Finance	45	59	7	53	8	58
Business Transformation	48	55	48	51	75	37
Leisure Centres	45	32	34	19	24	14
Building Cleaning	50	59	41	48	79	77
Spirepride (Environmental Services)	19	31	3	13	21	48
Environmental Health	41	51	27	43	44	60

4.8.4 Some service areas have managed to increase their score and some have already met the target. However, further work is still needed in several service areas if they are going to reach the targets set for the final survey in 2015.

4.8.5 It is important that Management teams understand the reasons for the survey results in their Services. To do this they need to discuss their results with their staff through team meetings, focus group meetings etc. Once they understand the reasons for less than satisfactory survey responses they will be able to put together action plans to drive the improvements that are needed to ensure that the targets for 2015 will be met.

Occupational Health

Objective: Over the period April 2012 to March 2015 the Council will continuously reduce its overall reported work related to ill health

Target 8: 2012-13 to introduce a comprehensive system for recoding cases of work related ill health

Target 9: 2012/13 to obtain a benchmark level for the incidence of cases of work related ill health

Target 10: 2013-15 Targets to be set to reduce the level of work related ill health based on the 2012/13 baseline level

Target 11: 2012/13 to successfully implement the Councils stress Management Policy across all services related ill health

4.9.1 Previously, when analysing sickness absence data it was not possible to determine whether or not the absence was due to work related factors. Furthermore, due to the way the reasons for the absences were grouped on Resource Link, it was not always possible to determine the exact cause of absence.

4.9.2 In order to achieve this target, Human Resources have developed Resource Link to allow the capture of more detailed absence data. The changes have been made based on the HSE’s toolkit for recording sickness absence.

4.9.3 The absence data originates from return to work interviews which should be conducted by managers following every period of sickness absence. Human Resources have amended the Return to Work interview (S2) form to replicate those changes made in Resource Link.

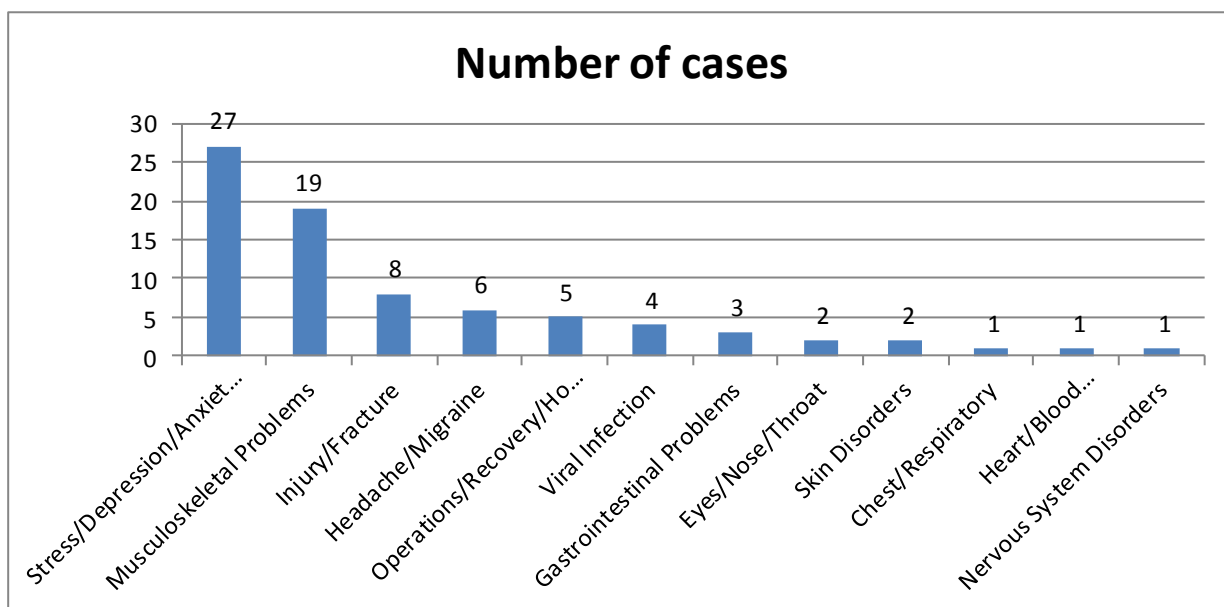
4.9.4 Providing Council managers fully complete the S2 form, the following information should be available for each period of sickness absence:

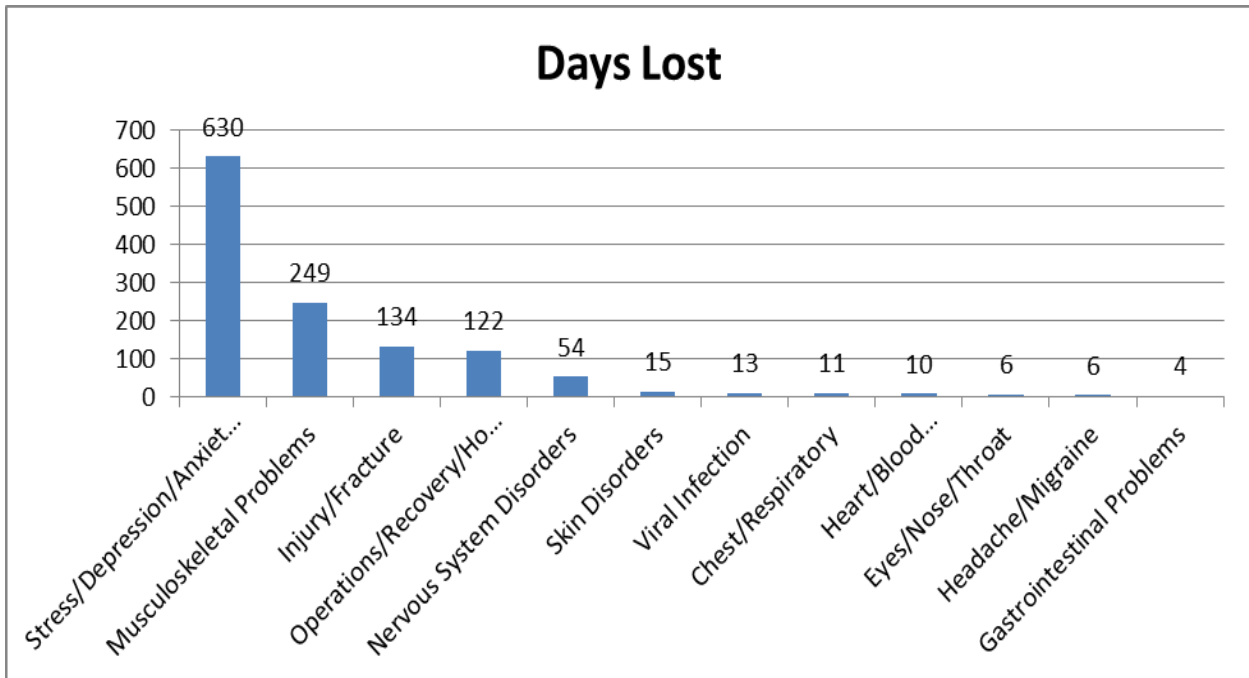
1. The length of the absence
2. The top level reason for the absence (e.g. Anxiety/Stress/Depression/other psychiatric illness)
3. The detailed reason for the absence (e.g. Stress)
4. Whether or not the cause of the absence was work related.

4.9.5 The systems put in place by Human Resources record only those cases where an absence has occurred. It is acknowledged that work related ill health does not necessarily result in absence from work.

4.10 **Target 9**

4.10.1 The above changes to the absence recording systems were implemented in November 2012. The results of the data collected during the period 1st April 2013 until 31st March 2014 for work related absences are as follows:





The total number of days lost due to work related absences during the period 1st April 2013 until 31st March 2014 was 1253 days. These absences were accumulated from 72 employees and an FTE of 65.3.

The data above identifies mental health and musculoskeletal issues as being the two biggest causes of work related absences. These two areas should be the immediate targets for action.

4.11 Target 10

4.11.1 Data regarding occupationally related ill health was presented to the Council's Health and Safety Committee on 31st October 2013. During this meeting the following targets for improvement were agreed to target high risk areas:

- 5% year on year reduction in the number of cases of occupationally related anxiety, stress and depression
- 5% year on year reduction in the number of days lost due to occupationally related anxiety, stress and depression
- 5% year on year reduction in the number of cases of occupationally related musculoskeletal conditions
- 5% year on year reduction in the number of days lost due to musculoskeletal conditions

4.12 Target 11

4.12.1 Human Resources in consultation with Council managers and Trade Unions have developed a new Managing Workplace Stress Policy. The new policy which was agreed by Council Members with effect from 1st April 2012 aims to be more proactive in identifying potential causes of workplace stress in order that steps can be put in place to reduce the risk of stress occurring.

4.12.2 To coincide with the implementation of the policy, Human Resources arranged a stress training programme for Chief Officers, Heads of Service, Service Managers and Managers of the Council.

4.12.3 Since the Policy was launched on 16th May 2013 Council managers have reported to Health and Safety Committee on their progress in relation to the implementation of the policy.

5.0 SUMMARY OF COSTS

5.1 All cases of occupational ill health and accidents carry a cost for the Council, these costs are made up of administrative time dealing with the accidents, near misses or cases of ill health, the costs of lost days when employees are off sick or are working reduced duties, or the cost of insurance claims which may be lodged against the council relating to accidents and ill health.

5.2 The following table summarises the known costs associated with accidents and ill health for CBC

	2012/13	2013/14	2014/15
Accidents – Admin	£10,700	£11,700	
Accidents – Time off	£44,200	£44,200	
Ill Health – Admin			
Ill Health – Time Off			

5.3 The following table summarises the costs of insurance claims for CBC since 2012/13, whilst not all these costs can be directly attributable to cases of occupational ill health & Accidents, a proportion can and the work which CBC undertakes to improve its performance against the OH&S improvement plan, should have a positive affect on the insurance refigures.

