

BOROUGH OF CHESTERFIELD

You are summoned to attend a Meeting of the **Council** of the **Borough of Chesterfield** to be held in the Council Chamber, Town Hall, Rose Hill, Chesterfield S40 1LP at the **Town Hall** on **Monday, 18 May 2015** at **5.00 pm** for the purpose of transacting the following business:-

1. To approve as a correct record the Minutes of the meeting of the Council held on 26 February, 2015 (Pages 5 - 18)
2. Mayor's Communications
3. Apologies for Absence
4. Declarations of Members' and Officers' Interests relating to items on the Agenda.
5. Vote of Thanks to the Retiring Mayor and Mayoress
6. Public Questions to the Council

To receive questions from members of the public in accordance with Standing Order No. 12.

7. Petitions to Council

To receive petitions submitted under Standing Order No. 13.

8. Election of Borough Councillors (Pages 19 - 24)

To note a report of the Chief Executive on the election of Borough Councillors on 7 May, 2015.

Report to be tabled at the meeting.

9. Leader of the Council and Committee Appointments (Pages 25 - 36)

To consider a report of the Chief Executive on the appointment of the Executive Leader of the Council and to Committees of the Council.

Report to be tabled at the meeting.

10. Deputy Leader of the Council and Cabinet Appointments (Pages 37 - 38)

To note a report of the Chief Executive on the appointment of the Deputy Leader of the Council and of Cabinet appointments.

Report to be tabled at the meeting.

11. Questions to the Leader

To receive questions to the Leader submitted under Standing Order No. 14.

12. Consideration of the Scrutiny Annual Report 2014/15 (Pages 39 - 64)

13. Minutes of Committee Meetings (Pages 65 - 66)

To receive for information the Minutes of the following meetings:-

- Appeals and Regulatory Committee
- Employment and General Committee
- Licensing Committee
- Planning Sub-Committee
- Standards and Audit Committee

14. To receive the Minutes of the meetings of the Cabinet of 17 February, 10 and 24 March and 21 April, 2015 (Pages 67 - 102)

15. To receive the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 21 April, 2015 (Pages 103 - 106)

16. To receive and adopt the minutes of the meetings of the Overview and Performance Scrutiny Forum of 12 February and 19 March, 2015 (Pages 107 - 126)

17. To receive and adopt the Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee of 16 April, 2015 (Pages 127 - 136)

18. To receive and adopt the Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee of 5 February, 2015 (Pages 137 - 148)

19. Questions under Standing Order No. 19

To receive questions from Councillors in accordance with Standing Order No. 19.

By order of the Council,

A handwritten signature in black ink, appearing to read "Gwen Jones".

Chief Executive

Chief Executive's Unit,
Town Hall,
Chesterfield

11 May 2015

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COUNCIL MEETING

Thursday, 26th February, 2015

Present:-

The Mayor

Councillors	Allen	Hill
	Bagley	Hollingworth
	Barr	Huckle
	Bellamy	Innes
	Bingham	King
	Blank	Lang
	Borrell	Ludlow
	Brittain	McManus
	Brown	Miles
	Burrows	Avis Murphy
	Callan	Tom Murphy
	Clarke	Niblock
	Collard	Mark Rayner
	Dyke	Russell
	Elliott	Serjeant
	Flood	Simmons
	Gibson	Slack
	Gilby	David Stone
	Hawksworth	Martin Stone
	Higginbottom	Paul Stone

86 MINUTES

RESOLVED –

That the Minutes of the meeting of the Council held on 11 February, 2015 be approved as a correct record and be signed by the Chair.

87 **MAYOR'S COMMUNICATIONS**

The Mayor referred with sadness to the death of the former Head of Housing, Andy Simpson. Members stood for a minutes silence in his honour.

The Mayor referred to the following Mayoral engagements:

- Celebrating the Chinese New Year with the Chinese Big Society.
- Having a meal at Chesterfield College hosted by members of the University of the Third Age.

The Mayor also thanked Members who would be retiring in May for their service, and commitment to Chesterfield.

88 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bradford, Davenport, Fanshawe, Lowe, Morgan, Parsons and N Rayner.

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

No declarations of interest were received.

90 **PUBLIC QUESTIONS TO THE COUNCIL**

There were no questions.

91 **PETITIONS TO COUNCIL**

No petitions had been received.

92 **QUESTIONS TO THE LEADER**

Under Standing Order No.14 Members asked the Leader the following questions and received verbal responses to their questions.

