



Please ask for Rachel Appleyard/Charlotte Kearsey
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The Chair and Members of Overview
and Performance Scrutiny Forum

18 September 2017

Dear Councillor,

Please attend a meeting of the OVERVIEW AND PERFORMANCE SCRUTINY FORUM to be held on TUESDAY, 26 SEPTEMBER 2017 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 Business Transformation - Project Management Office and Gateway Zero

5:00pm to 5:25pm

4. Leader of the Council

5:25pm to 5:55pm

- *Verbal report*

5. Scrutiny Project Group Progress Updates

5:55pm to 6:05pm

- *HS2 SPG*
- *Town Centre SPG*

6. Forward plan (Pages 5 - 6)

6:05pm to 6:10pm

7. Scrutiny Monitoring (Pages 7 - 10)

6:10pm to 6:15pm

8. Work Programme for the Overview and Performance Scrutiny Forum (Pages 11 - 14)

6:15pm to 6:20pm

9. Joint Overview and Scrutiny

6:20pm to 6:25pm

10. Overview and Scrutiny Developments

6:25pm to 6:35pm

- *Update from the East Midlands Scrutiny Network*

11. Minutes (Pages 15 - 22)

6:35pm to 6:45pm

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

Agenda Item 6

Please follow the link below to access to most recent version of the Forward Plan:

<http://chesterfield.moderngov.co.uk/mgListPlans.aspx?RPId=134&RD=0>

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SCRUTINY COMMITTEE RECOMMENDATIONS - IMPLEMENTATION MONITORING SCHEDULE

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)
EW5 Page 5 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	CCO agreed 24.11.15 to monitor corporate progress following next major consultation exercise. EW Progress report received 23.04.15. SPG to attend meeting with Leisure Centre Build Programme Board to sign off the Phase 1 work.	Next CCO2 - corporate progress report TBA. Next EW5 leisure progress report TBA.

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CCO1	Statutory Crime & Disorder Scrutiny Cttee			6 monthly meetings		Next 6 monthly meeting due 21.03.17
Page 6	“ “	29/09/11 (No 0044)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 monthly wef 29/09/11.	Statistics requested for each 6 monthly meeting	Agreed on 08.01.15 that statistics on alcohol related health problems / hospital admissions be reported to each 6 monthly meeting.
	“ “	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	Report requested for 24.11.15 Meeting	Cabinet Member attended and responded to CCO meeting held on 07.07.15. Progress reported 15.09.15 and 24.11.15 (CCO requested account be taken of its	Date for next progress monitoring report TBC.

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)
			review and the cost benefit analysis.		views in the final executive decision.	
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.						

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CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME: OVERVIEW AND PERFORMANCE SCRUTINY FORUM for September 2017

	Scheduled Meeting Date(s):	Business Items :	Status :	Raised by:	Cabinet Member Responsibility
¹	12.09.17	Business Transformation and Commercialisation (including project management)	Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at OPSF 9.5.17.	<i>Scrutiny Work Programme Action Planning – March 2017</i>	<i>Business Transformation</i>
²	28.11.17	Council Plan and Corporate Performance	To receive progress on the Council Plan. Report last received 27.06.17.	<i>Scrutiny Work Programme Action Planning – March 2017</i>	<i>Deputy Leader</i>
³	28.11.17	Budget Outturn	Budget Monitoring Report for 2016/17 received on 8 November, 2016 along with the update medium term financial plan. Update received 27/06/17.	<i>Scrutiny Work Programme Action Planning – March 2017</i>	<i>Leader</i>
⁴	28.11.17	Digital Strategy	Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at	<i>Scrutiny Work Programme</i>	<i>Economic Growth</i>

Work Programme as agreed by O&P 27.06.2017

CHESTERFIELD BOROUGH COUNCIL

	Scheduled Meeting Date(s):	Business Items :	Status :	Raised by:	Cabinet Member Responsibility
			OPSF 9.5.17. Update received 27/06/17.	Action Planning – March 2017	
5	28.11.17	PPP Contract	Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at OPSF 9.5.17. Update received 27/06/17.	Scrutiny Work Programme Action Planning – March 2017	Business Transformation
6	16.01.18	Great Place, Great Service	Agreed to include on Scrutiny Work Programme at OPSF 9.5.17. Last update received 9.5.17, updates received every 6 months.	Scrutiny Work Programme Action Planning – March 2017	Business Transformation
Items Pending Reschedule or Removal:					
7		Scrutiny Member Development Plan			Governance
8		Markets	Previous updates received at Community, Customer and Organisational Scrutiny Committee.	Scrutiny Work Programme	Town Centres and Visitor Economy