01/10/2012 - 30/09/2013				
Type	Claim Count	Net paid to Date	Remaining Reserve	Total Incurred
Total	100	£215,839	£114,542	£330,381
Motor	21	£13,522	£10,044	£23,566
Employer Liability	7	£4,875	£63,032	£67,907
Public Liability	72	41466.08	197442	238908.08
Plus				
Motor Under Excess	53			15271.62
Low Value Claims	12	£1,537	£0	£1,537
01/10/2013 - 31/03/2014				
Type	Claim Count	Net paid to Date	Remaining Reserve	Total Incurred
Total	44	£17,860	£116,710	£134,570
Motor	6	£16,859	£10,003	£26,862
Employer Liability	2	£0	£12,559	£12,559
Public Liability	36	1001	94148	95149
Plus				
Motor Under Excess	14	£9,844	£0	9844.12
Low Value Claims	3	£312	£0	£312

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We Care..... About Health, Safety & Welfare

We Aim	To achieve best practice in Occupational Health & Safety within Local Government.			
	Accident Performance	H & S Management	H & S Climate / Culture	Occupational Health
Objectives	Over the period April 2012 to March 2015 the Council will continuously reduce its employee accident/incident rate.	Over the period April 2012 to March 2015 the Council will demonstrate a continuously improving performance measured against the HSE Corporate Health and Safety Performance Index (CHaSPI).	Over the period April 2012 to March 2015 the Council will demonstrate a continuously improving health and safety climate, with senior management commitment and governance.	Over the period April 2012 to March 2015 the Council will continuously reduce its overall reported work related ill health.
Targets 2014/15	By 31 March 2015 the total non-fatal injury incidence rate will have been reduced to 76 per 1000 employees or better. This equates to a year on year reduction of at least 12%	To achieve an overall CHaSPI score equal to, or above, the CHaSPI mean (6.6 as at April 2012) for the LA Sector by 31 March 2015.	To achieve, by 31 March 2015, an improved score (as detailed below) across all of the Council's Service Areas in the employee health & safety opinion survey.	5% year on year reduction in the number of cases of occupationally related anxiety, stress and depression
	To reduce the number of RIDDOR employee accidents to below an average of 7 per year over the next 3 years.	To further develop & launch Contractor Management System policies, procedures & working practices.	To conduct a corporate employee Survey during 2014/15 and to draw comparisons against the baseline 2012 data.	5% year on year reduction in the number of days lost due to occupationally related anxiety, stress and depression
	To maintain the average number of days lost due to accidents to 5 or fewer per accident.	To complete a comprehensive training programme on the use of the above for all relevant employees		5% year on year reduction in the number of cases of occupationally related musculoskeletal conditions
		To monitor the % of contractors rated 'green' on the contractor management register – Baseline 2014/15		5% year on year reduction in the number of days lost due to occupationally related musculoskeletal conditions

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FOR PUBLICATION

COMMUNITY ASSEMBLIES ANNUAL REPORT 2013-2014 (S320)

MEETING:	1. CABINET 2. EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES AS CONSULTEE 3. CUSTOMERS AND COMMUNITIES AND ORGANISATIONAL DEVELOPMENT SCRUTINY COMMITTEE
DATE:	1. 7 JULY 2014 2. 1 JULY 2014 3. 26 JUNE 2014
REPORT BY:	COMMUNITY DEVELOPMENT WORKER
WARD:	ALL
COMMUNITY ASSEMBLIES:	ALL

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS:

Cabinet Report – Community Forum Review
09/04/13

Community Forum Review Background papers

Community Assembly newsletters

Minor Grant and Community Chest applications and decision records

Available from the Policy Section room 1.13 at the Town Hall.

1.0 **PURPOSE OF REPORT**

1.1 To present for approval the Council's Community Assemblies Annual Report for 2014/15.

2.0 **RECOMMENDATIONS**

2.1 That the Community Assembly Annual Report be approved, published and widely circulated.

2.2 That the Community Assembly Programme is evaluated and reviewed during 2015/16.

3.0 **BACKGROUND**

3.1 The recommendations for the Community Forum Review were agreed at Cabinet on the 9th April 2013. This report highlights the progress so far on the move from Community Forums to Community Assemblies.

4.0 **COMMUNITY ASSEMBLIES ANNUAL REPORT**

4.1 The Community Assemblies Annual Report is attached. It covers improvements and achievements over the last year and future plans. The Annual Report also highlights a range of Community Development activity that has been undertaken during 2013/14 with our partner agencies.

5.0 **CONSIDERATIONS**

5.1 Financial – All financial savings targets for the Community Assemblies programme during 2013/14 were either met or exceeded.

5.2 Equalities – The Community Assembly programme contributes to our Equality, Diversity and Social Inclusion agenda by seeking to engage the whole community in local decision making and community activity. During 2013/14 the Minor Grants programme was particularly effective at helping to fund activities for older and younger people and the community development work has been primarily focused on health inequalities and deprivation.

6.0 **RECOMMENDATIONS**

6.2 That the Community Assembly Annual Report be approved, published and widely circulated.

6.2 That the Community Assembly Programme is evaluated and reviewed during 2015/16.

7.0 **REASON FOR RECOMMENDATIONS**

7.1 To continue to work with our communities to ensure that Chesterfield Borough remains a great place to live, work, study and visit.

W. BLUNT
COMMUNITY DEVELOPMENT WORKER (POLICY SECTION)

Further information on this matter can be obtained from Wendy Blunt (Extension 5344).

Officer recommendation supported/not supported/modified as below or Executive Members' recommendation/comments if no Officer recommendation.

Signed

Executive Member

Date

Consultee Executive Member/Assistant Executive Member comments (if applicable)

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Chesterfield Borough Community Assemblies

Putting Our Communities First

Annual Report 2013/14



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- ✓ We want everyone to be able to understand us.
- ✓ We want everyone to be able to read our written materials.
- ✓ We aim to provide what you need for you to read, talk, and write to us.

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- ✓ Language interpreters, including for British Sign Language.
- ✓ Translations of written materials into other languages.
- ✓ Materials in braille, large print, on tape, in Easy Read.

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INTRODUCTION FROM COUNCILLOR SHARON BLANK, EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES

Welcome to Chesterfield Borough Council's Community Assemblies Annual Report for 2013/2014. The report highlights the work we have been doing over the past year to promote the Community Assemblies and also via our community development programme.

Community Assemblies are a new initiative in Chesterfield Borough, which we want the whole community to be part of. Together we want to create a successful partnership to help shape the future of our neighbourhoods.

Together we will:

- Assist communities to identify local issues and implement to local solutions.
- Give a voice to communities via a wide range of methods.
- Build stronger more cohesive communities.
- Work to make Chesterfield Borough an excellent place to live, work, visit and learn.
- Encourage, inspire and enable people to be more active citizens.

We are proud of our achievements during the past year, and our continued promotion of Community Assemblies. We believe we are making a real difference to the quality of life of our residents.

We are particularly pleased to highlight and share with you within this report:

- the success of the first four Community Assembly meetings;
- the relationship we have built with partner agencies and their commitment and attendance at the Community Assembly meetings;
- the development and introduction of Community Chairing at our Community Assemblies;
- the many groups that have been awarded funding from our Minor Grants Programme and Community Chest; and
- the new community development activity that has commenced in the Borough.

1.0 **COMMUNITY ASSEMBLY MEETINGS**

1.1 There are four Community Assembly areas in Chesterfield Borough. Anyone who lives or works in each area is encouraged to get involved. The meetings take place four times a year (September, November, March and June). They are a chance for members of our community to attend meetings to:

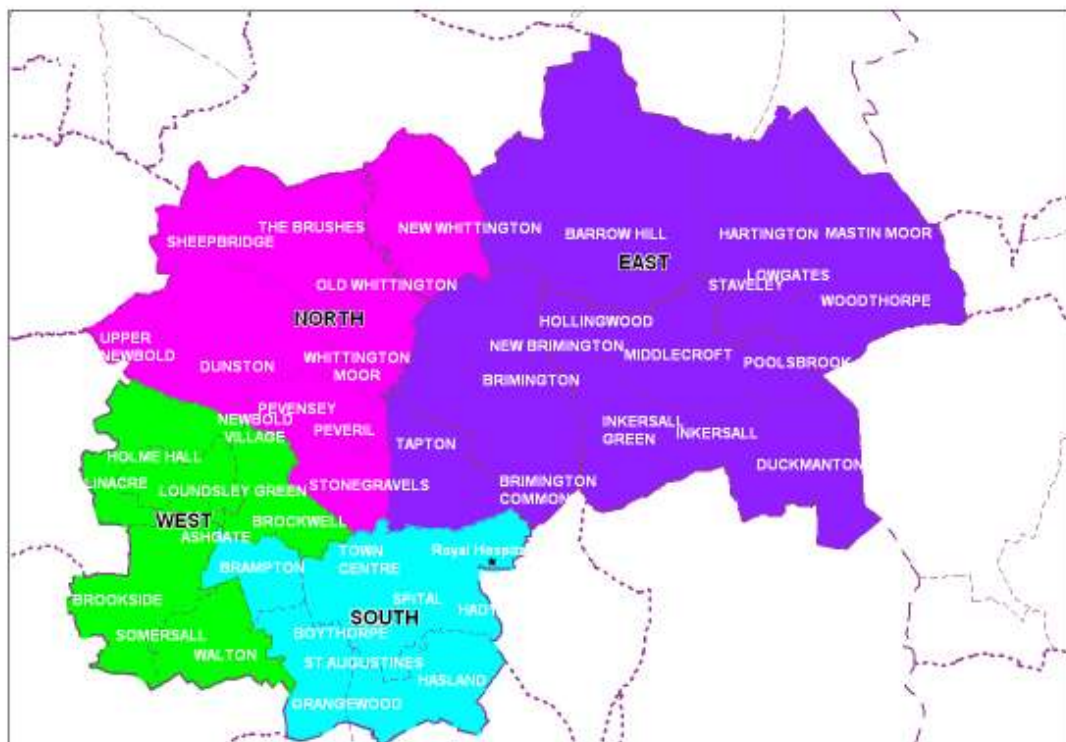
- Discuss and share what matters to them
- Work together to shape the future of their area
- Find out what is happening in their area
- Consider how funding available to their area is spent

South Assembly (Chesterfield Town Centre, Brampton, Boythorpe, St. Augustines, Grangewood, Hasland, Hady and Spital)

East Assembly (Tapton, Brimington, Brimington Common, Inkersall, Duckmanton, Poolsbrook, Middlecroft, Hollingwood, Barrow Hill, Hartington, Staveley, Lowgates, Mastin Moor and Woodthorpe)

North Assembly (Stonegravels, Peveril, Pevensey, Dunston, Upper Newbold, Whittington Moore, Old Whittington, New Whittington and Sheepbridge)

West Assembly (Walton, Somersall, Brookside, Ashgate, Loundsley Green, Linacre, Holme Hall, Newbold Village, Peveril, Tupton, Stonegravels, Brockwell, Ashgate, Brampton, Town Centre, Spital, Hady, Boythorpe, St. Augustines, Hasland, Grangewood)



1.2 Attendance at the meetings (12 standard assembly meetings) varied during 2013/14. The highest attendance figure was 63 in the East at the November meeting and the lowest was 23 at in the North for the first meeting in September. The average attendance figure for 2013/14 was 38 people.

1.3 Along with regular agenda items including updates and question and answer opportunities from partner agencies and participatory budgeting items, during 2013/14 we held a number of activities, workshops and presentations at the assembly meetings including:

- What makes your area special
- Your health matters
- Neighbourhood Watch
- Counter terrorism
- Scrutiny – Aiming for the best
- Chesterfield Borough Council priorities and financial challenges
- Community Chairing

Further details on these activities are highlighted throughout this report.

1.4 In October we held our first special assembly meeting to focus on the proposed developments at the former Avenue Coking plant site (just over the South border in North East Derbyshire). The meeting was extremely vibrant with approximately 70 people attending including Toby Perkins MP and Natascha Engel MP, DCC and CBC elected members and over 45 members of the public. Feedback on the night was excellent and there were several phone calls and e-mails after the event from members of the public thanking CBC for hosting the meeting.

2.0 COMMUNITY CHAIRING

2.1 Community Chairing was a key change from the Community Forum model to the new assemblies. During 2013/14 the assembly meetings were chaired by Chesterfield Borough Council Heads of Service while preparations were made for the election of community chairs in June 2014.

2.2 During 2013/14 we held briefing sessions on community chairing, provided training to anyone interested in potentially chairing assembly meetings in the future and/or wanted to gain confidence in chairing other community meetings. We welcomed applications for community chairing from residents within the particular assembly area they would serve, elected members for each area or statutory agency/third party employees with a strong link to the area.

