



Please ask for Brian Offiler
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The Chair and Members of
Community, Customer and
Organisational Scrutiny Committee

7 September 2015

Dear Councillor,

Please attend a meeting of the COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE to be held on TUESDAY, 15 SEPTEMBER 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. Cabinet Member for Governance - Corporate Health and Safety Improvement Programme (Pages 3 - 28)

5.05 pm

4. Scrutiny Monitoring (Pages 29 - 38)

Cabinet Member for Health and Wellbeing Progress Report on Review of Locking of Park Gates

5.25 pm

5. Cabinet Member for Town Centre and Visitor Economy - Outside Market Reconfiguration Progress Report (Pages 39 - 42)

5.45 pm

6. Forward Plan (Pages 43 - 54)

6.15 pm

7. Work Programme for the Community, Customer and Organisational Scrutiny Committee (Pages 55 - 58)

6.25 pm

8. Overview and Scrutiny Developments

Verbal Report.

6.35 pm

9. Minutes (Pages 59 - 78)

Minutes of Meetings held on 8 January, 2015 and 7 July, 2015.

6.45 pm

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Randy', with a stylized flourish at the end.

Local Government and Regulatory Law Manager and Monitoring Officer

FOR PUBLICATION

OCCUPATIONAL HEALTH & SAFETY IMPROVEMENT PROGRAMME **2012 TO 2015 - END OF PERIOD REPORT**

MEETING:	COMMUNITY, CUSTOMERS AND ORGANISATIONAL SCRUTINY COMMITTEE
DATE:	15 SEPTEMBER 2015
REPORT BY:	BUSINESS TRANSFORMATION MANAGER
WARD:	ALL
KEY DECISION REFERENCE (IF APPLICABLE):	N/A

FOR PUBLICATION

BACKGROUND PAPERS *H&S Committee Papers*
FOR PUBLIC REPORTS:

1.0 PURPOSE OF REPORT

- 1.1 To inform Committee of the final results and outcomes of the Council's Occupational Health & Safety Improvement Programme for the period 2012 to 2015.
- 1.2 To inform Committee of the content of the Council's Occupational Health & Safety Improvement Programme for the period 2015 to 2018.

2.0 RECOMMENDATION

- 2.1 That outturn results for the 2012 to 2015 Health & Safety Improvement Programme are noted.
- 2.2 That the new 2015 to 2018 Health & Safety Improvement Programme be noted and any area which the scrutiny committee wish to receive progress reports on during 2015 to 18 be agreed.

3.0 BACKGROUND

- 3.1 Annual progress reports on the Occupational Health & Safety Improvement Programme 2012 to 2015 have been presented to Scrutiny Committee since 2013. The last progress report was received and considered by Scrutiny Committee on 26th June 2014.

4.0 REPORTS

- 4.1 Appendix 1 details the results and outcomes of the 2012 to 2015 Health & Safety Improvement Programme.
- 4.2 Appendix 2 details the Health & Safety Improvement Programme for the period 2015 to 2018, which is supported by an implementation strategy, Appendix 3.
- 4.3 All 3 Appendix documents have been considered and approved by Health & Safety Committee and Cabinet.
- 4.4 Progress reports will be presented to Health & Safety Committee on a quarterly basis and cabinet at 6 month intervals.
- 4.5 The councils Occupational Health & Safety Improvement Group is taking the lead on implementing the Health & Safety Improvement Programme for 2015-18 in line with the strategy document.

5.0 RECOMMENDATION

- 5.1 That outturn results for the 2012 to 2015 Health & Safety Improvement Programme are noted.
- 5.2 That the new 2015 to 2018 Health & Safety Improvement Programme be noted and any area which the scrutiny committee wish to receive progress reports on during 2015 to 18 be agreed.

KAREN BROWN

BUSINESS TRANSFORMATION MANAGER

You can get more information about this report from
Marc Jasinski, Corporate Health & Safety Adviser (Ext:5297)

OCCUPATIONAL HEALTH & SAFETY IMPROVEMENT PROGRAMME

2012 - 2015

END OF 3-YEAR IMPROVEMENT PROGRAMME REPORT – APRIL 2015

1.0 Introduction

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

2.0 Background

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

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

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

2.3 A copy of the improvement plan showing the Objectives & Targets for each of these themes is detailed in Item 2 of the H&S Committee Papers.

3.0 Performance Outturn

3.1 The OH&S Improvement programme contains 11 key targets, the following chart summarises overall performance against those 11 targets using a RAG status and shows that 55% are on target or complete. The percentage scores in the chart below reflect the current status at the end of the third quarter of 2014/15.

**Overall Performance O,H&S Improvement Programme
2014/15**



4.0 Performance Per Objective

4.1 The following sections summarise performance outturn against the four threads of the Improvement programme for the period January 2014 to December 2014.

Accident Injury Performance

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

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

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

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

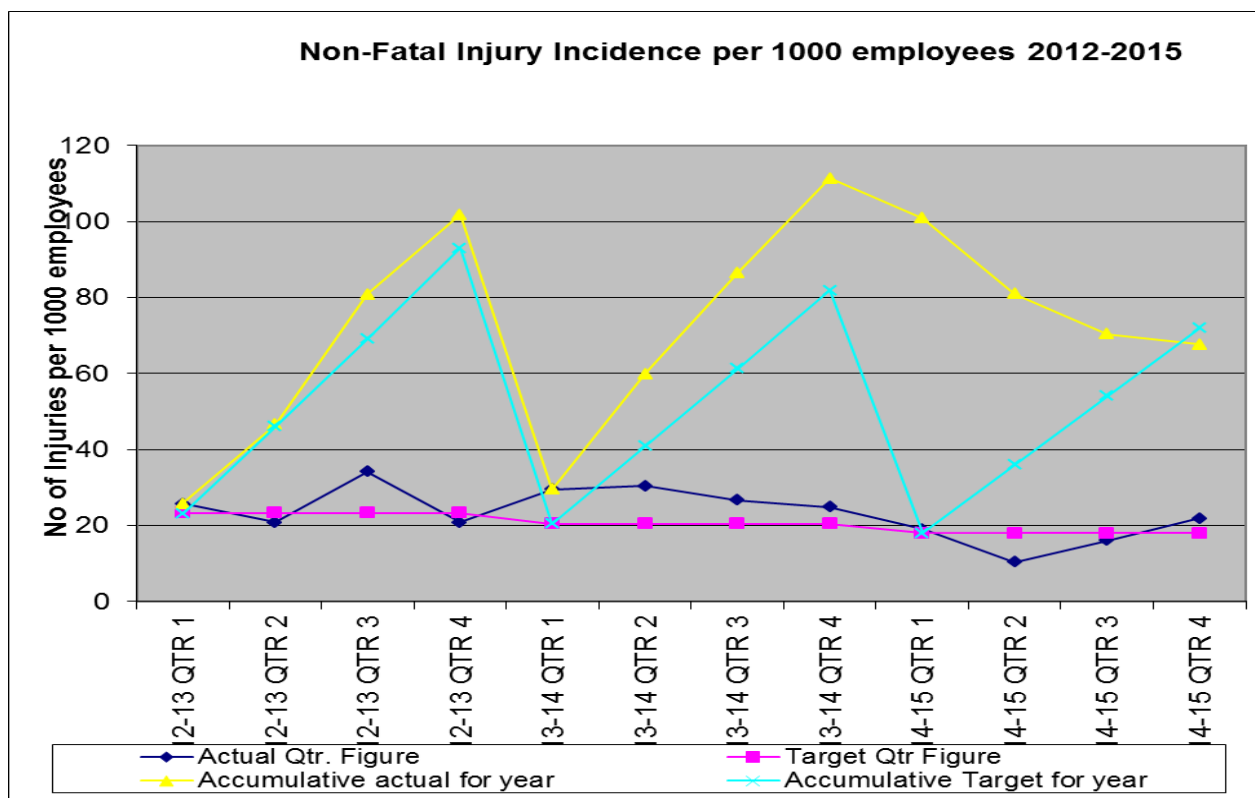
4.2 Target 1 – Non-Fatal Injury incidence (per 1000 employees)

4.2.1 The 2014/15 figure is 67.6 per 1000 employees. This is a satisfactory result that is 5.9% below the 71.9 per 100 employee’s target that was set for the end of March 2015.

4.2.2 The proximate causes of accidental injuries and near misses are shown in the PIE chart below. It continues to indicate that slip, trip and fall risks together with manual handling risks are by far the biggest cause of non-fatal injury accidents across the Council, highlighting the need for Service Managers to take further action to reduce such incidents.

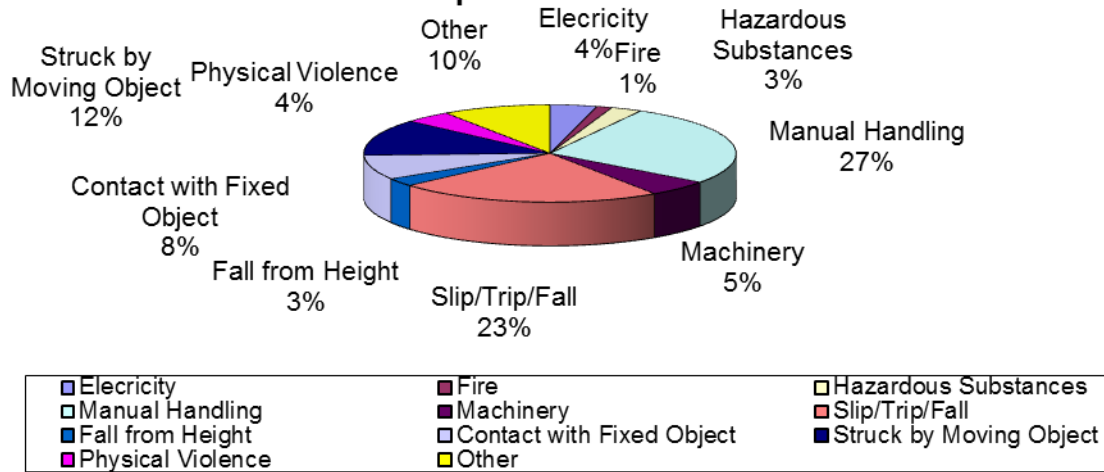
4.2.3 The administrative costs of dealing with these incidents, (not including the cost of time off work), is estimated to be £10,700 for 2012/13 and £11,700 for 2013/14. The estimated cost for 2014/15 is £7,100. This is based on HSE methodology (£100 per incident).

No of non -fatal injury Incidents	2011/12	2012/13	2013/14	2014/15
Target – No	Baseline	98	86	76
Target – Per 1000 employees	Baseline	93	81.8	71.9
Actual – No	111	107	117	71
Actual – Per 1000 employees	105.7	101.9	111.3	67.9
% Increase / Decrease	N/A	-3.6%	+9.2%	-38.9%



