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Governance

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The Chair and Members of Overview and Performance Scrutiny Forum

Please ask for

Martin Elliott

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12 March 2015

Dear Councillor,

Please attend a meeting of the OVERVIEW AND PERFORMANCE SCRUTINY FORUM to be held on THURSDAY, 19 MARCH 2015 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. Executive Member for Environment - Dog Control Measures Progress Report (Pages 3 - 8)

5:05 – 5:25pm

4. Deputy Leader and Executive Member for Planning - Chesterfield Borough Council Corporate Plan (Pages 9 - 32)

5:25 – 5:50pm

Chief Executive
Huw Bowen



5. Executive Member for Governance and Organisational Development - Great Place, Great Service Progress Report (Pages 33 - 44)

5:50 – 6:30pm

6. Scrutiny Annual Report 2014/15 (Pages 45 - 68)

6:30 – 6:40pm

7. Forward Plan (Pages 69 - 80)

6:40 – 6:50pm

8. Scrutiny Monitoring (Pages 81 - 86)

6:50 – 6:55pm

9. Work Programme for the Overview and Performance Scrutiny Forum (Pages 87 - 88)

6:55 – 7:05pm

Great Place, Great Service Progress Report frequency

10. Joint Overview and Scrutiny (Pages 89 - 92)

7:05 – 7:10pm

11. Overview and Scrutiny Developments

7:10 – 7:20pm

12. Minutes (Pages 93 - 100)

7:20 – 7:25pm

Yours sincerely,

A handwritten signature in black ink, appearing to be 'S. Smith', written in a cursive style.

Local Government and Regulatory Law Manager

FOR PUBLICATION

AGENDA ITEM

Review of Dog Control Orders

MEETING:	Overview and Performance Scrutiny Forum
DATE:	19 th March 2015
REPORT BY	Environmental Health Manager
WARD	ALL
COMMUNITY ASSEMBLY:	ALL

FOR PUBLICATION

BACKGROUNDS PAPERS FOR PUBLIC REPORTS

None

1.0 Purpose of Report

1.1 To review the adoption of dog control orders across the borough.

2.0 Background

2.1 In June 2012 the Council received a petition with over 800 signatures seeking dogs on leads in the borough parks and footpaths. The petition was considered at an Overview and Performance Scrutiny meeting on 9 October, 2012.

2.2 It was recognised that restricting the ability to exercise a dog off lead, particularly at larger parks was contrary to the Animal Welfare Act and the spirit of providing public open spaces for all to enjoy. But it was also accepted that some dogs are not kept under control and cause worry to other people, including other dog walkers.

- 2.3 There is a range of civil and criminal legal remedies to control dogs in public areas. These remedies are available to the public for specific dogs that are dangerous (complaint to court for dog control order under Dogs Act 1871) as well as the Police (dangerous dogs and “banned breeds”). The Council can also enforce parts of the Dangerous Dogs Act so in practice then Police will deal with incidents where a person is harmed and in other cases they will normally be passed to Environmental Health.
- 2.4 Housing Services also control dogs within and around their properties through enforcing the tenancy agreement. As the actions of a dog can cause alarm or distress, the owner can also be dealt with under antisocial behaviour legislation. The dog-wardens, Housing Rangers and Safer Neighbourhood Teams jointly visit “nuisance” dog owners who will volunteer to enter into an antisocial behaviour agreement that requires them to stop the behaviour and/or require positive steps such as muzzle the dog in public or attend training.
- 2.4 As well as the specific powers targeted at individual dogs, under the Clean Neighbourhoods and Environment Act 2005, the Council adopted several dog control orders. These covered the following:
- Requiring the removal of faeces
 - Requiring dogs on leads (in cemeteries and part of Eastwood Park)
 - Prohibiting dogs from the play area and bowling green at Eastwood Park
 - Requiring dogs to be put on lead when directed by a Council officer
- 2.5 The Eastwood Park dog control orders came into force in August 2013 following the re-opening of the park after the heritage improvement works. It was agreed that, following the petition, this would also serve as a pilot for testing the public response and the appropriateness and the enforceability of dog control orders across the borough.

3.0 Evaluation of Eastwood Park

- 3.1 The adoption of the order was well publicised prior to adoption and for the first two months warnings were given. Thereafter, if breaches were witnessed an Enforcement Officer would issue a fixed penalty notice. Since then four people have received the £50 penalty for allowing their dog into an excluded area and two with the £80 penalty for fouling. The majority of the park continues to allow dogs off lead and no penalties relating to leads have been issued.
- 3.2 Table 1 below shows the number of complaints to Environmental Health since 1st August 2013.

Table 1 Complaints to Environmental Health since 1st August 2013

Complaint Type	Volume	Comments
Dog fouling	534	Equivalent to one per calendar day
Dogs off lead	80	Equivalent to one per week
Dangerous dogs	46	Equivalent to one per fortnight

- 3.3 Dog control enforcement is delivered in the same way that all environmental health regulation is, namely “intelligence” led. That means we will direct our limited resources to issues and areas of need. This will be based on past experience and current complaint levels. In effect, after the initial patrolling of Eastwood Park for several months, in the absence of any specific intelligence, it received the same level of monitoring as the rest of the borough. In effect, drive-by visits as the three enforcement officers would also be responding to complaints and checking the other parks throughout the borough.
- 3.4 At the start of 2015, we surveyed visitors to Eastwood Park. We only had twelve responses and the results are shown in Table 2. It should be recognised that it has a bias towards experiences in Hasland.

Table 2 Respondents views on dog-related problems

Nature of problem	Volume
Dogs running off the lead	5
Dog fouling	12
Dogs not under control	8
Dangerous dogs	2

- 3.5 There is a distinction between a dog off a lead and a dog not under control. Despite these results only three of the twelve respondents went to say that making dogs off a lead an offence was a good idea. Whilst all felt dog fouling was a problem, the comments indicated that the problem is on footpaths near schools and shops rather than the park itself. This is not surprising given the timing of the survey.
- 3.6 In February a project group presented their report on dog fouling to the Enterprise and Wellbeing Scrutiny Committee, and members are invited to refer to that report for further information about the work being done to reduce dog fouling.

4.0 Next Steps

- 4.1 In October 2012 when the petition for dogs on leads was heard, the Council had the power to adopt dog control orders. Since then, the Antisocial Behaviour, Crime and Policing Act 2014 has come into force. Dog control orders, along with similar provisions relating to litter, alcohol etc were abolished. A new provision called the Public Space Protection Order (“PSPO”) was introduced in October 2014.
- 4.2 Under the new Act, there is a three-year transitional period for existing dog control orders. That means that if we wish to retain our current controls we must implement a PSPO. Whilst this is a disadvantage, the new laws are more flexible and allow for orders to govern a range of antisocial issues rather than deal with them under separate legal regimes, such as the designated public place order we have for alcohol consumption in the town centre, Queens Park etc.
- 4.3 In light of the new legislation, officers consider it a priority to address the transitional issues first or we will lose borough-wide controls over fouling and alcohol. The PSPO is aimed to simplify the adoption process and reduce the number of orders any one area may have, to aid enforcement and public understanding, as well as reduce costs. Our parks also have byelaws for which offenders can be prosecuted e.g. a dog must be on a lead in Queens Park.
- 4.4 The Council recently adopted its Parks and Open Spaces Strategy which sets out our action plan for the next ten years to maintain and enhance our green space provision. At the time of drafting, the PSPO was still in its infancy but it was recognised in the strategy that some sort of controls at some parks would be considered.
- 4.5 There must be evidence to adopt a PSPO and the rights and freedoms of residents must be weighed against the desire to reduce antisocial behaviour. As our surveys have shown in the past, the views on dog control are mixed. Perceptions are not enough and therefore we will need to evaluate what evidence we have before consulting on any proposed orders.
- 4.6 Officers are currently implementing the other provisions within the new Act. Notably, Chesterfield has been instrumental in the drafting of guidance on the control of dogs working with Derbyshire County Council Antisocial Behaviour Forum and Chesterfield Community Safety Partnership. As such, we have adapted the process for the new Community Protection Notice to the control of dogs which will enable us to continue to take early intervention with owners

that are reported to us for causing problems through a lack of control over their dog(s).

5.0 Recommendations

- 5.1 It is recommended that members note the report.
- 5.2 It is further recommended that Scrutiny consider including Public Space Protection Orders in their future work programme.

RUSSELL SINCLAIR
ENVIRONMENTAL HEALTH MANAGER

For further information on this report, please contact Russell Sinclair on ext 5397.

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2015-2019 Council Plan



Overview and Performance Scrutiny Forum 19th March 2015

Michael Rich

To date



- Agreed to develop a four year plan
- Service managers and lead members worked together on priorities
- Plan approved by full Council which:
 - Continues with themes of previous plan
 - Maintains and reinforces our values
 - Describes one-year specific projects
 - Outlines four-year aims
 - Contains measures and milestones
 - Highlights achievements to date

Ingredients for implementation



Golden thread



- Service plans will link corporate plans with individual and team objectives
- Remove a tier of plans
- Improve Employee Performance Development review process

Ingredients for implementation



Performance management



- Need to revise current approach
- Service plans will identify key measures
- Regular review of service plan delivery
- Corporate scorecard
- Improved programme management disciplines

Ingredients for implementation



Working together



- Corporate plan continues shift away from departmental structure
- Service plans will identify where projects require wider input

Ingredients for implementation



Engagement



- Produce summary to share widely with staff, partners and the public
- Use internal communication strategy to increase awareness and ownership

Ingredients for implementation



Review and respond

- Plan will need post-election check
- Then annual review with revisions to priorities made as necessary
- Need to balance continuity and opportunity

A large, red, rectangular stamp with a distressed, ink-like texture. The words "UNDER REVIEW" are printed in bold, capital letters, stacked in two lines. The stamp is tilted slightly to the right. It is positioned over a background of soft, overlapping pink and grey curved shapes.

**UNDER
REVIEW**

Next steps



- Review service plans (March/April)
- Individual objective setting (April/May)
- Post-election check (May)
- Finalise print copy of summary (May)
- Corporate scorecard developed (June)
- Planning for 16/17 underway (Sept)
- Six month reviews of delivery (Oct)

Summary

Our vision: Putting our communities first

Our priority: to make Chesterfield a thriving borough. To deliver this, we will focus on four objectives:

1. To make sure that local people benefit from growth in Chesterfield Borough
2. To continue delivering regeneration projects that will make Chesterfield Borough a better place
3. To develop our great town centre
4. To improve access to technology that meets the needs of our residents, businesses and visitors

Our priority: to improve the quality of life for local people. To deliver this, we will focus on four objectives:

5. To increase the supply and quality of housing in Chesterfield Borough to meet current and future needs
6. To increase the quality of public space for which the council has responsibility through targeted improvement programmes
7. To improve the health and well-being of people in Chesterfield Borough
8. To reduce inequality and support the more vulnerable members of our communities

Our priority: to provide value for money services. To deliver this, we will focus on a single objective:

9. To become financially self-sufficient by 2020, so we can continue to deliver the services our communities need.

Our values:

- Customer focused – delivering great customer service, meeting customer needs.
- Can do – striving to make a difference by adopting a positive attitude.
- One council, one team –proud of what we do, working together for the greater good.
- Honesty and respect – embracing diversity and treating everyone fairly.

1. Introduction

This plan describes the priorities for Chesterfield Borough Council over the next four years. We have chosen a four year period as it gives us time to properly plan ahead, without trying to speculate about what our communities will need and expect in the distant future. It does not cover in detail everything that we do as a council (this will be covered by our service plans on an annual basis). Instead it features the activities where we will be focusing our efforts and where we want to see a real shift over those four years.

In putting the plan together, we have been guided by our simple vision:

Putting our communities first

As a council, we are here to serve and support our communities. Those communities include our residents and tenants, our businesses, our visitors, our students and our voluntary groups. It is these communities that make Chesterfield Borough a great place to live, work and visit. And it is these communities that we seek to put first as a council in all that we do.

This vision shows through in the recent work we have done on behalf of our communities, from transforming the historic Market Hall to securing four prestigious Green Flag awards for our parks, from attracting nationally recognised productions to our cultural venues to investing £52 million to achieve the Decent Homes Standard for all council homes. Our commitment to this vision has led to rising levels of resident and tenant satisfaction with our services. It is evident in the many ways in which we regularly engage with our communities about those services.

The plan should be read alongside other key plans for the borough, in particular our Local Plan: Core Strategy (2011-2031) which sets out proposals for the development and use of land in Chesterfield Borough.

