

Governance

Town Hall, Rose Hill,
Chesterfield, Derbyshire S40 1LP

DX 12356, Chesterfield

Email democratic.services@chesterfield.gov.uk



The Chair and Members of Enterprise
and Wellbeing Scrutiny Committee

Please ask for

Martin Elliott

Direct Line

01246 345236

Fax

01246 345252

16 April 2015

Dear Councillor,

Please attend a meeting of the ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE to be held on THURSDAY, 23 APRIL 2015 at 4.00 pm in Committee Room 4, Town Hall, Rose Hill, 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. Leisure, Sport and Culture Activities Scrutiny Project Group Progress Report (Pages 3 - 28)

4:05 – 4:25pm

4. Forward Plan and Notices of Urgent Decisions (Pages 29 - 40)

4:25 – 4:30pm

5. Scrutiny Monitoring (Pages 41 - 50)

4:30 – 4:45pm

Chief Executive
Huw Bowen



6. Overview and Scrutiny Developments

4:45 – 4:50pm

7. Work Programme for Enterprise and Wellbeing Scrutiny Committee
(Pages 51 - 52)

4:50 – 4:55pm

8. Minutes (Pages 53 - 64)

4:55 – 5pm

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



Enterprise and Wellbeing Scrutiny Committee

Interim Report of Leisure, Sport and Culture Activities Scrutiny Project Group

Date: April 2015

PROJECT GROUP MEMBERS:

Lead Member	Councillor Flood
Group Members	Councillor Bradford Councillor Callan Councillor Clarke Councillor Elliott Councillor Miles Councillor D Stone

1. INTRODUCTION

- 1.1 This report summarises the work of the Leisure, Sport and Culture Activities Project Group to date, identifies ongoing issues for further consideration in 2015/16 and seeks the approval of the Enterprise and Wellbeing Scrutiny Committee of the Group's proposed continuing work in 2015/16.
- 1.2 The role of this Project Group evolved from the Project Group set up in 2013 to look at the implementation of the decision to build a new sports and leisure centre on the Queens Park Annexe site and to provide ongoing monitoring of the project through to delivery and evaluation of the project.

2. REASONS FOR THE REVIEW AND LINK TO PRIORITIES

- 2.1 The original Project Group's review looking at the development of the new sports and leisure centre aligned with the 2013/14 Corporate Plan Aim 5:

"Healthier and Active Community – Participation in Sport and Recreation, especially in hard to reach Groups and the quality of our Leisure Centres will have improved."

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

- Parks and Open Spaces
- Playing Pitches

- Sports Facilities, including new Queens Park Leisure Centre
- Community Sport and Physical Activity

all of which will support the Council's Local Plan Core Strategy (2011–31) and contribute to the Council's overarching Health and Wellbeing strategic portfolio.

- 2.3 This broadened scope aligns with the following elements of the Council's updated Corporate Plan for 2015-19:

Vision – 'Putting our Communities first'

Priority – 'To improve the quality of life for local people'

Objective – 'To improve the health and wellbeing of people in Chesterfield Borough'.

3. INTERIM RECOMMENDATIONS

- 3.1 It is recommended that the Enterprise and Wellbeing Scrutiny Committee approve the ongoing work of the Project Group in respect of:

- The continuing monitoring of the construction, transfer to and the operation of the new leisure centre facilities;
- the development of the Community Sport and Physical Activity Strategy as detailed in the proposed scope document attached at Appendix B.

- 3.2 It is also recommended that, when monitoring the implementation of the previous recommendations in respect of the Playing Pitches, the Parks and Open Spaces and the Sports Facilities strategies, the Enterprise and Wellbeing Scrutiny Committee consider the impact and effectiveness of integrated working across different service areas and teams in delivering the strategies.

- 3.3 In the event of recommendation 3.2 above being accepted by the Enterprise and Wellbeing Scrutiny Committee, that a recommendation be made to the Overview and Performance Scrutiny Forum to:

- consider undertaking an evaluation of the impact and effectiveness of integrated working across different service areas and teams more widely across the Council;

- recommend to the Cabinet that this be undertaken working jointly with Cabinet.

focusing on the potential for integrated and added value outcomes.

- 3.4 Furthermore, it is recommended that the Enterprise and Wellbeing Scrutiny Committee consider the potential for further use of ongoing, 'real time scrutiny' reviews as a method for supportive and constructive scrutiny engagement in the future.
- 3.5 In the event of recommendation 3.4 above being accepted by the Enterprise and Wellbeing Scrutiny Committee, that a recommendation be made to the Overview and Performance Scrutiny Forum to consider the potential for further use of this ongoing scrutiny approach, focusing on the potential for integrated and added value outcomes.

4. REVIEW APPROACH

4.1 Development of New Leisure Centre

4.1.1 The original Project Group's review looking at the development of the new sports and leisure centre had concluded that there had been robust adherence to the Council's objectives in providing a new sports and leisure facility in respect of the procurement and planning processes, the design of the facilities, the funding and the partnership arrangement with Chesterfield College.

4.1.2 The Group's following recommendations were accepted by the Enterprise and Wellbeing Scrutiny Committee (copy of Interim Report attached at appendix A), and then agreed by Cabinet, in September, 2014:

- (1) That the best practice guidance and principles for community engagement, as highlighted in the Council's Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.
- (2) That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders, this may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.

- (3) That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

(ref. Minute No. 87 – Cabinet - 23.09.14)

- 4.1.3 Since its first Interim Report the Project Group has continued its ongoing monitoring of the project management by Deloitte and the construction by Morgan Sindall through meetings with the Council's Sports and Leisure Manager and Morgan Sindall's Project Manager. This has included meetings on the site of the new centre, including most recently in the newly opened I-zone on the site.
- 4.1.4 The Group has been impressed with the progress achieved, the good safety record and the quality of the materials and construction. The delivery and installation of the large wooden beams to support the roof of the pool area, with minimal disruption and damage was a particularly impressive example of this approach to quality and safety.
- 4.1.5 It is noted that the contractor has a policy of not sub-contracting. The Project Group is of the view that this has contributed to the good quality of the work and enabled closer control of the project and the meeting of timescales.
- 4.1.6 It is noted that the construction project is currently ahead of schedule and on budget, with the new centre due to open in January 2016. The cost implications of issues in respect of drainage and the retaining wall on the site are currently being explored by officers, and there may be a requirement to use some of the contingency funding.
- 4.1.7 The Group has monitored the use of local labour and apprentices on the project (currently approximately 35% of workforce are from within 25 miles), noting that it is expected that this proportion will increase during the later stages of the project.
- 4.1.8 The Group has monitored the progress of highways issues, including proposed vehicle, cycle and pedestrian access to the site. It has been impressed by the problem solving approach adopted (working with local residents, County Council Highways, the Council's Landscape Services, Friends of Queen's Park and English Heritage) to deal with these issues, including the siting of cycle and pedestrian paths and use of landscaping to meet concerns of local residents and address safety, security and accessibility issues. It is noted that path

adjustments within the site boundary may require use of some of the contingency funding.

4.1.9 Having held its most recent meeting in the newly opened I-zone on the site, the Group is keen to encourage the use of this facility by local schools, groups and the College to increase awareness of the construction process (with potential for demonstrating practical skills for students), the ecological and environmental issues and the facilities to be provided in the new centre and the provision of suitable promotional material from such visits.

4.1.10 The Group has monitored the ecological and environmental impacts of the project, including on the trees, landscape and badgers and the energy efficiency considerations.

4.2 Following the approval of the broadened scope for the Project Group in October 2014, the Group considered the development of the following key strategies:

- Playing Pitches
- Parks and Open Spaces
- Sports Facilities.