Work Programme as agreed by O&P 27.06.2017

CHESTERFIELD BOROUGH COUNCIL

	Scheduled Meeting Date(s):	Business Items :	Status :	Raised by:	Cabinet Member Responsibility
			Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at OPSF 9.5.17.	Action Planning – March 2017	
Scrutiny Project Groups:					
9	Every meeting	Town Centre	Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at OPSF 9.5.17. PSR approved 27/06/17.	Scrutiny Work Programme Action Planning – March 2017	Town Centres and Visitor Economy
10	Every meeting	HS2	Arose during Scrutiny Work Programming for 2017/18, agreed to include on Work Programme at OPSF 9.5.17. PSR approved 27/06/17.	Scrutiny Work Programme Action Planning – March 2017	Economic Growth
Corporate Working Groups:					
New Business Items Proposed:					

Note: Members may wish to agree items from the Forward Plan (FP) and Scrutiny Monitoring Schedule for the work programme. [KEY to abbreviations: O&P = Overview and Performance Scrutiny Forum. CCO = Community,

CHESTERFIELD BOROUGH COUNCIL

Customer and Organisational Development Scrutiny Committee. E&W = Enterprise and Wellbeing Scrutiny Committee. TBC = to be confirmed].

OVERVIEW AND PERFORMANCE SCRUTINY FORUM

Tuesday, 27th June, 2017

Present:-

Councillor P Innes (Chair)

Councillors Borrell
Caulfield
V Diouf

Councillors Derbyshire
Dyke
Flood
Huckle ++
Sarvent

Kevin Hanlon, Director of Finance and Resources +
Charlotte Kearsey, Democratic and Scrutiny Officer
Rachel Lenthall, Senior Democratic and Scrutiny Officer
Rachel O'Neil, Customer, Commissioning and Change Manager ++

+ Attended for Minute No. 3

++ Attended for Minute No. 4 and 6

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L Collins and J Barr.

3 DEPUTY LEADER - BUDGET OUTTURN REPORT

The Director of Finance and Resources attended to update Members on the General Fund Budget Outturn for 2016/17. A report had been received by Cabinet on 27 June, 2017 which provided details of significant variations from the revised estimates previously approved by Cabinet and also sought approval from the Cabinet for carry forward requests. The Director of Finance and Resources explained that the original budget forecast a £236k deficit, the revised budget in February

2017 had predicted a £105k surplus and the actual net surplus for 2016/17 was £100k. The Director of Finance and Resources explained which areas had come in over budget or created surpluses and the reasons why that had happened. A working balance of £1.5m would be maintained along with various reserves.

The Director of Finance and Resources noted that the reserves were on a downward trajectory and that £6m was not a very large reserve cushion. Members discussed options for strengthening the Council's position including whether the Community Infrastructure Levy could be used; the Director of Finance and Resources explained that this Levy could only be used to fund infrastructure projects such as parks and play areas. Members also enquired whether the Council could build and sell houses on Council owned land. The Director of Finance and Resources explained that this has been considered by the Leader and Deputy Leader, however, there were significant issues including the Council not having capacity to undertake the construction of multiple houses along with the length of time it would take to see a return on this investment.

Members thanked the Director of Finance and Resources for providing the update and answering their questions.

RESOLVED –

1. That the update be noted.
2. That an update on the budget monitoring position and medium term financial forecast be brought to the meeting of the Forum on 28 November, 2017.

4 CABINET MEMBER FOR ECONOMIC GROWTH - DIGITAL STRATEGY

The Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager attended to provide Members with an update on the draft Digital Strategy.

The Customers, Commissioning and Change Manager explained the key reasons why Chesterfield needed a Digital Strategy:

- The benefit of being online had been estimated to be £1064 per year, per household;

- People had changed the way they accessed services and the council needed to adapt to demand;
- To enable new developments in technology to support communities;
- To enable improved capture and analysis of data to support more informed decision making by Members.

The Customers, Commissioning and Change Manager explained the current picture in Chesterfield and the high likelihood of digital exclusion in the Borough.

- 14.5% of adults in Chesterfield had never used the internet;
- 73% of adults had basic digital skills but only 37% had used all five recently;
- Affordability was a key barrier to accessing the internet

The draft strategy contained three main areas:

- Enabling Chesterfield to be a digital borough;
- Enabling digital provision of council services in Chesterfield;
- Enabling improved digital skills and reduced digital exclusion in Chesterfield.

The update explained the next steps of the draft digital strategy, these were:

- Development of individual business cases to support strategy actions;
- Wider consultation on the draft strategy be undertaken;
- The Digital Strategy be adopted by the council.