- Councillor Russell asked about the Victoria Centre and the maintenance of historic buildings in Chesterfield.

- Councillor D Stone asked about the long service of Members.
- Councillor Flood asked about the future of the now closed Chesterfield Hotel.
- Councillor Huckle asked about recent retail growth in Chesterfield town centre.
- Councillor P Stone asked about the Council's programme of housing repairs and maintenance.
- Councillor Bagley asked about the Council's policy in dealing with the use of legal highs in Chesterfield.

93 PARKS AND OPEN SPACES STRATEGY

Pursuant to Cabinet Minute No.167 the Leisure and Amenities Manager submitted a new Parks and Open Spaces Strategy for approval and adoption by Council.

A new Parks and Open Spaces Strategy had been required to satisfy statutory Planning obligations and to support delivery of the Council's Core Strategy and corporate priorities for Chesterfield.

RESOLVED –

That the Chesterfield Borough Council Parks and Open Spaces Strategy, 2015 – 24 be adopted.

94 SPORTS FACILITIES STRATEGY

Pursuant to Cabinet Minute No.155 the Sports and Leisure Manager submitted a new Sports Facilities Strategy for approval and adoption by Council.

A new Sports Facilities Strategy had been required to satisfy statutory Planning obligations and to support delivery of the Council's Core Strategy and corporate priorities for Chesterfield.

RESOLVED –

That the Chesterfield Borough Council Sports Facilities Strategy, 2015 – 28 be adopted.

95 HOUSING CAPITAL PROGRAMME 2015/16 2016/17 AND 2017/18

Pursuant to Cabinet Minute No.184 the Housing Service Manager - Business Planning and Strategy, submitted the Housing Capital Programme for 2015/16 for approval by Council. The provisional Capital Programmes for 2016/17 and 2017/18 were also presented to Council for information.

RESOLVED –

1. That the Housing (Public Sector) Capital Programme for 2015/16 be approved and its procurement, as necessary, be authorised.
2. That the provisional Housing (Public Sector) Capital Programmes for 2016/17 and 2017/18 be noted.
3. That the Operational Services Division share of the 2015/16 Programme be approved.
4. That the Housing Services Manager – Business Planning and Strategy be authorised to vire between programme heads and budgets to manage the 2015/16 Capital Programme as set out in the report.

96 CAPITAL STRATEGY AND GENERAL FUND CAPITAL PROGRAMME 2014/15 TO 2017/18

Pursuant to Cabinet Minute No.193 the Chief Finance Officer submitted the updated General Fund Capital Strategy and Programme for 2014/15 to 2017/18 for approval by Council.

The Chief Finance Officer also sought approval of the proposed growth request for Erin Road Pumping Station and recommended that all other growth requests be considered at a later stage when the capital receipts outturn for 2014/15 was known.

RESOLVED –

1. That the Capital Strategy be approved.
2. That the updated General Fund Capital Programme expenditure and financing position be approved.
3. That the Erin Road Pumping station scheme be added to the Capital Programme, with all other growth requests to be considered later in the financial year 2015/16 as resources become available.

97 TREASURY MANAGEMENT AND ANNUAL INVESTMENT STRATEGIES

Pursuant to Cabinet Minute No.180 the Chief Finance Officer submitted the Treasury Management Strategy Statement and the Annual Investment Strategy Statement for 2015/16 for approval by Council. The Chief Finance Officer also recommended that Council affirms its adoption of CIPFA's Code of Practice on Treasury Management.

RESOLVED –

1. That the Treasury Management Strategy Statement and Annual Investment Strategy, including the Prudential Code Indicators and Minimum Revenue Provision Policy be approved.
2. That Council affirms its adoption of CIPFA's Code of Practice on Treasury Management.

98 2015/16 BUDGET AND MEDIUM TERM FINANCIAL PLAN

Pursuant to Cabinet Minute No.192, the Chief Executive and the Head of Finance submitted a joint report to seek Council approval for the General Fund budget for 2015/16.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken for this item as follows:-

FOR -

Councillors:

Allen	Hill
Bagley	Hollingworth
Barr	Huckle
Bellamy	Innes
Bingham	King
Blank	Lang
Brittain	Ludlow
Brown	McManus
Burrows	Miles
Callan	Avis Murphy
Clarke	Tom Murphy
Collard	Niblock
Dyke	Mark Rayner
Elliott	Russell
Flood	Serjeant
Gibson	Simmons
Gilby	Slack
Hawksworth	David Stone
Higginbottom	Martin Stone
	Paul Stone

AGAINST - None

ABSTENTIONS - None

RESOLVED –

1. That the revised budget for 2014/15 be approved.
2. That the Local Government Finance Settlement be noted.
3. That the Collection Fund and Tax Base forecasts be noted.
4. That the Portfolio budgets and the overall revenue budget summary for 2015/16 be approved.