2.3 Potential chairs and vice chairs were supported every step of the way to the June 2014 chair elections including assistance with their personal statements. Elections were held at the June 2014 assembly meetings and we now have eight enthusiastic new community chairs and vice chairs to help us to develop the assemblies further during 2014/15 and beyond. Photos of our new Chairs/Vice-Chairs along with their personal statements can be found at Appendix 'A'.

3.0 SOCIAL MEDIA

3.1 The Community Assemblies have a growing social media presence. People who are unable to attend the meetings and/or who want regular updates in-between the meetings can access both our Twitter and Facebook pages. We currently have 100 Twitter followers and 37 likes/friends on Facebook.

4.0 OUR PARTNERS

4.1 Since we launched the Community Assemblies we have been really pleased with the commitment of partner agencies both at the meetings and for the community development programme outside of the meetings. At every Community Assembly meeting a Police Inspector from 'C' Division attends to update meeting on local police matters and statistics. He also regularly asks local PCSOs, PC's and sergeants to attend to give an overview of crime and anti-social behaviour in each area and answer and action questions and concerns.

4.2 We are also grateful for the support of Derbyshire County Council (Public Health). They have allocated four of their officers to work with the assemblies to promote health and wellbeing in our Borough. They also update members of the public on local health matters and the County's Locality Plan at each meeting.

4.3 Chesterfield College have also effectively engaged with assemblies and send an Engagement Officer to each community assembly meeting and provide two-way feedback to the college and its students.

4.4 During 2013/14 our partners have made a fantastic contribution to this new engagement model and there are lots of opportunities planned for 2014/15 to develop these relationships further.

5.0 WORKSHOPS

5.1 Emphasis at the 2013/14 Community Assembly meetings were on workshops, information sharing, community action and guest speakers. At the first Community Assembly meeting in September 2013 we set the scene for future meetings by working together on a workshop entitled "What You Like About Where You Live". Lively interactive discussions took place. Here are some of the key findings:

East

- Good community spirit
- Rural
- Accessibility to town centre, Staveley and M1
- Country feel yet close to Town Centre
- Poolsbrook Country Park
- Proactive involvement from police
- Easy access to shopping

West

- Good neighbours
- Access to Peak District
- Local community activities e.g. Inkerman Buzz, Chatsworth Road Festival
- Real ale pubs
- Relative low levels of crime
- Good schools
- Places to eat and drink

North

- Community spirit
- Clean and tidy
- Safe area
- Good access to green space
- Good transport links
- Good amenities
- Community policing
- Football Club

South

- Hospital/health facilities
- Good SNT in the area
- Vibrant market and shops
- Proact Stadium
- College
- Good transport access
- Convenient access to Town Centre
- Still have a sense of identity

5.2 Information from this workshop undertaken with the assemblies and local schools which included – what you like about where you live, what you dislike formed the basis for the action plans we developed for each area. Full details of the workshop can be found at: <http://www.chesterfield.gov.uk/Assembly-Activities-1167.html>

5.3 At the November 2013 meeting, DCC (Public Health) worked with the assembly on “What Health and Wellbeing Meant to You”. We talked about some of the things you felt contributed to health and wellbeing in each area and also how health and wellbeing could be improved. Here are some of the key findings:

How Health and Wellbeing Can be Improved

- Healthy Eating
- Armchair Exercises
- Retain Green Open Spaces
- Need Community Gardens
- Better Youth Activities
- Gardening Clubs
- Mental health/elderly programmes to reduce isolation
- More intergenerational activities to improve community cohesion
- Getting people out of cars and onto streets walking and cycling
- Getting people active

Things that Contribute to Health and Wellbeing in Your Area

- Poolsbrook Country Park
- Bowling Club
- Mastin Moor Walking Group
- GP Referral Scheme
- Healthy Living Centre
- Snow Wardens
- Holmebrook Valley Country Park
- Volunteering work in the community
- Access to fresh food i.e. market
- Queen's Park
- Allotments
- Eastwood Park
- Easy access to town
- Farmers market at St. Thomas'

5.4 March 2014 saw the Scrutiny and Policy Officer and Overview of Scrutiny Committee Chairs visit the Assemblies to deliver a presentation on their role at the Council and in the community. The assemblies looked at priority issues for Scrutiny consideration using the "issues for change" agenda already draw up by each Assembly area in September. The priorities identified were:

- Community development for people of all ages
- Dealing more effectively with dog fouling
- Litter and streetscene issues
- Protection and green spaces and verges
- Parking and roads issues
- Public service agencies working better together, and on community safety.

5.5 It was decided that the first two priorities for Scrutiny would be dog fouling and building communities and that the other priorities would be considered at a future Scrutiny meeting.

6.0 ACTION PLANNING

6.1 Each Community Assembly area has produced an action plan based on a range of community engagement activity with residents, local schools and colleges, elected members and partner agencies. The purpose of the action plan is to try to capture the area's priorities and issues and formulate specific activities to address these issues. It can be used as evidence by the Council and partners of needs and concerns of specific communities. It is also a guide as to spending priorities for the two assembly grant programmes Minor Grants and in particular the Community Chest. The assembly action plans can be found at this link: <http://www.chesterfield.gov.uk/Community-Assembly-Action-Plans-1404.html>

7.0 COMMUNITY ASSEMBLY NEWSLETTERS

7.1 Instead of formal minutes, Community Assembly newsletters are produced for each area. They are sent by email or post to attendees of the assemblies and are also available via social media and our website. Each newsletter includes an update from the previous meeting, columns written by the Police and Public Health, but also community information about events and activities happening in each area.



8.0 FEEDBACK

8.1 On the whole feedback from the Community Assembly meetings has been very positive with the majority of attendees agreeing that the meetings will help to improve communications between residents and the Council, that assemblies will keep them informed about local issues and that the meetings will enable them to raise issues of concern.

The most common reasons for attending Community Assembly meetings were to meet other members of the community, to help improve their local area and to find out what's going on in the area.

Venue choice has been the key issue of concern during 2013/14. Other feedback included suggestions for workshop items and guest speakers including Spirepride, Dementia Awareness, transport issues, representatives from key community organisations, Queen's Park Sports Centre project.

9.0 FUNDING

9.1 There are two Chesterfield Borough Council grant programmes which support the aims and priorities of the assemblies – Minor Grants and the larger Community Chest programme. Both grant programmes employ a variety of participatory budgeting techniques to enable the community to get involved in funding decisions and learn more about the challenges of allocating limited funding pots at a time of great demand.

9.2 Minor Grants

For 2013/14 £3,000 was awarded to each Community Assembly area to support small local projects. The maximum award was £500 per project. Please note that in future years this funding will be reduced to £1,500 per assembly area and a maximum award of £200 per project due to the introduction of the Community Chest grant programme.

There are four opportunities per annum to apply for Community Assembly Minor Grants. Applications are discussed with CBC ward members for the assembly area who can then choose to endorse an application to go forward to the next Community Assembly meeting for a community vote.

During 2013/14 29 community projects were supported via the minor grants scheme. Many of these projects were match funded from a variety of other funding sources including partner agencies so from a Community Assembly contribution of £9,507 approximately £40,000 was available for community projects.

The grants were used to fund a variety of projects including:

- Diversionary activities for children and young people
- War memorial improvements
- Older peoples clubs and activities
- Supporting local clubs for children and young people including sports clubs, guides and brownies
- Toddler groups
- Allotments and community gardens improvements
- Community celebrations, galas and events

Minor Grant Case Study 1 - Staveley Seniors Forum

The Staveley Seniors Forum were awarded £400 from the Minor Grants fund in March 2014. Derbyshire County Council (Public Health) also provided some funding from their Health and Wellbeing budget.

This group aims to improve the health and wellbeing of the older people of Staveley. The funding was used to provide opportunities for physical activities and social interaction at the weekly sessions of Staveley Seniors Social and Activity Group for residents aged 55+ at the Healthy Living Centre. Activities include chair based exercise, boccia, indoor curling, seated yoga, qui gung, health walks, line dancing, first aid and a Christmas social.

As a member of the Staveley Seniors you are also entitled to one session swimming, in the gym and sauna each week. Members are charged £2 per week. Here are some of the things the Staveley Seniors members told us:

- It's good comradeship and fun
- It can be very competitive at times
- Great exercise but not too energetic
- It gets you out of the house when you live on your own
- Good company
- We cheer each other on (sometimes through gritted teeth!)



Minor Grant Case Study 2 – Buzy Beez Craft Group

The Buzy Beez were awarded £200 from the Minor Grants fund in March 2014.

The aims of the organisation are to share ideas and knowledge – with social interaction within the group and the community. They aim to support people who experience loneliness and lack of confidence due to physical or mental illness. They are open all year round for continuing support. They applied for funding to help towards new sewing machines, overlockers, threads and fabrics. They meet on a Monday at Staveley and Barrow Hill Community Rooms from 10am – 12.00 noon.

When we visited the group we found ladies who were extremely friendly and full of personality who obviously enjoy the session very much and get lots of friendship and companionship from attending.



Minor Grant Case Study 3 – Whittington Youth Group

The Youth Group were awarded £300 from the Minor Grants fund in November 2013. Approximately 80 children attend the group every week for a range of activities including crafts, group games and the group provides a safe place for children to have fun and socialise.

When we visited the group it was a particularly noisy session as they were having a disco. All the children looked like they were having lots of fun. The group is run by volunteer parents who do a remarkable job with all the children who attend. Their commitment, patience and enthusiasm is infectious.



9.3 Community Chest

As part of the Community Assemblies initiative and our Vision for Chesterfield Borough “Putting Our Communities First” we set up a grant fund to support Community Assembly priorities called the Community Chest. £40,000 is available from Chesterfield Borough Council during 2014/15 and we hope that this money can be used to maximise match funding opportunities from other funding streams. The funding will be awarded to facilitate projects, services and activities that improve the overall quality of life and wellbeing of residents in Chesterfield Borough, in line with the priorities for each Community Assembly area and the Council’s Corporate Plan priorities. Funding will also be directed towards areas of the Borough with specific needs for example health inequalities and deprivation issues.

Registered charities and community and voluntary groups that are based within Chesterfield Borough or have a strong link to the Borough that meet the funding conditions can apply for funding. In addition applications from Chesterfield Borough and partner agencies in exceptional circumstances may qualify for funding if they can demonstrate high levels of community involvement and that the proposed activities meet identified community needs.

The minimum grant award from the Community Chest is £1,000 per project and the maximum is £5,000 per project. There are two opportunities per annum to apply for Community Chest funding. Each tranche will be £20,000 in grant funding. Money not awarded in the first tranche will be carried forward onto the second tranche for the year. Any Community Chest money not awarded at the end of the second tranche will be retained by Chesterfield Borough Council.

A rigorous decision making procedure has been developed to oversee the funding applications. This comprises of:

- Initial checks on all applications received to ensure they meet the funding terms and conditions and criteria (Policy Team)
- Community Assembly Sub-Groups for each area – made up of members of the public and CBC Members who give their thoughts on the applications received and make recommendations to the final decision making panel
- A meeting is held with CBC Partners (DCC, Police and Links) who also give their views and make recommendations
- The Executive Member and Assistant Executive Members for Customers and Communities also review the applications and make recommendations
- The final decision rests with the Leader of the Council, Deputy Leader of the Council and Leader of the Opposition

We are particularly proud of this move towards participatory budgeting for our two funding streams and our vision is to develop this further over the next

year. By using this process to make decisions about community grants it increases transparency, accountability, understanding and social inclusion in local government affairs and involves local people in making decisions on the spending and priorities.