4.3 **Playing Pitch Strategy**

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

4.3.2 The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in October, 2014, and the Playing Pitch and Outdoor Sports Strategy 2015 - 2031 was subsequently approved by Full Council in December, 2014. (ref. Minute No. 70 – Council - 17.12.14)

4.4 **Parks and Open Spaces Strategy**

4.4.1 The Project Group, led for this part of the review by Councillor Keith Miles, considered the proposed Parks and Open Spaces Strategy and recommended:

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

4.4.2 The Enterprise and Wellbeing Scrutiny Committee approved the Group's recommendations in December, 2014 and added a further recommendation that signs and notices be used more effectively to promote the use of parks and open spaces.

4.4.3 In January, 2015 Cabinet resolved that the recommendation on consultation be adjusted to reflect the need for ward councillors to also be consulted when proposals are put forward for investment in a park or open space and also the requirement for consultation to equally apply when proposals are put forward for disinvestment from or decommissioning of a park or open space, and that the revised recommendations be accepted and appropriate adjustments made to the Parks and Open Spaces Strategy and action plan, which were subsequently adopted by Full Council in February, 2015. (ref. Minute No. 93 – Council - 26.02.15)

4.4.4 The development and adoption of the Parks and Open Spaces Strategy is already having a beneficial impact, attracting interest and funding from partner agencies.

4.5 **Sports Facilities Strategy**

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

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

4.5.2 The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in December, 2014, and Cabinet resolved that they be incorporated in the draft Sports Facilities Strategy, which was subsequently adopted by Full Council in February, 2015. (ref. Minute No. 94 – Council - 26.02.15)

5 PROPOSALS FOR CONTINUING REVIEW IN 2015/16

5.1 It is noted that monitoring of the previously approved recommendations arising from the Project Group's work will be undertaken as part of the normal scrutiny monitoring by the Enterprise and Wellbeing Scrutiny Committee in respect of:

- **Playing Pitch Strategy** - to confirm the status of the strategy implementation and delivery; and also to confirm whether the strategy has started to reverse the shortfall of junior teams and interest in playing by young people, both boys and girls. (ref. Minute No. 43 - Enterprise and Wellbeing Scrutiny Committee – 20.10.14). Monitoring due October 2015
- **Parks and Open Spaces Strategy** – (ref. Minute No. 48 - Enterprise and Wellbeing Scrutiny Committee - 18.12.14). Monitoring due June 2015.
- **Sports Facilities Strategy** - (ref. Minute No. 52 - Enterprise and Wellbeing Scrutiny Committee - 18.12.14). Monitoring due October 2015.

5.2 In order to complete the work of the review the Project Group proposes to continue its work into 2015/16, focusing on the following issues:

5.3 New Leisure Facilities at Queen's Park Annexe

5.3.1 Ongoing monitoring of the construction of the new leisure centre, with a final report six months after the new centre opens (ref. Minute No. 25 – Enterprise and Wellbeing Scrutiny Committee – 10.09.14), to include consideration of:

- The first fill testing of the construction of the pool facilities, due to be undertaken in May.
- Use of the I-zone facility for learning and awareness activities.
- Use of local labour during the construction.
- Highways issues, including traffic implications, vehicle, cycle and pedestrian access, parking and disabled access.
- Funding performance of the project, including VAT implications.

5.3.2 Further consideration of partnership working with the College to see if all parties see this project as adding value to the lives of young people in Chesterfield, both through improving healthy lifestyles and education and employment opportunities. We are interested in seeing if this is envisaged to also assist integration into the community and augmenting public services whilst delivering value for money.

5.3.3 The success of the Project Management Contractor and Building Contractor model in managing the risks involved in the project.

5.3.4 The procurement process and contract monitoring.

5.3.5 Arrangements for transition to and opening of the new leisure centre, including:

- Programme of activities and pricing structure
- Equipment
- Marketing and communications, including publicising future services
- Sales and retention, including booking systems

- Staffing and training
- Catering facilities in the new centre
- Creche facilities in the new centre.

5.3.6 Demolition of the existing Queen's Park Sports Centre and consideration of the future use of the site, including consultation processes.

5.4 Community Sport and Physical Activity Strategy

5.4.1 In order to complete its reviews of the development of the key strategies contributing to the Council's overarching Health and Wellbeing strategic portfolio the Project Group has produced a scope document for this phase of its work on the Community Sport and Physical Activity Strategy, to run alongside the work developing this strategy in the second half of 2015. This scope document has been produced in consultation with the Executive Member for Leisure and the Sports and Leisure Manager. (Copy of scope document attached at Appendix B)

5.5 Any further reports and/or recommendations arising from the Project Group's continuing review in 2015/16 will be presented to the Enterprise and Wellbeing Scrutiny Committee for consideration and to Cabinet as necessary.

6. ACKNOWLEDGEMENTS

6.1 The Project Group acknowledges the contribution to its work of Members and officers, recognising that this has taken place in the context of an ongoing review running alongside the development of strategies and an ongoing major construction project.

6.2 The Group has found this 'real time scrutiny' method of working to be valuable and has appreciated the openness demonstrated by those it has worked with, enabling close working relationships to be developed. It feels that it has been able to provide a useful 'sounding board' for issues, helping to achieve a constructive approach to problem solving.

6.3 It is particularly grateful to the following for their input to its work:

- Councillor Amanda Serjeant, Executive Member for Leisure
- Mick Blythe, Sports and Leisure Manager
- Councillor John Burrows
- Barry Dawson, Head of Finance
- Leigh Pratt, Procurement Officer
- Chesterfield College
- James McDermott and David Johnson, Project Managers, Morgan Sindall
- Brian Offiler and Donna Cairns, Committee and Scrutiny Coordinators

7. INTERIM RECOMMENDATIONS

7.1 It is recommended that the Enterprise and Wellbeing Scrutiny Committee approve the ongoing work of the Project Group in respect of:

- The continuing monitoring of the construction, transfer to and the operation of the new leisure centre facilities;
- the development of the Community Sport and Physical Activity Strategy as detailed in the proposed scope document attached at Appendix B.

7.2 It is also recommended that, when monitoring the implementation of the previous recommendations in respect of the Playing Pitches, the Parks and Open Spaces and the Sports Facilities strategies, the Enterprise and Wellbeing Scrutiny Committee consider the impact and effectiveness of integrated working across different service areas and teams in delivering the strategies.

7.3 In the event of recommendation 7.2 above being accepted by the Enterprise and Wellbeing Scrutiny Committee, that a recommendation be made to the Overview and Performance Scrutiny Forum to:

- consider undertaking an evaluation of the impact and effectiveness of integrated working across different service areas and teams more widely across the Council;
- recommend to the Cabinet that this be undertaken working jointly with Cabinet.

- 7.4 In the event of recommendations 7.2 and 7.3 above being accepted by the Enterprise and Wellbeing Scrutiny Committee, that a recommendation be made to the Overview and Performance Scrutiny Forum and the Cabinet to undertake a joint evaluation of both the impact and effectiveness of integrated working across different service areas and teams and of this working approach for pre-decision scrutiny, focusing on the potential for integrated and added value outcomes.
- 7.5 In the event of recommendation 3.4 above being accepted by the Enterprise and Wellbeing Scrutiny Committee, that a recommendation be made to the Overview and Performance Scrutiny Forum to consider the potential for further use of this ongoing scrutiny approach, focusing on the potential for integrated and added value outcomes.