Proximate Causes of Accidental Injuries

April 2014 - March 2015

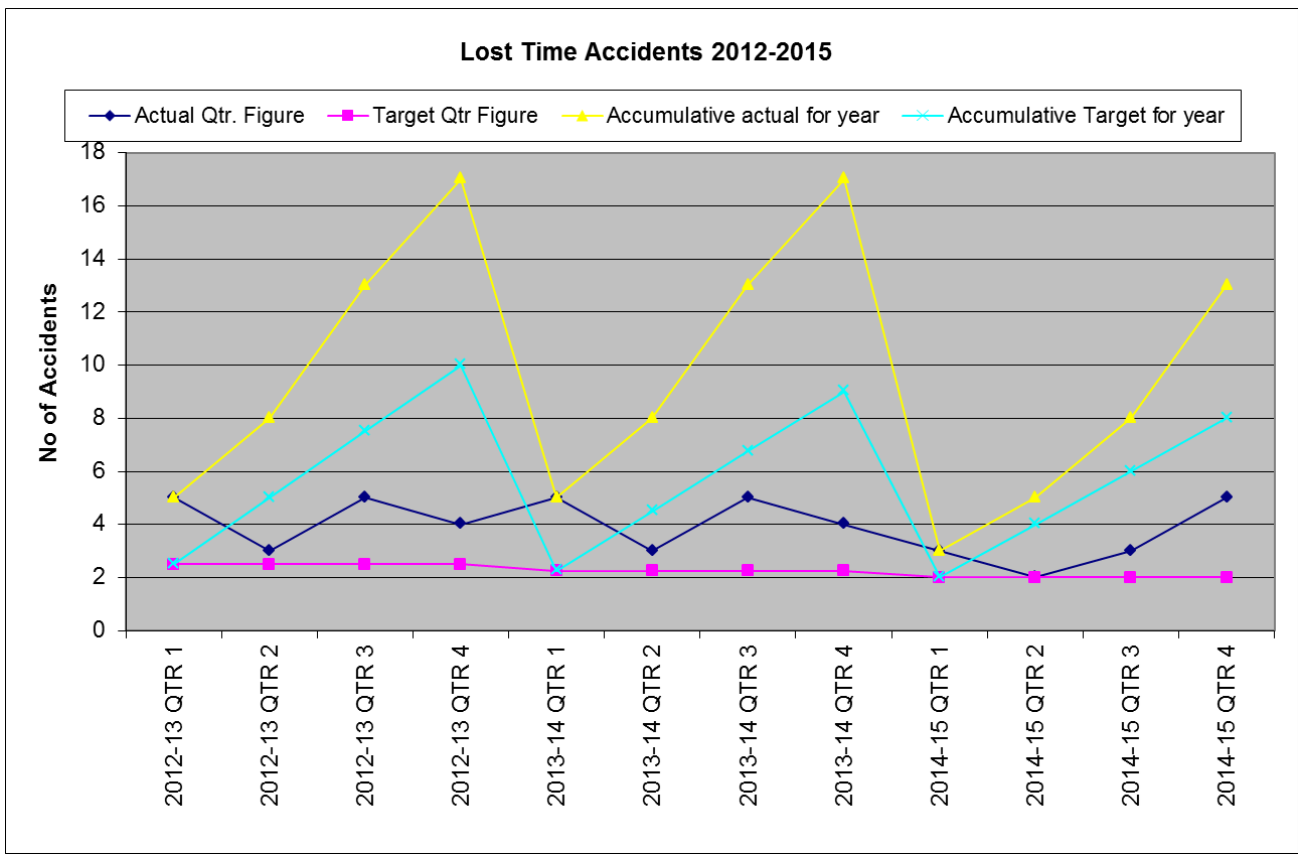


4.3 Target 2 - Accidents leading to employees having time off work

- 4.3.1 There has been a slight decrease in the 2014/15 figure (13) compared to the figure for 2013/14 (17). The two most common causes of lost time incidents remain to be slip, trip and fall accidents and accidents that resulted in musculoskeletal injuries.
- 4.3.2 Using HSE methodology, (£2,600 per incident), it has been estimated that the cost of accidents leading to employees having time of work is £28,600 for 2011/12, £44,200 for 2012/13 and £44,200 for 2013/14. The estimated cost for 2014/15 is £33,800.
- 4.3.3 When adding figures 4.2.3 & 4.3.2 the cost to the council of accidents is estimated to be £54,900 for 2012/13 and £55,900 for 2013/14. The estimated cost for 2014/15 is £40,900. This does not take into account the costs incurred in rectifying damage to property, vehicles or the impact of any insurance claims made against the councils that directly relate to accidents.

LOST TIME ACCIDENTS

	2011/12	2012/13	2013/14	2014/15
Target	Baseline	10	9	8
Actual	11	17	17	13
% Increase / Decrease	N/A	+54.5%	0	-29.4%



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

4.4.1 The performance target is set at 5 days per accident. The 2014/15 figure for the average number of days lost is 11.1 which is 6.1 over the performance target.

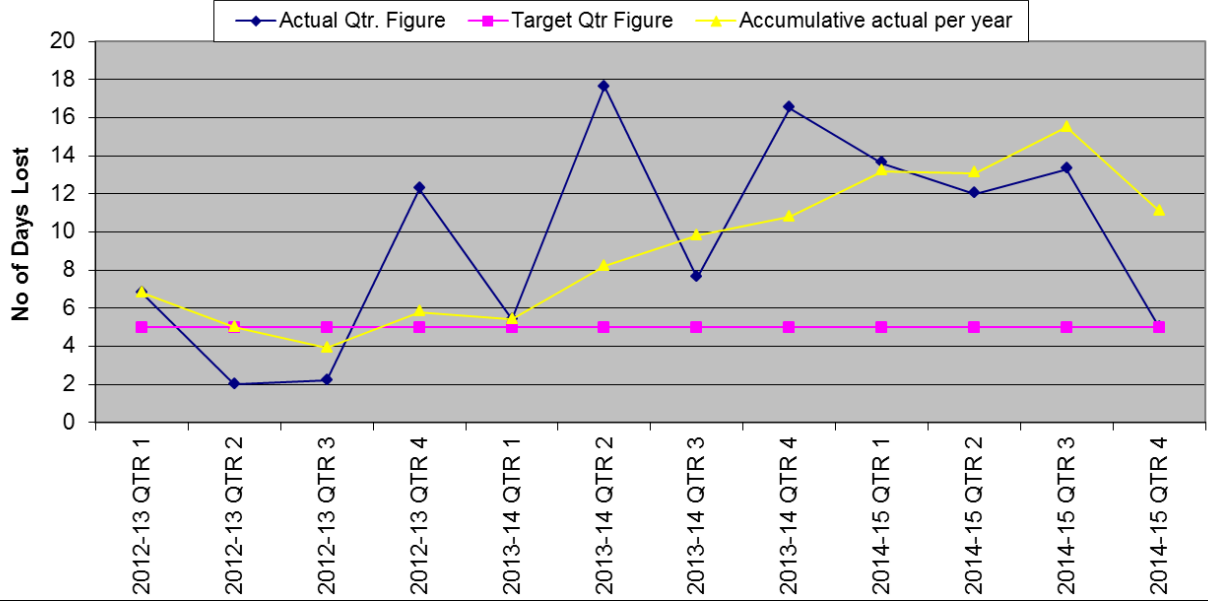
4.4.2 During this reporting quarter, the 5 accidents which have led to sickness absence are detailed below:

- Whilst laying pavers, an employee strained his back. This led to him having 10 days off work.
- A second employee also sprained his back whilst laying paver, resulting in him having 5 days off work.
- An employee slipped and fell on ice in an employee car park which resulted in a fracture to her wrist. This led to her having 2 days off work.
- An employee cut his left hand whilst operating a circular saw. This resulted in him having 5 days off work.
- An employee lost his balance and fell, twisting his knee and his ankle. This led to him having 2 days off work.

AVERAGE NUMBER OF DAYS LOST PER ACCIDENT

	2011/12	2012/13	2013/14	2014/15
Target	Baseline	5	5	5
Actual	5.9	5.8	10.8	11.1
% Increase / Decrease	N/A	-1.7%	+86.2%	+2.7%

Average no of days lost per Accident 2012-2015



H & S Management

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

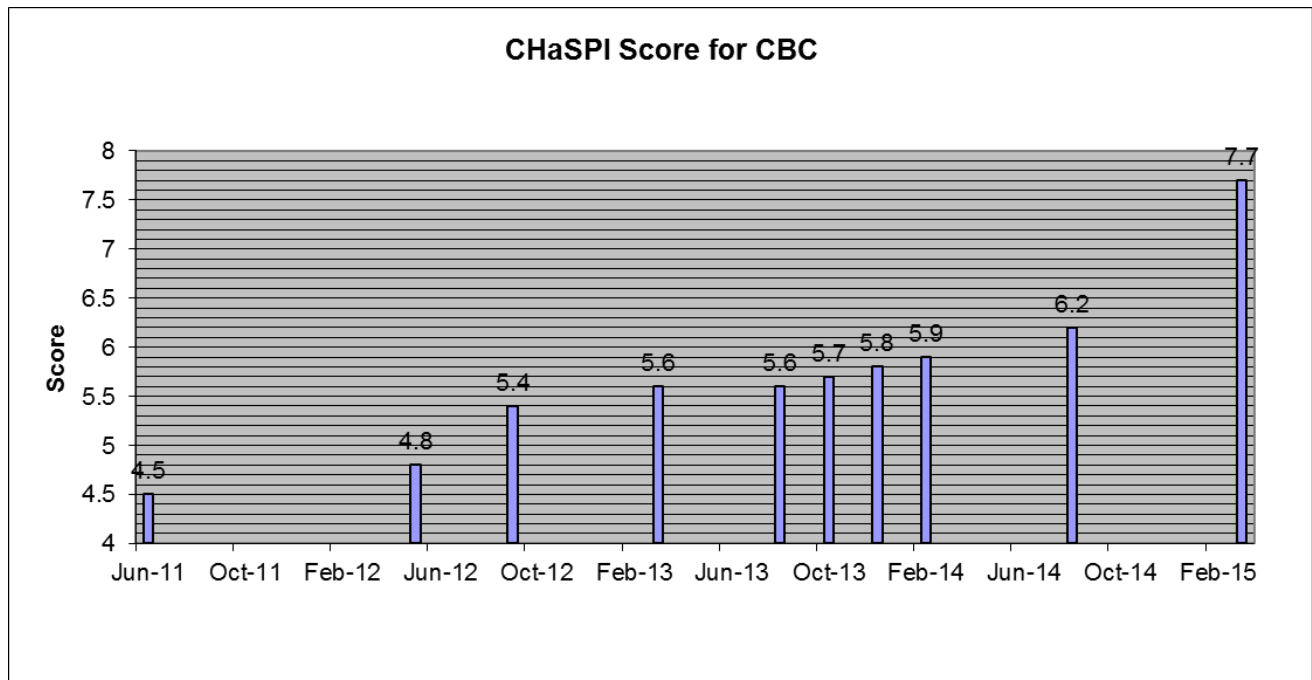
Target 4: To achieve an overall score equal to or above the CHaSPI mean (6.6 as of April 2012) for the LA sector by March 2015.

Target 5: To develop and implement an improved and robust system for the management of contractors

Target 6: To monitor the effectiveness of that system for active contractors, obtaining a baseline performance position.

4.5 Target 4 – CHaSPI Score of 6.6

4.5.1 The Occupational Health & Safety Improvement Group (OH&SIG) have been working towards improving the Corporate Health & Safety Performance Index (CHaSPI) score since it was established in early 2012, during that time steps have been taken to improve the councils ability to deliver against the many working areas of the assessment, the score for CHaSPI has been re-assessed at various intervals, as shown below. Since 2012, the group have made steady progress towards the goal of 6.6 by March 2015. It is pleasing to report that the actual score achieved by March 2015 is 7.7, surpassing the 6.6 target by 1.1.



4.6 Target 5 – Develop a Contractor Management System

- 4.6.1 The Contract Management Working Group has developed new arrangements for the management of contractors working for or on behalf of the Council.
- 4.6.2 Procedures for assessing contractor competency and monitoring contractor performance on site have been prepared and work is now complete in preparing a training presentation for relevant Council officers.

4.7 Target 6 – Effectiveness of the Contractor Management System

- 4.7.1 The Contractor Management Group have prepared an excel spreadsheet to record the health & safety site performance of contractors working on Council projects. This will be implemented as soon as relevant Council Officers have undergone training on the new arrangements.

H & S Climate / Culture

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

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

4.8 Target 7 - Improved H&S Climate / culture

- 4.8.1 The 3 key areas highlighted for improvement in the 3-year improvement plan are Accident Performance, Barriers to Safety & Supervision.
- 4.8.2 The results of the 2014/15 survey have revealed that, although a number of Service areas have improved their score, not all of them have managed to raise their score to a minimum of 50 in the three key areas of accident performance, barriers to safety and supervision.
- 4.8.3 The table below shows the minimum, maximum and average scores across all Service areas in the three key areas:

Area	Minimum	Maximum	Average
Accident Performance	33	66	55
Barriers to Safety	25	64	40
Supervision	28	67	50

- 4.8.4 Although the response rate for the 2014/15 survey isn't quite as high as the response rate for the previous survey, it is almost double that of the first survey, undertaken in 2011/12. This perhaps reflects an increasing awareness of, and interest in, health and safety at work.

- 4.8.5 The score for Barriers to Safety in most Service areas has been disappointing and a closer examination of the responses to the relevant questions will be required to discover why scores in this area are significantly lower than in others.
- 4.8.6 Where sample sizes in particular Service areas were small, caution is needed when interpreting the results. They should only be used for “indicative” purposes and not be treated as statistically significant.
- 4.8.7 It is important that Management teams understand the reasons for the survey results in their Services. To do this they need to discuss their results with their staff through Service meetings and team meetings, etc. Once they understand the reasons for the less than satisfactory survey responses they will be able to put together action plans to drive improvements.
- 4.8.8 Overall, the survey results are pleasing, particularly in Service areas that have a higher hazard and risk profile. (e.g. Environmental Services and Housing OSD). Scores in these Service areas have improved significantly since the first survey in 2011/12.

Occupational Health

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

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

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

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

Target 11: To successfully implement the Councils Stress Management Policy across all Services.