Members enquired on various digital issues including whether Wi-Fi access was being considered for the town centre to which the Customers, Commissioning and Change Manager advised that the Council was in

discussions with BT. Members also enquired about security measures in place considering recent ransomware attacks. The Customers, Commissioning and Change Manager explained that this was not a new risk but that investment in security was needed and security should be taken into account when moving forward with the Digital Strategy.

Members thanked the Customers, Commissioning and Change Manager for providing the update and answering their questions.

RESOLVED-

1. The progress made in developing the Council's Digital Strategy be noted.
2. That support for the proposed actions which will form the basis of the Digital Strategy be given.
3. That a progress report be brought to the Forum on the 28 November, 2017.

5 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE 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 4 of Part 1 of Schedule 12A of the Act.

6 CABINET MEMBER FOR BUSINESS TRANSFORMATION - PPP CONTRACT RENEWAL

The Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager attended to provide an update to Members on the progress of the PPP Contract Renewal. The Customers, Commissioning and Change Manager emphasised that the review had not been concluded and the presentation would contain initial thoughts.

The presentation detailed the approach Chesterfield Borough Council was taking to carry out the review which included evaluating service areas using the following criteria:

- Customer satisfaction;
- Benchmarking of Performance;
- Cost;
- Affordability;
- Potential to transform and deliver services differently.

The update also explained the other methods that would be used in the review which included commissioning external consultants to review the ICT service, seeking a peer review of Keir services and requesting views from Arvato as to how they have and could continue to support the organisation.

The next steps for the review were to:

- Complete the contractual review for the remaining services (July);
- Complete benefit case for ICT investment and digital investment (July);
- Develop options for appraisal for consideration by Cabinet (July/August);
- Approvals (September/October);
- Contract amendments (by the years end).

The three possible outcomes from the contractual review were to extend, renew or end the contract early. Members discussed the potential benefits and issues relating to each option. Members noted that work to review the contract was at an early stage and there was a need to thoroughly analyse the review upon its conclusion.

Members thanked the Cabinet Member for Business Transformation and the Customers, Commissioning and Change Manager for providing the update and answering their questions.

RESOLVED-

1. That the progress and the timescales for the completion of work be noted.
2. That a progress report be brought to the meeting of the Forum on 28 November, 2017.

7 LOCAL GOVERNMENT ACT 1972 - RE-ADMISSION OF THE PUBLIC**RESOLVED –**

That the public be readmitted to the meeting.

8 SCRUTINY ANNUAL REPORT 2016/17

The draft Scrutiny Annual Report was considered by Members. The report would be submitted to Council for approval on 19 July, 2017.

RESOLVED-

That the Scrutiny Annual Report be approved.

9 FORWARD PLAN

The Forward Plan was considered by the Forum.

RESOLVED-

That the Forward Plan be noted.

10 SCRUTINY MONITORING

No items to be monitored.

11 SCRUTINY PROJECT GROUP PROGRESS UPDATES

- HS2 Scrutiny Project Group

Councillor Flood reported on the HS2 Scrutiny Project Group and advised that the Group was seeking support for their objectives and additional members. The Members asked that the Overview and Scrutiny Project

Start Report be approved subject to any amendments by the workforce management groups.

- Town Centre Project Group

Councillor Borrell reported on the Town Centre Scrutiny Project Group and asked that the Overview and Scrutiny Project Start Report be approved.

RESOLVED-

1. That the HS2 Scrutiny Project Group Start Report be approved subject to any amendments by the workforce management groups.
2. That the Town Centre Project Group Start Report be approved.

12 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

The Work Programme for the Overview and Performance Scrutiny Forum was considered. The Chair noted that there were no changes to the Work Programme.

RESOLVED-

That the Work Programme be approved.

13 JOINT OVERVIEW AND SCRUTINY

Councillor Sarvent noted that the Joint Chairs and the Senior Democratic and Scrutiny Officer would be attending the East Midlands Scrutiny Network and would report back to the Forum.

RESOLVED-

That an update be brought to the next meeting of the Forum from the East Midlands Scrutiny Network.

14 OVERVIEW AND SCRUTINY DEVELOPMENTS

Councillor Sarvent updated the Forum that the Chairs and the Senior Democratic and Scrutiny Officer would be delivering a presentation at the next service manager's seminar to aid co-operation.

RESOLVED-

That the update be noted.

15 MINUTES

The minutes of the meeting of the Overview and Performance Scrutiny Forum held on 9 May, 2017 were presented.

RESOLVED –

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