Enterprise and Wellbeing Scrutiny Committee

Scrutiny Project Group on Leisure, Sport & Culture Activities

Scope / Brief on COMMUNITY SPORT AND PHYSICAL ACTIVITY STRATEGY

Group Members :	Councillors Flood, Bradford, Callan, Clarke, Elliott, Miles, David Stone (subject to change following May 2015 election)
Subject to be reviewed: (the issue)	The development of the Community Sport and Physical Activity Strategy
Reason for the Review/ Terms of Reference: (why are we doing this)	<ul style="list-style-type: none"> • The strategy are required to support the Council's Local Plan Core Strategy (2011–31) adopted in July 2013 and the Council's Corporate Plan (2015–19) adopted in February 2015. • To develop and contribute to the Council's overarching Health and Wellbeing strategic portfolio.
How the review aligns with the Council's priorities and vision:	<u>Vision - Putting our Communities First</u> <u>Priority - To improve the quality of life for local people</u> <u>Objective - To improve the health and wellbeing of people in Chesterfield Borough.</u>
Aims and Objectives of the Review: (what do we want to achieve / what will success look like) - consider Equalities issues)	<ul style="list-style-type: none"> • Strategic plan for Chesterfield Borough based on robust needs and evidence • Sustainable value for money and quality services, future proofed for community need

<p>Method of Review: (how the work will be undertaken)</p>	<ul style="list-style-type: none"> • Programmed Scrutiny reporting and assessment through service lead officers mapped to individual strategy development timelines and project plans.
<p>Research and Evidence: (information that needs to be gathered)</p>	<ul style="list-style-type: none"> • Community and stakeholder consultation on current provision and future need. • Understanding statutory compliance involved eg Protection of Playing Fields • Needs and Evidence data for future service retention and\ or investment \ reinvestment eg Population and future swimming provision • Other Stakeholder strategies eg National Sports Governing Bodies and Health • Public health profile for Chesterfield • Cultural needs • Sport England 'Active People' data
<p>Witnesses: (who to invite, information and answers needed)</p>	<ul style="list-style-type: none"> • Lead Officers CBC • Any consultancy services commissioned • Stakeholder leads eg Sport England • Club forum officers as may be available • County Sports Partnership lead officers • Active Chesterfield stakeholders • Voluntary sector organisations • Chesterfield College • User groups, including all disabilities
<p>Review Group Meetings and Site Visits:</p>	<ul style="list-style-type: none"> • To be determined as part of review method adopted.
<p>Resource Requirements: (what resources will be used)</p>	<ul style="list-style-type: none"> • Lead Officer time • Admin support and document management • Occasional transport subject to method of review adopted • Room bookings and IT support • Input from Active Chesterfield stakeholders

Project Start Date:	June 2015
Scrutiny Project/Report Completion Date (Group to agree final report)	Nov. 2015
Final Scrutiny Report to Scrutiny Business Meeting on :	Nov. 2015
Scrutiny Report to Scrutiny Committee on: (allow for public notice period)	Dec. 2015
Cabinet Reporting Deadlines (allow for WBR/Executive Member)	Dec. 2015
Scrutiny Report to Cabinet on: (allow for Public notice period)	Jan. 2016
Executive Member(s) & Head(s) of Service consulted on project brief / scope form:	Date : 03.03.15 & 10.03.15
Scrutiny Project Group agreed project brief / scope form:	Date : 03.03.15
Project brief / scope form signed off at Scrutiny Business Meeting :	Date : 30.03.15

This page is intentionally left blank



Enterprise and Wellbeing Scrutiny Committee

Scrutiny Project Group

Interim report on

New Leisure Facilities

Date : August 2014

PROJECT GROUP MEMBERS:

Councillors:

Lead	Councillor Flood
Group Members	Councillor Bradford Councillor Callan Councillor Clarke Councillor Elliott Councillor Miles Councillor D Stone

1. INTRODUCTION AND REVIEW AIMS

1.1 This review aims to focus on the decision made to replace the existing leisure facilities at Queens Park with a new building on the Queens Park Annexe site.

1.2 The main objectives of this review are:

- a) to review the Feasibility Study which was produced to support the development or renewal of the Queens Park Sports Centre
- b) to look at the possible risks/implications of the covenant associated with the land at Queens Park
- c) to review the procurement processes which were used when appointing the consultants to manage the project and the communication and consultation undertaken with the public in respect of the options available regarding the redevelopment of the leisure centre.
- d) to review the cost of funding the new leisure centre
- e) to review the procurement process used for appointing the building contractor by Deloittes and to reconfirm this process with the successful bidder.

- f) to review the partnership contract with Chesterfield College and identify Employment opportunities for young people and also opportunities in respect of Health and Wellbeing
 - g) to establish the design of the new building, including specification and facilities to be provided.
 - h) to review the planning and development process for the building, including employment, resources and how it affects the local community.
 - i) to review the pre-marketing of the new facilities
 - j) to review how the new facilities are being monitored and evaluated during the first 6 months of it opening.
- 1.3 The Group will continue its work into 2015/16, alongside the development of the new centre and the evaluation stage. Any further reports and/or recommendations from the Project Group will be considered by the Scrutiny Committee and brought forward for Cabinet consideration as necessary.

2. REASONS FOR THE REVIEW AND LINK TO PRIORITIES

- 2.1 Cabinet made a decision to build a new sports and leisure centre on the Queens Park annexe site. The Project Group were set up to provide ongoing monitoring of this project, from work undertaken to date through to delivery and evaluation of the project. The review aligned with 2013/14 Corporate Plan Aim 5:

“Healthier and Active Community – Participation in Sport and Recreation, especially in hard to reach Groups and the quality of our Leisure Centres will have improved”

3. INTERIM RECOMMENDATIONS

- 3.1 In order to inform future projects and decision making the Project Group recommends:
- 3.1.1 That the best practice guidance and principles for community engagement, as highlighted in the Council’s Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.

3.1.2 That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders. This may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.

3.1.3 That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

4. REVIEW APPROACH

4.1 The Project Group have met regularly to review the process at all stages of the new leisure facilities project. The terms of reference were agreed at the first meeting held on 12th July, 2013, along with membership of the Group, all of whom were self nominated.

4.1.1 The methodology used to gather information was through interviews, meetings, reviewing relevant document via the internet and those held in the Town Hall, reviewing other sports centres websites and undertaking site visits to the Council's existing leisure centres, and Ripley, Leicester and The Arc to compare facilities.

4.2 Design of the Building

4.2.1 The replacement Queens Park Sport Centre is to be a modern state of the art leisure centre providing a wide range of sport and physical activities. It will be fully accessible, light and spacious, built to be energy efficient and to make good use of space.

4.2.2 The building will have a modern, contemporary design and will be built using robust materials. The height of the building will be kept low to avoid spoiling the view around the new centre, to keep energy costs low and to stay below the height of the surrounding trees to avoid having to remove any. The facilities to be included are:

- 25m 6 lane swimming pool
- Learner pool
- 2 squash courts
- Fitness suite with specialist gym equipment
- 6 court sports hall
- Dry changing area
- Wet changing village
- Flexible multi-functional Training Zones
- Café

4.2.3 The centre has been designed to be fully accessible to individual users and groups providing the most up to date standards. Key features to promote accessibility and usage by a variety of users include:

- Accessible car parking spaces and dedicated family friendly spaces
- Range of accessible changing facilities, including equipment such as a hoist and moveable bed
- Easy access steps and a platform hoist to be provided in the main pool
- Steps and a moveable floor to learner pool
- Deck level swimming pool surrounds
- Inclusive Fitness Initiative (IFI) accredited equipment in the gym
- Spaces for buggies

4.2.4 There have been risks identified relating to the building of a new sports centre on the Annexe Site, one of which is the existence of restrictive covenants, and specialist legal advice has been sought in relation to this.

4.2.5 Insurance has been suggested as a very real option to use to mitigate against the risk, and owing to the change of use aspect of the development a bespoke quote would need to be obtained. A level of indemnity would also need to be set based on the proposed value of the development or developments. Once the insurance policy is in place there needs to be no allowance made internally for future enforcement other than deciding the allocation of the premium or which party will pay it. Therefore it represents the most effective and cost efficient method of proceeding and would be satisfactory if any funding is to be secured against the development.

4.2.6 Another issue encountered related to Queens Park Annexe being undermined by badgers. As a result of this the building has had to be re-designed to include patio/outside eating area adjacent to the café.