26 applications for funding to the Community Chest were received. If we had funded them all it would have cost nearly £80,000 but there was only £20,000 available for this round of funding.

Recipients of this first tranche of Community Chest, including the amount of funding received, can be found at Appendix 'A'. A further evaluation of these applications will be made available in the 2014/2015 Annual Report.

10.0 COMMUNITY ASSEMBLY HANDBOOK

10.1 We developed a handbook for the Community Assemblies which includes key information about the assemblies including – what assemblies are, its membership, who can attend meetings, how the meetings work, what happens between the meetings, how we promote assemblies, each area's action plans, our key partners and funding.

11.0 COMMUNITY DEVELOPMENT ACTIVITY

11.1 Schools

We were very keen to work closely with young people in our communities to find out “What They Like About Where They Live” and we wrote to all primary and secondary schools in Chesterfield asking if we could visit them to meet with their School Council to carry out a similar workshop as the one we did with the Community Assemblies in September. We wanted to ask them what they think about the area they live in, what they think of transport, lighting and roads, also their thoughts on leisure, recreation and green spaces and community safety and the police.

Twelve schools took part in this activity during 2013/14 and at Appendix 'C' you will find the results of these workshops.

11.2 Financial Inclusion



Financial Inclusion is about having access to appropriate financial services and products and also having the skills, knowledge and confidence to make sound financial decisions. We worked with DCC and a range of other partner agencies to develop a financial inclusion pilot to start to tackle these issues.

Poolsbrook was chosen for our March 2014 pilot due to research suggesting that this area had significant financial inclusion challenges. This project took an outreach approach in one of our most deprived areas. It had a 3 step approach as follows:

Week 1 - a leaflet was posted through all the doors asking questions that may trigger an agency response, e.g. are you in debt, do you need help finding employment, do you need affordable credit, can you afford to heat your home, would you like help to improve your health and do you have children?

Week 2 – Staff knocked on doors asking if residents need help with any of these issues and if so, appointments were made for the following week.

Week 3 – Staff were available at the Poolsbrook Welfare Centre to provide advice to those with appointments. Residents could be seen in the centre or in their homes.

We had the following agencies on board to provide information and help to residents:

Affordable Warmth
Credit Union
Citizens Advice Bureau
Derbyshire Unemployed Workers Centre
Health Trainer
Job Centre Plus

207 properties were targeted, 16 households taking advantage of the help and advice available to them. We had requests for assistance from the Citizens Advice Bureau, Health Promotion Advisor, Affordable Warmth, CBC's Housing Services, Department of Work and Pensions, Credit Union, Law Centre and Derbyshire Unemployed Workers Centre.

This pilot will now be rolled out to other areas with specific financial inclusion challenges. The next location chosen is Barrow Hill where we hope to work with the families of over 500 properties in the village.

11.3 Intergenerational Poppy Project

July 2014 marks the centennial anniversary of the start of the First World War and we are jointly working with Chesterfield Borough Council's Environmental Services and Derbyshire County Council to make preparations to commemorate this event by inviting local schools to take part in an intergenerational project about the conflict. It is intended that school groups will be provided with an information pack about the soldiers, sailors and airmen that never returned from the conflict and who now rest in the town's four main cemeteries (Boythorpe, Brimington, Spital and Staveley). To help the children to commemorate the conflict each child will be given a small pack of indigenous wildflower seeds (poppies, cornflowers etc) to scatter in an area, if practical, at school, or in their garden at home. The chosen area would become, in time, a lasting peaceful memorial to a lost generation. This will support the Council's approach to conserving the local environment and hopefully compliment the school's curriculum in local history, geography and biodiversity.



11.4 McGregor's Pond

We are working with a local angling club to apply for funding from Viridor's Landfill Communities Fund. This is a private scheme that enables Landfill Operators to voluntarily donate a percentage of their Landfill Tax liability to Environmental Bodies. The Environmental Body is then able to award this donation to eligible projects within 10 miles of qualifying landfill sites. Essentially, the aim of the scheme is to enhance the environment of communities living in the vicinity of landfill sites.

Bank protection works is needed at McGregor's Pond in order to prevent the River Rother overflowing its banks, flooding paths and washing the fish stock out of the ponds.

McGregor's Pond lies on the outskirts of an area of multiple deprivation and is the only publicly accessible semi-natural area within walking distance of the

residents of Rother ward. The pond is also well-used by employees of businesses located on the adjacent industrial estate for lunch time exercise and informal recreation. The pond supports a thriving angling club with a diverse membership from the local community.

The project will deliver flood protection from the River Rother, vital to securing the future of the site for angling, wildlife and public access to nature. The proposed works would also improve public access around the pond through the provision of surfaced paths, culverts and disabled angling pegs. The design of path culverts and flood defences will assist in retaining the fish stock present within the pond.



11.5 Armed Forces Community Covenant

We work with all Derbyshire Districts and Derbyshire County Council to promote the Derbyshire Armed Forces Community Covenant and serve on the partnership panel.

The partnership assesses applications for endorsement to the Ministry of Defence for funding through the Community Covenant Grant Scheme. £30 million has been made available from 2011 – 2015 to help communities undertake projects that promote greater understanding between the military and civilian populations.

Chesterfield has been successful with two applications during 2013/14 – Chesterfield Volunteer Centre received £10,000 for an oral history project called “Through Their Eyes”, and Staveley Armed Forces and Veterans Association received £2,500 for the two day armed forces awareness event in July. We hope there will be many more successful applications in the Borough during 2014/15.

Armed Forces Community Covenant – Case Study

The “Through Their Eyes” project presents a written and oral history of people who have been involved in conflict either directly as a service personnel or indirectly as someone who was affected by the actions of conflict.

The project will culminate in a published book and a website with film and audio clips on to make them more accessible to the people of Chesterfield and North East Derbyshire. It is hoped the website can be used as a learning tool for local schools and they intend to promote it widely upon completion.

So far they have interviewed 8 people and given talks to around 90 people about the project. They are also involved in the monthly ex-services hub which meet at the Proact Stadium every month where they have given information to approximately 120 people over the past 4 months.

They are meeting quite a few challenges whilst working on this project, namely some ex-service personnel, particularly those who have seen active service recently are somewhat reluctant to talk, also for some service personnel who are currently still in service there is an issue around data protection which means they cannot film them. They are looking at ways of telling these peoples stories via a pseudonym - and they are currently working with a local regiment on this. Also many WWII veterans seem quite coy about revealing all and many do not want to be filmed.

So although a little behind schedule at the moment they still feel this project is working towards a launch date for early 2015 for both website and book.

11.6 Whitecotes Healthy Eating Project

Working with Councillor Keith Miles, Derbyshire County Council and Chesterfield Borough Council’s Environmental Services we ran a successful “Can You Taste It Session” with young people who attend the Whitecotes youth sessions at Whitecotes School.

Using activote, our electronic voting system, we compiled a tasting quiz for the young people to try different foods and to try to guess the ingredients. Most of the attendees tried foods they had never had before and all of them seemed to really enjoy the event. We also had a prize draw and gave the winners family swim vouchers for our local sports centres. The young people were also invited to the Town Hall for tea and to meet with the Mayor and Mayoress for a tour around both Parlours and the Council Chamber.



12.0 LOOKING FORWARD TO 2014/15

12.1 We have lots of plans for 2014/15 to further develop the Community Assemblies and associated Community Development programme including:

- Working with our new Community Chairs and Vice Chairs to improve the Assembly meetings and get active in the community.
- Building on the Assembly partnership agenda.
- Advising and promoting Community and Voluntary sector groups and activities.
- Assisting groups with funding applications and how to create sustainable services and projects.
- Working with the community and partner agencies on Community Litter Picking Schemes.
- Building case studies of successful community activity to inspire others.
- Work with the community and Chesterfield College on Litter Picks for the four assembly areas.
- Asset mapping exercises with the assemblies on “what is in my area”.
- Rolling out the Financial Inclusion projects to other areas of the Borough.
- Completing two rounds of Community Chest funding with participatory budgeting.

13.0 FURTHER INFORMATION

If you have any comments on our Community Assemblies Annual Report or would like to request further information please contact:

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You may wish to follow Community Assemblies on Facebook or on Twitter so you can find out more about the assemblies activities and events, you could take part in online discussions, surveys etc. or have e-mail updates.



@CBCAssemblies



ChesterfieldCommunityAssemblies

Community Assembly (South)

Chair



Barbara Arrandale

Barbara Arrandale (63), retired teacher:

On retirement, in 2003, we moved to Chesterfield, a town we have come to love living in. Retirement has given me the opportunity to become engaged in local community matters. I am passionate about community involvement and very keen to encourage participation of all so that community decisions are made, or at the very least influenced, by residents.

The demise of the Community Forums was a cause for concern but the newly created Community Assemblies will, hopefully, help to re-establish the role of the community in community matters. A key factor to the success of community involvement is communication. Residents need to know what is going on and what their input can be in influencing decisions. To achieve this, much effort must be made to publicise meetings and events so that the widest possible audience is included. There is a responsibility on the individual to engage in the process but the importance of timely, well placed posters; notices etc. to publicise meetings etc. lies with administrators.

I am delighted that we now have a dedicated Community Development Worker. This position is vital to the well-being of the Community Assembly model and, I am sure, will help lead to the success of Community Assemblies which must be for the benefit of us all.

Community Assembly (South)

Vice-Chair



Ian Edmundson

I have lived in the Birdholme area of Chesterfield for nine years and love it here.

I retired seven years ago from my job as a technical sales engineer for a European semiconductor component manufacturer, having originally trained as an electronics engineer. I am divorced with three adult children and two grandchildren.

I am a member of the Surgery@Wheatbridge Patient Participation Group and maintain their web site. In addition to the Community Assembly (and previous Community Forum) I attend the South Area Health and Wellbeing Group, the Holmebrook and Rother Safer Neighbourhood Forum, the Equality and Diversity Forum and have trained as a Walking for Health walk leader. I am a member of Senior Spireites Walking Football Club, ExSpirees over 60's Football Club and Chesterfield Chess Club.

I believe it is important for the chair to ensure that all attendees have a fair chance to be heard and to control the meeting so it runs to time. They must also ensure that feedback from the assembly meeting is fed back to the council.

Community Assembly (North)

Chair



Kate Caulfield

I would welcome the opportunity to serve in the role of Community Assembly (North) Chair.

Throughout my career and the voluntary organisations I have worked with I have led meetings of varied nature from community stakeholder meetings on a major service restructure to deciding which songs would form my choir's programme. By ensuring that everyone is aware of all relevant information and remain focused on the required decision, I have ensured that all participants are able to voice their opinions while ensuring fair and productive discussions and agreed actions.

I have lived in and around Chesterfield all my life and have a keen awareness of the issues which affect our Town and it's communities. I have always been involved in voluntary work and supported community initiatives. I believe I could add value to the work of the Community Assemblies and I know that in addition to my experience I will bring enthusiasm and dedication.