2. Context

Our achievements

There is a great deal to be proud of as we look back on the work delivered by the council and its partners in the last few years. We have taken important steps to secure **the future of Chesterfield Borough**, getting the green light from the Planning Inspectorate for our Local Plan: Core Strategy which sets out how land across the borough will be used over the next 20 years. This includes a number of major regeneration schemes, such as Chesterfield Waterside and Peak Resort. We have played an active role in partnership working with other councils in order to bring additional benefits to Chesterfield Borough, for example securing the devolution of powers and funding from Whitehall as a member of the Sheffield City Region Combined Authority.

The council has continued to provide services that **improve the environment we live in**. Four of our parks (Queen's Park, Holmebrook Valley Park, Poolsbrook Country Park and the Crematorium Grounds) have been awarded the prestigious Green Flag Award. Standards of cleanliness have improved across the borough and many of our parks have benefitted from refurbishment and improved play facilities, including a £1.3m project at Eastwood Park. Our historic Market Hall received a £4m redevelopment and a conservation area has been established for Chatsworth Road.

By embracing growth and attracting investment to Chesterfield Borough, we have been **improving the economy and employment prospects** for our communities. £2.2m of Regional Growth Fund money has been awarded to local businesses and £100m of support provided to attract new businesses to the Markham Vale Enterprise Zone. The Destination Chesterfield partnership has put the town on the map and its 160 business champions promote Chesterfield Borough as a great place to do business.

The council has taken further steps to **provide great leisure and cultural facilities**. The new £11.25m Queen's Park Sports Centre will provide high quality accessible facilities, as well as a base for Chesterfield College students. We have invested in the Pomegranate Theatre and the Winding Wheel, upgrading our cultural venues to bring larger and more varied shows to Chesterfield and attracting £495,000 in Arts Council England funding. We have seen our visitor numbers increase, with over three million a year now bringing £140 million into our economy each year.

As the landlord for almost 9,500 homes, we pride ourselves on **providing a responsive housing service**. We made a £52m investment in our housing stock to bring all our council homes up to the Decent Homes Standard. Our £3m Parkside Housing Scheme will provide high quality homes for older people and new affordable housing has recently been completed at Chesterfield Waterside. The council has also invested in the Local Authority Mortgage Scheme to help local people make their first step on the property ladder.

The council has delivered these achievements and rising satisfaction levels despite a reduction to the funding it receives from central government. We have therefore worked hard to **become more efficient**, investing in a programme of transformation that is improving how we use our offices and depots, how our staff deliver our services and how our customers are able to access our services.

Chesterfield Borough in 2015

Every year we publish a 'State of the Borough' report, which includes a wide range of facts and figures about the borough that we use to help shape the services we provide. The latest report shows that the population of the borough has increased by 5,000 in the ten years between 2001-2011, with 3,400 more households forming in the same period. The proportion of those households that are privately renting has doubled in this time, from 6.2% to 12.4%, reflecting a national shift away from owner occupation. Our population has become more diverse and there are over 900 households with no residents for whom English is their main language.

Our State of the Borough report shows that there remain some particular **challenges** for the council and the communities it serves. The levels of skills and qualifications of our residents remain below the county and national averages. Whilst unemployment has fallen, it remains above the national average and there remain particular issues for younger people and those who are long-term unemployed. There are significant variations in the health of those in the borough, with life expectancy in the most deprived areas 10 years lower for men and 7.6 years lower for women when compared with the least deprived areas. Almost a fifth of our year 6 children are classed as obese and alcohol related hospital admissions, smoking related deaths and adult obesity remain key concerns. The borough contains a number of areas that rank among the 10% most deprived in the country and about 3,900 children live in poverty.

Looking to the future

In planning for the next four years, the council is preparing for changes that will affect us and many other councils across the country. We know that the amount of funding we receive from central government will continue to reduce, falling to almost nothing by the end of the period covered by the plan. Therefore we will need to continue to find savings, as well as looking at other ways to bring in income to fund the services we provide. We will need to work even more closely with partners, building on sharing services and joining up with others to have a greater presence and take on more powers that currently sit in Whitehall.

We know that reforms underway to the welfare system will have an impact on our communities and that we will need to continue to respond through our housing and support services. We know that the population will continue to change, with an increasing proportion of older people with different expectations and service needs. We know that as technology develops, many of our residents, visitors and businesses will expect to engage with our services in different ways and will look for improved access to technology in our towns, villages and business centres.

Our plan sets out how we will be responding to these challenges and we know that doing so will also require some changes to how we work and development in the skills of our staff. Thankfully we already have a highly skilled and committed workforce and a strong record of developing our teams to ensure they provide the quality services our communities expect and deserve.

3. Our priorities: to make Chesterfield a thriving borough

Chesterfield Borough is already successful in attracting businesses and visitors, bringing income and jobs that benefit our communities. The council has played a lead role in driving growth and regeneration, working closely with the business community and partners in other public sector organisations. We have a diverse and appealing offer for those living and working here and this continues to support a strong visitor economy. However, in an increasingly competitive country and in a global economy, it is vital that Chesterfield Borough continues to thrive. We also need to keep pace with the demands and expectations of those that live, work and visit our Borough and take a long-term view of what needs to be in place to sustain growth in the future.

To deliver this priority, we have set out four key objectives where the council will focus its efforts over the next few years:

1. To make sure that local people benefit from growth in Chesterfield Borough

As we continue to attract businesses and visitors to Chesterfield Borough, it is important that local people are able to benefit from the growth. We will support new and existing businesses, and work with our partners to make sure that local people have the right skills to take the job and training opportunities that are created. As well as supporting our existing businesses to grow, we want to continue attracting new investors and encouraging new businesses to start up.

In the first year of the plan, we will:

- launch, with Chesterfield College and other partners, our plans for Chesterfield to be an Apprentice Town
- develop a local employment and skills plan to maximise job opportunities at the new Peak Resort
- bring dedicated business support advisers into Chesterfield Borough as part of the Sheffield City Region and D2N2 Growth Hubs

Over the next four years, we aim to:

- agree local labour clauses in 100% of new eligible major developments and fill at least half of the jobs locally where those clauses are in place
- reduce the number of young people not in education, employment or training by 75%
- increase year on year the number of businesses in Chesterfield Borough

2. To continue delivering regeneration projects that will make Chesterfield Borough a better place

The council has been leading work across Chesterfield Borough to bring forward sites to create more jobs, housing and growth in the area. We will continue to drive this activity, maintaining momentum on sites where work is underway and building a pipeline of activity for the future.

In the first year of the plan we will:

- put in place the canal infrastructure at Chesterfield Waterside to unlock further development
- develop a funded delivery plan for the regeneration of the Staveley and Rother Valley Corridor
- select a new development partner for the Northern Gateway project

Over the next four years, we aim to:

- create 7,500 sq metres of commercial floorspace and 300 homes at Chesterfield Waterside
- start on site with the regeneration of the Staveley and Rother Valley Corridor and ensure that local benefits are maximised as plans develop for the proposed HS2 maintenance depot
- increase the occupancy at the Markham Vale Enterprise Zone

3. To develop our great town centre

A vibrant town centre is important for the whole of the Chesterfield area, as it will drive and support our plans for growth. It brings economic benefits and rightly remains a source of pride for our residents. Recent years have shown how challenging it can be to maintain a busy and thriving town centre and it is important we continue to shift and adapt our offer, whilst preserving what is best from our proud history and tradition.

In the first year of the plan we will:

- in consultation develop a delivery plan for an upgrade to the outdoor Market
- adopt the revised masterplan for the town centre, setting the scene for future development
- enable a varied programme of events and festivals throughout the year, including negotiation of a new commercial five year deal with Derbyshire County Cricket Club to secure the future of the annual Chesterfield Festival of Cricket

Over the next four years, we aim to:

- extend the town centre offer for our residents and visitors and increase satisfaction levels with the council's cultural venues
- sustain town centre occupancy levels at 90% or higher and increase occupancy levels at the outdoor market, reaching 90% by the end of the period
- increase the value of the visitor economy by at least 5%, bringing in an additional £7m per annum
- begin work on a mixed employment, leisure and residential scheme in the northern part of the town centre, complementing an appropriate re-use of the former Co-op building

4. To improve access to technology that meets the needs of our residents, businesses and visitors

Our expectations regarding technology have shifted massively over the last ten years. If we wish to continue attracting businesses to locate here and people to visit, it is important that our business parks and our town and district shopping centres reflect these shifting expectations. By increasing our investment in technology, we will also make sure that our residents have greater opportunities to access modern and responsive council services, and our staff are suitably equipped to provide this.

In the first year of the plan we will:

- deliver the very latest digital connectivity to tenants at our innovation centres and provide wi-fi access in council buildings
- switch to a new website that will provide our customers with improved access to our services, including from mobile devices
- develop a digital inclusion strategy, to increase skills, access and connectivity among our communities

Over the next four years, we aim to:

- significantly enhance broadband access at key locations, including business centres and new housing schemes
- create a digital hub in Chesterfield, including a wi-fi network across the town centre
- increase user satisfaction with on-line council services year on year
- make all appropriate council services available on-line

4. Our priorities: to improve the quality of life for local people

Satisfaction with services provided by the council is rising and many of our residents enjoy a good quality of life. We continue to provide a clean, safe and green environment and increase the range of leisure services available. More housing is being built to meet the needs of our communities and as the landlord for over a fifth of the homes in Chesterfield Borough; we have recently ensured all of those houses are of a decent standard. However, we know that our communities still look to the council to bring further improvements and to provide for people and places that do not currently enjoy the standards they need and expect.

To deliver this priority, we have set out four key objectives where the council will focus its efforts over the next few years:

5. To increase the supply and quality of housing in Chesterfield Borough to meet current and future needs

We know that access to decent housing is vital for the quality of life and well-being of communities. We will continue to work to support our existing residents and plan for future growth by providing the right housing offer across Chesterfield Borough. This needs to be housing that meets the changing pattern of the lives and aspirations of our residents, housing that is affordable and housing that will attract people coming into the new jobs created in the area.

In the first year of the plan we will:

- complete and fully occupy the new supported housing scheme at Parkside
- invest £32m in our council housing to maintain and improve quality for our tenants
- agree a strategic approach which will allow the council to build its own housing for sale and rent

Over the next four years, we aim to:

- increase overall housing supply, bringing 1520 new homes into Chesterfield Borough, of which up to 30% on appropriate sites will be affordable
- begin directly building new housing by making use of surplus council land
- maintain the quality of homes across all tenures and maximise further investment in home energy improvements to deliver affordable warmth for our residents
- Improve the quality and management of privately owned properties through investigation, assistance and active regulation where necessary

6. To increase the quality of public space for which the council has responsibility through targeted improvement programmes

The council is able to make a significant difference to the quality of people's lives through the way it maintains and improves the estates, buildings and open spaces it owns and manages. Working with communities, it will continue to deliver a rolling programme of improvements that make places across the borough cleaner, safer and greener. We will do this by investing our own resources and attracting additional funding, as well as looking for alternative uses and/or owners for those assets and spaces that are no longer serving communities well.

In the first year of the plan we will:

- open the new £350,000 sports pavilion at Eastwood Park
- begin estate regeneration work at Barrow Hill
- improve the play area at Circular Road Park and improve park facilities at Stand Road Park
- in consultation develop a masterplan for King George V park

Over the next four years, we aim to:

- deliver estate regeneration programmes at Barrow Hill and Holmehall and begin work on a third programme following consultation with tenants
- improve resident satisfaction with our parks and open spaces
- increase tenant satisfaction with their neighbourhood as a place to live to 85% or above
- increase the number of Green Flag awards for our parks to 6
- invest in improvements at a further 5 parks and children's play areas in a rolling programme, funded by releasing assets that no longer serve communities well

7. To improve the health and well-being of people in Chesterfield Borough

The life expectancy of Chesterfield Borough residents varies significantly between areas, being 10 years lower for men and almost 8 years lower for women in the most deprived areas compared to the least deprived. We will continue to work with our partners to improve all aspects of health, especially those such as obesity, alcohol abuse and self-harm, where our residents are currently less healthy than the national average. We know that a whole range of factors have an impact on people's health and the objectives we have set to bring additional jobs and better housing will lead to health improvements. As a council, we can also focus on increasing participation in leisure activities through the services we provide and working closely with partners who provide a wider range of services to tackle some of the underlying reasons for poor health.