4.3 Consultation

4.3.1 The first consultation took place between 24th May and 6th June 2013 using a variety of methods. These included:

- On-line and paper questionnaire to public and stakeholders
- Sports Clubs questionnaire

- Touchscreen Opinion meter at both leisure centre sites

860 responses were received and an analysis of the information was undertaken with the following being the top 5 choices for inclusion in the new facility:

1. 25 metre swimming pool
2. Learner pool
3. Multi purpose sports hall
4. Fitness Suite
5. Children's water fun

4.3.2 Phase 2 of the consultation took place between 26th July and 16th August 2013 and also utilised a variety of methods including:

- Online and paper based questionnaires
- Touchscreen opinion meter and display boards
- Roadshow events in a variety of public locations
- Accessibility meeting

976 people took part in phase 2 of the consultation.

Members of the Group visited the Queens Park Sports Centre during this period to sample the consultation machine used and spoke to members of the public and the staff undertaking the consultation.

Feedback had been positive in the main with two thirds of consultees being happy with the proposals.

The main changes arising from the consultation included increasing the accessible parking from 6 to 16 spaces and increasing family parking spaces from 8 to 20.

Access to the car park would need to be controlled as the Council were planning on offering free parking for users of the Leisure Centre and therefore use by non-centre users would need to be monitored.

A choice was given in respect of the café facilities, which would be either 'traditional' or a mixed service. The mixed service was deemed to be the preference, serving light snacks. However this would require the reconfiguration of the servery. A franchise was the preferred option for the café, subject to Member approval.

4.4 Visits to Sites

Members undertook visits to the Health Living Centre, Ripley Leisure Centre, Leicester Leisure Centre and Arc Leisure Matlock to compare their facilities including the following:

- Outside
- Entrance/Café
- Sports Hall
- Gym
- Pool
- Disabled Facilities
- Changing Facilities

4.5 Appointment of Main Contractor

The Head of Environment was invited to the first meeting of the Group and at this meeting explained how the decision had been taken to appoint the contractor. There had been 6 companies to bid on the tender which included Project Management of the whole process using RM457 framework for Public Sector Organisations Procurement.

The contract was awarded to Deloitte, one of the 3 shortlisted on price/quality.

The Group interviewed the Procurement Officer who took them through the process which had been undertaken in appointing Deloitte. The key things which were asked for as part of the tendering exercise were:

- Experience in specialised building
- Project Management
- Methodology
- Timescales for delivery
- Budget
- Quality management
- Health and Safety record

4.6 Process for Appointing Building Contractor

The Procurement Officer was also required to explain the agreed procurement route for appointing the building contractor. This was

done as a two part tender, and initially 30 applications were received. Deloitte undertook a sift of these and came up with a shortlist of 5. Invitations to tender were sent out to the successful candidates with a deadline of 29th November to return their bids.

Only 4 of the 5 tenders were received back and the assessment was based on quality/price, 60/40. The tender also required that a local labour clause be included, which would include the use of apprenticeships.

4.7 Partnership Working with Chesterfield College

Members were briefed on the background to the College seeking dual use of the sports hall with the Council. The College will be investing £2.5m in the new facility and an ongoing amount to cover maintenance and for assistance to reduce subsidy.

The College will require use of 4 training rooms, including the sports hall for 7 hours per day for 32 weeks of the year. There will be some use of the courts and fitness suite and also use of the swimming pool, although that would now form part of the formal agreement.

4.8 Funding the cost of the New Leisure Centre

The Council's Cabinet allocated £9.25m for the capital cost of the leisure centre project, which included contingency and a sum for the demolition of the existing centre.

4.9 Staff Questionnaire

Donna Reddish, Policy Manager attended a meeting of the Scrutiny Group in October 2013 to discuss the preparation of a survey questionnaire for employees affected by the restructure of leisure services and the Leisure Centre new build. She agreed to meet with the trade unions to devise some suitable questions for inclusion on the survey.

Representatives from Unison were invited to a further meeting on 5th February 2014 with a copy of the proposed questionnaire and the Group discussed the pros and cons of it.

It was proposed that with the agreement of Members and Officers, the questionnaire would be made available to staff in early March with a deadline for completion of 3 weeks. Unfortunately this coincided with

the staff survey circulated by the Chief Executive and it was felt that this would have a negative impact on the number of questionnaires being returned therefore the proposed leisure survey did not take place.

5. EVIDENCE AND RESEARCH

5.1 Evidence gathered to support the review work includes:

- New Sport and Leisure Facilities Scoping Document
- Interviews with consultants (Deloitte)
- Interviews with officers including Head of Environment and the Sports and Leisure Manager
- Interview with Procurement Officer relating to the appointment of Consultants.
- Consideration of the Covenant relating to Queens Park Annexe
- Scrutiny of the Feasibility Study
- Consideration of the Cabinet Report and its recommendations
- Comparison of similar projects including visits to other leisure sites and research of other councils via their websites.
- Review how the public were consulted
- Review of how staff were consulted and compiling staff questionnaire to establish their views

6. INTERIM RECOMMENDATIONS

6.1 In order to inform future projects and decision making the Project Group recommends:

6.1.1 That the best practice guidance and principles for community engagement, as highlighted in the Council's Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.

6.1.2 That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders. This may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.

6.1.3 That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

This page is intentionally left blank

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 MAY 2015 TO 31 AUGUST 2015

What is the Forward Plan?

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of key decisions to be made on behalf of the Council. This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is available to the public 28 days before the beginning of each month.

What is a Key Decision?

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

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

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

Are any other decisions included on the plan?

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

How much notice is given of forthcoming decisions?

As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days' notice of new key decisions (and many new non-key decisions) that are listed on this document. Where this is not practicable, such key decisions will be taken under urgency procedures (in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules). This will be indicated in the final column and a separate notice is also published with additional details.

What information is included in the plan?

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

How is consultation and Community Engagement carried out?