Community Assembly (North)

Joint Vice-Chair



Gordon McLaren

I was born in Chesterfield and brought up on Pevensey Estate, living there until I left school to join the army.

Returning to Chesterfield after nine years as a cartographic draughtsman with the Royal Engineers, I have worked in the NHS and for the Royal Mail.

Following a year as a full-time carer for my father, who eventually succumbed to Alzheimer's disease, I found employment as a security guard; a job which I continue to work part-time.

In recent years I have been involved as an active tenant representative working with the Housing Service, looking at ways of improving housing services the Council provides for me and my fellow tenants. This involvement has raised my awareness of the importance of local people participating in shaping the future for Chesterfield, its neighbourhoods and citizens.

The roles of Community Chair and Vice-Chair, undertaken by residents, will represent a clear demonstration of commitment to the principle of genuine partnership working involving local people.

I believe the knowledge, skills and confidence I have gained through "getting involved" would assist me as Chair (if selected) in making a positive contribution to the success of the Assembly.

Community Assembly (North)

Joint Vice-Chair



Michael Crossley

I have lived in Chesterfield since being born at Inkersall. I have lived in Dunston for the last 8 years and I enjoy the wildlife I can see beyond my back garden to the garden centre.

I hold the position of chairperson of Dora (dedicated organisation raising awareness (mental health)). I am passionate about campaigning for people who have physical and mental health conditions.

I have served on the committee of Chesterfield Timebank since 2009 and enjoy meeting members who exchange their skills and time.

I am a qualified football referee and I feel the transferable skills of good time management, impartiality, fairness, decision making, respect and clear thinking are important in the role of chair/vice chair.

I would like to be considered for this role, I like meeting new people, having good working relationships, building community spirit and making positive change in my local area.

Community Assembly (East)

Chair



Jack Carrington

I am asking the meeting to support my nomination as Chairperson for the next year. I have spent 50 years serving on various committees and held numerous positions.

Up to my retirement I had worked 34 years in the Coal Industry being employed at Markham No 4 and No 2, Glapwell Drift and Ireland Collieries.

Whilst working at Ireland Colliery I served as the NUM delegate for 9 years. During this time I formed the Ireland Colliery Sports and Social Club and from its inception I served 22 years as secretary until it closed. Upon joining the staff at Ireland Colliery I served as Chairperson to the NACODS Union and as a Committee Member.

I have been associated with Inkersall Scout Group for the past 34 years and have held positions as Group Scout Leader, Scout Leader and Treasurer and I am still actively involved as Trustee and helper.

In 1987 I joined the Chesterfield Canal Trust Committee and served as Treasurer for 11 years and I am now an Honorary Life member.

In 2007 I received the Staveley Town Council Good Citizens Award and in 2011 was awarded Peak FM Lifetime Achievement Award.

My hobbies are fishing, playing card games in local whist and solo groups and allotment gardening. I have been Treasurer and fundraiser for Inkersall Allotments for the past 6 years.

If I am elected I promise to serve you with impartiality and be fair to all.

Community Assembly (West)

Chair



Shirley Niblock

I have lived on Ashgate Road for 32 years so I am very familiar with the majority of the area covered. I am secretary to Friends of the Inkerman and am the Community Co-coordinator for the Chatsworth Road Festival. Both these organisations are helping to improve the facilities either within the park or with shopping, eating, drinking and entertainment within the Assembly boundaries. I have also been a West Ward Councillor for the last three years.

I have had experience of Chairing several organisations including Chesterfield Dance Teams, the Tsumeb Association and the Twinning Forum. I was the last Chair of Walton and West Community Forum – so I have knowledge of the roles and responsibilities that come with this appointment.

I am used to working with different organisations such as Social Services, Child Protection and the Police and I have also worked with many departments in the Town Hall and Derbyshire County Council during my 34 years of teaching experience. My last post was as Deputy Head of Hady Primary School.

I bring to the role commitment and enthusiasm and a strong desire to help our Community by helping and meeting all the different groups that work within it, for our health, well being and enjoyment. Not forgetting fun and humour too.

I have attended the Briefing and Training on being a Community Chair.

Community Assembly (West)

Vice-Chair



Joye Dobbs

First let me introduce myself. I have lived in Chesterfield for 13 and a half years, all of these in Holmehall, and during the past six years have been involved with tenant participation, representing Holmehall, Loundsley Green and Green Farm. At some of these meetings I have taken on the position of Chair. During these years, I was for some time, secretary of The East Midlands Tenant Participation Forum, which encompasses councils and housing associations from the entire East Midlands.

I am passionate about residents, whether they are home owners or tenants having their say in their environment, and if elected as your Chair/Vice-chair (I am intending to stand for both positions), I will do all in my power to ensure that your voices are heard, helping to set agendas that are aimed at and mirror your concerns.

I promise to be approachable, and not just a figurehead sitting at the top table during meetings. Residents will be my top priority, which will be shown by 100% attendance at all meetings relating to our West Community.

Community Chest Recipients – First Tranche

Group	Amount of Funding Awarded	Funding Will Be Used for ...
Chesterfield Pubwatch – Pubwatch Expansion	£500	<p>The Pubwatch project has a proven track record in reducing the affects of anti-social behaviour related to the night-time economy. Pubwatch are requesting funding to enable them to expand the current project into the following areas:</p> <ul style="list-style-type: none"> • Hasland (South Assembly) • Brimington (East Assembly) • Whittington Moor (North Assembly) • Chatsworth Road (South and West Assembly)
Church on the Bus	£500	<p>This project started about 10 years ago to help homeless and vulnerable adults within the Borough. Due to the current welfare changes there has been an increase in services. The money has been requested to help fund Art Therapy materials – this gets clients talking about their problems, engages with them, gets to know their qualities, builds confidence and trust.</p>
Sight Support Derbyshire – Chesterfield Youth Group	£570	<p>This Chesterfield youth group meetings twice a month where young people with a visual impairment aged 8 – 19 can meet together. There are currently 8 young people being supported by the group but Sight Support Derbyshire want to reach out to more young people and increase the numbers to 10 – 15 within the next year.</p> <p>Sessions are varied and include sporting and dance taster sessions, computer games, film nights (with audio transcription).</p>
Chesterfield Canal Trust – Volunteering Project	£1,200	<p>Chesterfield Canal Trust has over 1500 members – last year they contributed over 20,000 hours of volunteer time to the restoration and promotion of the canal. A number of knowledge and skills gaps for the volunteers which need to be addressed to restore and enhance the canal. The gaps are:</p> <ul style="list-style-type: none"> • Environmental awareness for volunteers engaged in land based activities including scrub bashing, plantation thinning etc. • Health and Safety awareness for restoration volunteers.

Group	Amount of Funding Awarded	Funding Will Be Used for ...
Derbyshire Police – Gamezone	£1,000	To provide Gamezone sessions and discos during peak periods of anti-social behaviour during the summer. This will be four, two hour sessions including a variety of gaming opportunities, a disco and refreshments. These sessions in the past have attracted over 40 young people per night.
Sporting Futures – Diversionary Activities in Staveley	£2,500	This project will provide a range of diversionary activities for young people in the Staveley and Brimington area on Tuesday, Thursday and Friday evenings. The sessions will include one multi-sport, one football and one dance session per week from June 2014 to May 2015.
Barrow Hill Community Group – Tea Room	£1,000	To develop a tea room facility for the Barrow Hill community. This will be based at the Methodist Church.
Brimington Village Circle	£750	Plants and compost for summer bedding in the planters on the village green and village centres. Also initial outlay for summer market 2014 e.g. brass band, church hall booking and stalls.
Staveley Seniors	£1,000	This is an extension for an existing project. The project provides a series of activities aimed at 55+ including swimming, chair based exercise, indoor bowls, tai chi, line dancing and yoga based at the Healthy Living Centre in Staveley. The funding will allow extension from one hour to two hours per week.
Staveley King George V Bowling Club	£550	This request forms part of a long running development project. King George V bowling club have in recent years via substantial external funding, erected a security fence, developed a new pavilion and shelters and developed junior bowls. The bid to the Community Chest is for equipment for the new pavilion and some equipment to assist bowlers e.g. bowls equipment for disabled and bowls for fun and games.
Hunloke Community Garden	£1,900	The request is for a patio area to adjoin the meeting room/kitchen area to enable groups a space to enjoy the garden and have refreshments.

Group	Amount of Funding Awarded	Funding Will Be Used for ...
Rother Community Sports Action Group	£1,000	<p>The project provides a range of sporting activities for children and young people aged between 6 and 18 during the summer holidays. By working in partnership with Sporting Futures it also enables young people to develop volunteering and leadership skills.</p> <p>Approximately 50 young people will take part in the activities.</p>
Chatsworth Road Festival	£1,650	<p>This has been an annual festival since 2011. The festival helps to support Chatsworth Road as a destination for independent, specialist shopping. The Community Chest will fund designing and printing the green spaces and industrial heritage walk leaflets and a community archaeology project.</p>
Loundsley Green Community Trust	£1,000	<p>Part of a larger project to improve facilities at the Loundsley Green Community Centre. This particular aspect of the project which the Community Chest was asked to fund is replacement of internal doors between the main hall and entrance hall to improve disability and buggy access.</p>
Chesterfield Barbarians	£1,000	<p>The club based at Walton Dam in the West Assembly area has around 180 members mainly from Walton, Somersall, Ashgate, Brampton and Newbold.</p> <p>At the moment the club have a portakabin building for training and refreshment needs but no shower facilities which area a requirement of the Derbyshire Premier and County Cricket league.</p> <p>The club have an opportunity to acquire a “modular building” from Midland Canoe Club, this will provide a significant improvement to welfare facilities including the required showers.</p>

Schools Workshop

North

Highfield Hall Primary School

New Whittington Primary School

What Do you Like About Where You Live?

- Beautiful scenery
- Canal
- Chesterfield Football Club
- Crooked Spire
- Friendly neighbourhood
- Fun activities
- Good town
- Good views
- Healthy environment
- It's quiet and peaceful

- Lots of friends
- Lots of nature/parks
- Market Hall
- Museum
- Nice small area
- Pavements well looked after
- Play outside (feel safe)
- Schools
- Well looked after

What Do you Think Needs Improving?

- 20 mph speed limit sign near school
- Dog Poo on South Street
- Dumped rubbish out of car windows
- Graffiti at Stand Road Park and other parks
- Hatched lines near to school to stop people from parking
- More traffic lights near to Wheatsheaf Pub

- Nettles on the pavement near school
- People are writing on the walls
- People not cleaning up after their dogs
- Refuse lorries leaving litter and not pulling in to let you pass
- Rubbish at the side of the road
- Rubbish on Brearley Park
- Lots of people smoking

Could YOU do anything to make the area a better place to live?

- Pick up litter

- Pick up dog poo

- Recycle

- Use bins provided

South

Hasland Junior School

William Rhodes Primary School

Whitecotes Junior School

Parkside Community School

What Do you Like About Where You Live?