4.9 Target 8

- 4.9.1 Previously, when analysing sickness absence data it was not possible to determine whether or not the absence was due to work related factors. Furthermore, due to the way the reasons for the absences were grouped on Resource Link, it was not always possible to determine the exact cause of absence.
- 4.9.2 In order to achieve this target, Human Resources have developed Resource Link to allow the capture of more detailed absence data. The changes have been made based on the HSE’s toolkit for recording sickness absence.
- 4.9.3 The absence data originates from return to work interviews which should be conducted by managers following every period of sickness absence. Human Resources have amended the Return to Work interview (S2) form to replicate those changes made in Resource Link.
- 4.9.4 Providing Council managers fully complete the S2 form, the following information should be available for each period of sickness absence:

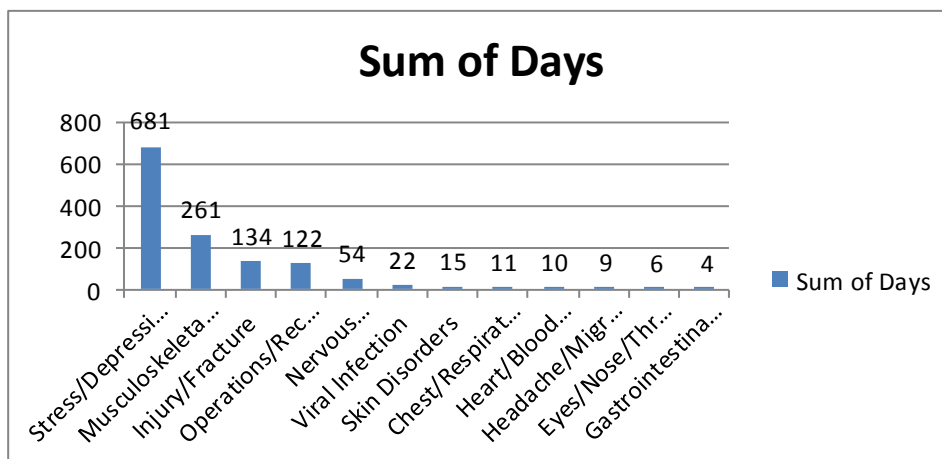
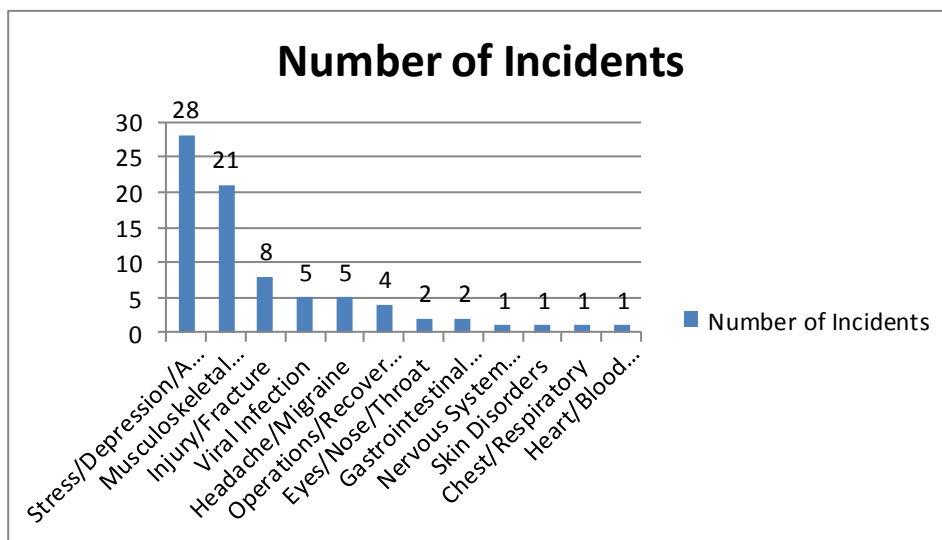
1. The length of the absence

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

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

4.10 **Target 9 – Obtaining a benchmark level for the incidence of work-related ill health**

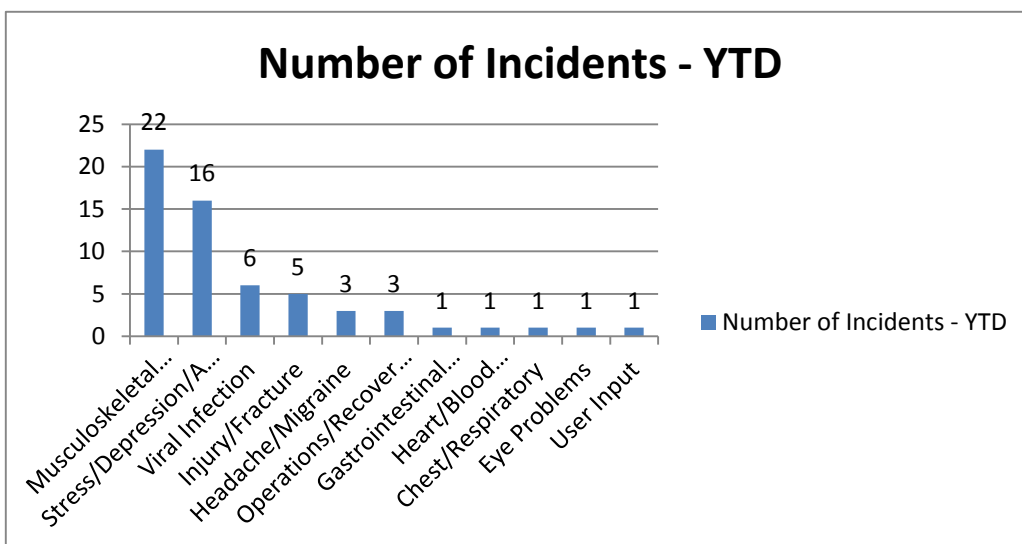
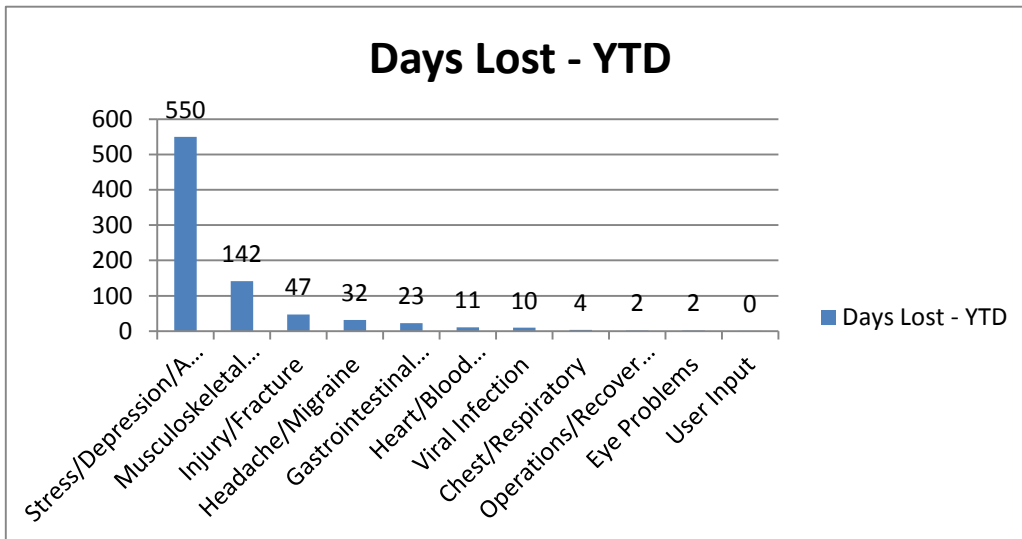
4.10.1 The above changes to the absence recording systems were implemented in November 2012. The results of the data collected during the period 1st April 2013 until 31st March 2014 for work related absences are as follows:



The total number of days lost due to work related absences during the period 1st April 2013 until 31st March 2014 was 1328 days. These absences were accumulated from 79 employees and an FTE of 71.

The above figures for the benchmark vary slightly from those previously presented. The report which produced this data was re-run on 7th April 2015. The variation in data could be due to information being input after the original benchmark was produced.

The relatively small differences in the figures do not affect the overall conclusions that stress and musculoskeletal injuries are the two most common causes of work related sickness absence.



The above two charts show all work related absences for the period January 2014 to March 2015 and confirm that the biggest causes of work related absences remain mental health and musculoskeletal issues. These two areas should remain as the immediate targets for action.

Discrepancies between the above figures and those contained within tables later within this report are due to the processes involved in producing this data. Inconsistencies in figures occur where absences straddle different quarters.

4.11 Target 10 – to reduce the level of work-related ill health based on the baseline level

PERFORMANCE TARGETS FOR DAYS LOST DUE TO OCCUPATIONALLY RELATED ILL HEALTH

5% YEAR ON YEAR DECREASE IN DAYS LOST DUE TO WORK RELATED STRESS & MUSCULOSKELETAL INJURY (TARGET)

	2013/14 (Actual)	2014/15	2015/16	2016/17
Stress	710	675	TO BE AGREED	TO BE AGREED
Musculoskeletal	261	248	TO BE AGREED	TO BE AGREED
% Increase - Decrease	-	-5%	TO BE AGREED	TO BE AGREED

ACTUAL PERFORMANCE 2013/14

	APR/JUN 2013	JUL/SEP 2013	OCT/DEC 2013	JAN/MAR 2014	ACTUAL TOTAL FOR YEAR
Stress	129	232	182	167	710
Musculoskeletal	26	78	87	70	261

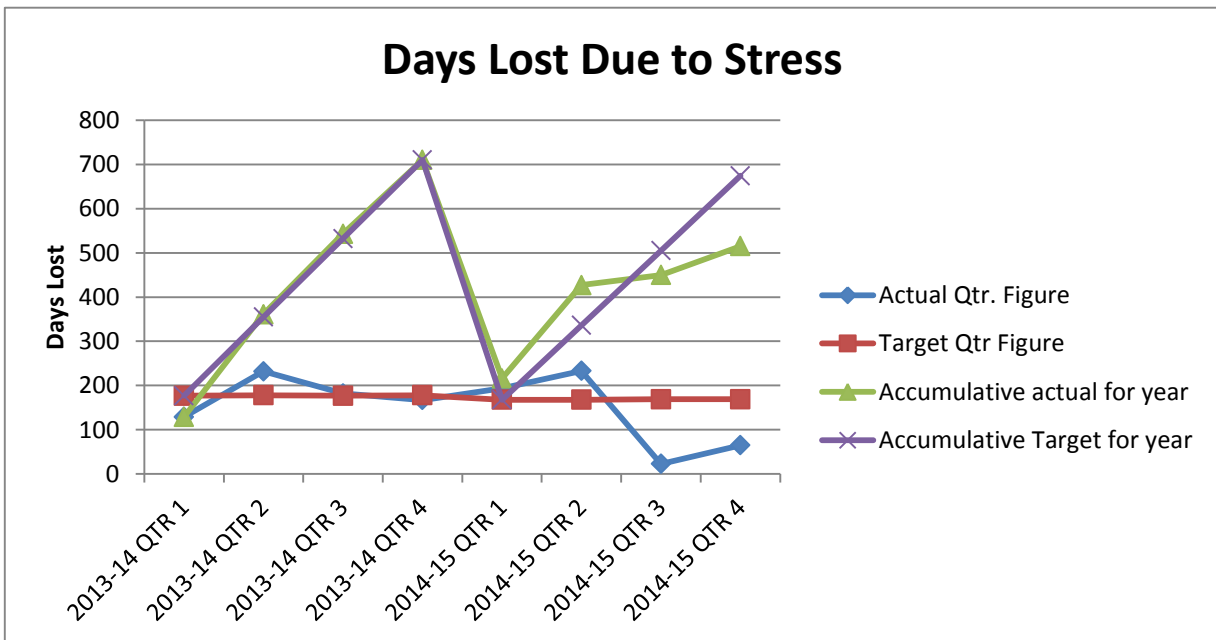
The target for reducing the number of days lost due to work related ill health has been set at 5% year on year using the period 2013 /14 as the baseline.