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

Notice of Intention to Conduct Business in Private

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

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

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

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

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

Huw Bowen
Chief Executive

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



CHESTERFIELD
BOROUGH COUNCIL

Meeting dates 2014/15

<u>Cabinet</u>	<u>Council</u>
21 April 2015	
5 May 2015	18 May 2015 20 May 2015

Meeting Dates 2015/16

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

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

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

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions								
Key Decision 329	Local Plan: Sites and Boundaries Development Plan document and approval of Local Development Scheme - to update on progress and agree a revised Local Development Scheme	Cabinet	Deputy Leader & Executive Member for Planning	21 Apr 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	
Key Decision 337	THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre.	Cabinet	Deputy Leader & Executive Member for Planning	2 Jun 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 & Executive Member for Planning	Deputy Leader & Executive Member for Planning	21 Apr 2015	Report of Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	
Key Decision 484	Home Energy Conservation Act Update To seeking approval for the adoption and publication of the Home Energy Conservation Act Report.	Cabinet	Executive Member - Housing	21 Apr 2015	Report of Private Sector Housing Manager		Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 485	Housing Strategy Update To seek approval for the adoption and publication of the Council's Housing Strategy 2013-16	Cabinet	Executive Member - Housing	21 Apr 2015	Report of Business Planning and Strategy Manage - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	
Key Decision 495	Local Government Pension Scheme To approve the revised Discretions in accordance with the changes to the Local Government Pension Scheme Regulations	Cabinet	Executive Member - Governance and Organisational Development	16 Jun 2015	Report of HR and Payroll Lead	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	
Key Decision 499	Renewal of Repairs and Maintenance Contract 12	Cabinet	Executive Member - Housing	21 Apr 2015	Report of Operational Services Manager – Housing Services	Martyn Bollands Tel: 01246 345020 martyn.bollands@chesterfield.gov.uk	Public	
Key Decision 502	Waste and Recycling Re-designation of Customers To extend the application of commercial waste collection charges to charitable organisations in response to changes in legislation.	Cabinet	Executive Member - Environment	16 Jun 2015		Mel Henley melhenley@chesterfield.gov.uk	Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 504	Housing Allocations Policy – feedback on the results of consultation on changes to the Housing Allocations Policy. To consider feedback on the results of consultation on changes to the Housing Allocations Policy.	Cabinet	Executive Member - Housing	21 Apr 2015	Report of Customer Division Service Manager – Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Public	
Key Decision 505	Funding to Voluntary and Community Organisations 2015/16 – Service Level Agreements	Cabinet	Executive Member - Customers and Communities	2 Jun 2015	Report of the Economic Development Manager	Laurie Thomas Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Public	
Key Decision 506	Disposal of Obsolete Housing Stock	Executive Member Housing - Executive Member decisions	Executive Member - Housing	10 Apr 2015	Report of the Operational Services Manager	Martyn Bollands Tel: 01246 345020 martyn.bollands@chesterfield.gov.uk	Public	
Key Decision 507	Sheltered Housing Strategy - Delivery of the Next Phase	Cabinet	Executive Member - Housing	2 Jun 2015	Report of the Housing Services Manager - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 509	Planning Staffing and Restructure To approve new staffing and structures for Strategic Planning and Development Management.	Joint Cabinet and Employment & General Committee	Deputy Leader & Executive Member for Planning	21 Apr 2015	Report of Strategic Planning and Key Sites Manager and Development Management and Conservation Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Exempt 1, 3, 4 Information relating to an individual, financial or business affairs, and labour relations	
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 & Executive Member for Planning	14 Jul 2015 29 Jul 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	
Key Decision 511	Updated Town Centre Masterplan	Cabinet	Leader & Executive Member for Regeneration	2 Jun 2015	Report of the Economic Development Manager	Laurie Thomas Tel: 01246 345256 laurie.thomas@chesterfield.gov.uk	Public	
Key Decision 512	Careline Partnership – current position	Cabinet	Executive Member - Housing	16 Jun 2015	Report by Housing Service Manager – Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 3 Information relating to financial affairs	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 513	Approval to Dispose of Miscellaneous Housing Stock	Executive Member - Housing	Executive Member - Housing	25 May 2015	Report of Housing Service Manager – Business Planning & Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3 Information relating to financial affairs	
Key Decision 514	Proposed Air Quality Management Order To approve the proposed air quality management order, in relation to nitrogen dioxide levels at Brimington, for consultation	Cabinet	Executive Member - Environment	2 Jun 2015	Report of Environmental Health Manager	Russell Sinclair Tel: 01246 345397 russell.sinclair@chesterfield.gov.uk	Public	
Private Items -Non Key/ Significant but non-Key								
Non-Key 363	Application for Home Repairs Assistance	Executive Member - Housing	Executive Member Housing - Executive Member decisions	30 Apr 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	

Page 36

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key 364	Application for Waiver of Private Sector Housing Discretionary Decisions (including Home Repair Assistance and Disabled Facilities Grants)	Executive Member - Housing	Executive Member - Housing	30 Apr 2015	Report of Local Government and Regulatory Law Manager	Stephen Oliver Tel: 01246 345313 stephen.oliver@chesterfield.gov.uk	Exempt 1 Contains information relating to an individual.	
Non-Key 367	Lease of Commercial and Industrial Properties	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	30 Apr 2015	Report of Kier Asset Management	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	
Non-Key 372	Creation of Digital Content Editor post	Joint Cabinet and Employment & General Committee	Leader & Executive Member for Regeneration	2 Jun 2015	Report of Communications and Marketing Manager	John Fern Tel: 01246 345245 john.fern@chesterfield.gov.uk	Public	
Non Key Decision								
Non Key 24	List of Buildings of Local Interest - to consider the list of nominated buildings and agree an assessment panel and process	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	30 Apr 2015	Report of Development Management and Conservation Manager	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key 31	Corporate Health and Safety Improvement Programme 2015 - 18	Cabinet	Executive Member - Governance and Organisational Development	2 Jun 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	
Non-Key 33	Local Government Declaration on Tobacco Control To sign the Declaration on Tobacco Control and commit to its aims to reduce the harm smoking causes to our community.	Cabinet	Executive Member - Leisure, Culture and Tourism	21 Apr 2015	Report of Environmental Health Manager	Russell Sinclair Tel: 01246 345397 russell.sinclair@chesterfield.gov.uk	Public	
Non-Key 34	Consideration of the Scrutiny Annual Report 2014/15 Consideration of the Scrutiny Annual Report 2014/15	Council	Executive Member - Governance and Organisational Development	18 May 2015	Report of the Policy and Scrutiny Officer	Anita Cunningham Tel: 01246 345273 anita.cunningham@chesterfield.gov.uk	Public	
Non-Key 35	Community Assemblies Annual Report Community Assemblies Annual Report	Cabinet	Executive Member - Customers and Communities	30 Jun 2015	Report of the Community Development Worker	Wendy Blunt Community Development Officer Tel: 01246-345344 wendy.blunt@chesterfield.gov.uk	Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key 36	Equalities Annual Report Equalities Annual Report	Cabinet	Executive Member - Customers and Communities	30 Jun 2015	Report of the Policy Officer	Katy Marshall Tel: 01246 345247 katy.marshall@chesterfield.gov.uk	Public	

This page is intentionally left blank

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 41	Dog Fouling	EW 05.02.15 Cabinet 10.03.15	<ol style="list-style-type: none"> 1. <i>Review of staff resources – enforcement team.</i> 2. <i>Realise potential of neighbourhood wardens.</i> 3. <i>Purchase new mobile phones for street scene team.</i> 4. <i>Borough wide review of provision of dog bins.</i> 5. <i>Change signage wording re fine limit / introduce more innovative imagery for signs.</i> 6. <i>Introduce co-ordinated and structured communication and engagement with communities.</i> 	12 month progress report from date of decision.		Monitoring due Feb/March 2016.
EW5	New Leisure Facilities (SPG) (<i>now Leisure, Sport and Cultural Activities SPG including various sub groups</i>) - -	EW 05.06.14 Cabinet 23.09.14	<ol style="list-style-type: none"> 1. Consider Community Engagement Strategy principles throughout corporate projects. 2. Pre consultation dialogue takes place with key stakeholders. 3. Internal communications and engagement plan be developed for projects impacting on employees. 	6 month progress report		Monitoring due 23.04.15

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> (italics = Agreed by Scrutiny Committee but not yet considered by decision making body) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW5b	- Playing Pitches Strategy	EW 20.10.14	<ol style="list-style-type: none"> 1. Support the draft Playing Pitches Strategy as received by EW on 02.10.14. 2. Progress report be received in 12 months to confirm delivery progress including on impact in reversing Junior Teams shortfall and interest of young people in playing. 	12 months progress report.		Monitoring due October 2015.
EW5c	- Sports Facilities Strategy	EW 18.12.14 Cabinet 13.01.15	<ol style="list-style-type: none"> 1. Prioritise facilities to be community focused, aiming for good health impacts especially for those with mental health issues and the elderly. 2. Physical access to comply with Sport England standards to encourage community based delivery and participation. 			Monitoring due October 2015
EW5d	- Parks and Open Spaces Strategy sub group.	EW 18.12.14 Pending Cabinet	<ol style="list-style-type: none"> 1. Community consultation take place when making proposals for investment in a park / open space, whilst also promoting health benefit awareness. Consultation to be in line with Council's Community 	6 month progress report.		Monitoring due June 2015.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page 43			Engagement Strategy with regard to University of Nottingham students' engagement workshop model. 2. Prioritise disability access when developing such investment proposals. 3. Review Play Strategy in next 12 months. 4. Use Council website more effectively to promote parks and open spaces. 5. Use signs and notices better to promote parks and open spaces.	12 month progress report for Play Strategy.		
OP5	ICT Developments (under Great Place, Great Service)	OP 10.09.14 Cabinet 02.12.14	That the Council employ an ICT specialist to represent the Council's ICT needs / requirements.	6 month progress report.	Cabinet to report back for OP consideration as per Cabinet decision.	Monitoring due June 2015.
OP4	Review into External Communications (SPG)	OP 19.06.14 Cabinet 29.07.14	1. Adopt clear branding 2. Review marketing / communication activities. 3. Introduce use of analytics. 4. Adopt a 'digital first' approach.	6 month progress report		Monitoring due June 2015