- Activities – hobbies
- Being close to friends
- Being near the park
- Churches
- Cinema
- Clean area
- Community
- Crooked Spire
- Debenhams
- Dog trails
- Entertainment – Queen’s Park
- Feeling safe
- Flowers in Eastwood Park
- Football stadium
- Friendly
- Good education
- Good jobs
- Good wildlife
- Green Places
- Town is near
- Trees/flowers
- Woods
- Youth Clubs
- Hospital
- I can see the annexe from where I live
- It’s close to school
- Local gathering points
- Local transport
- Lots of places to go
- Love the environment
- Neighbours
- Nice scenery
- Not much litter
- Park
- Peaceful
- Places are looked after
- Places in walking distance
- Places to eat
- Places to hang around with friends
- Police station nearby
- Poundshop and Poundstretcher
- Queens’ Park
- Restaurants/fast food (McDonalds, KFC etc)
- Ripper Hipper
- Shops
- Spire Estate
- Sports Centre

What Do you Think Needs Improving?

- Anti-social behaviour
- Cleaner toilets at QP
- Dog poo on the streets
- Dogs need to be on their leads
- Games in the park need to be safe
- Graffiti on park
- Homeless shelters
- Langer Lane
- Less vandalism
- Litter
- More boats on QP lake
- More bus stops
- More cafes
- More local shops
- More public areas
- More public bins
- More sporting facilities
- Need more facilities for teens
- Need more LED street lights
- Need to respect neighbours
- New improved parks
- New parks on new housing estates
- Parking spaces for schools
- Path from Hobby Craft to The Range
- People swearing near kids
- Places for teens to meet
- Public toilets
- Queen's Park astro to be cheap and affordable
- Rubbish in the park
- Teenagers on street corners
- Teenagers snapping the new trees
- The football barrier (Eastwood Park)
- The tennis court net in Eastwood Park
- The traffic lights (don't like them)
- Too many ASBOs
- Too many busy roads
- Would like a spray paint area

Could YOU do anything to make the area a better place to live?

- Bigger parking signs, stop signs, traffic lights
- Certain areas to have posters saying NO SMOKING
- Clean up your own litter
- Do something with the land near B&Q
- Dogs on leads signs
- Don't litter
- Don't throw cigarettes on floor
- Grow your own fruit and vegetables
- Litter picking
- Make your own compost
- More CCTV cameras
- More recycling bins
- More speed cameras
- No vandalism
- Pick up dog poo
- Pick up glass
- Pick up litter
- Place more bins around the parks and streets
- Plant trees
- Protest for youth clubs
- Respect public parks
- Send letters to Council about a skatepark
- Set a better example
- Show kids how to be safe on the roads
- Show little kids how to act
- Work with community to make Chesterfield a better place

East

Inkersall Primary School

Netherthorpe School

What Do you Like About Where You Live?

- BMX track – Ringwood
- Canal
- Family
- Football pitches
- Friends to play with
- Good facilities
- Good school
- Healthy Living Centre
- Library
- Lots of woods to walk in
- Not too much pollution
- Open spaces

- Organisations – Cadets
- Park near to the school
- Places to play football
- Public buses
- Public footpaths
- Quiet
- Restaurants
- Scenery
- Springwell Club
- Swimming
- The woods – Inkersall
- Walking distance to shops

What Do you Think Needs Improving?

- BMX track in Brimington
- Cars ruining grass
- Dog waste
- Drugs
- Gangs
- Less graffiti on railway
- Less people smoking
- Less vandalism – bus stop glass, bins
- Litter and leaves

- More bins
- More control of younger people
- Need more car parks
- Park near Fan Road
- Parking – come out of school
- Polluted Doe Lea
- Pot holes
- Shops closing down
- Stop young smokers
- Vandalism on parks

Could YOU do anything to make the area a better place to live?

- Be involved in more projects
- Care for pets
- Cigarettes in bins
- Dogs controlled
- Don't drop litter

- Repair pot holes properly
- Respect people
- Teach road safety
- Try to tidy up my street

West

Holme Hall Junior School

Ashgate Croft School

Brookfield Community School

St. Mary's RC Primary School

What Do you Like About Where You Live?

- Bowling
- Chesterfield FC
- Christmas Lights Switch on
- Close to family & friends
- Close to shops
- Countryside
- Crooked Spire
- Feel safe
- Fields, paths, parks
- Food and drink
- Funfair at Queen's Park
- Garden
- Good neighbours
- Green spaces
- Happy atmosphere
- I like going to the park and playing out with my friends
- I like my garden and going to the park
- I like the co-op and the shops
- Inkerman Park
- Likes taking my dog a walk in the countryside
- Live near school
- Local shops
- Lots of places to go
- Market
- Neighbours
- Not much traffic
- Outside school activities
- Park at Chester Street
- Parks
- Places for people to play
- Quiet
- Rivers
- School field
- Schools
- Shops
- Tesco

What Do you Think Needs Improving?

- Broken bits on the park at Loundsley Green
- Broken glass on the park (Brushfield)
- Damage to cars
- Dog poo (Holmebrook Valley Park)
- Dogs in parks
- Football nets at Somersall Park and Inkerman
- Graffiti
- Grass needs cutting on the park (Brushfield)

- Less litter
- Litter in hedges
- Lots of traffic
- Make drivers slow down
- More public toilets (Somersall Park)
- Noisy neighbours
- People need to be more helpful
- Smaller Tesco's
- Too much digging the roads up
- Youth Clubs

Could YOU do anything to make the area a better place to live?

- Clean the football nets
- Clear up broken glass
- Don't drop litter
- Don't hurt each other
- Lead by example

- Litter pick
- More trees
- Pick up dog mess
- Volunteering

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 JULY 2014 TO 31 OCTOBER 2014

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of key decisions to be made on behalf of the Council. As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days notice of new key decisions (and many new non-key decisions) that are listed on this document. Where this is not practicable, such key decisions will be taken under urgency procedures. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private".

This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is rolled forward every month and is available to the public 28 days before the beginning of each month.

A 'Key' Decision is defined as:

Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:

- a decision to spend £50,000 or more from an approved budget, or
- a decision to vire more than £10,000 from one budget to another, or
- a decision which would result in a saving of £10,000 or more to any budget head, or
- a decision to dispose or acquire any interest in land or buildings with a value of £50,000 or more, or
- a decision to propose the closure of, or reduction by more than ten (10) percent in the level of service (for example in terms of funding, staffing or hours of operation) provided from any facility from which Council services are supplied.

Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in one or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules.

The Forward Plan has been extended to now include details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. It is hoped that this will better meet the needs of elected Members, Officers and the public. They are called "non key decisions". In addition the plan contains details of any reports which are to be taken in the private section of an Executive meeting.

Anyone wishing to make representations about any of the matters in the schedule below may do so by contacting the officer listed. Copies of the Council's Constitution and agenda and minutes for all meeting of the Council may be accessed on the Council's website: www.chesterfield.gov.uk.

Notice of Intention to Conduct Business in Private

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at this meeting in private are set out in a list on this Forward Plan. They are marked "private", including a number indicating the reason why the decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

If you would like to make representations about any particular decision to be conducted in private at this meeting then please email: democratic.services@chesterfield.gov.uk. Such representations must be received in advance of 5 clear working days before the date Cabinet meeting itself, normally by the preceding Monday. The Council is required to consider any representations received as to why an item should not be taken in private and to publish its decision.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision.

Cabinet meetings are held at the Town Hall, Chesterfield, S40 1LP, usually starting at 10.30 am on Tuesdays, but subject to change in accordance with legal notice periods.

Huw Bowen
Chief Executive



Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decisions									
Key Decision 296	Careline Consortium - Update on the current position regarding potential partnership arrangements with DCC.	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member	Meeting.	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 321	Review of Allocations Policy - Welfare Reform	Cabinet	Executive Member - Housing	9 Sep 2014	Assistant Executive Member	Meetings	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 329	Local Plan: Sites and Boundaries Development Plan document - to agree preferred options for public consultation.	Cabinet	Deputy Leader & Executive Member for Planning	29 Jul 2014		Meetings	Head of Regeneration	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 337	THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre.	Cabinet	Deputy Leader & Executive Member for Planning	29 Jul 2014		Meetings	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public
Key Decision 339	Proposals for future use of the former garage site of Hady Lane	Cabinet	Executive Member - Housing	23 Sep 2014	Assistant Executive Member	Meetings.	Business Planning and Strategy Manager	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 340	Caravan and Mobile Home Park Licensing	Cabinet	Executive Member - Housing	23 Sep 2014	Assistant Executive Member	Meetings.	Business Planning and Strategy Manager - Housing Services	Jane Thomas jane.thomas@chesterfield.gov.uk	Public
Key Decision 355	Proposed Sports Pavilion for Eastwood Park	Cabinet	Executive Member - Environment	7 Jul 2014	Assistant Executive Member	Meeting	Head of Environment	John Ramsey Tel: 01246 345097 john.ramsey@chesterfield.gov.uk	Public
Key Decision 369	Whole Life Cycle Building Costs for the New Sports Centre	Cabinet	Executive Member - Leisure, Culture and Tourism	29 Jul 2014	Assistant Executive Member for Leisure, Culture and Tourism	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Exempt 3 Contains financial information

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 370	Appropriation of Land at Queen's Park Annexe for the Construction of the New Sports Centre (R320)	Cabinet	Executive Member - Leisure, Culture and Tourism	15 Jul 2014	Assistant Executive Member	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Public
Key Decision 389	Staveley Area Action Plan	Cabinet	Deputy Leader & Executive Member for Planning	9 Sep 2014		Meetings	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public
Key Decision 395	Review of Arts and Venues Policies and Strategies - a review 12 months after their adoption and their impact. Will also include 2015 fees and charges proposals for the Venues.	Cabinet	Executive Member - Leisure, Culture and Tourism	29 Jul 2014	Assistant Executive Member	Meetings	Head of Regeneration	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	1 Jul 2014		Meeting.	Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 402	Treasury Management Report for 2013/14	Council	Deputy Leader & Executive Member for Planning	15 Oct 2014	Standards Committee Cabinet	Meeting	Head of Finance	Helen Fox Tel: 01246 345452 helen.fox@chesterfield.gov.uk	Public
Key Decision 410	Stock Condition Survey	Cabinet	Executive Member - Housing	9 Sep 2014	Assistant Executive Member	Meetings	Business Planning and Strategy Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 411	Parkside Update and Appointment of Developer	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member	Meetings	Business Planning and Strategy Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 415	Performance Outturn for 2013/14 - To consider performance management information for 2013/14 and plans for 2014/15.	Cabinet	Deputy Leader & Executive Member for Planning	7 Jul 2014		Meetings	Report of Head of Business Transformation	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 416	Fire Risk Assessments	Cabinet	Executive Member - Housing	7 Jul 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 418	Annual Report to Tenants	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 419	Review of Tenant Involvement	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member for Housing	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 420	Adoption of Revised Statement of Community Involvement	Cabinet	Deputy Leader & Executive Member for Planning	29 Jul 2014		Meeting	Report of Head of Regeneration	Louise Briggs Tel: 01246 345794 louise.briggs@chesterfield.gov.uk	Public
Key Decision 421	Cultural and Visitor Services Restructure	Joint Cabinet and Employment & General Committee	Executive Member - Leisure, Culture and Tourism	29 Jul 2014	All Portfolio Holders, Assistant Executive Member – Leisure, Culture & Tourism	Meetings	Report of Head of Regeneration	Bernadette Wainwright Tel: 01246 345779 bernadette.wainwright@chesterfield.gov.uk	Exempt 1, 3, 5 relates to individuals and financial information