In the first year of the plan we will:

- open the new £11.25m Queen's Park Sports Centre
- provide a new outdoor gym at Langerfield
- become an official member of the Healthy Communities Network and work in partnership to improve the health and wellbeing of our communities
- promote the 'Time to Change' mental health campaign within the council and among our partners

Over the next four years, we aim to:

- increase participation in sport and physical activity at facilities provided by the council and promote healthy lifestyles via the Active Derbyshire partnership
- increase the use of our parks and open spaces by delivering a varied programme of events and increasing participation in voluntary activities by 5% each year
- work with our partners to reduce the gap in health outcomes between the most and least deprived parts of the borough, as measured through the annual health profile
- build capacity in our communities to allow groups to take on the management of facilities currently run by the council
- work with partners to develop and expand the support given to tenants and residents to enable them to live independently

8. To reduce inequality and support the more vulnerable members of our communities

We will build on the support that we have already provided to those members of our communities most in need and work with our partners to make sure our collective resources are used effectively to support vulnerable people across Chesterfield Borough. We will particularly address social exclusion through improving access to financial support, making sure our residents know where to go for additional help and bringing agencies together to target help where it can have most impact.

In the first year of the plan we will:

- work with our partners to deliver an intensive support and advice package in Holmehall, Grangewood, St. Helens and Middlecroft
- introduce an assessment of an applicant's ability to manage and maintain a tenancy before allocating council housing and provide support to those not yet able to sustain a tenancy
- provide increased support for homeless people through additional housing advice workers and a dedicated 'No Second Night Out' worker
- set an example as a council by paying all our staff a living wage

Over the next four years, we aim to:

- maintain our commitment to working in partnership with community and voluntary groups in order to increase awareness, satisfaction and take-up of programmes offering financial advice and support to individuals and families
- develop a more targeted approach to the funding used by the council and its partners so that the most vulnerable people in our communities receive effective, joined-up support
- provide and expand our homelessness support and prevention services in partnership with Bolsover and North East Derbyshire councils

5. Our priorities: to provide value for money services

The council has a strong record in delivering good value for money services. In recent years it has been able to find the savings necessary to balance its budget, whilst still providing a wide range of services with which our communities are increasingly satisfied. It has improved the efficiency of running services and continues to operate to high standards of governance and accountability. It looks to make effective use of the assets that it owns and to develop opportunities for bringing in income in order to fund the services our communities need. However, the financial challenges are growing and we see more and more councils looking to transform into very different types of organisation. Chesterfield Borough Council also needs to change and has been looking at new approaches in response to these financial challenges.

Our focus in delivering this priority will be:

9. To become financially self-sufficient by 2020, so we can continue to deliver the services our communities need.

This means that we will need to fill the gap that is left as central government funding (currently around £4.4m per year) reduces to almost zero by the end of this plan period. It is only by prioritising ‘balancing the books’ that we will be able to continue to serve our communities and deliver the services they need and expect from us.

To do this, we will continue to look at how we provide services more efficiently and make savings. We will develop those areas where we could generate more income from our services and assets. And we will need to consider whether the council should continue to provide all of the services it does at present, or whether some might be better provided in partnership with others. Doing these things will mean changing the nature of the council and how it works. Continuing to operate as we do now will not be sufficient given the scale of the financial challenges that face us. It will mean that we need to build on the existing skills of our staff and take some considered risks.

In the first year of the plan we will:

- freeze council tax for 2015-16
- consult on options for the use of the existing Queen’s Park Sport Centre site
- review and strengthen our Great Place: Great Service programme and deliver £586,000 of savings in order to balance our budget
- roll out on-line bookings for our cultural and leisure facilities
- maintain our Investors In People status and use our assessment to inform the development of a new workforce strategy
- develop a new operating model for the council in order that we are prepared to meet future challenges

Over the next four years, we aim to:

- ensure the council has a balanced budget each year, making up the reduction in central government grant through savings and increased income
- develop a five year plan for the use our surplus land assets, investing in opportunities that will bring sustained revenue to the council to use for delivering services
- take a more commercial approach where appropriate, including developing new services and selling existing services to new customers
- improve the technology that supports our service delivery and increase the skills and capacity of our staff to work in a more commercial manner
- increase the % of citizens who feel we provide value for money services

6. How we will work

The council has four values that describe how we want to work to achieve our vision.

We are **customer focused**: delivering great customer service, meeting customer needs. We regularly carry out satisfaction surveys to find out what our communities and residents think of the services we provide. We engage with our residents, tenants, visitors and businesses through a wide range of groups, forums and on-line, seeking their views on our services and how we can improve them. We look to deal promptly and effectively with complaints and always welcome comments and compliments.

We take a **can do** approach: striving to make a difference by adopting a positive attitude. Our staff come up with and deliver solutions to problems and regularly go the extra mile to ensure our communities are well served. We take a 'public sector first' approach to service delivery, believing in the benefits to our communities that come from a public service ethos. We contribute actively to partnerships with other organisations within Chesterfield Borough and beyond our boundaries. We manage our suppliers and contractors fairly but robustly to make sure we are getting the best from the public money we spend.

We act as **one council, one team**: proud of what we do, working together for the greater good. The council has recently restructured, moving away from rigid departments to encourage teams to work more closely together. We value regular and open engagement with all staff and carry out regular surveys to find out how we can improve as an employer. We invest in the development of our staff, regularly attracting additional funding for training. We promote a commercial outlook within our teams, to make sure we secure value for money and look for opportunities to generate additional income that we can then invest in service delivery.

We believe in **honesty and respect**: embracing diversity and treating everyone fairly. The council has a strong record of going well beyond its statutory equality duties and regularly works with partners to host and promote events throughout the borough that celebrate diversity. Our staff and elected members work well together and individuals are able to express their views openly within their teams and at wider meetings and events.

Our annual employee survey provides a valuable source of feedback on how well we are doing in light of these values. We are committed to taking action in response to the survey each year, working with our staff to improve satisfaction scores and increase employee engagement.

Get in touch

Whether you are a member of staff, a resident, work in a local business or for one of our partner organisations, we welcome your views about this plan. You may want to contribute to its delivery, find out more about what we do or suggest activities that you feel are missing.

If so, please contact us at:

Visit us in person

Customer Service Centre
85 New Square
Chesterfield S40 1SN

Opening hours

8.30am to 5pm on Monday, Tuesday and Thursday
10am to 5pm on Wednesday
8.30am to 4.30pm on Friday
9am to midday on Saturdays for payments only

Call us

You can telephone us on 01246 345 345 or you can text 07960 910 264.

Website and Social Media

Website – www.chesterfield.gov.uk

Facebook - <https://www.facebook.com/ChesterfieldBoroughCouncil>

Twitter - <https://twitter.com/chesterfieldbc>

YouTube - http://www.youtube.com/user/chesterfielduk?feature=results_main

You can also find out more and get involved in the work of the council by attending one of our Community Assemblies. There are four groups that cover the borough (north/south/east/west) and each one meets four times a year. As well as helping us by giving your views on key issues, each Assembly has a small budget that can be used for community based projects.

Please go to <http://www.chesterfield.gov.uk/Community-assemblies-1162.html> or call 01246 345344 to find out more about the Community Assemblies.

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GP:GS - Position Statement and reshaping activity



GP:GS Overview and Performance Scrutiny Forum

19th March 2015
James Drury

Context



- Public sector budget / Combined Authority / Peer Challenge / Corporate Plan – 2015/19 / Lessons learned / local and national elections
- Summary - fast moving and changing environment
- Our organisational transformation programme must be flexible and agile to respond to emerging issues and opportunities and convert these into successful delivery and outcomes for Chesterfield
- Programme must operate in a controlled, managed and transparent way

GP:GS - My Position Statement



- **Achievements** – Programme established, support from Members and SLT, positive change delivered, savings delivered, strong foundations
- **Scope of Programme** - Focusing on many of the right things, but not all the right things, confusion with roles/responsibility of the Programme and Business Transformation, Corporate Plan 2015/19 activity not included
- **The Business Case for Change** – Done to create the Programme, not used since, costs and benefits not clear

GP:GS - My Position Statement



- **Governance and reporting** - Governance and reporting not effective, doesn't feel like a controlled, coordinated Programme, dependencies and impacts not clear, limited prioritisation
- **Staffing** - 3 x Project Managers in post and working effectively in their projects, Programme Manager post now vacant, limited work across projects, limited additional resources allocated to Programme priorities
- **Delivering Change** - Not enough focus on managing change – softer skills / cultural / behavioural, roles and relationship with Arvato / Kier to deliver transformation not clear / effective

GP:GS / BT

Outline Activity now - June



- Capturing and communicating achievements – demonstrating a journey and celebrating success
- Reviewing business case including cost benefit analysis to date
- Review the scope of the Programme
- Review governance including programme plan, reporting, risks and issues, benefits realisation
- Carry out a lessons learned exercise
- Develop activity to support organisational / culture change
- Merge GP:GS and BT
- Karen Brown to manage GP:GS along with BT



- Refreshed One Council GP:GS Transformation Programme aligning our vision, corporate plan and financial strategy
- Reviewed Business case to demonstrate costs, staffing, timescales, key deliverables and benefits realisation
- Revised approach to governance, planning and reporting
- Parallel activity to develop our Operating Model to support programme approach and deliverables
- Parallel activity with Arvato (and Kier) on Joint Improvement Plan to ensure the PPP is an effective enabler of change
- Programme Management Office activity and discipline launched
- Single Council approach to Programme and Project Management designed and implemented
- Merging Business Transformation and GP:GS to increase capacity with resource allocated to programme priorities

Immediate changes



- Merge Business Transformation with GP:GS
- Karen – revised role
- Client Manager role
- Revised reporting approach
- GP:GS – change frequency of Executive Steering Group to monthly with revised focus / agenda

Revised reporting



The 7 keys to successfully monitor and manage projects and programmes

- Work & Schedule (are predictable)
- Stakeholders (are committed)
- Resources (are understood & sufficient)
- Budget (is understood & sufficient)
- Risks (are being mitigated)
- Business Benefits (are being realised)
- Scope (is realistic & managed)

Focus on what the Programme Board needs to know

Work and Schedule



Work &
Schedule are
predictable

Healthy Signs

- Everyone gives the same definition of finished
- Good evidence of control
- Slippage, when it happens, is predicted

Unhealthy Signs

- Can't describe what finished means
- Uncontrolled — poor plans, controls, tracking mechanisms
- Slippage comes as a surprise

1. Project plan is accepted and maintained
2. Interim and final milestones are accepted and approved
3. Approach is appropriate, adequate and followed and resources have been scheduled against planned activities
4. There is confidence in the accuracy of progress reports

Revised reporting



An example of a 7 keys dashboard

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GP:GS Programme		DATE:20/02/15								DATE:20/01/15							
		CURRENT								PREVIOUS							
Projects	Lead	Work & Schedule	Stakeholders	Resources	Budget	Risks	Benefits	Scope/Change	OVERALL	Work & Schedule	Stakeholders	Resources	Budget	Risks	Benefits	Scope/Change	OVERALL
ICT	Tara	Orange	Orange	Red	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Red	Orange	Orange	Orange	Orange	Orange
Customer	Scott	Orange	Orange	Orange	Orange	Red	Orange	Orange	Orange	Orange	Orange	Green	Green	Red	Orange	Orange	Orange
Property	Chris	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Red	Orange	Orange	Orange	Orange	Orange	Orange	Orange
People	Tba	Green	Orange	Green	Green	Green	Orange	Orange	Orange	Orange	Orange	Green	Green	Orange	Orange	Orange	Orange
Tba	Tba	Orange	Green	Orange	Green	Orange	Orange	Green	Orange	Orange	Green	Orange	Green	Orange	Orange	Orange	Orange
Programme Overview		Orange	Orange	Red	Orange	Red	Orange	Orange	Red	Red	Orange	Red	Red	Red	Orange	Orange	Red

Revised agenda



Executive Board Monthly Information Pack

- 7 keys dashboard – focus on reds
- Programme update by exception
- Action Log
- Emerging issues
- Reshaping update (March – June)
- Information for Board
- Decisions required by Board

Quarterly

- Risks and Issues log
- Review business case
- Benefits realisation
- Successes

Recommendations



I would like Overview and Performance Scrutiny Forum to :

- Consider and comment on the position statement
- Endorse the activity identified – now to June
- Endorse the immediate changes
- Agree to receive a progress update in July 2015

FOR PUBLICATION

AGENDA ITEM

SCRUTINY ANNUAL REPORT 2014/15

MEETING: 1. OVERVIEW AND PERFORMANCE
SCRUTINY FORUM
2. COUNCIL

DATE: 1. 19 MARCH 2015
2. 18 MAY 2015

REPORT BY: POLICY AND SCRUTINY OFFICER

WARD: ALL

COMMUNITY FORUM: ALL

KEY DECISION REFERENCE (IF APPLICABLE): NON KEY DECISION REF NO 33

FOR PUBLICATION

BACKGROUND PAPERS N/A
FOR PUBLIC REPORTS:

TITLE: Various overview and scrutiny reports and minutes.