YEAR TO DATE PERFORMANCE – APR 2014 TO MAR 2015

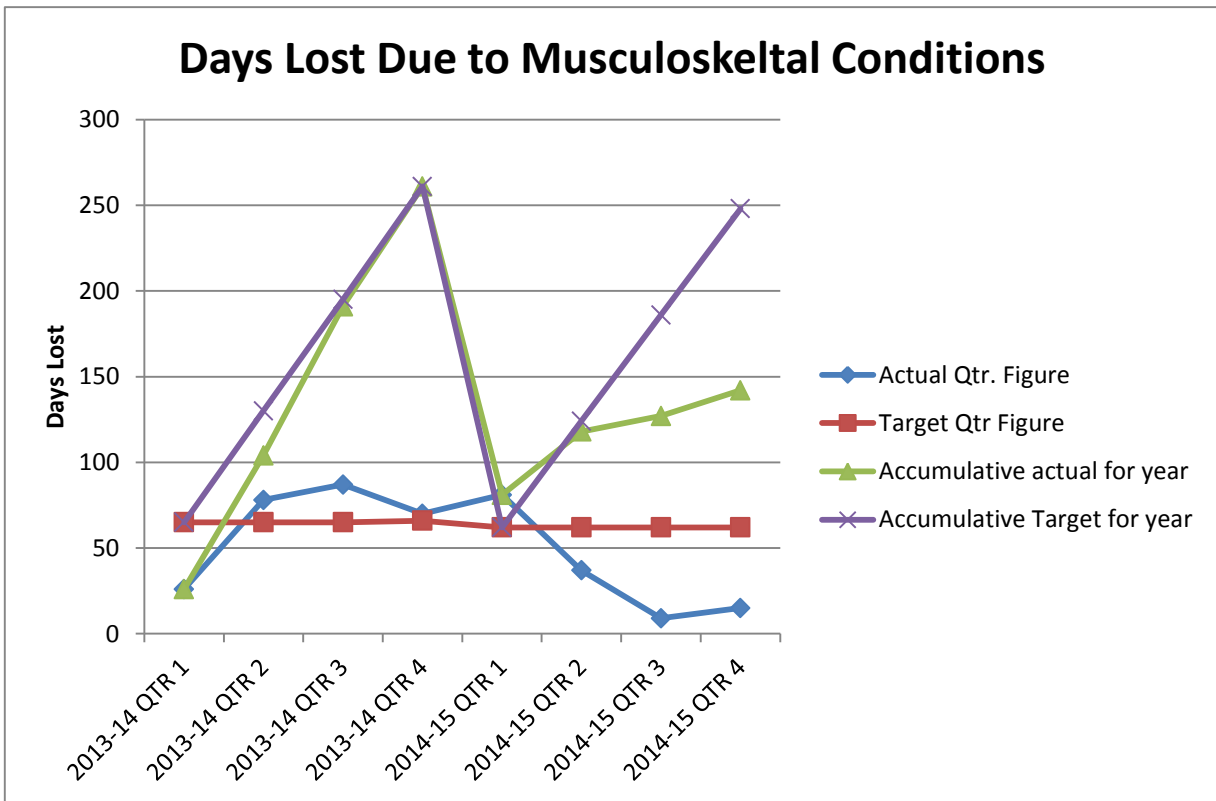
	APR/JUN 2014	JUL/SEP 2014	OCT/DEC 2014	JAN/MAR 2015	ACTUAL TOTAL FOR YEAR TO DATE
Stress	194	233	23	65	
% Increase - Decrease	+16%	+20%	-90%	+183%	FROM 710 to 515 = 27% DECREASE
Musculoskeletal	81	37	9	15	
% Increase - Decrease	16%	-54%	-76%	+67%	FROM 261 to 142 = 46% DECREASE

The 2014/15 target for the number of days lost due to occupationally related ill health has been set at 675 days (Stress) and 248 (Musculoskeletal). The current year to date figure for stress related absence is 515, this is 24% below the target. The current year to date figure for musculoskeletal related absence is 142, this is 43% below the target.

The sudden decline in days lost due to work related stress is due to 5 long term cases being resolved between July and September 2014.



The above graph illustrates the number of days lost due to work related stress.



The above graph illustrates the number of days lost due to musculoskeletal conditions.

HEALTH PERFORMANCE TARGETS FOR STRESS AND MUSCULOSKELETAL INCIDENTS

5% YEAR ON YEAR DECREASE IN INCIDENTS OF WORK RELATED STRESS & MUSCULOSKELETAL INJURY (TARGET)

	2013/14 (Actual)	2014/15	2015/16	2016/17
Stress	40	38	TO BE AGREED	TO BE AGREED
Musculoskeletal	22	21	TO BE AGREED	TO BE AGREED
% Increase - Decrease	-	-5%	TO BE AGREED	TO BE AGREED

ACTUAL PERFORMANCE 2013/14

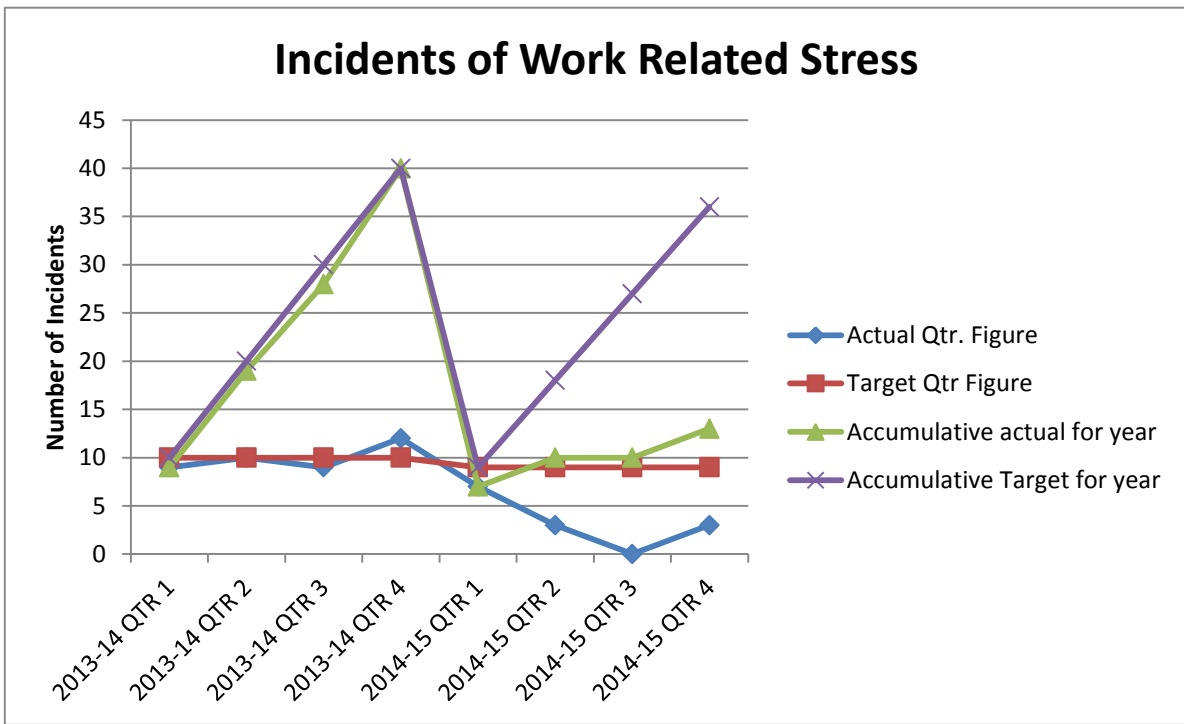
	APR/JUN 2013	JUL/SEP 2013	OCT/DEC 2013	JAN/MAR 2014	ACTUAL TOTAL FOR YEAR
Stress	9	10	9	2	40
Musculoskeletal	3	7	7	8	22

The target for reducing the number of incidents due to work related ill health has been set at 5% year on year using the period 2013 /14 as the baseline.

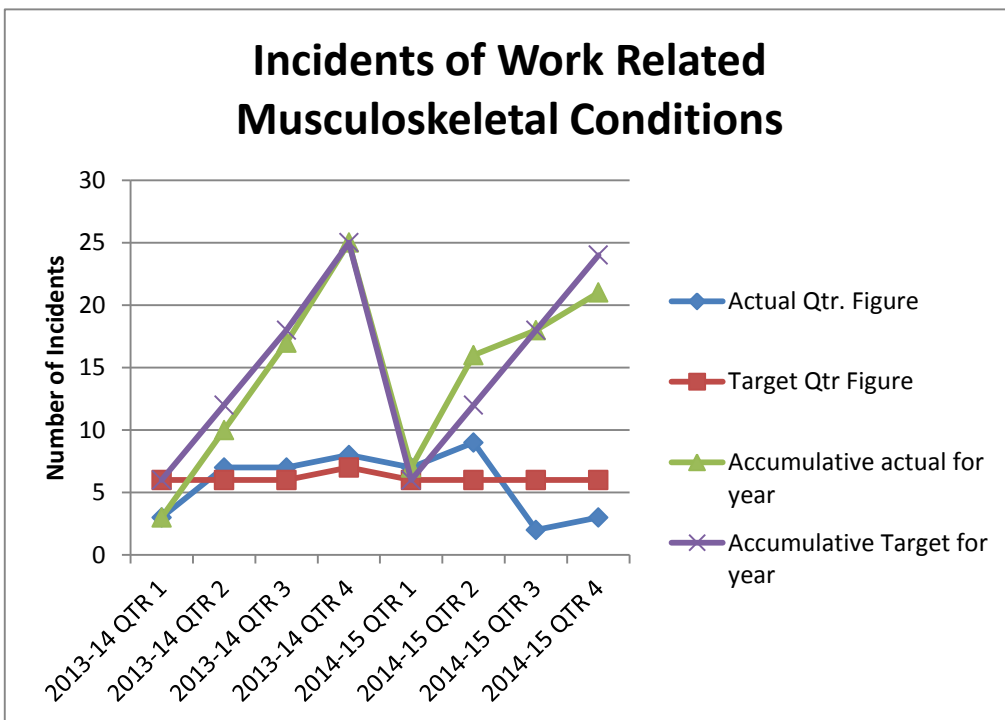
YEAR TO DATE PERFORMANCE – APR 2014 TO MAR 2015

	APR/JUN 2014	JUL/SEP 2014	OCT/DEC 2014	JAN/MAR	ACTUAL TOTAL FOR YEAR TO DATE
Stress	7	3	0	3	
% Increase - Decrease	-41%	-57%	-	-	FROM 40 to 13 = 68% DECREASE
Musculoskeletal	7	9	2	3	
% Increase - Decrease	-13%	+29%	-78%	+50%	FROM 22 to 21 = 5% DECREASE

The 2014/15 target for the number of incidents of occupationally related ill health has been set at 38 (Stress) and 21 (Musculoskeletal). The current year to date figure for stress related incidents is 13, this is 66% below the target. The current year to date figure for musculoskeletal related incidents is 21, which has been achieved.



The above graph illustrates the number of incidents due to work related stress. The figures are based on new incidents per quarter to ensure that double counting does not occur.



The above graph illustrates the number of incidents due to musculoskeletal conditions. The figures are based on new incidents per quarter to ensure that double counting does not occur.

4.12 **Target 11**

- 4.12.1 Human Resources in consultation with Council managers and Trade Unions have developed a new Managing Workplace Stress Policy. The new policy which was agreed by Council Members with effect from 1st April 2012 aims to be more proactive in identifying potential causes of workplace stress in order that steps can be put in place to reduce the risk of stress occurring.
- 4.12.2 To coincide with the implementation of the policy, Human Resources arranged a stress training programme for Chief Officers, Heads of Service, Service Managers and Managers of the Council.
- 4.12.3 In Dec 2014 / January 2015 the Councils Corporate Management Team has refreshed all Stress Risk assessments. Reports on actions plans will be presented to Safety Committee.
- 4.12.4 The councils CMT has also made a commitment to review the policy during 2015.



We care..... about health, safety and welfare

Our aim: to achieve best practice in occupational health and safety in local government.