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 423	Non Traditional Stock Condition Survey	Cabinet	Executive Member - Housing	29 Jul 2014	Assistant Executive Member	Meetings	Business Planning and Strategy Manager	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 425	Purchase of Former Right to Buy at Carsington Close, Holme Hall	Council	Executive Member - Housing	30 Jul 2014	Assistant Executive Member for Housing	Meeting.	Report of Head of Housing	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3 Contains financial information
Key Decision 426	Community Engagement Strategy	Council	Executive Member - Customers and Communities	15 Oct 2014	Assistant Executive Member for Customers and Communities	Meeting	Report of Head of Business Transformation	Katy Marshall Tel: 01246 345247 katy.marshall@chesterfield.gov.uk	Public
Key Decision 427	Playing Pitch Strategy	Cabinet	Executive Member - Environment	29 Jul 2014	Assistant Executive Member – Environment	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Public
Private Items -Non Key/ Significant but non-Key									

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 363	Application for Home Repairs Assistance	Executive Member - Housing	Executive Member Housing - Executive Member decisions	27 Jun 2014	Assistant Executive Member	Meeting	Head of Housing	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Info. relating to an individual Info. relating to financial affairs
Key Decision 364	Application for Waiver of Private Sector Housing Discretionary Decisions (including Home Repair Assistance and Disabled Facilities Grants)	Executive Member - Housing	Executive Member - Housing	27 Jun 2014	Assistant Executive Member - Housing	Meeting	Head of Governance	Stephen Oliver Tel: 01246 345313 stephen.oliver@chesterfield.gov.uk	Exempt 1 Contains information relating to an individual.
Non Key Decision									
Non-Key Non Key 24	List of Buildings of Local Interest - to consider the list of nominated buildings and agree an assessment panel and process	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	29 Jul 2014	Consultation with property owners	Meeting	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision Non-key 28	Consideration of the report on the Annual Review of Overview and Scrutiny Arrangements 2013/14	Council	Executive Member - Governance and Organisational Development	30 Jul 2014	Assistant Executive Member Overview and Performance Scrutiny Forum	Meetings Email	Report of Head of Business Transportation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public
Key Decision Non-Key Page 74	Scrutiny Annual Report 2013/14	Council	Executive Member - Governance and Organisational Development	30 Jul 2014	Assistant Executive Member Overview and Performance Scrutiny Forum	Meetings Email	Report of Head of Business Transformation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public
Key Decision Non-key 30	Consideration of the report and recommendations of the Enterprise and Wellbeing Scrutiny Committee on matters regarding the water rates collection process and related evictions policy.	Cabinet	Executive Member - Customers and Communities	7 Jul 2014	Executive Member for Customers and Communities Assistant Executive Member for Housing Assistant Executive Member for Customers and Communities	Meeting	Report of Head of Business Transformation	Anita Cunningham Tel: 01246 345273 anita.cunningham@c hesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Non-Key 31	Community Assemblies Annual Report 2013/14	Cabinet	Executive Member - Customers and Communities	7 Jul 2014	Assistant Executive Member for Customers and Communities , Scrutiny	Meeting	Head of Business Transformation	Wendy Blunt Community Development Officer Tel: 01246-345344 wendy.blunt@chesterfield.gov.uk	Public
Non-Key 32	Occupational Health and Safety Improvement Programme - Performance Update Report 2013/14	Cabinet	Executive Member - Governance and Organisational Development	7 Jul 2014	Assistant Executive Member – Governance and Organisational Development	Meeting	Head of Business Transformation	Marc Jasinski Tel: 01246 345297 marc.jasinski@chesterfield.gov.uk	Public

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SCRUTINY COMMITTEE RECOMMENDATIONS - IMPLEMENTATION MONITORING FORM

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Minute Ref. / Date (Scrutiny Committee & Cabinet, Council & its Committees)	Scrutiny Committee Recommendations or <i>Decision making body resolution</i> <i>(italics = Agreed by Scrutiny Committee but not yet considered by decision making body)</i>	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW3 Page 77	Parking Policy (SPG)	14.02.13 (No 0027) Approved at Cabinet on 05.03.13	<ol style="list-style-type: none"> 1. The barrier system of parking control which gives change, be extended to other car parks. 2. Improvements be implemented for the New Beetwell Street MSCP to bring the facility up to a standard equivalent to that at Vicar Lane. 3. Improvements to signage across the town centre and at the entry points to off-street car parks be undertaken. 	Progress update 6 months from 05.03.13	Head of Regeneration provided progress update to EW on 05.09.13 and 05.06.14.	
OP3	Anti Social Behaviour (SPG)	17.01.13 (No 0064) Considered by Cabinet 10.09.13. 12.12.13	<p>See report and minute.</p> <ol style="list-style-type: none"> 1. Support use of vacant post funding to employ 0.6 (FTE) case worker. 		Executive Report considered by OP 12.12.13 before Cabinet decision. Scrutiny recommendation made.	Scrutiny recommendation reported to Joint Cabinet / Employment & General Committee on 08.04.14.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Minute Ref. / Date (Scrutiny Committee & Cabinet, Council & its Committees)	Scrutiny Committee Recommendations or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>)	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
CCO1	Statutory Crime & Disorder Scrutiny	29/09/11 (No 0044)	1. Progress report on sharing information re alcohol related health problems and hospital admissions.	6 months from 29/09/11.	1. Update provided 30.05.13. Statistics awaited.	Report received 05.12.13, and 10.04.14. Next report due 20.11.14 (to be confirmed)
		(No 0045)	2. Consult Committee on internal Review of Community Safety before submission to Cabinet.			
		04/10/12	3. Consult Committee on Redeeming our Communities Proposals when completed.			
		30/05/13 (No 0003)	4. Recommendation to Community Safety Partnership regarding introduction of Shopwatch scheme.			
		10.04.14 (No 58)	5. Derbyshire County Council Health Scrutiny Committee requested to obtain / share information regarding alcohol related hospital admissions.			
CCO3	Cumulative Impact Policy	SB 14/07/11 (No 0015) Licensing Ctte	1. Supports consultation on introduction of CIP. 2. A further report on consultation outcome be reported to Licensing Ctte and Cabinet before Council.		1. Completed. 2. Completed.	

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Minute Ref. / Date (Scrutiny Committee & Cabinet, Council & its Committees)	Scrutiny Committee Recommendations or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>)	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page 79			3. Scrutiny Board /Ctte to be involved with monitor and review of CIP after 12 months in operation. 4. Impact of alcohol consumption on health service to be brought to attention of Licensing Committee.	3. Following 12 months in operation.	3. Completed. Report received 31.01.13. 4. Update received 01.08.13. Hospital statistics not yet available.	Statistics requested for meeting on 10.04.14. (see CCO 1)
	EW2	SB 16/06/11 (No 0004) Cabinet 31/1/12 (No 0164)	1. Refer proposed amended Water Rates Payment policies to Executive Member / Cabinet for adoption.		Last progress report received 27.06.13 Scrutiny Project Group set up to undertake further review completed and approved by EW 16.01.14. Further recommendations approved on 05.06.14.	Policy & Scrutiny Officer to arrange scrutiny report submission to Cabinet.

Abbreviations Key : OP = Overview and Performance Scrutiny Forum. CCO = Community, Customer and Organisational Development Scrutiny Committee. EW = Enterprise and Wellbeing Scrutiny Committee).

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CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME : COMMUNITY, CUSTOMERS AND ORGANISATIONAL SCRUTINY COMMITTEE on 26 JUNE 2014

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Executive Responsibility
1	26.06.14	Health Scrutiny (Reducing Inequalities / Health Inequalities Plan / (Health & Wellbeing Board / Strategy)	Report / draft HI Plan received on 29.11.12 . Derbyshire County Council Health Scrutiny Members attended 06.02.14. Clinical Commissioning Group invited 26.06.14.	<i>Executive Member (Forward Plan presentation). Executive Member & CCO on 31.05.12</i>	<i>Leisure, Culture & Tourism</i>
2	26.06.14	Outside Market Reconfiguration	Business Case proposals planned for presentation to scrutiny 26.06.14.	<i>CCO Chair (at Scrutiny Business Meeting)</i>	<i>Leisure, Culture & Tourism</i>
3	26.06.14	Corporate Health and Safety Improvement Plan – (2012 to 2015)	Cabinet approved May 2012. Revised targets for 2013/14 approved. Progress report received 03.10.13.	<i>Executive Member consultation CCO (29.03.12)</i>	<i>Governance & Organisational Development</i>
4	26.06.14	Community Assemblies Progress Report	Progress update requested. Planned for 26.06.14.	<i>O&P</i>	<i>Customers & Communities</i>
5	18.09.14	Customer Services Strategy	Annual progress report. Last reported 01.08.13.	<i>Executive Member on 18.08.11.</i>	<i>Customers & Communities</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Executive Responsibility
6	20.11.14 TBC	Equality, Diversity and Social Inclusion Strategy & Action Plan	6 monthly progress report - last received 10.04.14.	<i>CCO / Executive Member & Officer</i>	<i>Customers & Communities</i>
7	20.11.14	Crime and Disorder Scrutiny (plus Police & Crime Panel Update)	Last met 10.04.14.	<i>Statutory requirement once per year</i>	<i>Customers & Communities</i>
Scrutiny Project Groups :					
8	Every meeting	Health Inequalities Plan Project Group	Agreed 29.11.12. Terms of reference approved 01.08.13.	<i>CCO (29.11.12)</i>	<i>Leisure, Culture & Tourism</i>
New Business Items Proposed :					
		Workforce Strategy	Ongoing implementation. Last reported 02.02.12.	<i>CCO Chair (Scrutiny Business Meeting)</i>	<i>Governance & Organisational Development</i>
		Cemeteries Strategy	Ready for reporting to scrutiny.	<i>Head Environment</i>	<i>Environment</i>

Note: Items for monitoring (from scrutiny reviews and other recommendations) are not included above but are listed in the Scrutiny Monitoring Form a separate item to the agenda. Members may wish to schedule items from the Forward Plan and Scrutiny Monitoring Form into the work programme.

[KEY to abbreviations : O&P = Overview and Performance Scrutiny Forum. CCO = Community, Customer and Organisational Development Scrutiny Committee. E&W = Enterprise and Wellbeing Scrutiny Committee. TBC = To be confirmed]. (Next meeting date is 18 September 2014).

COMMUNITY CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE MEETING**Thursday, 10th April, 2014**

Present:-

Councillor Innes (Chair)

Councillors	Bagley	Brown +
	Blank +	Slack
	Borrell	

Anita Cunningham – Policy and Scrutiny Officer
 Trevor Durham – Licensing Manager ++++
 Dianne Illsley – Acting Community Safety Officer+++
 Katy Marshall – Policy Officer++
 Donna Reddish – Policy Manager+++
 Mary Stead – Democratic Services Officer

+ Attended for Agenda Items 54, 55, 56, 57 and 58
 ++ Attended for Agenda Item 54
 +++ Attended for Agenda Items 54 and 55
 ++++ Attended for Agenda Item 57

52 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA

No declarations were received.

53 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Tom Murphy and Neil Rayner.

54 EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES PROGRESS REPORT ON EQUALITY, DIVERSITY AND SOCIAL INCLUSION STRATEGY AND ACTION PLAN

The Policy Officer submitted a draft report on the Equality and Diversity Annual Report 2013 – 2013 for approval.