LOCATION: Scrutiny Officer, Room 3.33
Democratic Services Room 1.23
ModGov System, Council Website.

1.0 PURPOSE OF REPORT

- 1.1 To present to the Scrutiny Forum and Council for consideration, the Scrutiny Annual Report which details the work of the Council's Overview and Scrutiny Committees and development of the Overview and Scrutiny function during 2014/15.
- 1.2 To promote and raise awareness of the role, work and achievements of the Council's statutory Overview and Scrutiny Committees.

2.0 RECOMMENDATION

- 2.1 To consider and endorse the Scrutiny Annual Report 2014/15.

3.0 BACKGROUND

- 3.1 The Scrutiny Annual Report is produced and presented to the Council each year. This is the Council's 9th Scrutiny Annual Report which is to be agreed for submission to Council by the Overview and Performance Scrutiny Forum.
- 3.2 The submission of the Scrutiny Annual Report is considered to be good practice and its provision is a requirement of the Council's approved Code of Corporate Governance adopted to ensure effective operation of the Council's functions.
- 3.3 This Scrutiny Annual Report sets out the work, achievements and impact of the Council's Overview and Scrutiny function during 2014/15. The Annual report is intended to :-
 - i) evidence the work of the Overview and Scrutiny function;
 - ii) give an overview of the effectiveness of the Overview and Scrutiny function and how it is developing;
 - iii) provide a comprehensive record of the work of the Overview and Scrutiny Committees for future reference; and
 - iv) promote and raise the profile of the Overview and Scrutiny function.

4.0 RISK CONSIDERATIONS

- 4.1 There are no implications arising from the contents of this report.

5.0 FINANCIAL CONSIDERATIONS

5.1 There are no implications arising from the contents of this report.

6.0 LEGAL CONSIDERATION

6.1 There are no implications arising from the contents of this report.

7.0 EQUALITIES CONSIDERATIONS

7.1 There are no implications arising from the contents of this report.

8.0 RECOMMENDATION

8.1 To consider and endorse the Scrutiny Annual Report for 2014/15.

9.0 REASON FOR RECOMMENDATION

9.1 To enable Council oversight of the work and operation of the Overview and Scrutiny function, its effectiveness and contribution to the work of the Council.

ANITA CUNNINGHAM
POLICY AND SCRUTINY OFFICER

You can get more information about this report from Anita Cunningham
(Tel. 01246 345273).

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CHESTERFIELD
BOROUGH COUNCIL

Draft

SCRUTINY

ANNUAL

REPORT

2014/15

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1 OVERVIEW AND SCRUTINY COMMITTEE CHAIRS' FOREWORD

We continue to produce pro-active scrutiny at Chesterfield Borough Council, allowing more members to become involved in issues and decisions at an early stage. This leads to members being more informed on current issues and decisions by the executive. This no doubt influenced the fact that during this period we had no call-ins.

We are currently holding an in-house review of overview and scrutiny. This is proving to be a great opportunity for us to discuss our structure and how things have been working, and we will be considering outcomes shortly. Scrutiny members were attending scrutiny development sessions prior to each of the Overview and Performance Scrutiny Forum meetings but these proved time consuming for officers compared to the benefits as they were poorly attended, therefore along with Scrutiny Link Officers meetings, these have been put on hold for the time being with a view to improvement in the future.

We continue holding pre-agenda meetings for both scrutiny committees and the forum. The dates for these are being set and made available for officers and Executive members. We will continue to hold scrutiny business meetings and from this we have produced guidance and protocols for scrutiny within Chesterfield. Part of the review of scrutiny will be to look at how we use the Forward Plan and the importance of this document to overview and scrutiny.

We have yet again covered a wide variety of issues within scrutiny over the last year and the Council Budget has formed an important part of our agenda. This has been a standing agenda item for the Overview and Performance Scrutiny Forum, along with the 'Great Place, Great Service' council wide transformation programme.

We continue to work with other councils and attend regional network meetings. We have attended the inaugural meeting of the Sheffield City Region Scrutiny Committee and will continue to meet regularly. In the future we are sure we will be part of the scrutiny within the Derbyshire Combined Authority when the framework is set up. We have taken Scrutiny to the Community Assemblies and one of our scrutiny project groups was set up due to input from the assemblies.

We will continue to influence and challenge decisions and policy developments both with internal and external providers to ensure they have good performance and financial management at the forefront of any decision, whilst still providing an excellent service.

It has been a tough year for the council and many hard decisions have had to be made which makes it even more important that we have a good scrutiny framework.

We would like to thank all the officers and executive members for the professional way they have worked with us and also members of scrutiny who have attended meetings and given useful and valid comments and recommendations.

Scrutiny Chairs

Councillor Jean Innes

Councillor Andy Slack

2 COMMENTS FROM THE CHIEF EXECUTIVE

(to be completed)

3 OVERVIEW AND SCRUTINY COMMITTEE WORK AND ACHIEVEMENTS

The council's scrutiny structure currently comprises 3 Overview and Scrutiny Committees which are the **Overview and Performance Scrutiny Forum**, the **Enterprise and Wellbeing Scrutiny Committee** and the **Community, Customer and Organisational Scrutiny Committee**.

The Council's Overview and Scrutiny Committees may undertake scrutiny work as a committee, or appoint Scrutiny Project Groups (informal working groups) to undertake specific task and finish projects before reporting back to the parent Overview and Scrutiny Committee.

Work undertaken by our Council's Scrutiny Committees during the municipal year 2014/15 is detailed below.

Forward Plan and Pre-Decision Scrutiny

A standing item on each Scrutiny Committee agenda is the Council's Forward Plan. The Forward Plan is a public document which contains details of the key decisions the Cabinet and Executive Councillors will make over a Four Month period, and is updated each month. Receiving and considering the Forward Plan should help provide the Scrutiny Committee with the opportunity to undertake 'pre-decision scrutiny', scrutiny of a matter before a formal decision is made by Cabinet and to then make recommendations to influence the decision. The Forward Plan must also contain reference to key decisions to be made which are exempt from public access and are to be made in private. The Council's Forward Plan also includes some important non-key decisions.

The following Executive Members (and/or their Assistant Executive Members as necessary) have attended scrutiny committees during the year to present pre-cabinet reports, policies, plans and strategies and answer scrutiny members' questions :

Leader of the Council / Executive Member for Regeneration, Councillor Burrows
Deputy Leader and Executive Member for Planning, Councillor Gilby
Executive Member for Governance & Organisational Development, Councillor King
Executive Member for Customers and Communities, Councillor Blank
Executive Member for Environment, Councillor Ludlow
Executive Member for Leisure, Culture and Tourism, Councillor
Executive Member for Housing, Councillor McManus

Throughout 2014/15 Overview and Scrutiny Committees undertook pre-decision and post-decision scrutiny, influencing decisions on the following policies, strategies and plans :

- Leisure, Sport and Culture Strategies (further detailed in section 3)
- Cemeteries Strategy
- Housing Allocations Policy
- Overview and Scrutiny Arrangements Evaluation
- Support for Vulnerable Tenants
- Open Market Improvements
- External Communications Strategy
- Derbyshire County Council Consultation on Proposed Budget Cuts

- Careline Consortium
- Community Assemblies
- Council Constitution Review
- Corporate Performance
- Housing Tenant's Survey Results
- Customer Services Strategy
- ICT Strategy
- Workforce Strategy
- Corporate Services Public / Private Partnership Performance

Budget and Performance Scrutiny

Our Overview and Scrutiny Committees undertake budget and performance scrutiny receiving and scrutinising budget management reports every two months and corporate performance reports on a six monthly basis. Progress and performance reports on Service Delivery Improvement/Action Plans are also scrutinised regularly. Throughout the year, the Council Leader, Executive Members and Chief Officers are challenged on the budget, progress and performance for their service areas and on how they continue to contribute to priorities for the Chesterfield community.

In particular during the 2014/15 period Scrutiny Committees have :

- Questioned the Leader of the Council about ongoing Budget proposals and the full draft budget. Budget scrutiny is a standing item at every meeting of the Overview and Performance Scrutiny Forum.
- Scrutinised overall Corporate Performance against goals.
- Monitored and challenged progress in implementing the Great Place, Great Service Council-wide Transformation Programme including plans on :
Customer Services
ICT
Workforce
Property and Accommodation.
- Scrutinised progress in implementing the Corporate Health and Safety Improvement Plan.
- Received progress in delivering the Allotments Strategy.
- Monitored and challenged progress in delivering the Community Safety Partnership Plan (see below for further information).

Scrutiny Committee Power of 'Call-in'

Scrutiny legislation allows for an Overview and Scrutiny Committee (OSC) to investigate, make reports and recommendations on Cabinet decisions that have been agreed but not yet put into action. Legislation allows for action on these decisions to be suspended pending such a Scrutiny inquiry.

This process is referred to as scrutiny 'Call-in'. Following a scrutiny call-in inquiry, the Scrutiny Committee may request Cabinet reconsider its decision on the basis of the further evidence gathered.

During the 2014/15 year no 'call-ins' were made.

Scrutiny Project Group on Health Inequalities

Councillor Julie Lowe – Project Group Lead Member

In November 2012 a Scrutiny Project Group was appointed by the Community, Customer and Organisational Scrutiny Committee to look into health inequalities issues and inform the council's Health Inequalities Plan. The project work aimed to develop a better understanding of the outcomes of the Plan, review ongoing work to address the health inequality issues highlighted and recommend further action as necessary.

The work is still in progress at the time of writing this report. It is anticipated a report and recommendations will be submitted to the Scrutiny Committee in the near future.

Scrutiny Project Group (and Sub Groups) on Leisure, Sport & Culture Activities

Councillor Jenny Flood – Project Group Lead Member

The role of this Project Group evolved from the Group set up in 2013 to look at the development of new leisure centre facilities, which had concluded that there had been robust adherence to the Council's objectives in providing a new sports and leisure facility in respect of the procurement and planning processes, the design of the facilities, the funding and the partnership arrangement with Chesterfield College.

The Group's following recommendations were accepted by the Enterprise and Wellbeing Scrutiny Committee, and then agreed by Cabinet, in September, 2014:

- (i) That the best practice guidance and principles for community engagement, as highlighted in the Council's Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.
- (ii) That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders, this may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.
- (iii) That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

In October 2014 the Enterprise and Wellbeing Scrutiny Committee approved a broadened scope for the Project Group to look at the development of key strategies for:

- Parks and Open Spaces
- Playing Pitches
- Sports Facilities, including new Queens Park Leisure Centre
- Community Sport and Physical Activity

all of which would contribute to the Council's overarching Health and Wellbeing strategic portfolio.

The Project Group considered the proposed **Playing Pitch Strategy** and recommended that it be supported and that a progress report be brought to the Enterprise and Wellbeing Scrutiny Committee in 12 months time to confirm the status of the strategy implementation and delivery and also to confirm whether the strategy had started to reverse the shortfall of junior teams and interest in playing by young people, both boys and girls.

The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in October, 2014, and the Playing Pitch and Outdoor Sports Strategy 2015 - 2031 was subsequently approved by Council in December, 2014.

The Project Group considered the proposed **Parks and Open Spaces Strategy** and recommended:

- (i) That consultation is carried out with local residents and community groups when proposals are put forward for investment in a park or open space, in conjunction with promoting awareness of the health benefits. Such consultation should be in line with the Council's Community Engagement Strategy and regard should be given to the community engagement model produced by students from University of Nottingham's masters in public health course in partnership with Derbyshire County Council's Public Health Department.
- (ii) That disability access should be prioritised when proposals are developed for investment in parks and open spaces.
- (iii) That the Play Strategy be reviewed within the next 12 months in order to rationalise the provision of equipped play areas, taking into account the age profiles of the surrounding areas.
- (iv) That the Council's website should be used more effectively to promote parks and open spaces with maps and details of community events and activities.