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW4	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Ctte on 12.02.14	<ol style="list-style-type: none"> 1. Produce clear comparison survey by taxi rank. 2. Produce written procedure for future reviews & include in the Forward Plan. 3. That Appeals & Regulatory Ctte consider other options to reduce number of Hackney licences when new legislation permits. 	6 month progress report.	Information requested E&W 18.12.14, circulated 30.12.14.	Monitoring due June 2015.
EW3	Parking Policy (SPG)	14.02.13 Cabinet on 05.03.13	<ol style="list-style-type: none"> 1. The barrier system of parking control which gives change, be extended to other car parks. 2. Improvements be implemented for the New Beetwell Street MSCP to bring the facility up to a standard equivalent to that at Vicar Lane. 3. Improvements to signage across the town centre and at the entry points to off-street car parks be undertaken. 	6 month progress report	Progress provided to EW on 05.09.13 and 05.06.14. Requested progress circulated to EW Members 22.01.15.	Monitoring due July 2015.
EW2	Review of Water Rates Payment Policy (SPG)	16.01.14 and 05.06.14. Cabinet 29.07.14.	<ol style="list-style-type: none"> 1. Provide 6 month update on collection process and technology review. 2. Provide update when contract signed and again after 1 year. 	6 months	Further SPG review / recommendations approved 29.07.14.	Monitoring due July 2015.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page 45 CO1			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.	
	Statutory Crime & Disorder Scrutiny Ctte			Meeting held 08.01.15.		Next 6 monthly meeting due July 2015.
	“ “	29/09/11 (No 0044)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 months from 29/09/11.	Statistics received 08.01.15.	Agreed 08.01.15 statistics on alcohol related health problems / hospital admissions be reported to each 6 monthly meeting.
	“ “	10.04.14 (No 58)	Derbyshire County Council Health Scrutiny Committee requested to obtain / share information regarding alcohol related hospital admissions.	Request made 13.05.14.	Awaiting response. Matter related to Item 1 above.	1. Agreed as above.

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

* Note recommendation wording may be abridged.

This page is intentionally left blank

FOR PUBLICATION

AGENDA ITEM

SCRUTINY MONITORING - PROGRESS REPORT AND PROGRAMME MANAGEMENT

MEETING: ENTERPRISE AND WELLBEING SCRUTINY
COMMITTEE

DATE: 23 APRIL 2014

REPORT BY: POLICY AND SCRUTINY OFFICER

WARD: ALL

KEY DECISION REFERENCE (IF
APPLICABLE): N/A

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS: Report to Enterprise and Wellbeing Scrutiny
Committee on 05.06.14 and Cabinet on 23.09.14.

1.0 PURPOSE OF REPORT

- 1.1 To report on progress in implementing scrutiny recommendations approved by Cabinet, reference EW5 on the attached Scrutiny Monitoring form.
- 1.2 To provide options for monitoring programme management in relation to scrutiny recommendations approved by Cabinet, reference EW5 on the Scrutiny Monitoring form, and the general monitoring programme.

2.0 RECOMMENDATION

- 2.1 To receive and consider the progress report at Section 4.
- 2.2 To receive and consider monitoring work programme management at Section 5.
- 2.3 To consider and agree the monitoring programme.

3.0 BACKGROUND

3.1 Item reference EW5 on the Scrutiny Monitoring Form attached to this report, is scheduled for a progress report to this committee meeting. The recommendations arose from the (originally named) Scrutiny Project Group on New Leisure Facilities. The recommendations approved for implementation monitoring are :

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

4.0 PROGRESS REPORT FOR MONITORING

4.1 Regarding the progress in relation to **Leisure Services**, the Policy Manager has explained that since the recommendations were approved by Cabinet there has not been any major external consultation and engagement activities in the Leisure Service and therefore nothing yet to report. However there have been improvements to internal consultation and communications to respond to recommendation three. Improvements include:

4.1.1 Regular away days for key staff focusing on a variety of issues including customer service, employee engagement, service planning etc.

4.1.2 Key message newsletters for staff unable to attend team meetings regularly.

4.1.3 Improved circulation of Borough Bulletin staff newsletter.

4.2 The Policy Service has been commissioned to develop an engagement programme in partnership with Leisure Services on the usage of the old Queens Park Leisure Centre site, this will take place after the elections. There will also be consultation in the lead up to the opening of the new site including programming matters.

It is proposed to bring a progress report to the June meeting of Enterprise and Wellbeing Scrutiny Committee when there will be a better idea of the direction for the engagement programme for Leisure and this will take into account the scrutiny recommendations.

- 4.3 Regarding progress in relation to **corporate delivery** of consultation and engagement, the Policy Manager would be happy to attend a future meeting of the appropriate Scrutiny Committee (see below), to explain how the guidance and support for engagement activity, including pre-consultation, has been strengthened and to share examples of engagement plans.

5.0 SCRUTINY MONITORING / WORK PROGRAMME MANAGEMENT

- 5.1 The recommendations at Section 3 above resulted from the work of the (originally named) Scrutiny Project Group on New Leisure Facilities, which falls within the work programme remit of this scrutiny committee (Enterprise and Wellbeing).
- 5.2 The recommendations generated however also relate to a council wide / corporate approach to consultation and engagement, not solely that of the Leisure Service. And going forwards it is proposed that some scrutiny monitoring of progress of the corporate elements be undertaken by the Community, Customer and Organisational Scrutiny Committee which has the remit for consultation / engagement and organisational matters.
- 5.3 It is suggested, for continuity, that the business item remain on the work programme for the Enterprise and Wellbeing Scrutiny Committee, for monitoring of the relevant Leisure Service elements. And it is also suggested it be included on the work programme of the Community, Customer and Organisational Scrutiny Committee for monitoring of those corporate elements falling within the remit of that committee.
- 5.4 However Members should also note that the Overview and Performance Scrutiny Forum does have a remit for scrutiny of corporate matters including corporate policy, resources and performance matters, but not specifically consultation and engagement though this could be considered to be a corporate policy.
- 5.5 The Forum does also have a role, when needed, to help co-ordinate scrutiny work programme business, and Members may wish to seek a view from the Forum regarding the allocation of this item of business.

6.0 CORPORATE CONSIDERATIONS

- 6.1 There are no risk, financial, legal or equalities considerations arising from the contents of this report.

7.0 RECOMMENDATIONS

- 7.1 To receive and consider the progress report at Section 4.
- 7.2 To receive and consider monitoring work programme management at Section 5.
- 7.3 To consider and agree the monitoring programme.

8.0 REASONS FOR RECOMMENDATIONS

- 8.1 To enable the Scrutiny Committee to monitor implementation of scrutiny recommendations approved by Cabinet, to ensure the work of scrutiny impacts positively on service delivery and the benefits are received by people in our community.
- 8.2 To enable effective and efficient work programme and scrutiny business management.