Complying with equalities legislation and good practice, the Council published an Equality and Diversity Annual Report, covering the improvements and achievements over the past year, and outlining future plans.

The report would be published on the Council's website, circulated to LINKS contacts in the voluntary sector, and made available to Community Assemblies.

The report showed how the Equalities budget had been used to organise a series of events, engaging with the local community. Equalities work was also being done with Community Assemblies.

A report showing the Borough Council's Self Assessment against the Local Government (LGA) Equalities Framework was also submitted for consideration. This report included details of the measures being taken to achieve the 'excellent' level of achievement, and those actions that needed to be taken to maintain this level in a more challenging financial climate.

The following key programmes had contributed to meeting the criteria for excellence against the LGA Equalities Framework:

- Are you being served? and STAR public opinion surveys;
- Chesterfield Equality and Diversity Forum;
- providing equality leadership;
- community development activities, including Assemblies;
- employee engagement initiatives, including annual surveys;
- learning and development initiatives, to develop staff.

During the self-assessment process, areas for improvement had been identified. An Equality Performance Management Group had been established, to draw up and implement the Equality, Diversity and Social Inclusion Action Plan.

The role of Scrutiny leadership in promoting equalities was recognised in the self-assessment against the LGA's Equalities Framework Excellent Criteria.

RESOLVED –

1. That the progress report on the Equality, Diversity and Social Inclusion Strategy and Action Plan be noted.
2. That the Policy Manager and Policy Officer be thanked for the excellent work done to promote the equality agenda in the Council and community, which has had great success.

CRIME AND DISORDER COMMITTEE

55 EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES PROGRESS REPORT, AS PARTNERSHIP CHAIR, ON COMMUNITY SAFETY PARTNERSHIP

Councillor Blank, as Chair of the Community Safety Partnership, introduced the update on the progress made by that partnership.

The Acting Community Safety Officer submitted an update on the delivery of the Community Safety Partnership Plan in 2013/14, and outlined the Community Safety Partnership Plan for 2014/15.

The update included details of performance against the Plan, including comparative crime data for Chesterfield and for other Derbyshire districts, and outlined the ECINS (Victims First) process.

The report included information on current police priorities and campaigns, and outlined trends illustrated by crime statistics.

Information was also provided on the proposed changes to the ASB legislation contained in the Anti-Social Behaviour Police and Crime Act. The purpose of the legislation was to simplify powers for dealing with anti-social behaviour, and to establish new powers to protect individuals and the community. It was considered that the legislation seemed to be an improvement, but several concerns were raised.

Government guidance on the implementation of the Act had not yet been received, but it was hoped that when it arrived it would address some of the concerns raised in the meeting particularly around the new 'community trigger' duty. This duty would be set locally and the trigger criteria needed to be set correctly.

The Police and Crime Commissioner's Office was monitoring the situation, and was producing a report on the implementation of the Act, highlighting areas of concern. The report would be presented to the Derbyshire Police and Crime Panel.

To ensure that the Act was implemented successfully, partnership working between all the agencies dealing with criminal behaviour and anti-social behaviour would have to be strengthened. By increased sharing of information between agencies, and ensuring that any call from the public was routed to the right agency, it would be easier to ensure that the any response was timely and appropriate, and proportionate to the seriousness of the reported offence.

It was anticipated that the Act may be implemented from September 2014.

The Acting Community Safety Officer was thanked for her presentation.

RESOLVED –

That a further update be provided at the next Crime and Disorder Committee.

56 EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES UPDATE AS CHESTERFIELD SCRUTINY MEMBER OF THE DERBYSHIRE POLICE AND CRIME PANEL

Councillor Blank gave an update, as Chesterfield Scrutiny Member of the Derbyshire Police and Crime Panel, on recent developments and activities undertaken by that panel.

She reported that the Panel was operating effectively, working with the Police and Crime Commissioner and having an input into the Police and Crime Plan. A public consultation called 'Have your say' had considered five priorities for action on crime. Drug and alcohol-related crime, and anti-social behaviour, were the top two priorities identified. An additional police priority was dealing with people-trafficking and modern day slavery in the County.

The Police and Crime Commissioner and the Chief Constable were in agreement on the importance of maintaining local policing, even when budgets were being reduced. They had agreed that resources should be directed to the areas of greatest need meaning that fewer resources would be routinely directed to lower crime rate areas, but that a good quality policing response to all service calls would be maintained across the whole of Derbyshire. Community Safety Partnerships would play a key role in this process, as would the partner agencies, including local authorities.

The Police and Crime Commissioner would also be responsible for commissioning victim services. The Commissioner's Office were looking into the kind of services to be commissioned, and a strategy was being developed.

The Police and Crime Commissioner was trying to engage more effectively with the public through the website, visits to groups, walkabouts, workshops and attendance at events.

There were also grants from the Police and Crime Commissioner's office, for tackling anti-social behaviour, and in Chesterfield grants had been made to 'Hope Springs' and 'Our Vision Our Future'.

RESOLVED –

That the update be noted.

57 TOWN CENTRE ROAD CLOSURES

The Licensing Manager gave an update on the impact of road closures in the town centre since 2008, and provided details of possible future of the scheme.

There had been a reduction in levels of night-time crime and disorder in the town centre, and the closure of some of the streets to traffic was believed to have contributed towards this reduction. There were other factors producing this effect, including the closure of a large night-club, and changes in the local economy, which reduced the income available for such recreational purposes.

Roads had been closed using an Act designed to prevent violence, rather than protect public safety. The Police had not been enforcing the road closures in 2014, because they believed that it covered roads that were no longer problem areas. The focus of night-time disorder had moved as a result of the closure of some bars in roads covered by the road closure order and the opening of others in areas not covered by it.

A Police Inspector had attended the Taxi Consultative Committee, to explain to taxi drivers that not implementing the road closures in 2014 had not resulted in any detrimental effects on public order, since levels of violence were still falling and there were fewer road traffic accidents in the town centre.

Taxi drivers had expressed concern about access issues, and the activities of private hire operators, but had understood the reasons why the road closures were not being enforced.

The Police did not intend to apply to the Borough Council for a renewal of the road closure order, when it became due in June 2014. The situation would be monitored, and if there were to be an upsurge in violent behaviour, it would be possible to apply for a renewal at a later date, if the situation warranted it.

The Council's Licensing section were aware of the Police intentions, and their enforcement officers were content with the proposal not to apply for road closures in the current circumstances.

Derbyshire County Council preferred to avoid temporary road closures, since they were confusing for visitors to Derbyshire.

The Licensing Manager was thanked for the update.

RESOLVED –

- (1) That the report be noted.
- (2) That the Licensing Manager's proposed strategy with regard to road closures be supported.

58 SCRUTINY MONITORING REPORT (CRIME AND DISORDER MATTERS)

The aspects of the Scrutiny recommendation monitoring form that related to Crime and Disorder Scrutiny were considered by the Crime and Disorder Committee.

Concern was expressed that there was little progress in the sharing of information on alcohol-related health problems and hospital admissions from Chesterfield Hospital.

The Executive Member for Customers and Communities agreed to raise this issue with Councillor Allen, who was the Derbyshire County Council (DCC) Cabinet Member responsible for Public Health, and also with the DCC officer responsible for these matters.

It was suggested that the DCC Health Scrutiny Committee be requested to assist with this matter, and Councillor Blank agreed to take the request forward, as a member of that committee.

Further information was awaited on the internal Review of Community Safety, now that the report on Anti Social Behaviour (ASB) had been considered by Joint Cabinet

and Employment and General Committee on 8 April, 2014. Scrutiny recommendations on ASB had been presented at that meeting.

Further information would be requested on the progress made with the Redeeming our Communities strategy, when the officer working on this project returned from secondment to the Project Academy. There were no proposals to extend the scheme beyond its present status in Chesterfield. If there were to be a review of it, it was hoped that the Scrutiny Committee would be consulted.

The introduction of a Shopwatch scheme depended on the willingness of local businesses to become involved in it. The Executive Member for Customers and Communities would write to the Communities, Customers and Organisational Scrutiny Committee, on behalf of the Community Safety Partnership, updating them of the situation, and then this item would be removed from the Monitoring Form, as completed.

An update on the Cumulative Impact Policy would be requested at a future meeting.

It was suggested that Overview and Performance Scrutiny Forum be recommended to remove the Anti-Social Behaviour Review from its work plan, because this had now been considered by Joint Cabinet, and this item could now be considered as completed.

RESOLVED –

- (1) That the progress made on approved Scrutiny recommendations be noted.
- (2) That an update be obtained on information sharing on alcohol- related health problems and hospital admissions, and that Derbyshire County Council's Health Scrutiny Committee be requested to help obtain the information.
- (3) That an update be requested on the internal Review of Community Safety.
- (4) That an update be requested on Redeeming our Communities.
- (5) That the introduction of a Shopwatch scheme be removed from the monitoring form, on receipt of the response from the Executive Member for Customers and Communities.
- (6) That an update on the Cumulative Impact Policy be requested.

COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

59 FORWARD PLAN

The Committee considered the Forward Plan for the period 1 May to 31 August, 2014.

RESOLVED –

That the Forward Plan be noted.

60 **SCRUTINY MONITORING REPORT**

There were no further items to consider on the implementation monitoring form.

61 **WORK PROGRAMME FOR THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE**

The Committee considered a list of items raised to date for its Work Programme.

These items included the issues raised during the recent consultation with Community Assemblies, as initially reported to the Overview and Performance Scrutiny Forum. Consideration was given to the community development issue which had been raised as a priority issue through this consultation process.

Members considered the merits and practicalities of including the matter on their work programme, and setting up a Scrutiny Project Group. It was finally decided that this was an issue best led by the Community Assemblies themselves, with some support, rather than being led by scrutiny and scrutiny members.

Councillor Bagley volunteered to provide some initial information and suggestions to the Community Engagement Officer about setting up and developing community groups, with a list of existing relevant groups. The intention was to work with officers to assist the Community Assemblies and Ward Members to undertake and lead community development work in their own areas.

RESOLVED –

- (1) That the Work Programme be agreed.
- (2) That the following items be included on the agenda for the next meeting:
 - Corporate Health and Safety Improvement Plan;
 - Health Scrutiny;
 - Outside Market Reconfiguration;
 - Community Assemblies Progress Report.

Customer Services would remain on the work programme, although regular updates on this matter were being received by the Overview and Performance Scrutiny Forum under the Great Place: Great Service progress reports.

62 **OVERVIEW AND SCRUTINY DEVELOPMENTS**

The Policy and Scrutiny Officer reported that consultation on the Scrutiny Action Plan subsequent to last year's annual survey was in progress, and that the plan was being delivered

The annual Scrutiny Evaluation Survey for 2013/14 would be circulated for completion after Easter.

Suggestions for training and development should be made to the Policy and Scrutiny Officer.

63 **SCRUTINY PROJECT GROUPS**

Health Inequalities Scrutiny Project Group

No update was available.

64 **MINUTES OF THE MEETING OF THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE HELD ON 6 FEBRUARY, 2014**

The Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee held on 6 February, 2014, were presented.

RESOLVED –

That the Minutes be approved as a correct record and signed by the Chair.