5. That the proposed Council Tax for 2015/16 be approved.
6. That the Cabinet's recommendations on the growth requests be approved.
7. That the budget forecasts for 2015/16 and 2016/17 and the strategy for addressing the projected deficits be noted.
8. That the estimates of reserves, pursuant to the action of reducing the General Working Balance to £1.5m after applying £250k in 2015/16 to help finance the Council's share of the Business Rates deficit, be approved.
9. That the budget risks and sensitivity analysis be noted.
10. That the Government's Retail Relief and extended Transitional Relief schemes be adopted as local schemes.
11. That the 2015/16 Council Tax Requirement and financing arrangement be approved.
12. That the Chief Finance Officer's assurances be noted.

99 **COUNCIL TAX FOR 2015/16**

The Head of Finance submitted a report, the purpose of which was to enable the Borough Council, as Tax Collecting Authority, to set the Council Tax for its area for 2015/16 as required by the Local Government Finance Act 1992.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote was taken for this item as follows:-

FOR -

Councillors:

Allen	Hill
Bagley	Hollingworth
Barr	Huckle
Bellamy	Innes

Bingham	King
Blank	Lang
Brittain	Ludlow
Brown	McManus
Burrows	Miles
Callan	Avis Murphy
Clarke	Tom Murphy
Collard	Niblock
Dyke	Mark Rayner
Elliott	Russell
Flood	Serjeant
Gibson	Simmons
Gilby	Slack
Hawksworth	David Stone
Higginbottom	Martin Stone
	Paul Stone

AGAINST - None

ABSTENTIONS - None

RESOLVED –

1. That it be noted that at its meeting on 17th December 2014 the Employment and General Committee calculated the following tax base amounts for the year 2015/16 in accordance with regulations made under Section 31B of the Local Government Finance Act 1992 as:
 - (a) 27,781.57 being the amount calculated for the whole Council area.
 - (b) For those areas to which a parish precept applies:

Staveley Town Council	3,964.47
Brimington Parish Council	2,231.39
2. That the Council approves the calculation of the Council Tax requirement for the Council's own purposes for 2015/16 (excluding parish precepts) as £4,025,272.

3. That the following amounts be calculated for the year 2015/16 in accordance with Sections 31 to 36 of the Act:
- (a) ***£118,098,073 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act (gross expenditure) taking into account all precepts issued to it by Parish Councils;***
 - (b) £114,395,242 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act (gross income including grants and the use of reserves);
 - (c) £69,958 being the surplus on the Council tax elements of the Collection Fund and £749,172 being the deficit on the Business Rate elements;
 - (d) £4,382,045 being the amount by which the aggregate at 3 (a) above exceeds the aggregate at 3 (b) above plus 3 (c), calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. Please note that this is the total of the Borough's requirement of £4,025,272 plus the total parish precepts of £356,773;
 - (e) £157.73 being the amount at 3(d) above divided by 1(a) above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
 - (f) £356,773 being the aggregate amount of all special items (parish precepts) referred to in Section 34(1) of the Act;
 - (g) £144.89 being the amount at 3 (e) above less the result given by dividing the amount at 3 (f) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates. The tax does not exceed the principles set by the Secretary of State for determining excessive tax increases and triggering a referendum;

Parts of the Council's area:

- (h) The following being the amounts calculated by adding the amount at 3.3 (g) to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned in 3 (f) divided in each case by the amount at 1(b), calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more items relate;

Parish	Band 'D' Tax £
Staveley	223.04
Brimington	165.93

- (i) The amounts given by multiplying the amounts at 3 (g) and 3 (h) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands:

Part of the Council's area	Valuation Band							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Staveley Town Council	148.69	173.48	198.26	223.04	272.60	322.17	371.73	446.08
Brimington Parish Council	110.62	129.06	147.49	165.93	202.80	239.68	276.55	331.86
All other parts of the Borough	96.59	112.69	128.79	144.89	177.09	209.29	241.48	289.78

4. That it be noted that for the year 2015/16 the Derbyshire County Council, the Derbyshire Fire and Rescue Service and the