	Health and safety management	Health and safety climate/ culture	Accident performance	Occupational health
Objectives 2015-18	Over the period April 2015 to March 2018 the council will demonstrate continuously improving performance in relation to specified areas of significant risk.	Over the period April 2015 to March 2018 the council will demonstrate a continuously improving health and safety climate, with senior management commitment and governance.	Over the period April 2015 to March 2018 the council will continuously reduce its employee injury / incidence rate.	Over the period April 2015 to March 2018 the council will continuously reduce its overall reported work related ill health
Targets 2015-16	<p>To embed the council's procedures relating to contractor management across the authority during 2015-16</p> <p>To train all relevant employees in the council's contract management system and procedures in 2015-16</p> <p>To review the commissioning cycle to ensure all health and safety risks are addressed at specification, tender, contract and contract management stages</p> <p>Revise, reissue and implement the 'Managing Workplace Stress Policy'</p> <p>To develop, and start delivery of, a three year corporate health and safety management auditing programme.</p>	<p>To develop and maintain a targeted strategy / programme to tackle causes of injuries and ill health across the council, service managers and union representatives will proactively work within the framework of the strategy to ensure improved performance</p> <p>To conduct two corporate employee health and safety opinion surveys during 2015-18 and to draw comparisons against the baseline 2012 data, and the interim 2014-15 data</p>	<p>By 31 March 2018 the total non-fatal injury incidence rate will have been reduced by 10% year-on-year</p> <p>To reduce the total number of days lost due to accidents by 10% year-on-year</p> <p>To maintain the average number of days lost due to accidents to seven or fewer per accident.</p>	<p>8% year-on-year reduction in the number of cases of occupationally related anxiety, stress and depression</p> <p>8% year-on-year reduction in the number of days lost due to occupationally related anxiety, stress and depression</p> <p>8% year-on-year reduction in the number of cases of occupationally related musculoskeletal conditions</p> <p>8% year-on-year reduction in the number of days of occupationally related musculoskeletal conditions</p>

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APPENDIX 3

Chesterfield Borough Council health and safety improvement plan implementation strategy 2015 - 2018

Introduction

The council is committed to ensuring the health and safety at work of all its employees. The council will also ensure that it conducts its activities in ways that do not expose others to risks to their health or safety.

The Health and Safety Improvement Plan Implementation Strategy is designed to support the council's Corporate Health and Safety Policy, its related codes of practice, the Occupational Health and Safety Improvement Programme 2015-18 and the Health and Safety Performance Standards.

Key aim

The council's strategic health and safety aim is to provide and maintain a health and safety culture in which the opportunities for accidents and occupational ill-health are minimised by the effective management of health, safety and welfare.

The Occupational Health and Safety Improvement Programme 2015-18 has been developed to enable the council to meet objectives within four key areas:

- Health and safety management
- Health and safety climate/culture
- Accident performance
- Occupational health

This document sets out actions which the council will take to deliver against these objectives during 2015-18.

Monitoring and review

The council will monitor its performance against the occupational Health and Safety Improvement Plan 2015-18 by quarterly reports to the council's health and safety committee and Corporate Management Team (CMT) meetings. Summary reports will be presented to cabinet on a six monthly basis.



Health and safety management

Objective:

Over the period April 2015 to March 2018 the council will demonstrate continuously improving performance in relation to specified areas of significant risk.

Specifically, we will:-

- Embed the council's procedures relating to contractor management across the authority during 2015-16
 - Train all relevant employees in the Chesterfield Borough Council contract management system and procedures in 2015-16
 - Issue a contract management training pack and supporting documents on the council's intranet during 2015-16
 - Audit the use and effectiveness of the contract management procedures across the council during 2015-18
- Review the commissioning cycle to ensure all health and safety risks are addressed at specification, tender, contract and contract management stages of the cycle, by March 2017
- Revise and reissue the 'Managing Workplace Stress Policy' during 2015-16
 - Provide refresher training for managers on the application of the policy
 - Monitor the application and effectiveness of the policy
 - Identify and tackle the causes of workplace stress and identify measures to prevent this occurring ie time limits on restructure programmes, timely resolution of workplace bullying and harassment and clear communication with employees following the Health and Safety Executive guidelines on managing the risk of stress
- Develop, and start delivery of, a three year corporate health and safety management auditing programme
 - Audit programme to be agreed with CMT by Sept 2015
 - Audit template - methodology and approach to be agreed with CMT by Sept 2015



Health and safety climate/culture

Objective:

Over the period April 2015 to March 2018 the council will demonstrate a continuously improving health and safety climate, with senior management commitment and governance.

Specifically, we will:

- Develop and maintain a targeted strategy/programme to tackle the causes of injuries and ill health across the council. Service managers and union representatives, supported by HR, will proactively work within the framework of the strategy to ensure improved performance
- Conduct two corporate employee health and safety opinion surveys during 2015-18 and to draw comparisons against the baseline 2012 data, and the interim 2014-15 data
 - Surveys to be conducted during early 2016 and mid 2017
 - Data shared at Corporate Management Team and health and safety committee



Accident performance

Objective:

Over the period April 2015 to March 2018 the council will continuously reduce its employee injury incidence rate.

Specifically, we commit to:

- Reduce the total non-fatal injury incidence rate to 49.5 per 1,000 employees or better by 31 March 2018. This equates to a year-on-year reduction of 10 per cent.
- Reduce the total number of days lost due to accidents by 10 per cent year-on-year - from a baseline of 184 accidents.
- Maintain the average number of days lost due to accidents to seven or fewer per accident.

In order to achieve this we will:

Ensure service managers focus improvements on areas where we have identified the most significant risks are. Existing records show that key areas of injuries, ill health and incidents across the council are:

- Slips, trips and falls (STFs)
- Manual handling (MH)
- Work-related stress (WRS)
- Transport (moving vehicles) (MV)

Service managers will report progress on actions they are taking to mitigate these risks at the council's health and safety committee.

Continue to deliver a corporate health and safety training programme for 2015-18.

Complete the centralisation of the personal protective equipment (PPE) contract with guidance from service managers and union representatives to ensure the most practicable products are supplied for employees use (eg investigating the suitability of incorporating the national standard of footwear grip guidelines into the PPE contract).



Occupational health

Objective:

Over the period April 2015 to March 2018 the council will continuously reduce its overall reported work related ill health.

Specifically, we commit to an 8% year-on-year reduction in the number of:

- cases of occupationally related anxiety, stress and depression
- days lost due to occupationally related anxiety, stress and depression
- cases of occupationally related musculoskeletal conditions
- days lost due to occupationally related musculoskeletal conditions

In order to achieve this we will:

- Revise and reissue the councils 'Managing Workplace Stress' Policy
 - Implement the policy in order to actively manage the causes of organisational work-related stress
 - Monitor absences to identify underlying causes of stress at work and monitor management actions.
 - Provide refresher training for all managers to ensure maximum benefit is gained from the process
- Review all policies in relation to musculoskeletal conditions and injuries
- Renew the council's occupational health contract, seeking to add value to the contract by including additional services eg driver assessments
- Actively manage occupational health risks by reducing exposure to health risks through the adoption of occupational risk control measures

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SCRUTINY PROGRESS MONITORING REPORT ON: REVIEW OF LOCKING OF PARK GATES

Progress report on Ref: CCO1 of the Scrutiny Monitoring Form.

To provide progress in implementing recommendation of the Community, Customer and Organisational Scrutiny Committee on the Review of Locking of Park Gates.

Recommendation :

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 that the Crime and Disorder (Community, Customer and Organisation) Committee be provided with the details of the outcome of the review and the cost benefit analysis. (CC&OSC – 8.01.15. Minute No. 35)

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Environmental Services Manager	Existing resources.	July 2015 Sep 2015	Issues being addressed and ongoing monitoring taking place. We are continuing to monitor the impact of not locking some of our parks. As the full summer season has not completed its cycle at the time of writing this report full analysis is not yet available and will be reported in November. Direct action has been taken to resolve an increase in ASB at Eastwood Park. Whilst this increase cannot be completed attributed to the change in the locking regime (particularly as this has corresponded with action being taken by the local school to divert ASB from their adjacent field) it seems clear that the change in policy has contributed to

			<p>increased levels of vandalism and other ASB.</p> <p>Members and Officers of the Council met with the Police and other stakeholders to determine the best course of action. At this meeting Councillor Ludlow determined to re-instate for a trial period the locking of the gates at this site.</p> <p>Increased activity by the Police has ensued and the issues at Eastwood have significantly decreased. However there are indications that the ASB has been displaced on to other land that we are responsible for and this needs to be monitored. The results of this monitoring will be reported in November.</p> <p>It should be noted that the re-instatement is a trial and that a more sustainable way of managing potential and actual ASB should be found.</p> <p>Officers are currently considering the installation of self- closing lockable gates and working with community volunteers (As is the case at Stand Road) to ensure access is secured at night. It must also be noted that access can be restricted but not prevented at this site.</p> <p>Further information regarding the future sustainable options for Eastwood will be</p>
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				<p>reported in November.</p> <p>At other sites where the locking policy has changed, the trends of ASB are not significantly different to date.</p>
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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 Page 33	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 02.02.16 or 19.04.16 (to be agreed)
EW5 & CCO2	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	Agreed by OP on 16.06.15 that CCO will monitor corporate progress.	Progress report received 23.04.15. Date for next EW5 leisure progress report TBA. Date for CCO2 corporate progress TBA.

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 06.10.15.
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 06.10.15
EW5d	- Parks and Open Spaces Strategy sub group.	EW 18.12.14 Cabinet 27.01.15	<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) deferred to 06.10.15

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 35			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 report expected 08.09.15.
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 report received 16.06.15. Next due 12.01.16.

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. Progress provided to EW on 28.7.15	Monitoring (due June 2015) deferred to 28.07.15. Further information requested for 06.10.15
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. Progress provided to EW on 28.7.15	Monitoring due 28.07.15. Further information requested for 06.10.15
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 28.07.15. Further information requested for

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 37			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. Progress provided to EW on 28.7.15	06.10.15
	CCO1			Meeting held 08.01.15.		Next 6 monthly meeting due 26.01.16.
	“ “	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. And also on 07.07.15.	Agreed on 08.01.15 that 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.
	“ “	08.01.15 (No 35)	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 That the Crime and Disorder (Community, Customer and Organisation) Committee be provided with the details of the outcome of the review and the cost benefit analysis.	Report expected 07.07.15 Response due 2 months from receipt of recommendation.	Cabinet Member attended and responded to CCO meeting held on 07.07.15.	CCO requested progress report to next meeting of CCO on 15.09.15.

*Abbreviations Key : OP = Overview and Performance Scrutiny Forum. CCO = Community, Customer and Organisational Development Scrutiny Committee. EW = Enterprise and Wellbeing Scrutiny Committee). TBA (to be agreed).
Note recommendation wording may be abridged.*

FOR PUBLICATION

OUTSIDE MARKET RECONFIGURATION UPDATE

MEETING:	COMMUNITY, CUSTOMERS AND ORGANISATIONAL SCRUTINY COMMITTEE
DATE:	15 SEPTEMBER 2015
REPORT BY:	CULTURAL AND VISITOR SERVICES MANAGER
WARD:	ALL
KEY DECISION REFERENCE (IF APPLICABLE):	N/A

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS: Reports to Scrutiny Committee on 20 November 2014 and 16 April 2015 and to Council on 17 December 2014

1.0 PURPOSE OF REPORT

- 1.1 To provide a progress report on the delivery of a feasibility study on Chesterfield's outdoor market. The purpose of the study is to analyse the existing operation and present a number of possible development options, with costs, which will make the market a more attractive location for both traders and shoppers and help to provide it with a sustainable future.

2.0 RECOMMENDATION

- 2.1 To consider the progress report and information received on the market reconfiguration, and provide views on the developments to date.

3.0 BACKGROUND

- 3.1 A report was received and considered by this Scrutiny Committee on 20 November 2014 which outlined the issues that inhibit the development of the open air market, explained the importance of the market to the development of Chesterfield and identified the need for a feasibility study to be undertaken.
- 3.2 In December 2014 Council approved the allocation of £15,000 from the Service Improvement Fund to appoint consultants to undertake a feasibility study and provide options, with estimated costs, for the redesign and upgrade of the Market Place.
- 3.3 In the report presented to Scrutiny in April 2015 members were informed that the IBI Group was appointed as consultants for the market reconfiguration project. Following a desk top analysis, by them, of the current operation of the market and its topographical layout, a public engagement exercise was carried out with traders, town centre stakeholders and members of the public.
- 3.4 From this consultation exercise a list of key priorities for improvements was identified which allowed the IBI Group's design team to focus upon drawing up a series of options for consideration.
- 3.5 The improvement priority list included:
- Wider aisle widths to allow better access, higher footfall and freedom of movement between stalls and through the Market Place
 - Improved sightlines and better trading conditions, to be able to attract traders and shoppers to the centre of the market
 - Better weather protection for traders and customers
 - Improved facilities including power points, lighting, storage and refuse collection points
 - Enhancing the appearance of the market by removing, if possible, the large number of boards and trestles that are very visible on non-market days

4.0 PROGRESS TO DATE

- 4.1 A project board has been established which meets regularly to offer advice and guidance to the consultants and to make sure that any

options on the remodelling of the Market Place are achievable given the constraints of the site, and acceptable given that it is located in a conservation area.