The Enterprise and Wellbeing Scrutiny Committee approved the Group's recommendations in December, 2014 and added a further recommendation that 'signs and notices be used more effectively to promote the use of parks and open spaces'. In January, 2015 Cabinet resolved that the recommendation on consultation be adjusted to reflect the need for ward councillors to also be consulted when proposals are put forward for investment in a park or open space and also the requirement for consultation to equally apply when proposals are put forward for disinvestment from or decommissioning of a park or open space, and that the revised recommendations be accepted and appropriate adjustments made to the Parks and Open Spaces Strategy and action plan adopted by Full Council in February 2015.

The Project Group considered the proposed **Sports Facilities Strategy** and recommended that it be supported subject to the inclusion of the Group's findings regarding:

- (i) Priorities regarding facilities being community focused and aiming for positive health impacts, in particular for those with mental health issues and the elderly at risk of being isolated; and
- (ii) Reference to accessibility – physical access to comply with Sport England access standards and encouraging participation through community based delivery.

The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in December, 2014, and Cabinet resolved that they be incorporated in the draft Sports Facilities Strategy which was adopted by Full Council in February, 2015.

The work of the Group is ongoing in respect of monitoring the construction of the new Leisure Centre facilities and considering the development of the Community Sport and Physical Activity Strategy in the second half of 2015.

Scrutiny Project Group on Dog Fouling

Councillor Jean Innes – Project Group Lead Member

A Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the issue of dog fouling. The Scrutiny review aimed to look at, i) How the service and its staff currently operated and if there were any areas for potential improvement, ii) Residents' perceptions of dog fouling as a problem in their area, iii) How the service communicated with residents, and residents' awareness of the service and iv) Setting best practice in relation to how the service communicated with residents.

The review and its focus had direct input from local residents with the consultation with Community Assembly members. Their input was been directly reflected in the project group's focus and its recommendations. The project would like to note the benefit of involving residents and that this should be seen as best practice for all scrutiny reviews.

The Scrutiny Committee considered the Project Group's report on 5 February 2015 and approved the following recommendations:

1. That it is noted that the Environmental Services, Street Scene Team provides an excellent service to residents of the borough. However, the project group recommends that a review of staff resources for the enforcement team be carried out as the project group recognises that while the existing staff do a good job, going over and above what is expected of them, that their impact is limited by there only being a FTE of 1.5 Enforcement Officer posts dedicated to dealing with dog fouling.

2. That the potential of the Neighbourhood Wardens is fully realised and that they receive extra training in carrying out enforcement action, so to feel more confident and able to issue penalty notices. The project group makes this recommendation as there are 5 FTE Neighbourhood Warden posts and 3 FTE Enforcement Officer posts (with FTE 1.5 dealing with dog fouling), and see the Neighbourhood Wardens as a potentially underutilised resource as they are out and about in, and have a good understanding of local communities in the borough.

Also that the potential for more collaborative working between the Neighbourhoods team, and Environmental Services Street Scene team, as a result of the provisions under the Anti-Social Behaviour, Crime and Policing Act 2014, is looked at.

3. That new and functioning mobile phones are purchased for the Environmental Services, Street Scene Team as the current phones are old and often do not work. New phones would benefit effective communication, increase service responsiveness as well as contributing to the health and safety of staff working in non office based roles. Up to date phones would also enable staff to communicate via social media and allow the Environmental Services, Street Scene Team to work within the “digital first approach” contained in the Council’s External Communications Strategy.
4. That a review of the provision of dog bins in the borough takes place. This should look at the location, usage and number of bins so that it can be determined if dog bin provision is an effective use of resources or if the resources could be spent more effectively providing standard bins which can be used to dispose of dog waste as well as general litter.
5. To recommend that on all temporary signs and notices that are produced to discourage dog fouling that the maximum fine of “up to £1000” be used in the wording as is done by Bassetlaw District Council. Also to recommend that Bassetlaw District Council be contacted to see if the effective and innovative imagery on their signs can be borrowed and to enable the sharing of best practice.
6. That a coordinated and structured approach to communication and engagement with residents of the borough to include school engagement, community engagement, key message delivery and advertising, is adopted.

Greater coordination in the planning and use of existing resources has the potential to have a bigger impact than the current uncoordinated approach and will also be a more effective use of existing resources and provide better outcomes in these financially difficult times, i.e. increased public awareness that Chesterfield Borough Council deals effectively with dog fouling and a reduction of dog fouling in targeted areas.

Better coordination and consequent outcomes could be met by:

- Running campaigns by area so to make a splash rather than scattering messages in an unfocused and disparate way across the borough. This approach will also be more appealing to the media than disparate scattered activity; and
- Establishing a campaign group to meet two to three times a year, comprising of members, Environmental Services, Street Scene Team officers and the Communications and Marketing Manager. The group would monitor the impact of communication, community engagement and advertising and would discuss and formulate future plans and priorities for communicating and engaging with residents.

The report and recommendations were considered and approved by Cabinet on 10 March, 2015.

Statutory Crime and Disorder Scrutiny Committee

Legislation requires that all Councils appoint a Crime and Disorder Scrutiny Committee (CDSC) which must meet at least once a year to provide overview and scrutiny of the Community Safety Partnership's work and performance. A meeting of the Committee was held 8 January 2015 to consider and scrutinise performance progress against the Chesterfield Community Safety Partnership Plan for 2014/15 (specifically actions to reduce Anti Social Behaviour, Violent and Acquisitive Crime and Criminal Damage) and influence decisions.

In addition the Committee monitored progress in relation to actioning its recommendations regarding :

- 1 The 'Redeeming our Communities' project proposals; and
- 2 The Shopwatch Scheme.
- 3 Alcohol related hospital admissions.

The committee considered proposals for a Park Guardians Scheme and made the following recommendation to the Council's Executive :

'That the Executive Member for Environment be recommended to carry out a review of the decision to stop locking the park gates at night and to consider whether this may have led to the increase in anti-social behaviour and criminal damage and all the associated costs; and the Crime and Disorder (Community, Customer and Organisational) Committee be provided with the details of the outcome of the review and the cost benefit analysis'.

The committee also received a progress report on the Anti Social Behaviour Crime and Policing Act 2014 and its implementation.

Joint Overview and Scrutiny Panel for Chesterfield, North East Derbyshire and Bolsover Councils

During the 2014/15 municipal year the Joint Overview and Scrutiny Panel (JOSP) met in July and November 2014.

The Panel scrutinised performance and monitored joint services delivered between the three Councils of Chesterfield, Bolsover and North East Derbyshire. The Panel received reports on the Internal Audit Consortium, Procurement Service and the BCN (Building Control) Consultancy, regarding the effective and efficient operation of these services.

A progress report on the outcomes of the Panel's scrutiny health check of the councils' insurance services was also received.

The Joint Panel presented its annual report to the Joint Executive Board in September 2014.

4 SCRUTINY OUTCOMES AND IMPACT ON SERVICE DELIVERY

Monitoring Impact of Scrutiny Work and Recommendations

Our Overview and Scrutiny Committees monitor the progress of implementation of scrutiny recommendations that are approved by decision makers, requesting regular 6 monthly or annual updates on progress. This follow up procedure is essential to ensure that once the recommendations are approved they are put into action, that the work of Scrutiny impacts on service delivery and the benefits of scrutiny work are received by people in our community.

Monitoring also continues to take place around those issues and services where our Scrutiny Committees have had a concern and undertaken some scrutiny work, but their scrutiny recommendations have not been approved. When this happens progress reports may still be requested.

During 2014/15 our Scrutiny Committees monitored progress on scrutiny work and recommendations regarding :

- Parking Policy Scrutiny Review
- Water Rates Payments Policy Scrutiny Review
- External Communications Strategy
- Hackney Carriage Licence Limit
- Crime and Disorder Scrutiny Committee (see previous section)

Background detail of these reports and the scrutiny recommendations can be found in the previous section of this report and/or in previous Annual Scrutiny Reports. More specific progress made this year is detailed below.

Scrutiny Project Group on Water Rates Payments Policy

Last year a Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the council's policy on housing tenants' water rates payments and associated evictions policy. This followed a previous scrutiny review which recommended policy changes subsequently approved by Cabinet in January 2012. Implementation of the new policy had been monitored by the Enterprise and Wellbeing Scrutiny Committee which decided to re-appoint a Scrutiny Project Group to undertake further evaluation of the policy, and to also look at arrangements around the collection of water rates payments. The Scrutiny Committee considered the Project Group's report and approved its recommendations which are detailed in last year's annual report.

In July 2014 Cabinet agreed that the recommendations be approved and thanked scrutiny members for their work and observations.

Achievements :

The work of the Scrutiny Project Group led to the amendment of the policy (on evictions for arrears of water rates only) in respect of the advice given to tenants on the installation of water meters, and the 'write-off' policy when dealing with arrears.

The Scrutiny recommendations led to the Housing Service carrying out a review of the information given to tenants regarding the payment of water rates, with the importance now being stressed at pre-allocation, sign-up, new tenants visits and during any contact where rent arrears are discussed. Tenants are also encouraged to have water meters fitted and Support Workers work with tenants with regard to budgeting and to apply for grants from charities to assist with arrears.

The Scrutiny Committee continue to monitor the review of the collection process and technology, particularly the introduction of a system that records a breakdown of payments allocated between rent, water rates and other costs. The Scrutiny Committee are also monitoring the number of evictions for water rates and the income generated from the Severn Trent Water agreement.

Scrutiny Project Group on Hackney Carriage Licence Capping

A Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the review of the current cap on the number of Hackney Carriage licences. The Scrutiny Committee considered and approved the Project Group's report and recommendations, which are detailed in last year's annual report.

The recommendations were considered by the Council's Appeals and Regulatory Committee which resolved to take account of the Project Group's report on the hackney carriage capping review process when considering and reaching its decision on future policy.

Achievements :

For the next council review of the limit on hackney carriage numbers, which is due to commence autumn 2016, comparisons by taxi rank will form part of the survey contract specification.

The required commissioning of an independent review process/survey, means the written procedure for each (3-yearly) review will comprise the Council's adopted procurement process and the Appeals and Regulatory Committee will be involved with this process. The findings and report for a formal policy decision by the Appeals and Regulatory Committee, will be included in the Forward Plan at the appropriate time as a non-key decision.

The consideration of other options to help reduce the number of hackney licences is ongoing. Legislation currently progressing through parliament however does not appear to include any powers to enable control of hackney licence (plate) transfers.

Scrutiny Project Group on External Communications Strategy

Last year a Scrutiny Project Group was appointed by the Overview and Performance Scrutiny Forum to review and inform the production of a new External Communications Strategy. The work aimed to ensure that the new strategy is customer focused but also takes into account the needs of the council as it moves forward with embracing new technology and managing a difficult budget.

The Project Group's report and recommendations were approved by the Scrutiny Forum in June 2014 and are detailed in last year's annual report.

In July Cabinet considered the Scrutiny Project Group's work and the Scrutiny Forum's recommendations which were approved.

Achievements :

An External Communications Strategy was produced in consultation with the scrutiny working group. This was approved by full council in December 2014. Implementation of the strategy has already begun with the council approving and starting to implement a new corporate brand.

Analytics are routinely being used to monitor and guide customer service improvements for the council's website, intranet and social media channels.

The first steps are also being taken to implement a digital first approach to communications, with services who approach the communications and marketing service for advice on particular issues now being taken through a process that encourages them to think about, and use, different digital channels (eg e-newsletters, social media, website). Only then are they asked to consider whether paper based communication is needed to support that.

A review of marketing and communication activities is also to be carried out in the future but is going to be timed to take account of the council's future marketing requirements in light of planned moves to commercialise services and / or develop trading arms.

Scrutiny Project Group on Parking Policy Review

In February 2013 a Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to assess the quality of the current parking facilities and to provide guidance on future investment priorities. Its recommendations are detailed in last year's annual report. In March 2013 Cabinet agreed that the recommendations of the Enterprise and Wellbeing Scrutiny Committee should be supported through the implementation of the Council's Medium Term Parking Strategy. The Committee were also thanked for their valuable contribution in the development of the Council's parking policy.

Achievements :

The Council's Medium Term Parking Strategy was approved on the understanding that investment in both the Saltergate multi-storey and Holywell surface car parks would be dealt with as part of the proposed Northern Gateway Scheme. Because of the economic downturn this scheme has not progressed to date and in light of this delay investment within parking needed to be reprioritised. However, there remains a commitment to implement Scrutiny's recommendations of improving the quality of the town's car parking offer, which includes signage. Scrutiny Committee will continue to monitor the item.

5 SCRUTINY DEVELOPMENTS DURING THE YEAR

Developments in overview and scrutiny are ongoing. Each of the Council's Scrutiny Committees includes scrutiny development(s) as a standing item on their meeting agendas.