Derbyshire Police & Crime Commissioner have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority	Valuation Band							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Derbyshire County Council	746.97	871.47	995.96	1,120.46	1,369.45	1,618.44	1,867.43	2,240.92
Derbyshire Fire & Rescue Service	46.53	54.29	62.04	69.80	85.31	100.82	116.33	139.60
Derbyshire Police & Crime Commissioner	115.74	135.03	154.32	173.61	212.19	250.77	289.35	347.22

5. That, having calculated the aggregate in each case of the amounts at 3 (i) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2015/16 for each of the categories of dwellings shown below:

Part of the Council's area	Valuation Band							
	A 6/9	B 7/9	C 8/9	D 9/9	E 11/9	F 13/9	G 15/9	H 18/9
	£	£	£	£	£	£	£	£
Staveley Town Council	1,057.93	1,234.27	1,410.58	1,586.91	1,939.55	2,292.20	2,644.84	3,173.82
Brimington Parish Council	1,019.86	1,189.85	1,359.81	1,529.80	1,869.75	2,209.71	2,549.66	3,059.60
All other parts of	1,005.83	1,173.48	1,341.11	1,508.76	1,844.04	2,179.32	2,514.59	3,017.52

the Borough								
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100 APPROVAL OF CHESTERFIELD BOROUGH COUNCIL'S CORPORATE PLAN 2015-19

Pursuant to Cabinet Minute No. 190 the Corporate Management Team submitted for approval the Council's Corporate Plan for 2015-2019. The proposed move to a four year Corporate Plan was in response to a recommendation made following the Local Government Association's Peer Challenge in 2013.

RESOLVED –

1. That the Corporate Plan be approved as the Council's strategic framework for the financial years 2015/16 to 2018/19
2. That the Corporate Plan be subject to review following the local and national elections in May, 2015 and subsequently each year to reflect shifting policy and local circumstances.
3. That the Deputy Leader be delegated authority to approve any minor drafting changes that may be required in order to improve the readability of the plan.

101 APPROVAL OF SENIOR PAY POLICY STATEMENT 2015/16

Pursuant to Cabinet Minute No. 191 the Human Resources and Payroll Service Solution Lead submitted a report seeking Council approval for the revised Senior Pay Policy Statement in accordance with the Localism Act 2011 and the Local Government (Transparency Requirements) (England) Regulations 2014.

The policy statement included details of how senior pay is set within the Council. The revised statement had been updated to reflect the changes to the senior management structure, pension contributions and pension discretions.

RESOLVED –

That the revised Senior Pay Policy Statement for 2015/16 be approved.

102 RISK MANAGEMENT STRATEGY AND IN-YEAR REVIEW

Pursuant to Cabinet Minute No. 181 the Chief Finance Officer submitted a report on risk management developments at the Council during 2014/15 and recommended that Council approves the updated Risk Management Policy, Strategy and Strategic Risk Register for 2015/16.

A review had been carried out during 2014/15 by the Council's insurers of the Council's risk management arrangements. The outcomes of the review were reflected in the updated Risk Management Strategy and the Strategic Risk Register.

RESOLVED –

1. That the progress made on developing the Council's approach to risk management during 2014/15 be noted.
2. That the Risk Management Policy, Strategy and Strategic Risk Register for 2015/16 be approved.

103 MINUTES OF COMMITTEE MEETINGS**RESOLVED –**

That the Minutes of the following Committees be noted:-

Appeals and Regulatory Committee of 8 and 17 December, 2014, 7, 14, 21 and 28 January and 11 February, 2015

Employment and General Committee of 8 December and 17 December, 2014

Licensing Committee of 17 December, 2014 and 4 February, 2015

Planning Committee of 15 December, 2014, 12 January and 2 February, 2015

104 MINUTES OF CABINET**RESOLVED –**

That the Minutes of the meetings of the Cabinet of 16 December, 2014, 13 and 27 January and 10 February, 2015 be noted.

105 MINUTES OF THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM**RESOLVED –**

That the Minutes of the meeting of the Overview and Performance Scrutiny Forum of 4 December, 2014 be approved.

106 MINUTES OF THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE**RESOLVED -**

That the Minutes of the meetings of the Community, Customer and Organisational Scrutiny Committee of 20 November, 2014 and 8 and 22 January, 2015 be approved.

107 MINUTES OF THE ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE**RESOLVED –**

That the Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee of 18 December, 2014 be approved.