ANITA CUNNINGHAM
POLICY AND SCRUTINY OFFICER

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

CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME : ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE on 23 APRIL 2015

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Executive Responsibility
1	23.04.15 Or special meeting TBC	Housing Allocations Policy	Received 14.02.13 and 07.11.13. Report on policy proposals received 18.12.14. Report back to E&W following consultation (expected March) before Cabinet decision.	<i>Link Officer (Housing) 12.11.12</i>	<i>Housing</i>
2	23.04.15 Or special meeting TBC	Housing Accommodation and Support Budget, and Older Peoples Services	To look at impact of County Council funding reductions on housing services. Report received at extra E&W held 20.10.14.	<i>Link Officer (Housing) 10.02.14</i>	<i>Housing</i>
3	23.04.15 Or special meeting TBC	Interim Report of Leisure, Sport and Culture Activities SPG	Progress report of Scrutiny Project Group.	<i>E&W</i>	<i>Leisure, Culture & Tourism</i>
4	02.06.15	Careline Consortium	Report received at extra E&W held 20.10.14. Progress requested 18.12.14.	<i>E&W (31.07.14)</i>	<i>Housing</i>
5	02.02.16	Allotments Strategy	Annual progress reports received 16.01.14 and 05.02.15.	<i>E&W (19.04.12)</i>	<i>Environment</i>
6	02.02.16 TBC	Sport and Leisure Strategies Review	Initial report received 07.11.13. Various strategies developed. Report on executive review requested for February 2016.	<i>E&W (05.02/15)</i>	<i>Leisure, Culture & Tourism</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Executive Responsibility
<i>Scrutiny Project Groups (SPG) :</i>					
7	Every meeting.	Leisure, Sport and Culture Activities SPG Sub Group on Community Sport and Physical Activity	Agreed 02.10.14. Pending commencement.	<i>E&W (02.10.14)</i>	<i>Leisure, Culture & Tourism / Environment</i>
8		Taxi Subsidy	Agreed 16.01.14 / Placed on hold 05.02.15.	<i>E&W (16.01.14)</i>	<i>Environment</i>
<i>Items Pending Reschedule or Removal</i>					
9		Dog Fouling	SPG final report received/approved E&W 05.02.15. Pending submission to Cabinet.	<i>E&W (31.07.14)</i>	<i>Environment</i>
<i>New Business Items Proposed :</i>					
<i>None.</i>					

Page 52

Note: Items for monitoring (from scrutiny reviews and/or recommendations) are not included above but are listed in the Scrutiny Monitoring Form a separate item on the agenda. Items from the Forward Plan and Scrutiny Monitoring Form can be included in 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. KD = Forward Plan Key Decision]* **(Next meeting date is 2 June 2015).**

ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

Thursday, 5th February, 2015

Present:-

Councillor Slack (Chair)

Councillors Dyke
Flood

Councillors Hawksworth+

Innes

Donna Cairns, Committee and Scrutiny Co-ordinator
Peter Corke, Sustainability Officer ++
Anita Cunningham, Policy and Scrutiny Officer

+ Attended for items 58 – 62.

++ Attended for items 58- 60.

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

No declarations were received.

59 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bradford, Callan, Gibson and Lang.

60 EXECUTIVE MEMBER FOR ENVIRONMENT - ALLOTMENTS STRATEGY

The Sustainability Officer presented a report on the progress made on the implementation of the Allotment Strategy 2012-2016.

There were five objectives which were monitored via an Action Plan:

- To cultivate the improved management of the Council's allotment sites
- To promote allotments as a benefit for the whole community
- To highlight the role that allotments play in developing a more sustainable environment, encouraging biodiversity and conservation

- To develop a health agenda for allotments, focusing on benefits, in terms of improving health in the borough
- To review existing provision of allotments in Chesterfield and to seek to identify area of potential future allotment provision

The Sustainability Officer reported that the majority of the actions had now been implemented and the vast majority of the sites were being managed very well.

Inspections of the allotment sites had taken place in 2014 and there were follow-up visits planned for sites where asbestos had been identified. Members queried whether there was to be a regular schedule of inspections of the asbestos. The Sustainability Officer advised that these visits were follow-ups to the initial inspections to gather accurate information on where asbestos was located and its condition, as required under EU legislation. He advised that asbestos was safe if it was intact and could be left in place or taken, double bagged, to a waste and recycling centre.

A removal service was not offered, however if particular concerns were raised on a site and they had no ability to remove the asbestos themselves, the Council would assist where possible.

The Sustainability Officer also reported that the promotion of the allotments as a benefit to the whole community was being achieved through complimentary initiatives across the Council but a specific action plan for allotments had been delayed during the development of the revised Parks and Open Spaces Strategy.

Members queried whether there were any plans to improve the accessibility of the allotments for people with disabilities. The Sustainability Officer advised that access to all of the sites was deemed adequate during the inspections carried out in 2014. There was no budget to invest in infrastructure improvements at this time, however advice and support was available to the allotment associations for making their own improvements.

It was discussed that the allotment associations were able to access grants and charitable investments and partnered with other community organisations or services, such as the probation service, to advance community involvement.

Members were pleased to note the achievements made in improving biodiversity on allotment sites. The Sustainability Officer advised that Chesterfield Borough Council was recognised nationally for initiatives improving biodiversity and environmental sustainability. He reported that the Council was to host a national bees and pollinators conference, 'Pollinating the Peaks', in April 2015 which was already fully booked.

Members agreed that reducing grass cutting on verges surrounding allotments could improve biodiversity, reduce emissions and reduce costs.

Members asked about the policy for keeping chickens on allotments and whether charities or social enterprises could keep chickens as a way to generate income. The Sustainability Officer advised that the general policy was that up to five poultry could be kept on an allotment and the site was not to be used for commercial purposes. Charitable or social enterprise schemes may be allowed to keep more poultry and to generate income. It was discussed that charitable or social enterprise schemes could promote community involvement and social interaction.

The Committee also discussed whether there was potential for surplus produce from allotments to be shared with other community organisations. The Sustainability Officer advised that there does not tend to be much surplus produce as this would usually be shared amongst the community already.

The Committee thanked the Sustainability Officer for presenting the report and answering the Committee's questions.

RESOLVED –

- (1) That the progress made on the implementation of the strategy be supported.
- (2) That a further progress report be received in 12 months.

61

SCRUTINY PROJECT GROUP REPORT ON DOG FOULING

The Scrutiny Project Group Report and Recommendations on dog fouling were presented by Councillor Innes, the Project Group leader.

The review of the Council's work on dog fouling was proposed after concerns were raised by members of the public through the Community Assemblies.

The Project Group had reviewed the current service provision and its effectiveness along with how the service communicates with local residents. The Group met with the Environmental Health Manager, the Senior Environmental Health Officer, the Dog Control Officer, the Communications and Marketing Manager, the Executive Member and the Assistant Executive Member for Environment and the Assistant Executive Member for Housing.

The Project Group also sought feedback from all Community Assembly members on their views on the issue of dog fouling in their area and the service provided by the Council.

From the review of the service and the responses from Community Assembly members, the Project Group concluded that a good service was offered and the Streetscene officers achieved a lot with limited resource. It was felt that the service could be more effective and have greater impact if the staff resource was increased.

It was recognised in the feedback from members of the public and the experience of the members that the incidents of dog fouling were decreasing however a minority group of persistent offenders still caused problems.

The Project Group looked into the possibility of the Housing Service's Neighbourhood Wardens taking a greater part in dealing with dog fouling. It was established that Neighbourhood Wardens do have the power to issue fixed penalty notices, but have only done so on rare occasions. It was felt that the local knowledge of Neighbourhood Wardens, who are out in the community on a day-to-day basis, could be utilised in dealing with dog fouling, if extra training and support were provided.

The Project Group also looked at how the issue of dog fouling and the work of the Streetscene service was communicated to the public. The examples of posters and social media campaigns from Bassetlaw District Council were referenced as good ideas. The Project Group had felt shocking posters showing the risks caused by dog fouling were likely to be more upsetting than effective. The more light-hearted posters were proposed as they were eye-catching and memorable. It was also

proposed that the Council should refer to the maximum fine amount of £1000 rather than just the fixed penalty of £80 to provide a greater deterrent. An example of one of the signs already used by the Council showing the £1000 amount was provided by the Senior Environmental Health Officer. As the amounts of the fines could change, it was proposed that the maximum fine amount be included on all temporary signs and notices.