Evaluation & Review of the Council's Overview and Scrutiny Function

Since new scrutiny arrangements and a new committee structure were introduced following an independent review of the function, annual evaluations of the new arrangements have been completed in 2012/13 and 2013/14. Overall the key findings of the 2012/13 evaluation were good indicating a positive view of the new arrangements which are detailed further in last year's report. The results of the 2013/14 evaluation were mixed, indicating a need for a further health check. The results of the evaluation and reports can be found on the Council's website.

At the time of writing this report a further full review is therefore underway. The review is scheduled for completion by May 2015 and its findings will be included in next year's scrutiny annual report.

Scrutiny Guidance

In line with the new overview and scrutiny arrangements adopted, we continue to develop our processes, and shared learning, through the introduction and further development of guidance and information documents, as needed.

Scrutiny Councillor Learning and Development

The Council agrees that the development and growth of individuals to enable them to undertake their roles effectively is essential. During the year in-house scrutiny development sessions were held to give members an opportunity to learn about scrutiny and consider and discuss scrutiny process with a view to improvement.

During 2014/15 Scrutiny Members received learning and development sessions on :

- The Constitution
- The Forward Plan

Care Quality Commission (CQC), Centre for Public Scrutiny (CfPS) and District / Borough Councils exploring the local relationship with health care quality

Last year we reported on our work with the CQC and CfPS to explore the relationship at District / Borough Council and local Councillor level, around health care quality. This work continued during 2014 and has led to the production of a guide on liaising with the CQC for district councillors. CQC reorganisation caused some delay to the work but publication of this guide is now planned for Spring 2015.

East Midlands Councils' Regional Scrutiny Network *and the National Overview and Scrutiny Forum*

The East Midlands Councils Regional Scrutiny Network and the National Overview and Scrutiny Forum are both forums for learning, sharing, promoting, supporting and developing the scrutiny function regionally and nationally.

The Council plays a proactive role in supporting and contributing to the work of these bodies and the influence they have regionally and nationally.

Sheffield City Region Combined Authority Scrutiny Committee

The new Sheffield City Region Combined Authority was created as a statutory body in April 2014. This gives the new Combined Authority strategic powers to make decisions on transport, economic development and regeneration matters within the Combined Authority area. The Combined Authority area covers 9 Councils in south Yorkshire and north Derbyshire, and Chesterfield Borough Council amongst other Councils is now a non-constituent member of the new Combined Authority.

As part of the creation of the statutory Combined Authority also came an order to require establishment of an Overview and Scrutiny Committee to increase transparency and accountability of the work and decisions of the Combined Authority. The Chesterfield Borough Council's Scrutiny Chair is currently appointed to the new scrutiny committee which had its very first meeting in March 2015. It is proposed the Scrutiny Committee will meet 4 times a year and its terms of reference and work programme will be reviewed annually. Further developments on the work of the committee will be included in next year's report.

Overview and Scrutiny of Proposed Derbyshire Combined Authority

Councils across Derbyshire, including Chesterfield Borough Council, are also proposing to form a Combined Authority. An application for Combined Authority status will be made to Government for consideration. Approved status would give the Combined Authority strategic powers to make decisions on transport, economic development and regeneration matters within the Combined Authority area of Derbyshire. Again to support and ensure good governance it is expected the creation of the Combined Authority will require the establishment of an Overview and Scrutiny Committee. Further details regarding creation of a Derbyshire Combined Authority and required Scrutiny Committee will be included in next year's report.

6 SCRUTINY COMMITTEE WORK PLANS 2015/16

The three Scrutiny Committees update their Work Programme business on a bi-monthly basis, in line with their bi-monthly meetings. Programmes of work would normally include :

- Items agreed by the Scrutiny Committees for consideration including Scrutiny Project Group work.
- Ongoing priorities such as budget, performance and corporate priority (Corporate Plan) scrutiny.
- Scrutiny of the Council's Forward Plan of key decisions.
- The monitoring of implementation of approved scrutiny recommendations.
- The monitoring of implementation of corporate and service improvement plans.
- Other unplanned business items that the Committees will decide to deal with as and when they arise such as 'call-in' and petitions.

Scrutiny aims for its work to have both a strategic and community focus, and to involve all stakeholders where possible. Councillors, officers, public and partners can all influence contents of the Scrutiny Work Programmes.

As already detailed in section ? of this report, the Council is undertaking a further review of the overview and scrutiny function and service which may also influence the work programming process going forwards.

Work Programme business (*as at 5 March 2015*) includes :

Overview and Performance Scrutiny Forum

<ul style="list-style-type: none"> - Corporate Budget - Corporate Plan - Corporate Performance - Great Place Great Service Transformation Programme - Dog Control Measures - Housing Tenant Consultation Survey (STAR) Results - Chesterfield Procurement Service - Corporate Services Public / Private Partnership Performance - ICT Strategy and Action Plan 	<p><i>Items for Monitoring :</i></p> <ul style="list-style-type: none"> - External Communications Strategy - ICT Developments (Great Place, Great Service) <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> - Welfare Reform (pending)
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Community, Customer and Organisational Scrutiny Committee

<ul style="list-style-type: none"> - Statutory Crime and Disorder Committee duties (with Police and Crime Panel Update) - Workforce Strategy - Equality, Diversity and Social Inclusion Strategy and Action Plan. - Corporate Health and Safety Improvement Plan - Community Assemblies - Outside Market Reconfiguration - Cemeteries Strategy - Customer Services Strategy - 	<ul style="list-style-type: none"> - Health Inequalities Plan / Health and Wellbeing Strategy <p><i>Items for Monitoring :</i></p> <ul style="list-style-type: none"> - Crime and Disorder Committee (Alcohol Related Hospital Admissions) <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> - Health Inequalities Plan
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Enterprise and Wellbeing Scrutiny Committee

<ul style="list-style-type: none"> - Housing Allocations Policy - Housing Accommodation, Support Budget and Older Peoples Services (Derbyshire County Council Consultation on Budget Cuts) - Careline Consortium - Allotments Strategy - Interim Report of Scrutiny Project Group on Leisure, Sport and Cultural Activities. 	<p><i>Items for Monitoring :</i></p> <p>Leisure Facilities Strategy Playing Pitches Strategy Parks and Open Spaces Strategy Hackney Carriage Licence Limit Parking Policy Water Rates Payment Policy Dog Fouling</p> <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> - Community Sport and Physical Activity Strategy
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The Overview and Scrutiny function is a continually evolving and growing role, requiring ongoing learning and development. Much of the developments this year are detailed in the previous section of this report.

The Council will undertake formal, annual reviews of its overview and scrutiny function to ensure its ongoing evaluation and effectiveness.

7 SCRUTINY COMMITTEE MEMBERSHIP 2014/15

Overview and Performance Scrutiny Forum :	
Councillors	
Jean Innes – Co Chair Andrew Slack – Co Chair Helen Bagley Howard Borrell Stewart Bradford Ian Callan Alexis Diouf Barry Dyke	Jenny Flood Bob Gibson Denise Hawksworth Vicki Lang Julie Lowe Tom Murphy Neil Rayner Paul Stone
Community, Customer and Organisational Scrutiny Committee	
Councillors	
Jean Innes – Chair Helen Bagley – Vice Chair Howard Borrell Alexis Diouf	Julie Lowe Gordon Simmons Tom Murphy Neil Rayner
Enterprise and Wellbeing Scrutiny Committee	
Councillors	
Andrew Slack – Chair Denise Hawksworth – Vice Chair Stewart Bradford Ian Callan	Barry Dyke Jenny Flood Bob Gibson Vicki Lang

For further information contact :

Anita Cunningham
Policy and Scrutiny Officer
Tel: 01246 345273
anita.cunningham@chesterfield.gov.uk;
scrutiny@chesterfield.gov.uk;

or visit the Council's website at <http://www.chesterfield.gov.uk>

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 APRIL 2015 TO 31 JULY 2015

What is the Forward Plan?

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. 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 available to the public 28 days before the beginning of each month.

What is a Key Decision?

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 Council's Policy Framework set out in Article 4 of the Council's Constitution.

Are any other decisions included on the plan?

The Forward Plan also includes details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. They are called "non-key decisions". Non-key decisions that will be made in private are also listed.

How much notice is given of forthcoming decisions?

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 (in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules). This will be indicated in the final column and a separate notice is also published with additional details.

What information is included in the plan?

The plan will provide a description of the decision to be taken, who will make the decision and when the decision is to be made. The relevant Executive Member for each decision is listed. If you wish to make representations about the decision to be made, the contact details of the appropriate officer are also provided. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private" and the reasons privacy is required will also be stated. Each issue is also listed separately on the website which will show more details including any Urgency Notices if issued.

How is consultation and Community Engagement carried out?

We want all our communities to be given the opportunity to be involved in the decisions that affect them so before a decision is taken, where appropriate, community engagement activities are carried out. The Council's Community Engagement Strategy sets out a framework for how the Council engages with its customers and communities. Details of engagement activities may be found in reports when published. Alternatively you can contact the officer to whom representations may be made.

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:

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- (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.

Huw Bowen
Chief Executive

Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website: www.chesterfield.gov.uk



CHESTERFIELD
BOROUGH COUNCIL

Meeting dates 2014/15

<u>Cabinet</u>	<u>Council</u>
10 March 2015 24 March 2015	
7 April 2015 21 April 2015	
5 May 2015	18 May 2015 20 May 2015

(To view the dates for other meetings please click [here.](#))

Meeting Dates 2015/16

<u>Cabinet</u>	<u>Council</u>
2 June 2015* 16 June 2015 30 June 2015	
14 July 2015* 28 July 2015	29 July 2015
8 September 2015* 22 September 2015	
6 October 2015* 20 October 2015	14 October 2015
3 November 2015* 17 November 2015	
1 December 2015* 15 December 2015	16 December 2015
12 January 2016* 26 January 2016	
9 February 2016* 23 February 2016	25 February 2016
8 March 2016* 22 March 2016	
5 April 2016* 19 April 2016	27 April 2016 (ABM)
3 May 2016* 17 May 2016 31 May 2016	11 May 2016 (ACM)

*From 2015/16, Joint Cabinet and Employment and General Committee meet immediately prior to the first meeting of Cabinet each month

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions								
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	24 Mar 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	
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	7 Apr 2015	Report of Development Management and Conservation Manager	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public	
Key Decision 340	Caravan and Mobile Home Park Licensing	Cabinet	Executive Member - Housing	24 Mar 2015	Report of Business Planning and Strategy Manager - Housing Services	Jane Thomas jane.thomas@chesterfield.gov.uk	Public	
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	4 Mar 2015	Report of Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	