108 QUESTIONS UNDER STANDING ORDER NO. 19.

There were no questions.

FOR PUBLICATION

ELECTION OF BOROUGH COUNCILLORS - 7 MAY, 2015

MEETING:	COUNCIL
DATE:	18 MAY, 2015
REPORT BY:	CHIEF EXECUTIVE
WARDS:	ALL
COMMUNITY ASSEMBLIES:	ALL

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS:	Nil
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1.0 PURPOSE OF REPORT

1.1 To formally report the persons elected as members of the Borough Council at elections held on 7 May 2015.

2.0 MEMBERS ELECTED

2.1 The following persons were elected to represent the Wards indicated:-

Barrow Hill and New Whittington Ward

- Barry Bingham, Liberal Democrats
- Richard Bexton, UK Independence Party
- Lisa-Marie Derbyshire, Labour Party

Brimington North Ward

- John Burrows, Labour Party
- Terry Frank Gilby, Labour Party

Birmingham South Ward

- Andy Bellamy, Labour Party
- Ian William Callan, Labour Party
- Tricia Gilby, Labour Party

Brockwell Ward

- Steve Brunt, Labour Party
- John Anthony Dickinson, Labour Party
- Maureen Davenport, Liberal Democrats

Dunston Ward

- Sarah Hollingworth, Labour Party
- Mark David Rayner, Labour Party
- Gordon Simmons, Labour Party

Hasland Ward

- Mick Brady, Labour Party
- Amanda Jane Serjeant, Labour Party
- Andy Slack, Labour Party

Hollingwood and Inkersall Ward

- Barry Dyke, Labour Party
- Helen Ann Elliott, Labour Party
- Anthony Hill, Labour Party

Holmebrook Ward

- Stephen Paul Hitchin, Labour Party
- Suzie Perkins, Labour Party

Linacre Ward

- Jeannie Barr, Liberal Democrats
- Peter Barr, Liberal Democrats

Loundsley Green Ward

- Avis Joan Murphy, Labour Party
- Mick Wall, Labour Party

Lowgates and Woodthorpe Ward

- Dean Collins, Labour Party
- Lisa Kelly Collins, Labour Party

Middlecroft and Poolsbrook Ward

- Chris Ludlow, Labour Party
- Donald Parsons, Labour Party

Moor Ward

- Kate Caulfield, Labour Party
- Keith Brown, Labour Party

Old Whittington Ward

- Jean Mary Innes, Labour Party
- Peter Innes, Labour Party

Rother Ward

- Stuart Brittain, Labour Party
- Jenny Flood, Labour Party
- Keith Miles, Labour Party

St Helens Ward

- Helen Claire Bagley, Labour Party
- Tom Murphy, Labour Party

St Leonards Ward

- Sharon Lesley Blank, Labour Party
- Ken Huckle, Labour Party
- Kate Sarvent, Labour Party

Walton Ward

- Alexis Saliou Diouf, Liberal Democrats
- Vickey Diouf, Liberal Democrats
- Nick Redihough, Liberal Democrats

West Ward

- Howard Borrell, Liberal Democrats
- Ray Catt, Labour Party
- Shirley Ann Niblock, Liberal Democrats

3.0 RECOMMENDATION

- 3.1 That the election of the above named persons as Borough Councillors be noted.

HUW BOWEN
CHIEF EXECUTIVE

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FOR PUBLICATION

APPOINTMENT OF THE EXECUTIVE LEADER OF THE COUNCIL AND COMMITTEE APPOINTMENTS – 2015/16

MEETING:	COUNCIL
DATE:	18 MAY, 2015
REPORT BY:	DEMOCRATIC SERVICES MANAGER
WARDS:	ALL
COMMUNITY ASSEMBLIES:	ALL

FOR PUBLICATION
BACKGROUND PAPERS FOR PUBLIC REPORTS: Nil

1.0 PURPOSE OF REPORT

- 1.1 To enable the Council to appoint the Executive Leader of the Council for 2015 – 2019.
- 1.2 To enable the Council to make appointments to Committees for the municipal year 2015/16.

2.0 APPOINTMENT OF THE EXECUTIVE LEADER

- 2.1 The Council is requested to appoint Councillor John Burrows as Executive Leader of the Council for 2015 – 2019.