- 4.2 The board includes officers from planning, conservation, economic development, urban design, Kier Facilities Maintenance and markets, as their input and steer will be crucial to the success of the scheme.
- 4.3 The IBI Group is working on a series of options based on three levels of intervention – low, medium and high. The higher the intervention level the higher the costs incurred.
- 4.4 A low level of intervention will result in the existing wooden stalls being used, with a reduction in stall numbers to give wider aisles and corner display areas. This option retains flexibility to allow additional stalls to be erected when the need requires.
- 4.5 The medium intervention suggests the use of new double sided stall structures set out in blocks of sixes or eights. This option also widens the aisles, is flexible and provides corner displays and or a central seating area.
- 4.6 The highest level of intervention suggests a completely different layout that follows the contours of the market either in individual rows or in block structures.
- 4.7 All of the outline options will address stall coverings, power supply, lighting, storage and refuse collection points.

5.0 NEXT STEPS

- 5.1 The IBI Group is currently developing these options and addressing such issues as materials, actual stall design, improving facilities and services and calculating budget costs for each option.
- 5.2 It is anticipated that the IBI Group will complete this work in late September early October 2015.
- 5.3 A second phase of the consultation process will then take place in October 2015 which will explain the emerging proposals and implications for traders, the public and the council. Any further feedback will then be analysed and, if appropriate, be incorporated into the final report.

5.4 Once the second consultation phase is completed the feasibility study with recommendations, a business case and an implementation plan will then be reported to Cabinet.

6.0 RECOMMENDATION

6.1 To consider the progress report and information received on the market reconfiguration, and provide views on the developments to date.

BERNADETTE WAINWRIGHT
CULTURAL AND VISITOR SERVICES MANAGER

You can get more information about this report from
Bernadette Wainwright (Tel: 01246 345779)

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 OCTOBER 2015 TO 31 JANUARY 2016

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 Cabinet 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:

- (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 2015/16

<u>Cabinet</u>	<u>Council</u>
2 June 2015* 16 June 2015 30 June 2015	
14 July 2015* 21 July 2015	22 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)

Cabinet members and their portfolios are as follows:

Leader and Cabinet Member for Regeneration	Councillor John Burrows	
Deputy Leader and Cabinet Member for Planning	Councillor Terry Gilby	
Cabinet Member for Business Transformation	Councillor Ken Huckle	Assistant Member Councillor Keith Brown
Cabinet Member for Governance	Councillor Sharon Blank	Assistant Member Councillor Mick Wall
Cabinet Member for Health and Wellbeing	Councillor Chris Ludlow	Assistant Member Councillor Helen Bagley
Cabinet Member for Housing	Councillor Tom Murphy	Assistant Member Councillor Sarah Hollingworth
Cabinet Member for Town Centre and Visitor Economy	Councillor Amanda Serjeant	Assistant Member Councillor Jean Innes

In addition to the Cabinet Members above, the following Councillors are voting Members for Joint Cabinet and Employment and General Committee

Councillor Helen Elliott
Councillor Gordon Simmons
Councillor John Dickinson
Councillor Jean Innes
Councillor Maureen Davenport

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

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

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 337	THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre.	Cabinet	Deputy Leader & Cabinet Member for Planning	22 Sep 2015	Report of Development Management and Conservation Manager	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public	
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	16 Sep 2015	Report of Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	
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 Council	Cabinet Member - Business Transformation	22 Sep 2015 14 Oct 2015	Report of HR and Payroll Lead	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	
Key Decision 510	Community Infrastructure Levy To approve the adoption of the Community Infrastructure Levy, subject for formal notification and consultation	Cabinet Council	Deputy Leader & Cabinet Member for Planning	6 Oct 2015 14 Oct 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	

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 512	Careline Partnership – current position	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report by Housing Service Manager – Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 3	
Key Decision 513	Approval to Dispose of Miscellaneous Housing Stock	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report of Housing Service Manager – Business Planning & Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	
Key Decision 537	Procurement Options A paper providing options for the future service delivery method for the procurement service	Cabinet	Cabinet Member - Business Transformation	20 Oct 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	
Key Decision 539	Barrow Hill Environmental Improvements Update To update members on progress and provide details of next stages	Cabinet	Cabinet Member - Housing	3 Nov 2015	Report of Housing Manager - Business Planning and Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	

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 540	Asbestos Compliance Report Asbestos management compliance review and action plan	Cabinet	Cabinet Member - Housing, Cabinet Member - Governance	6 Oct 2015	Report of Housing Manager - Business Planning and Strategy and Business Transformation Manager	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	
Key Decision 541	Cultural Venues Fees and Charges 2016 To review the scale of charges for lettings at the Pomegranate Theatre, the Winding Wheel, the Assembly Rooms in the Market Hall and Hasland Village Hall for 2016.	Cabinet	Cabinet Member - Town Centre and Visitor Economy	17 Nov 2015	Report of Cultural and Visitor Services Manager	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public	
Key Decision 543	Housing Related Support – an update	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of Housing Manage - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Exempt 3	
Key Decision 545	Budget Monitoring for 2015/16 and Updated Medium Term Financial Plan	Cabinet Council	Deputy Leader & Cabinet Member for Planning	22 Sep 2015 14 Oct 2015	Report of Chief Finance Officer	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	

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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 546	Car Park Investment Plan To present a planned programme of investment in Chesterfield town centre car parks over the next five years.	Cabinet	Cabinet Member - Town Centre and Visitor Economy	3 Nov 2015	Report of Town Centre Operations Manager Medium Term Parking Strategy 2013/2016	Andy Bond Tel: 01246 345991 andy.bond@chesterfield.gov.uk	Public	
Key Decision 547	Great Place: Great Service Update To approve the focus and activity of the Great Place: Great Service Programme for the next 18 months.	Cabinet Council	Cabinet Member - Business Transformation Cabinet Member - Governance	20 Oct 2015 16 Dec 2015	Report of Executive Director	James Drury james.drury@chesterfield.gov.uk	Public	
Key Decision 548	Review Statement of Licensing Policy To adopt the revised statement of licensing policy to regulate licensable activities on licensed premises, by qualifying clubs and at temporary events in accordance with section 5 of the Licensing Act 2003.	Cabinet Council	Cabinet Member - Health and Wellbeing	1 Dec 2015 16 Dec 2015	Report of Licensing Manager	Trevor Durham Tel: 01246 345203 trevor.durham@chesterfield.gov.uk	Public	
Key Decision 549	Environmental Health Fees and Charges 2016-17 To approve the fees and charges for environmental health services for 2016-17.	Cabinet	Cabinet Member - Health and Wellbeing	15 Dec 2015	Report of Environmental Health Manager	Russell Sinclair Tel: 01246 345397 russell.sinclair@chesterfield.gov.uk	Public	

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 550	Parkside – Allocations/Charges and Support	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of Housing Services Manager - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Exempt 3 relating to financial or business affairs	
Key Decision 551	Review of Transport Code of Practice	Cabinet	Cabinet Member - Housing	22 Sep 2015	Report of Operational Services Division Manager	Martyn Bolland Tel: 01246 345020 martyn.bolland@chesterfield.gov.uk	Public	
Key Decision 552	VAT treatment of Venue Hire	Cabinet	Cabinet Member - Town Centre and Visitor Economy	22 Sep 2015	Report of the Arts and Venues Manager	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public	
Key Decision 553	Health and Safety Policy To approve the Council's revised policy.	Cabinet	Cabinet Member - Governance	22 Sep 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	

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 554	Approval of the Council's Safeguarding Children and Vulnerable Adults Policy and Procedures	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	3 Nov 2015	Report of Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Key Decision 555	Fees and Charges for the new Queen's Park Sports Centre To determine the fees and charges for memberships and use of the facilities at the new Queen's Park Sports Centre.	Cabinet Member for Health and Wellbeing	Cabinet Member - Health and Wellbeing	21 Sep 2015	Report of Sport and Leisure Manager	Mick Blythe Tel: 01246 345101 mick.blythe@chesterfield.gov.uk	Exempt 3	General Exception Notice Published 4 Sep 2015
Private Items (Non Key Decisions)								
Non-Key 363	Application for Home Repairs Assistance	Cabinet Member - Housing	Cabinet Member - Housing	30 Sep 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	

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 & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	30 Sep 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 374	Appointment of Independent Persons	Standards and Audit Committee Cabinet Council	Cabinet Member - Governance	23 Sep 2015 6 Oct 2015 14 Oct 2015	Report of Monitoring Officer	Gerard Rogers Tel: 01246 345310 gerard.rogers@chesterfield.gov.uk	Exempt 1	
Non-Key Page 52 375	Settlement of dilapidation claim in respect of Council's former rented property at Whitting Road, Chesterfield.	Deputy Leader and Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	16 Sep 2015	Report of Keir	Linda Martin Tel: 01246 345445 linda.martin@chesterfield.gov.uk	Exempt 3	

Non Key Decisions

Non-Key 40	Review of Members Allowances-Arrangements for the Independent Remuneration Panel For Cabinet to raise on any relevant issues for the Panel to consider.	Cabinet	Cabinet Member - Governance	8 Sep 2015	Report of Committee and Scrutiny Co-ordinator	Donna Cairns Committee & Scrutiny Co-ordinator donna.cairns@chesterfield.gov.uk	Public	
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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 41	Public Private Partnerships (PPP) Update To note performance and ongoing work.	Cabinet	Cabinet Member - Business Transformation	20 Oct 2015	Report of Executive Director	James Drury james.drury@chesterfield.gov.uk	Public	
Non-Key 42	Treasury Management Report 2014/15 and Monitoring Report 2015/16 To review the treasury management activities of the Council for 2014/15 and for the first 5 months of 2015/16 to ensure compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code and the Council's approved policies.	Cabinet Standards and Audit Committee Council	Deputy Leader & Cabinet Member for Planning Deputy Leader & Cabinet Member for Planning	22 Sep 2015 23 Sep 2015 14 Oct 2015	Report of Chief Finance Officer	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	

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CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME : COMMUNITY, CUSTOMERS AND ORGANISATIONAL SCRUTINY COMMITTEE for 15 SEPTEMBER 2015

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Executive Responsibility
1	15.09.15	Outside Market Reconfiguration	Report to consider options from the feasibility study. Last report received 16.04.15.	<i>CCO Chair (at Scrutiny Business Meeting)</i>	<i>Town Centre & Visitor Economy</i>
2	15.09.15	Workforce Strategy	Reports received 18.09.14 and 22.01.15. Written draft Strategy requested.	<i>CCO Chair (Scrutiny Business Meeting)</i>	<i>Business Transformation</i>
3	15.09.15	Corporate Health & Safety Improvement Plan	Cabinet approved May 2012. Revised targets for 2013/14 approved. Progress report received 03.10.13 & 26.06.14. Annual report due June 2015.	<i>Executive Member consultation CCO (29.03.12)</i>	<i>Governance</i>
4	24.11.15	<i>[Business items to be agreed]</i>			
5	26.01.16	Crime and Disorder Scrutiny (with Police & Crime Panel Update and Monitoring Reports)	Last met 7.07.15	<i>Statutory requirement once per year</i>	<i>Health & Wellbeing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Executive Responsibility
6	22.03.16	<i>[Business items to be agreed]</i>			
7	24.05.16	<i>[Business items to be agreed]</i>			
Scrutiny Project Groups :					
8	Every meeting.				
Items Pending Reschedule or Removal :					
9		Health Scrutiny (Reducing Inequalities / Health Inequalities Plan / (Health & Wellbeing Board / Strategy)	Report / draft HI Plan received on 29.11.12 . Derbyshire County Council Health Scrutiny Members attended 06.02.14. Clinical Commissioning Group attended 26.06.14. Briefing Note on Holywell Medical Group received 7.07.15.	<i>Executive Member (Forward Plan presentation). Executive Member & CCO on 31.05.12</i>	<i>Health & Wellbeing</i>
10		Customer Services Strategy	Annual progress report. Last reported 20.11.14.	<i>Executive Member 18.08.11.</i>	<i>Business Transformation</i>
11		Cemeteries Strategy	Draft strategy received 18.09.14. Information requested 20.11.14.	<i>Head Environment</i>	<i>Health & Wellbeing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Executive Responsibility
12		Equality, Diversity and Social Inclusion Strategy & Action Plan	6 monthly progress report - last received 10.04.14.	CCO / Executive Member & Officer	Governance
13		Equalities Annual Report	Draft report considered on 16.04.15.	CCO / Executive Member & Officer	Governance
14					
15					
16					
<i>New Business Items Proposed :</i>					
		None.			