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Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 438	Six Month Review of PPP Performance - Public-Private Partnerships	Cabinet	Executive Member - Governance and Organisational Development	24 Mar 2015	Report of Executive Director	James Drury james.drury@chesterfield.gov.uk	Public	
Key Decision 448	Environmental Health Fees and Charges 2015/16	Cabinet	Executive Member - Environment	10 Mar 2015	Report of Environmental Health Manager	Russell Sinclair Tel: 01246 345397 russell.sinclair@chesterfield.gov.uk	Public	
Key Decision 449	Fees and Charges - Waste and Recycling - 2015/16	Cabinet	Executive Member - Environment	10 Mar 2015	Report of Waste and Street Cleaning Manager	Dave Bennett Tel: 01246 345122 dave.bennett@chesterfield.gov.uk	Public 3	
Key Decision 466	Accountancy Service Restructure	Joint Cabinet and Employment & General Committee	Leader & Executive Member for Regeneration	7 Apr 2015	Report of Head of Finance	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Exempt 1, 3 Relating to individuals and financial and business affairs	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 473	Anti Social Behaviour Crime and Policing Act 2014 Amendments to the previous 2003 Act	Cabinet	Executive Member - Customers and Communities	24 Mar 2015	Report of Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Key Decision 478	London Boroughs Estate – Barrow Hill Environmental Improvements To sign off programme of environmental improvements to the London Boroughs Estate	Cabinet	Executive Member - Housing	10 Mar 2015	Report of Housing Services Manager - Business Planning and Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	
Key Decision 484	Home Energy Conservation Act Update To seeking approval for the adoption and publication of the Home Energy Conservation Act Report.	Cabinet	Executive Member - Housing	24 Mar 2015	Report of Private Sector Housing Manager		Public	
Key Decision 485	Housing Strategy Update To seek approval for the adoption and publication of the Council's Housing Strategy 2013-16	Cabinet	Executive Member - Housing	24 Mar 2015	Report of Business Planning and Strategy Manage - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@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	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 495	Local Government Pension Scheme To approve the revised Discretions in accordance with the changes to the Local Government Pension Scheme Regulations	Cabinet	Executive Member - Governance and Organisational Development	7 Apr 2015	Report of HR and Payroll Lead	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	
Key Decision 498	Consideration of a Community Right to Bid nomination Localism Act 2011 – Consideration of the Community Right to Bid (Assets of Community Value) nomination for the Wellington Hotel, New Whittington	Deputy Leader and Executive Member for Planning - Executive Member Decision	Deputy Leader & Executive Member for Planning	4 Mar 2015	Report of Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Key Decision 499	Renewal of Repairs and Maintenance Contract 12	Cabinet	Executive Member - Housing	24 Mar 2015	Report of Operational Services Manager – Housing Services	Martyn Bollands Tel: 01246 345020 martyn.bollands@chesterfield.gov.uk	Public	
Key Decision 500	Outstanding Debts for Write Off	Executive Member - Customers and Communities	Executive Member - Customers and Communities	2 Mar 2015	Report of Customer Centre Services Manager	Maureen Madin Tel: 01246-345487 maureen.madin@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 501	Commercial Waste and Recycling - Changes to legislation To determine the commercial viability for the provision of a commercial recycling service in response to changes in legislation.	Cabinet	Executive Member - Environment	10 Mar 2015	Report of Environmental Services Manager	Mel Henley melhenley@chesterfield.gov.uk	Public 3	
Key Decision 502	Waste and Recycling Re-designation of Customers To extend the application of commercial waste collection charges to charitable organisations in response to changes in legislation.	Cabinet	Executive Member - Environment	16 Jun 2015		Mel Henley melhenley@chesterfield.gov.uk	Public 3	
Key Decision 503	Request for Article 4 Direction - The Wellington Hotel, 162 High Street, New Whittington To consider a request for an Article 4 Direction to be served on The Wellington, which would require that, to change the use of a public house (class A4) to a retail shop (class A1), a planning application must be submitted for consideration.	Deputy Leader and Executive Member for Planning - Executive Member Decision	Deputy Leader & Executive Member for Planning	4 Mar 2015	Report of Head of Planning	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public 6	General Exception Notice Published 9 February 2015

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 504	Housing Allocations Policy – feedback on the results of consultation on changes to the Housing Allocations Policy. To consider feedback on the results of consultation on changes to the Housing Allocations Policy.	Cabinet	Executive Member - Housing	21 Apr 2015	Report of Customer Division Service Manager – Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public	
Private Items -Non Key/ Significant but non-Key								
Non-Key 363	Application for Home Repairs Assistance	Executive Member - Housing	Executive Member Housing - Executive Member decisions	31 Mar 2015	Report of Business Planning and Strategy Manager - Housing Services	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Information relating to an individual Information relating to financial affairs	
Non-Key 364	Application for Waiver of Private Sector Housing Discretionary Decisions (including Home Repair Assistance and Disabled Facilities Grants)	Executive Member - Housing	Executive Member - Housing	31 Mar 2015	Report of Local Government and Regulatory Law Manager	Stephen Oliver Tel: 01246 345313 stephen.oliver@chesterfield.gov.uk	Exempt 1 Contains information relating to an individual.	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key 367	Lease of Commercial and Industrial Properties	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	31 Mar 2015	Report of Kier Asset Management	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	
Non-Key 372	Creation of Digital Content Editor post	Joint Cabinet and Employment & General Committee	Leader & Executive Member for Regeneration	2 Jun 2015	Report of Communications and Marketing Manager	John Fern Tel: 01246 345245 john.fern@chesterfield.gov.uk	Public	
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	10 Mar 2015	Report of Development Management and Conservation Manager	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public	
Non-Key 30	Consultation Response to the Local Government Association Consultation Paper – Taking Stock – Where next with sector-led improvement?	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	3 Mar 2015	Report of Policy Manager	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	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key 31	Corporate Health and Safety Improvement Programme 2015 - 18	Cabinet	Executive Member - Governance and Organisational Development	24 Mar 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	
Non-Key 32	Consideration of the recommendations of the Enterprise and Wellbeing Scrutiny Committee on Dog Fouling	Cabinet	Executive Member - Environment	10 Mar 2015	Report of Committee and Scrutiny Co-ordinator	Martin Elliott Committee & Scrutiny Co-ordinator martin.elliott@chesterfield.gov.uk	Public	
Non-Key 33	Local Government Declaration on Tobacco Control To sign the Declaration on Tobacco Control and commit to its aims to reduce the harm smoking causes to our community.	Cabinet	Executive Member - Leisure, Culture and Tourism	7 Apr 2015	Report of Environmental Health Manager		Public	

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SCRUTINY COMMITTEE RECOMMENDATIONS - IMPLEMENTATION MONITORING FORM

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/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)
EW6	Dog Fouling	EW 05.02.15 Cabinet 10.03.15	<ol style="list-style-type: none"> 1. <i>Review of staff resources – enforcement team.</i> 2. <i>Realise potential of neighbourhood wardens.</i> 3. <i>Purchase new mobile phones for street scene team.</i> 4. <i>Borough wide review of provision of dog bins.</i> 5. <i>Change signage wording re fine limit / introduce more innovative imagery for signs.</i> 6. <i>Introduce co-ordinated and structured communication and engagement with communities.</i> 	12 month progress report from date of decision.		Monitoring due Feb/March 2016.
EW5	New Leisure Facilities (SPG) (<i>now Leisure, Sport and Cultural Activities SPG including various sub groups</i>) - -	EW 05.06.14 Cabinet 23.09.14	<ol style="list-style-type: none"> 1. Consider Community Engagement Strategy principles throughout corporate projects. 2. Pre consultation dialogue takes place with key stakeholders. 3. Internal communications and engagement plan be developed for projects impacting on employees. 	6 month progress report		Monitoring due 23.04.15

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Agenda Item 8

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/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)
EW5b	- Playing Pitches Strategy	EW 20.10.14	<ol style="list-style-type: none"> 1. Support the draft Playing Pitches Strategy as received by EW on 02.10.14. 2. Progress report be received in 12 months to confirm delivery progress including on impact in reversing Junior Teams shortfall and interest of young people in playing. 	12 months progress report.		Monitoring due October 2015.
EW5c	- Sports Facilities Strategy	EW 18.12.14 Cabinet 13.01.15	<ol style="list-style-type: none"> 1. Prioritise facilities to be community focused, aiming for good health impacts especially for those with mental health issues and the elderly. 2. Physical access to comply with Sport England standards to encourage community based delivery and participation. 			Monitoring due October 2015
EW5d	- Parks and Open Spaces Strategy sub group.	EW 18.12.14 Pending Cabinet	<ol style="list-style-type: none"> 1. Community consultation take place when making proposals for investment in a park / open space, whilst also promoting health benefit awareness. Consultation to be in line with Council's Community 	6 month progress report.		Monitoring due June 2015.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/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 83			Engagement Strategy with regard to University of Nottingham students' engagement workshop model. 2. Prioritise disability access when developing such investment proposals. 3. Review Play Strategy in next 12 months. 4. Use Council website more effectively to promote parks and open spaces. 5. Use signs and notices better to promote parks and open spaces.	12 month progress report for Play Strategy.		
OP5	ICT Developments (under Great Place, Great Service)	OP 10.09.14 Cabinet 02.12.14	That the Council employ an ICT specialist to represent the Council's ICT needs / requirements.	6 month progress report.	Cabinet to report back for OP consideration as per Cabinet decision.	Monitoring due March 2015.
OP4	Review into External Communications (SPG)	OP 19.06.14 Cabinet 29.07.14	1. Adopt clear branding 2. Review marketing / communication activities. 3. Introduce use of analytics. 4. Adopt a 'digital first' approach.	6 month progress report		Monitoring due June 2015

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/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)
EW4	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Ctte on 12.02.14	<ol style="list-style-type: none"> 1. Produce clear comparison survey by taxi rank. 2. Produce written procedure for future reviews & include in the Forward Plan. 3. That Appeals & Regulatory Ctte consider other options to reduce number of Hackney licences when new legislation permits. 	6 month progress report.	Information requested E&W 18.12.14, circulated 30.12.14.	Monitoring due June 2015.
EW3	Parking Policy (SPG)	14.02.13 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. 	6 month progress report	Progress provided to EW on 05.09.13 and 05.06.14. Requested progress circulated to EW Members 22.01.15.	Monitoring due July 2015.
EW2	Review of Water Rates Payment Policy (SPG)	16.01.14 and 05.06.14. Cabinet 29.07.14.	<ol style="list-style-type: none"> 1. Provide 6 month update on collection process and technology review. 2. Provide update when contract signed and again after 1 year. 	6 months	Further SPG review / recommendations approved 29.07.14.	Monitoring due July 2015.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/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)
			3. Support review of Tenant's information. 4. Provide 6 month update on number of evictions for water rates. 5. Amend Policy wording.		Progress requested by EW on 18.12.14. Circulated 28.01.15.	
CCO1	Statutory Crime & Disorder Scrutiny Ctte			Meeting held 08.01.15.		Next 6 monthly meeting due July 2015.
Page 85	" "	29/09/11 (No 0044)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 months from 29/09/11.	Statistics received 08.01.15.	Agreed 08.01.15 statistics on alcohol related health problems / hospital admissions be reported to each 6 monthly meeting.
	" "	10.04.14 (No 58)	Derbyshire County Council Health Scrutiny Committee requested to obtain / share information regarding alcohol related hospital admissions.	Request made 13.05.14.	Awaiting response. Matter related to Item 1 above.	1. Agreed as above.

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

* Note recommendation wording may be abridged.

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CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME : OVERVIEW AND PERFORMANCE SCRUTINY FORUM for 19 MARCH 2015 (revised from 12.03.15)

	Scrutiny Meeting Date:	Business Items :	Status :	Raised by:	Executive Responsibility
1	19.03.15	Dog Control Measures Progress Report	Petition considered. Measures introduced to Hasland Park. Monitoring underway / review planned for January 2015.	O&P	<i>Environment</i>
2	19.03.15	Council Corporate Plan	Received 17.01.13 and 30.01.14.	O&P	<i>Deputy Leader & Planning</i>
3	19.03.15	Great Place, Great Service (GPGS) (<i>council transformation programme</i>)	Ongoing. Considered Joint Cabinet / Employment & General Committee 03.12.13. Last reported 11.09.14.	O&P <i>Chairs</i>	<i>Deputy Leader / Executive Member Planning</i>
4	19.03.15	ICT Strategy and Action Plan Progress Report	Strategy approved December 2012. Report received 30.01.14. Part report received 11.09.14 under GPGS.	O&P <i>Chairs</i>	<i>Executive Member Governance</i>
5	TBC	Budget Scrutiny and Monitoring	Ongoing. Last reported 12.02.15.	O&P	<i>Leader & Regeneration</i>
6	TBC	Council Corporate Performance Scrutiny and Monitoring	Report for 6 monthly monitoring. Last received 19.06.14.	O&P	<i>Deputy Leader & Planning</i>
7	June 2015 TBC	External Communications Progress Report	Pending implementation of scrutiny recommendations / corporate action plan. Progress report last received 13.11.14, next due in 6 months.	O&P	<i>Leader</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date:	Business Items :	Status :	Raised by:	Executive Responsibility
8	June 2015 TBC	Chesterfield Procurement Service	New arrangements pending scrutiny monitoring. Report received 30.01.14. Written update requested 11.09.14 – circulated 28.10.14.	O&P Chairs	<i>Executive Member Governance</i>
9	November 2015	Public, Private Partnership (Corporate Services) Performance Monitoring	Verbal progress report received 13.11.14. Next Annual progress report due November 2015.	O&P (carried forward)	<i>Governance & Organisational Development</i>
Items Pending Reschedule or Removal					
		Tenant Consultation Survey Results	Results from 'STAR' housing tenants' survey. Report received 12.02.15.	Link Officer (Policy)	<i>Housing</i>
Scrutiny Project Groups (on hold) :					
		<i>Welfare Reform</i>	<i>Part 2 – Review agreed 25.07.13. Commencement put on hold by O&P 13.11.14.</i>	<i>O&P 28.05.12</i>	<i>Leader & Regeneration</i>
New Business Items Proposed :					
		None.			