The use of social media was also recommended as a way to publicise the good work of the service and raise awareness of the issue.

The Project Group also recommended that the mobile phones used by the enforcement officers be upgraded to be more reliable and offer access to the internet so social media could be used whilst out in the community.

The Committee agreed that prevention had a large part to play in dealing with dog fouling as enforcement officers could not patrol at all hours. Effective marketing and communication campaigns targeting the minority group of offenders in problem areas were supported. It was also suggested that social media could be used for members of the public and enforcement officers to share photographs of dogs which have fouled public areas to make an example of them publically.

The new Senior Environmental Health Officer, who had not been involved in the Project Group's initial meetings, provided a written brief to the Committee on the work she was doing with other officers in the Derbyshire region including:

- Meeting to discuss responsible dog ownership and share best practice in light of the new Anti-Social Behaviour Crime and Policing Act 2014.
- Meeting with dog handlers from the Derbyshire Police to discuss responsible dog ownership.
- Working more collaboratively with the Chesterfield Borough Council Estates and Neighbourhoods Team.
- Considering putting in place a Derbyshire-wide educational campaign/promotional event to promote responsible dog ownership to include, dog fouling, compulsory micro chipping (due to be introduced in legislation in 2016) etc..

The Committee supported these initiatives in addition to the recommendations made by the Project Group. It was felt that the signs

currently used by the Council could be used in conjunction with the new ideas proposed, as a variety of signs were more likely to stand out. The Committee agreed to attach the Senior Environmental Health Officer's briefing to the Project Group report as additional information to be submitted to Cabinet.

The Committee expressed their thanks to the members of the Project Group for their work and to the Committee and Scrutiny Co-ordinator, the Environmental Health Manager, the Senior Environmental Health Officer, the Dog Control Officer, the Communications and Marketing Manager, the Executive Member and the Assistant Executive Member for Environment and the Assistant Executive Member for Housing for assisting the Project Group in their review.

RESOLVED –

- (1) That the following recommendations be presented to Cabinet for consideration:
 - i. That it is noted that the Environmental Services, Street Scene Team provides an excellent service to residents of the borough. However, the project group recommends that a review of staff resources for the enforcement team be carried out as the project group recognises that while the existing staff do a good job, going over and above what is expected of them, that their impact is limited by there only being a FTE of 1.5 Enforcement Officer posts dedicated to dealing with dog fouling.
 - ii. That the potential of the Neighbourhood Wardens is fully realised and that they receive extra training in carrying out enforcement action, so to feel more confident and able to issue penalty notices. The project group makes this recommendation as there are 5 FTE Neighbourhood Warden posts and 3 FTE Enforcement Officer posts (with FTE 1.5 dealing with dog fouling), and see the Neighbourhood Wardens as a potentially underutilised resource as they are out and about in, and have a good understanding of local communities in the borough. //Also that the potential for more collaborative working between the Neighbourhoods team, and Environmental Services Street Scene team, as a result of the provisions under the Anti-Social Behaviour, Crime and Policing Act 2014, is looked at.

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

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

Better coordination and consequent outcomes could be met by:

- Running campaigns by area so to make a splash rather than scattering messages in an unfocused and disparate way across

the borough. This approach will also be more appealing to the media than disparate scattered activity.

- Establishing a campaign group to meet two to three times a year, comprising of members, Environmental Services, Street Scene Team officers and the Communications and Marketing Manager. The group would monitor the impact of communication, community engagement and advertising and would discuss and formulate future plans and priorities for communicating and engaging with residents.

- (2) That the briefing note from the Senior Environmental Health Officer be appended to the report to be submitted to Cabinet.

62 **SCRUTINY PROJECT GROUPS, PROGRESS REPORTS**

The Committee considered progress with its Scrutiny Project Groups.

Taxi Subsidy

The lead member for the group, Councillor Hawksworth, advised that a scope had not yet been prepared and it was agreed that the project group be discontinued.

Leisure, Sport and Culture Activities

The lead member for the group, Councillor Flood, gave an update on the group's progress. A scoping document was being prepared for the sub-group on the Sports and Activities Strategy. This Strategy was scheduled to be submitted to Council for approval in December 2015.

The main group had continued to review the new sport and leisure facilities project at Queen's Park. Councillor Flood advised that the work was progressing on schedule. The project group was planning to meet with the contractor to consider the costs of the works, including the cost to the Council of the contractor bearing the risks as the project management.

The group was also to meet with the new principal of Chesterfield College to review their commitment to the partnership.

The group would be looking at how to measure the outcomes targeted as part of the investment in new sports facilities.

A written report on the group's work would be provided at the Committee's meeting in April 2015.

RESOLVED –

That the Taxi Subsidy Project Group be discontinued.

63 FORWARD PLAN AND NOTICES OR URGENT DECISIONS

The Forward Plan was considered. There were no Notices of Urgent Decisions published since the last meeting.

The Fees and Charges for Sport and Leisure (Indoor Facilities) item was queried as to how this related to the reviews carried out by the Leisure, Sport and Cultural Activities Project Group. The Policy and Scrutiny Officer advised that this was a separate report for the annual setting of the fees and charges.

RESOLVED –

That the Forward Plan be noted.

64 SCRUTINY MONITORING

The Committee considered an update on the implementation of approved Scrutiny recommendations.

RESOLVED –

- (1) That the update be noted.
- (2) That a progress report on the implementation of the recommendations of the Scrutiny Project Group on Leisure, Sport and Culture Activities be added to the agenda for the next Committee meeting.

65 OVERVIEW AND SCRUTINY DEVELOPMENTS

The Policy and Scrutiny Officer advised that the corporate review of Overview and Scrutiny was progressing well. The first stage was

completed and the findings would be reported to the Project Board on 25 February 2015 before the next stage would be started.

RESOLVED –

That the update be noted.

66 WORK PROGRAMME FOR ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

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

The Committee and Scrutiny Coordinator reported that the Housing Services Manager – Customer Division was expecting a report on the outcomes of the consultation on the housing allocations policy to be submitted to Cabinet not before May 2015.

The Housing Services Manager – Customer Division had also advised that the Careline Consortium proposals were still progressing and negotiations were still on-going with Derbyshire County Council and two other district councils.

It was discussed that if a report on the Housing Allocations Policy was to be taken back to Cabinet before the next scheduled meeting of this Committee, a special meeting could be convened or the next scheduled meeting could be rescheduled to an earlier date.

RESOLVED –

- (1) To confirm that items on the Work Programme be approved subject to agreed changes.
- (2) That the Housing Allocations Policy item be added to the agenda for the next Committee meeting.
- (3) That the Housing Accommodation and Support Budget and Older Peoples Services be added to the agenda for the next Committee meeting.
- (4) That a progress report on the implementation of the recommendations of the Scrutiny Project Group on Leisure, Sport

and Culture Activities be added to the agenda for the next Committee meeting.

- (5) That the next interim report of the Scrutiny Project Group on Leisure, Sport and Culture Activities be added to the agenda of the next Committee meeting.
- (6) That the Careline Consortium item be considered in June 2015.
- (7) That the Allotments Strategy be rescheduled for a progress report in 12 months.
- (8) That the Playing Pitch Strategy, Sports Facilities Strategy and the Parks and Open Spaces Strategy items be rescheduled for progress reports on their implementation in 12 months.
- (9) That the Street Scene Improvement Plan be removed from the Work Programme.
- (10) That the Scrutiny Project Group work on dog fouling be concluded and added to the monitoring schedule for progress reports in 12 months.
- (11) That the Scrutiny Project Group on Taxi Subsidy be removed from the Work Programme.

67 **MINUTES**

The Minutes of the meetings of the Committee held on 18 December 2014 were presented.

RESOLVED –

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

This page is intentionally left blank