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

[KEY to abbreviations : O&P = Overview and Performance Scrutiny Forum. CCO = Community, Customer and Organisational Development Scrutiny Committee. E&W = Enterprise and Wellbeing Scrutiny Committee. TBC = To be confirmed]. (The following scheduled meeting date is 24 November 2015).

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**COMMUNITY CUSTOMER AND ORGANISATIONAL SCRUTINY
COMMITTEE MEETING**

Thursday, 8th January, 2015

Present:-

Councillor Innes (Chair)

Councillors	Borrell	Tom Murphy
	Simmons	
	Blank	
	Brown	

John Bown – Street Pastors, Churches Together for Chesterfield.
Anita Cunningham – Policy and Scrutiny Officer
Donna Cairns – Committee and Scrutiny Co-ordinator
Dianne Illsley – Acting Community Safety Officer
Meredith Ezard – Anti-Social Behaviour Officer

The Committee sat as the Council's designated Crime and Disorder Committee, in accordance with Section 19 of the Police and Justice Act 2006.

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

No declarations were received.

34 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bagley.

**35 EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES -
PERFORMANCE REPORT ON COMMUNITY SAFETY PARTNERSHIP**

The Executive Member for Customers and Communities and the Acting Community Safety Officer presented a report on:

- Community Safety Partnership Action Plan 2014/15

- Performance of the Partnership as recorded by Safer Derbyshire Research and Information Team
- Changes to Anti Social Behaviour (ASB) legislation
- Proposed Park Guardians Project

Community Safety Partnership Action Plan 2014/15

The Acting Community Safety Officer advised the committee of the Partnership's progress towards the delivery of the current action plan. It was advised that going forward this was to be a two year plan, linked to funding from the Police and Crime Commissioner.

The Acting Community Safety Officer advised that the plan was likely to be amended to reflect new emerging crimes such as money laundering, slavery and child sexual exploitation.

Members asked about how Pubwatch Scheme information is shared between members of the scheme. The Acting Community Safety Officer advised that there is a website that provides details of individuals banned under the scheme that is accessible by the scheme members. There are also area meetings where common issues are discussed.

Members queried whether there was a link between the Pubwatch Scheme and the requirement for pubs to have a minimum number of doormen at busy times. The committee were advised that such requirements may be a condition of the licence granted by Chesterfield Borough Council. Doormen usually have a good knowledge of the individuals banned under the Pubwatch Scheme, so their presence acts as a deterrent against anti-social behaviour.

Members discussed the success of the Partnership's work with Chesterfield College in reducing the use of legal highs on campus.

Members queried whether the targets set under the action plan were being met. The Acting Community Safety Officer advised that most had been or were on schedule to be met, however the Partnership was still waiting to receive Accident and Emergency data on admissions relating to the use of legal highs.

Performance of the Partnership as recorded by Safer Derbyshire Research and Information Team

The Acting Community Safety Officer reported on the crime and incident data provided by the Safer Derbyshire Research and Information Team. This data compared the levels of crime and incidents of ASB between December 2013 and November 2014 with the same period over the previous 12 months.

It was reported that there had been overall reductions in the levels of crime and anti-social behaviour in the Chesterfield area. Some crimes had seen increases during this period, including drug offences, violence with injury and shoplifting. Members were concerned with these increases and asked detailed questions about the possible causes. Further information on the data on criminal damage and arson was requested and would be supplied to Members after the meeting.

The Acting Community Safety Officer advised that a scheme had been introduced by the Partnership that when a person was arrested for shoplifting, if it was shown that they did so from poverty and hunger, that person would be given a food voucher. To date, only one voucher had been given out for that reason.

Members asked whether a reduction in the level of frontline policing would have an impact on the levels of crime. The Acting Community Safety Officer advised that the level of the budget cuts within the police service in the Chesterfield area were unknown but that it was a concern.

Changes to Anti-Social Behaviour (ASB) legislation

The Acting Community Safety Officer provided an update on the changes to ASB legislation under the Anti-Social Behaviour, Crime and Policing Act 2014. Training had been scheduled for all Councillors, which the Members of this Committee had been invited to attend.

The new legislation introduced a range of new tools and powers in relation to anti-social behaviour (ASB). A Community Trigger was introduced which was a right for victims of ASB to request a review of the response to their complaints, where they feel the problem has not been effectively addressed. No triggers had so far been received.

The Anti-Social Behaviour Order had also been repealed and replaced with the Criminal Behaviour Order and the Crime Prevention Injunction.

Other new measures were the Community Protection Notice, Community Protection Order and the Community Protection Closure Order.

It was reported that Chesterfield's Community Safety Partnership was the first to obtain a Criminal Behaviour Order.

Members thanked the Acting Community Safety Officer for the training that was provided for all Councillors.

Proposed Park Guardians Project

The ASB officer informed the Committee of the proposed Park Guardians Project being considered by the Community Safety Partnership. It was reported that there was a lot of anti-social behaviour taking place in Queen's Park and other parks in the Borough, caused by groups of young people or rough sleepers resulting in large amounts of criminal damage. The parks were also sites for drug and alcohol use; recently 90 syringes had been collected from Queen's Park.

These problems had increased since the decision had been made to stop locking the parks at night. The Community Safety Partnership were concerned that the savings from this were dramatically reduced or negated by the costs of the criminal damage experienced.

The Executive Member for Customers and Communities reported that she had requested data on the increase in criminal damage in parks for periods prior to and since the decision to leave the parks open at night. This information had not yet been obtained.

The Park Guardian Scheme was proposed to encourage reporting of anti-social behaviour occurring in the Council's parks and to help identify the offenders. Members of the community with a vested interest in the parks were to be approached to join the scheme along with local businesses.

The scheme was to provide each 'Park Guardian' with a small crime prevention pack and a business card containing contact numbers of where to report anti-social behaviour, suspicious incidents, dog fouling, graffiti, litter and damage to trees or other property.

Signs were to be put up so members of the public who are not part of the Park Guardian Scheme could also contact the relevant authorities to report anti-social behaviour.

Members requested that the contact numbers for reporting anti-social behaviour should be free or low cost for mobile phones to encourage usage. The ASB Officer advised that this would be considered.

Concerns were discussed about the decision to stop locking the park gates. Members commented that the Park Guardian Scheme was a good initiative to help target incidents taking place but was not as effective a deterrent as locking the gates at night.

Members agreed to request that the Executive Member for Environment carry out a review of the decision to stop locking the gates, including a comparison of the costs savings against the costs resulting from the increase in criminal damage.

The Committee thanked the Executive Member for Customers and Communities, the Acting Community Safety Officer and the ASB Officer for presenting the report and answering the Committee's questions.

RESOLVED –

- (1) That a further progress report on the Community Safety Partnership's Action Plan and Performance on crime data be provided at the next Crime and Disorder Committee.
- (2) That the changes to the anti-social behaviour legislation be noted.
- (3) That the proposed Park Guardian Scheme be supported.
- (4) 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

That the Crime and Disorder (Community, Customer and Organisation) Committee be provided with the details of the outcome of the review and the cost benefit analysis.

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

The Executive Member for Customers and Communities, as Chesterfield Scrutiny Member of the Derbyshire Police and Crime Panel advised the Committee on the recent developments and activities undertaken by that panel. She reported that the panel had been successfully developing its scrutiny role.

Questions that had been raised to the Police and Crime Commissioner had included the commissioning of victim support services, issues around the 101 contact number, cyber-crime and domestic violence.

Promoting awareness of the non-emergency contact number (101) and Safer Neighbourhood Policing Teams were issues identified through the Commissioner's "Have your Say" public consultation during 2013.

It was reported that plans were in place around general training awareness and speed of response when dealing with domestic violence.

There had been discussions over the willingness of Derbyshire police to collaborate with other regional forces. The Deputy Commissioner, however, had felt Derbyshire was on the forefront of regional collaboration and confirmed that Derbyshire police would look at the business case to consider any collaboration that would be of benefit to Derbyshire.

The Commissioner had changed his public engagement campaign from inviting the public to events, to going out to speak to the public in shopping centres, schools, workplaces etc, in order to reach smaller communities more effectively. The Commissioner was asked about what engagement had taken place with new and emerging community groups such as the Eastern European communities. The Commissioner had advised the Panel that there were new initiatives to try to forge closer links and ease any tensions.

It was also reported that issues of human trafficking and modern day slavery had been added to the Police and Crime Plan.

The Commissioner had developed a 'Community Remedy Document' for the local area after consultation with the public, local authorities and other

agencies. The document was available on the Commissioner's website. Members discussed if this was the same as restorative justice schemes. The Executive Member for Customers and Communities advised that this was similar but this new initiative had a wider scope.

There were also community grants from the Commissioner's office for tackling anti-social behaviour in Chesterfield, 'Our Vision Our Future' and Hope Springs Recovery Centre had received grants.

The Executive Member for Customers and Communities also advised that the Police and Crime Panel had produced a report on the issues surrounding alcohol-related crime and alcohol treatment pathways. This would be circulated to Members after the meeting.

RESOLVED –

That the update be noted.

37 SCRUTINY MONITORING REPORT (CRIME AND DISORDER MATTERS)

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

Implementation of Redeeming Our Communities Proposals

John Bown, a founding co-ordinator of Street Pastors and Redeeming Our Communities (ROC) Initiatives, presented a report to the Committee on the work of Street Pastors and ROC Initiatives.

Redeeming Our Communities is a Christian organisation that works with people of all faiths and no faith, aiming to bring about community transformation. Various initiatives with ROC had been set up following the successful relationships built by the Street Pastors project with Christians Together for Chesterfield.

Street Pastors had been set up by Christians Together for Chesterfield and the Ascension Trust, initially in partnership with Community Safety Partnership, in 2011. The Street Pastors patrol the late night entertainment area of Chesterfield on Saturday night. Members asked if their role was affected by a reduction in policing levels. Mr Bown advised

that the role was different to that of the police, regardless of the numbers; the Street Pastors service was filling a gap not met by any other agency.

Street Pastors also patrol on Friday evenings and had set up a cafe as an ROC initiative, with a view to helping vulnerable young people who use 'legal highs'.

Chesterfield School Pastors had also been created, with regular activities taking place at Parkside School. Members asked whether there were any plans to introduce this scheme to other schools. It was reported that schools needed to show an active interest in the scheme and a project was being developed at a school in Bolsover.

Another ROC initiative was a six week summer holiday. The scheme had run for the last three years, with a large number of children attending over each session. The scheme was designed to engage young people in positive activities such as sports to attract away from anti-social behaviour. Members asked whether there were plans to run the scheme in more than one deprived area of the Borough. It was discussed that there previously was a scheme with a bus taking out activities and equipment around the Borough, but attendances were variable.

It was discussed that the work of the Street Pastors and the ROC initiatives had seen a reduction in anti-social behaviour and violent crime and seen some positive behaviour changes in young people. Members were pleased with the success of the initiatives and hoped they would be expanded.

Members thanked Mr Bown for attending to present the report and answering the Committee's questions.

Information on alcohol related hospital admissions

The Acting Community Safety Officer advised the Committee that data had been received from Chesterfield Royal Hospital Emergency Department Data from August to September 2014 for admissions related to alcohol health problems. The report was discussed in private session (see Minute 39 below).

The Committee was pleased to see that this information was being recorded and shared, and requested that the data be regularly reported to the Committee.

*Letter from the Community Safety Partnership regarding
Chesterfield Shopwatch Scheme*

The Acting Community Safety Officer advised the Committee that the recommendation for the Partnership to run a Shopwatch scheme was not agreed by all concerned parties and the existing scheme would continue to be run by the Chamber of Commerce.

RESOLVED –

- (1) That progress made on approved Scrutiny recommendations be noted.
- (2) That the internal review of Community Safety be removed from the monitoring schedule.
- (3) That the Redeeming of Communities Proposals be removed from the monitoring schedule.
- (4) That the introduction of the Shopwatch scheme be removed from the monitoring schedule.

38 **LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC**

To move "That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act" – information in relation to financial or business affairs.

39 **SCRUTINY MONITORING REPORT (CRIME AND DISORDER MATTERS)**

The Acting Community Safety Officer presented a report providing data from Chesterfield Royal Hospital Emergency Department from August to September 2014 for admissions related to alcohol health problems. The provision of the report was referred to at Minute 37 above.

RESOLVED –

- (1) That the report be noted.
- (2) That the Acting Community Safety Officer be requested to provide a regular report to the Committee on alcohol related hospital admissions and that the recommendations on the sharing of this information be removed from the monitoring schedule.

**COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY
COMMITTEE**

Tuesday, 7th July, 2015

Present:-

Councillor Slack (Chair)

Councillors	Dyke	Sarvent
	Simmons	J Barr
	Miles	

Councillor	Ludlow +
	Tricia Gilby ++

Anita Cunningham, Policy and Scrutiny Officer
Dianne Illsley, Acting Community Safety Officer +
Brian Offiler, Committee and Scrutiny Coordinator

+ Attended for Minute Nos. 3, 4 and 5

++ Attended for Minute No. 6

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

No declarations of interest were received.

2 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Borrell.

CRIME AND DISORDER COMMITTEE

For Minute Nos. 3, 4, and 5 the Committee sat as the Council's designated Crime and Disorder Committee, in accordance with Section 19 of the Police and Justice Act 2006.

3 CABINET MEMBER FOR HEALTH AND WELLBEING - PROGRESS REPORT ON COMMUNITY SAFETY PARTNERSHIP

The Cabinet Member for Health and Wellbeing and the Acting Community Safety Officer presented a report on the progress of the Community Safety Partnership towards the delivery of the current Community Safety Action Plan (2014-16), attached to the report as Attachment A.

The report included the following:

- The Partnership's performance to April 2015 as recorded by the Safer Derbyshire Research and Information Unit (Attachment B to the report);
- A copy of the Council's Anti-Social Behaviour Policy 2015-19 (Attachment C to the report);
- Information on Community Safety implications arising from the Queen's Speech (Attachment D to the report);
- Statistics from the Safer Derbyshire Research and Information Unit on alcohol related hospital admissions (January – February 2015) (Attachment E to the report – not for publication).

Community Safety Action Plan

The Acting Community Safety Officer explained that the priorities for 2014-16 in the Community Safety Action Plan had been identified as Anti-social Behaviour, Criminal Damage and Acquisitive Crime and that targets had been set for reducing these crimes by March 2016. Performance was currently on target for these to be achieved. In addition Organised Crime, Human Trafficking and Exploitation (OICHTE) was addressed in the Plan along with other crimes.

Performance Data

The Acting Community Safety Officer reported on the performance data provided by the Safer Derbyshire Research and Information Team, which showed that reported crime in Chesterfield had reduced by 7.7% in the 12 months to April 2015 compared with the previous 12 months. The largest reductions had been in respect of Other Theft Offences, Drug Offences

and Non-domestic Burglary, whilst the largest increases had been in Violence with Injury, Domestic Burglary and Sexual Offences.

Members expressed concern at the impact on the crime figures of people taking new psychotic substances (so-called 'legal highs'). It was explained that there had been successful work undertaken to restrict the sale of such substances from retail premises in the town centre, and it was felt that this had contributed to a reduction in reported anti-social behaviour (by 5.4%) and drugs dealing. It was emphasised that the Partnership worked with Social Services to try to avoid harm to children in such situations.

It was noted that national legislation was awaited on psychoactive substances and it was hoped that this would support the use of a local Public Space Protection Order.

It was noted that alcohol related violence had increased, and it was suggested that incidents of alcohol and drugs related violence be reported separately. Members expressed concern at alcohol related violence during the daytime in the town centre and the Acting Community Safety Officer explained that this issue was being considered taking account of licensing provisions.

It was confirmed that limited funding from the Police and Crime Commissioner (PCC) was available for initiatives, which would need to be reapplied for next year showing how this would contribute to the PCC's objectives.

Anti-Social Behaviour Policy

The Council's Anti-Social Behaviour Policy had been updated last year and a presentation had been provided on this for Members. The policy reflected the simplification of intervention powers following the 2014 Anti-Social Behaviour, Crime and Policing Act, which now comprised Criminal Behaviour Orders, Crime Prevention Injunctions, Community Protection Notices, Community Protection Orders and Directions Powers. Procedures had been developed to operate these powers.

Community Safety Implications from Queen's Speech

The Acting Community Safety Officer identified the following pieces of proposed legislation with community safety implications:

- Immigration Bill
- Cities and Local Government Devolution Bill
- Psychoactive Substances Bill
- Investigatory Powers Bill
- Policing and Justice Bill
- Draft Public Service Ombudsmen Bill
- Modern Slavery Act 2015.

EXCLUSION OF PUBLIC

RESOLVED –

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

Statistics on Alcohol Related Hospital Admissions

Statistics were provided on the numbers of people attending the emergency department at Chesterfield Royal Hospital during January and February, 2015. It was noted that data was not yet available for a full year and that a further report would be provided in six months' time.

READMISSION OF PUBLIC

RESOLVED –

- (1) That the public be readmitted to the meeting.
- (2) That a further progress report on the Community Safety Partnership's Action Plan and Performance on crime data be provided at the next Crime and Disorder Committee.

4 CABINET MEMBER FOR HEALTH AND WELLBEING - UPDATE AS CHESTERFIELD SCRUTINY MEMBER OF THE DERBYSHIRE POLICE AND CRIME PANEL

The Cabinet Member for Health and Wellbeing, as Chesterfield Scrutiny Member of the Derbyshire Police and Crime Panel (PCP) submitted a brief update from her predecessor on the Panel.

In January the PCP had supported the Police Commissioner's proposal to levy a police precept for 2015/16 of £173.61 (an increase of 1.99%), as a result of the following funding issues:

- A 5.1% Government grant cut = £5.4 million
- A grant freeze for 2015/16 offered at 1% but not secure going forward
- Additional £500k for increase over freeze would secure 16+ police officers and resources into the future and permanent extra funding of approximately £1million a year
- Use of reserves to support the 2015/16 budget, with forecasted need for continued use of reserves for the next 5 years
- Savings options had been developed - Priority Based Budgeting (PBB) programme to address anticipated future shortfalls – to deliver £19 million by 2019/20, but still leaving about £6 million to find.

The proposed budget with the precept would:

- Support the delivery of the Police & Crime Plan
- Provide a Crime Prevention Fund for local groups
- Identify resources for supporting victims
- Sustain capital investment.

There was the same number of police officers in the Derbyshire Force today as 30 years ago. It had been decided not to remove current Community Safety Sergeants but to spread them out more, although the Cabinet Member had some concern and felt that the impact of this needed to be monitored.

Public consultation had shown widespread support for the precept increase.

The PCP was to hold three summits this year - on domestic violence, hate crime and drugs.

RESOLVED –

That the update be noted.

5 SCRUTINY MONITORING REPORT (CRIME & DISORDER MATTERS)

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

In respect of the Committee's recommendation that a review be carried out of the decision to stop locking the park gates at night the Cabinet Member for Health and Wellbeing explained that the decision had been part of the budget setting process. Some issues had subsequently arisen at Eastwood Park and Queens Park, and these were being addressed in liaison with the Police, including consideration of the option to prevent vehicle access.

Members considered the potential impacts of different options, including restricting access for vehicles and impact for emergency vehicles, the involvement of Friends groups and Park Guardians, the limitation of powers available to Police, the increased level of anti-social behaviour, seasonal patterns and the comparative savings and costs.

The Cabinet Member explained that the situation would continue to be monitored, and Members requested that an update be provided to the next meeting of the Community, Customer and Organisational Scrutiny Committee scheduled for September.

RESOLVED –

That an update report be provided to the next meeting of the Community, Customer and Organisational Scrutiny Committee on the review of the decision to not lock the park gates at night.

COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

For the remaining items the Committee sat as the Community, Customer and Organisational Scrutiny Committee.

6 BRIEFING NOTE RE. DERBYSHIRE COUNTY COUNCIL OVERVIEW AND SCRUTINY COMMITTEE - HEALTH: SPECIAL MEETING RE. HOLYWELL MEDICAL GROUP

Councillor Tricia Gilby, Chair of Enterprise and Wellbeing Scrutiny Committee, presented a briefing note on a meeting of the Derbyshire County Council's Overview and Scrutiny Committee - Health (DCC OSC – Health) on 10 June, 2015, which she had attended as a representative of Chesterfield Borough Council's Scrutiny function, as agreed with the Chair of Community, Customer and Organisational Scrutiny Committee.

The meeting was to consider the arrangements made for the patients of the Holywell Medical Group, which had ceased to operate due to financial difficulties, by the North Derbyshire Clinical Commissioning Group (ND CCG), with Royal Primary Care, part of Chesterfield and North Derbyshire Royal Hospital Foundation Trust (CNDRHFT).

It was noted that Royal Primary Care had been granted a temporary contract to the end of March 2016 and had reduced from five to three the number of sites that the practice was operating from. ND CCG hoped to have completed a tendering exercise for a new long term contract by March 2016. There was a statutory requirement for public consultation to inform the tender specification.

The meeting had provided opportunity for questions and comments from members of the public, and Councillor Gilby had been able to contribute local knowledge in respect of the nature of the communities served by the practice, particularly in Barrow Hill. It was noted that ND CCG had also attended the Borough Council's Community Assembly East meeting in June.

The DCC OSC – Health Chair had invited continuing involvement from the Borough Council's Scrutiny function at future meetings on this issue.

Members emphasised the importance of consultation to ensure that the tender specification focused on the needs of the local community and addressed concerns in respect of access to primary care for residents in Barrow Hill. It was noted that the Borough Council had been effectively involved when the practice at Grangewood had been set up.

RESOLVED –

- (1) That Councillor Tricia Gilby continue to represent Chesterfield Borough Council's Scrutiny function at future meetings of DCC OSC – Health on this issue and to report progress to the Community, Customer and Organisational Scrutiny Committee.
- (2) That the Scrutiny Chairs consider with the Cabinet Member for Health and Wellbeing and the Executive Director the Council's strategic approach on this issue.
- (3) That the Overview and Performance Scrutiny Forum considers the wider involvement of the Council's Scrutiny function in county-wide health scrutiny (DCC OSC - Health), taking account of potential wider joint scrutiny partnerships.

7 FORWARD PLAN

The Committee considered the Forward Plan for the period 1 July – 31 October 2015.

RESOLVED –

That the Forward Plan be noted.

8 SCRUTINY MONITORING REPORT

The Scrutiny Monitoring Report was considered.

It was noted that the Overview and Performance Scrutiny Forum had resolved that the monitoring of the progress on the recommendations from the New Leisure Facilities Scrutiny Project Group agreed by Cabinet on 23 September, 2014 in respect of more corporate pre consultation and internal communications and engagement would now be undertaken by the Community, Customer and Organisational Scrutiny Committee.

RESOLVED –

That the Scrutiny Monitoring Report be agreed.

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

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

The Chair reported that there had been no significant progress to report on the Outside Market Reconfiguration to this meeting, and that it was therefore proposed to consider this at the September meeting.

It was proposed that the items on the Workforce Strategy and the Corporate Health and Safety Improvement Plan be considered at the September meeting of the Committee, and that the item on the Community Assemblies Progress Report be deleted from the work programme.

Councillor Simmons suggested an item be added to the work programme to review the issue of street cleaning of pavements. It was explained that this issue was not within the remit of this Committee but of the Enterprise and Wellbeing Scrutiny Committee.

RESOLVED –

- (1) That reports on the Outside Market Reconfiguration Project, the Workforce Strategy and the Corporate Health and Safety Improvement Plan be considered at the September meeting of the Committee.
- (2) That the Community Assemblies Progress Report be deleted from the work programme.
- (3) That it be proposed to the Enterprise and Wellbeing Scrutiny Committee that it considers adding the issue of the street cleaning of pavements to its work programme.

10 **OVERVIEW AND SCRUTINY DEVELOPMENTS**

The Policy and Scrutiny Officer advised that she had prepared a draft Member Development Programme for Overview and Scrutiny, which she would discuss with the Scrutiny Chairs and circulate to Scrutiny Members prior to it being considered by the Overview and Performance Scrutiny

Forum. She invited Members to contact her with any comments or suggestions.

RESOLVED –

That the update be noted.

11 SCRUTINY PROJECT GROUPS PROGRESS UPDATES

Health Inequalities Scrutiny Project Group

No report had been received from the Project Group and the Lead Member was now no longer a Member of the Council.

RESOLVED –

That the Health Inequalities Scrutiny Project Group be discontinued and removed from the work programme.

12 MINUTES

The Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee held on 16 April 2015 were presented.

RESOLVED –

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

13 DATE OF NEXT MEETING

Further to Minute No. 54 (Community, Customer and Organisational Scrutiny Committee 2014/15) Members discussed the dates for the Committee in the Meeting Schedule for 2015/16. It was noted that the change of day in the Schedule for the Committee to meet on Tuesdays was suitable for the majority of current Members of the Committee.

RESOLVED –

That the meeting dates for 2015/16 for this Committee remain as stated in the Meeting Schedule previously circulated, and that the next meeting therefore be held on Tuesday, 15 September, 2015.