Note: Items for monitoring (from scrutiny reviews and/or recommendations) are not included above but are listed in the Scrutiny Monitoring Form a separate item on the agenda. Members may wish to agree items from the Forward Plan (FP) and Scrutiny Monitoring Form for 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]. (Subsequent meeting to 19 March meeting is proposed for 16 June 2015).

JOINT SCRUTINY PANEL

Minutes of a meeting of the Joint Scrutiny Panel of Bolsover District Council (BDC), Chesterfield Borough Council (CBC) and North East Derbyshire District Council (NEDDC) held in Committee Room G, Council Offices, Saltergate, on Tuesday 4th November 2014 at 1400 hours.

PRESENT:-

Members:-

Councillor R. Turner (BDC) in the Chair

Bolsover District Council: -

Councillor R. Heffer

Chesterfield Borough Council: -

Councillors A. Slack and J. Innes

North East Derbyshire District Council :-

Councillor J. Windle

Officers:-

S. Broadhead (Overview and Scrutiny Manager) (NEDDC), A. Cunningham (Policy and Scrutiny Officer) (CBC), C. Millington (Scrutiny Officer) (BDC), J. Williams (Acting Head of Internal Audit) (CBC) and A. Brownsword (Governance Officer) (BDC)

12. APOLOGIES

Apologies for absence were received from Councillor Wallis (BDC) and Councillors Morley and Wright (NEDDC)

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

15. MINUTES – 28TH JULY 2014

Moved by Councillor J. Windle and seconded by Councillor J. Innes

RESOLVED that the minutes of a meeting of the Shared Scrutiny Panel be approved as a true and correct record.

JOINT SCRUTINY PANEL

16. MATTERS ARISING

Further to Minute No. 9 – BCN Consultancy (Building Control) Update Report, the Scrutiny Officer informed the meeting that the review into the Derbyshire wide Building control Partnership had only just begun and it was hoped that a report could be provided to the next meeting of the Joint Scrutiny Panel.

RESOLVED that the report be noted.

17. NOTES OF THE JOINT BOARD – 1ST SEPTEMBER 2014

Councillor Slack advised that he had attended the Joint Board to present the Annual report of the Joint Scrutiny Panel. Joint Board had noted the report and acknowledged that the Panel wished to be more proactively engaged with decision making. A discussion took place regarding the timing of the Joint Scrutiny Panel and it was suggested that the meetings of the Joint Scrutiny Panel should be timed to fall before the Joint Board. The Overview and Scrutiny Manager noted that the extra meetings had been timed to fall before the Joint Board meetings and that the Joint Board agenda had been requested. However, papers were only available a week prior to the meeting. The Policy and Scrutiny Officer advised that as Chesterfield BC acted as host for the Joint Board, they would look into the Forward Plan (key decision) notification arrangements for the Joint Board decision making as a way for the Joint Scrutiny Panel to have a more pro-active role.

Members felt that copies of the papers should be made available to the Joint Scrutiny Panel at least two weeks prior to the Joint Board meeting and the Joint Scrutiny Panel meetings would be rearranged for two weeks so that items could be discussed if necessary.

RESOLVED that (1) the notes of the Joint Board be noted,

(2) the dates of the Joint Scrutiny Panel be rearranged to take place two weeks before the Joint Board, and for the Joint Board reports to be discussed at the Joint Scrutiny Panel to enable the Joint Scrutiny Panel to provide comment to the Joint Board.

(Scrutiny Officer, Overview and Scrutiny Manager, Policy and Scrutiny Officer).

18. ANNUAL AUDIT REPORT

The Acting Head of Internal Audit presented the report which gave details of the performance of the Internal Audit Consortium during 2013/14. The biggest change

JOINT SCRUTINY PANEL

this year had been the introduction of procedures to ensure that agreed internal audit recommendations were implemented.

The outturn for the year had shown a surplus of £77k and it would be utilised to retain a working balance, for staff training and development and a contingency for a grading appeal. It was noted that there was only one fully qualified member of staff and that training was to be encouraged.

A procurement exercise was currently underway to appoint an external consultant to review the options for joint working across the whole of Derbyshire.

The Chair thanked the Acting Head of Internal Audit for the report.

RESOLVED that the report be noted.

The meeting concluded at 1420 hours.

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OVERVIEW AND PERFORMANCE SCRUTINY FORUM MEETING**Thursday, 12th February, 2015**

Present:-

Councillor Slack (Chair)

Councillors	Bagley	Flood
	Burrows +	Tom Murphy
	Callan	Martin Stone +
	Dyke	Paul Stone

Barry Dawson, Head of Finance +
 Martin Elliott, Committee and Scrutiny Coordinator
 Julie McGrogan, Housing Service Manager, Customer Division ++
 Donna Reddish, Policy Manager

+ Attended for Minute No. 50

++ Attended for Minute No.51

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

No declarations were received.

49 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bradford, Hawksworth and Innes.

**50 LEADER AND EXECUTIVE MEMBER FOR REGENERATION,
BUDGET PROGRESS REPORT**

The Leader and Executive Member for Regeneration and the Head of Finance presented a progress report on report on the Council's latest budget situation. Since the publication of the agenda the full 2015/16 Budget and Medium Term Financial Plan had been published so committee members were able to receive the most up to date information available on the budget.

The Head of Finance advised that 2014/15 had been a very challenging year with regard to budget management with significant variances, both increases and decreases reported on budget monitoring reports throughout the year. At the last meeting of the Overview and Performance Scrutiny Forum on 4 December, 2014 the Head of Finance reported that the budget was showing a projected surplus of £9k, this however changed to a deficit of £174k by the time of the revised budget monitoring report was published later that month.

The Head of Finance reported that the situation had again changed and the final budget report now showed a surplus of £40k for 2014/15. This was due to another uplift in car parking income (+£50k), Planning Fee income up (+£30k), Innovation Centre rents up (+£32k); reduced Business Rates levy (+£47k) and net of all other (+£30k).

The Head of Finance advised that while the Local Government Finance settlement announced was much as expected, it was worrying that Chesterfield Borough Council was faring worse in reduction of the grant compared to other authorities. The Council was also faring less well with income from the New Homes Bonus, but income generated from Business Rates was looking good. For 2015/16 a deficit of £94k is currently being predicted, but the Head of Finance advised committee members that this was dependent on £600k of savings being made.

The Head of Finance concluded his progress report noting that austerity measures still have a long way to go and that savings will become harder to achieve as funding from government is reduced further.

The Leader and Executive Member for Regeneration noted the excellent work done by budget holders to make savings but that with further reductions in funding on the horizon Chesterfield Borough Council would need to move to become more self financing. The Leader also noted that due to the efforts of Members and Officers residents had been shielded from the impact of the cuts to a great extent, so did not realise how significant the cuts had been. Front line services were still functioning effectively and there had not been large scale compulsory redundancies as has been the case at other local authorities.

Members asked when the ongoing process of Business Rates appeals and the consequent budget uncertainty this has resulted in will be completed. The Head of Finance advised that as the process was dealt with by the Valuation Office, so is not something that Chesterfield

Borough Council has control over, but that the deadline for new appeals to be submitted is April this year.

Members asked several questions relating to the New Homes Bonus. The Head of Finance advised that compared to the other local authorities used by the council for benchmarking, income received is lower. The Leader also noted that the future of the New Homes bonus is uncertain as nationally the Labour party had advised they would look to end it, but had not revealed what would replace it.

Members noted the rise in car parking income and asked several questions on parking income and how the levels of parking charges are set. The Head of Finance confirmed that car parking does provide a budget surplus but that this can only be spent on areas like maintenance of parks and open spaces.

Members thanked the Leader and Head of Finance for presenting the progress report and answering their questions.

RESOLVED –

That the progress report on the Budget for 2014/15 be noted.

51 EXECUTIVE MEMBER FOR HOUSING, TENANT CONSULTATION SURVEY RESULTS

The Assistant Executive Member for Housing and the Housing Service Manager, Customer Division attended to provide a progress report on the Tenant's Consultation Survey results. The Assistant Executive Member noted that a new tenant survey was currently being planned.

The Assistant Executive Member advised Members that while the survey results had been broadly positive some problems had been identified that had not been known about before. He also noted that negatives identified had been used to identify areas for improvement.

The Housing Service Manager, Customer Division agreed that while overall the results were positive the service still wanted to strive to provide a better service to tenants. It was noted that by the end of March all of Chesterfield Borough Council's housing stock would meet the Decent Homes Standard which requires all of the council's housing stock to meet set criteria that ensure they are warm, protected from the weather and

have modern facilities. The Assistant Executive Member advised that the Decent Homes Standard was a basic standard and that the Council was now starting work on further improvements to the housing stock to bring homes up to a higher standard. It was noted that Cabinet had recently approved £69 million of housing stock improvements over the next three years, with planned improvements including the installation of cavity wall insulation, roof replacement and the replacement of older central heating systems.

The Housing Services Manager also provided information on planned work that will improve the environment of estates including garden space and better parking areas. Members were advised of the current environmental improvement works being carried out at Barrow Hill, and that as the Decent Homes Standard had now been met that in the future there would be more focus on improving the overall environment of the estates.

The Assistant Executive Member and the Housing Services Manager advised that different ways of engaging with tenants were also being looked at including with working with groups on specific projects or areas of interest.

Members expressed their approval that all Chesterfield Borough Council's housing stock would meet the Decent Homes Standard by the end of March, 2015 and noted the visible improvements to housing stock in the borough.

Members advised that many residents still raised dog fouling as a particular area of concern in their neighbourhoods and estates, but noted that this area of concern was being looked at with the Enterprise and Wellbeing Committee's report on dog fouling being considered by Cabinet next month.

Members noted that improving the streetscene was vital to improving the quality of life for residents and asked several questions about the possibility of more joined up working with Derbyshire County Council in relation to roads, pavements and paths on estates, the Housing Services Manager advised members that discussions were being held with Derbyshire County Council regarding joined up working.

Members asked if having tenant surveys biannually gave sufficient time for the results to be analysed, implemented and evaluated. The Housing

Services Manager advised that STAR was a nationally used methodology and to enable benchmarking against other authorities it was necessary to work within the time parameters stated in the survey methodology.

Members noted that 52% of respondents to the survey stated they did not use the internet and asked how more tenants could be encouraged to engage more with services online. The Assistant Executive Member and the Housing Services Manager agreed that this was an area of concern, and that ways of increasing online engagement were being looked at, but also noted that this showed the importance of the need to keep traditional forms of communication available for the foreseeable future.

The Committee thanked the Assistant Executive Member and the Housing Services Manager for providing the progress report and answering their questions.

RESOLVED –

That the progress report be noted.

52 FORWARD PLAN

The Forward Plan was considered.

RESOLVED -

That the Forward Plan be noted.

53 SCRUTINY MONITORING

Consideration was given to the Implementation Monitoring Form for Scrutiny Committee Recommendations.

RESOLVED –

That the Monitoring Report be noted.

54 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

The Work Programme for the Overview and Performance Scrutiny Forum was considered.

RESOLVED –

1. To approve the Work Programme.
2. That Executive Director, James Drury be invited to the next meeting of the Overview and Performance Scrutiny Forum to update members on the Great Place, Great Service programme.
3. That Executive Director, Michael Rich be invited to the next meeting of the Overview and Performance Scrutiny Forum to provide a progress report on the implementation Council Corporate Plan and a discussion about how Scrutiny can be involved in monitoring the plan and future developments
4. That a progress report on Dog Control Measures be requested for the next meeting of the Overview and Performance Scrutiny Forum.
5. That a progress report on the ICT Strategy and Action Plan be requested for the next meeting of the Overview and Performance Scrutiny Forum.

55 JOINT OVERVIEW AND SCRUTINY

The Chair advised members that the next Joint Overview and Scrutiny meeting was scheduled for Monday 10 March, 2015.

Committee members agreed that Joint Scrutiny was important and useful where services are shared, but that it should also reflect new and emerging working relationships with the Sheffield City Region Combined Authority, D2N2 Local Enterprise Partnership and the proposed Derby and Derbyshire Combined Authority.

RESOLVED –

That the Chair updates committee members at the next meeting of the Overview and Performance Scrutiny Forum on the outcomes of the Joint Overview and Scrutiny meeting scheduled for Monday 10 March, 2015.

56 OVERVIEW AND SCRUTINY DEVELOPMENTS

The Policy Manager provided members with a verbal update on the corporate review of Overview and Scrutiny which is due to be completed in May, 2015.

RESOLVED –

That the update be noted.

57 MINUTES

The Minutes of the meeting of the Overview and Performance Scrutiny Forum held on 4 December, 2014 were presented.

RESOLVED -

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

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