3.0 COMMITTEE APPOINTMENTS

- 3.1 The Council is requested to make appointments to the following Committees:-

Planning Committee

Planning Sub Committee

Appeals and Regulatory Committee

Licensing Committee

Employment and General Committee

Overview and Performance Scrutiny Forum

Community, Customer and Organisational Scrutiny Committee

Enterprise and Wellbeing Scrutiny Committee

Standards and Audit Committee

4.0 PROCEDURE FOR APPOINTING THE EXECUTIVE LEADER

4.1 The procedure for making the appointment will be as follows:-

4.2 It will be moved, seconded and voted on that Councillor John Burrows be appointed as Executive Leader of the Council for 2015 – 2019.

5.0 PROCEDURES FOR MAKING THE COMMITTEE APPOINTMENTS

5.1 The procedure for making the appointments will be as follows:-

5.2 The Leader of the Majority Group will move that the various Committees, and the total number of Members on each, shall be as shown in Part 1 of Appendix A.

The Leader's proposal will be seconded and voted upon.

5.3 In accordance with Section 15 of the Local Government and Housing Act 1989 and Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990, the Chief Executive will indicate to Group Leaders details of the number of seats on each Committee which are to be allocated to each Group. These will be as shown in Part 2 of Appendix A.

5.4 The Group Leaders will then indicate their Groups' appointments to the Committees. These are as shown at Parts 3 and 4 of Appendix A.

It will be moved, seconded and voted on that the names submitted by the Group Leaders be approved.

5.5 The Leader of the Majority Group will move the appointment of the Chairs and Vice-Chairs of each Committee as shown in Part 5 of Appendix A.

The Leader's proposal will be seconded and voted upon.

6.0 RECOMMENDATION

- 6.1 That the appointment of the Executive Leader of the Council for 2015 – 2019 be approved.
- 6.2 That the memberships and appointments to Committees for the municipal year 2015/16 be approved.

SANDRA ESSEX
DEMOCRATIC SERVICES MANAGER

Further information on this matter can be obtained from S. Essex (Tel: 01246 345227).

APPENDIX A

PART I - COMMITTEE APPOINTMENTS 2015/16

It shall be moved and seconded that the Member-level bodies of the Council for 2015/16 and the number of Members on each shall be as follows:-

Planning Committee	15 members
Planning Sub Committee	3 members
Appeals and Regulatory Committee	15 members
Licensing Committee	15 members
Employment and General Committee	6 members
Overview and Performance Scrutiny Forum	14 members
Community, Customer and Organisational Scrutiny Committee	8 members
Enterprise and Wellbeing Scrutiny Committee	8 members
Standards and Audit Committee (Borough Council representatives only)	5 members

PART 2 – ALLOCATION OF SEATS

In accordance with Regulation 14 of the Local Government (Committees and Political Groups) Regulations 1990, the Chief Executive will inform the Group Leaders that the allocation of seats on the Member-level bodies for 2015/16 will be as follows:-

Body	Majority Group	Lib Dem. Group	UKIP
Planning Committee	12	3	0
Planning Sub Committee	2	1	0
Appeals and Regulatory Committee	11	3	1
Licensing Committee	12	2	1
Employment and General Committee	5	1	0

Body	Majority Group	Lib Dem. Group	UKIP
Overview and Performance Scrutiny Forum	11	3	0
Community, Customer and Organisational Scrutiny Committee	6	2	0
Enterprise and Wellbeing Scrutiny Committee	7	1	0
Standards and Audit Committee	4	1	0

PART 3 PROPOSED MEMBERSHIP OF BODIES 2015/16

The Group Leaders have indicated that their Groups' appointments will be as follows:-

Planning Committee	<ol style="list-style-type: none">1. Brittain2. Callan3. Catt4. Caulfield5. Dickinson6. Elliott7. Terry Gilby8. Hill9. Miles10.A Murphy11.Simmons12. Hitchin	<ol style="list-style-type: none">1. J Barr2. P Barr3. Davenport	
Planning Sub Committee	<ol style="list-style-type: none">1. Terry Gilby2. Brittain	<ol style="list-style-type: none">1. P Barr	
Appeals and Regulatory Committee	<ol style="list-style-type: none">1. Bellamy2. Brady3. D Collins4. L Collins5. Flood6. P Innes7. A Murphy8. Parsons9. Perkins10.Rayner11.Slack	<ol style="list-style-type: none">1. Bingham2. A Diouf3. Niblock	<ol style="list-style-type: none">1. Bexton

Licensing Committee	<ol style="list-style-type: none">1. Bellamy2. Brady3. Brown4. Brunt5. D Collins6. L Collins7. Derbyshire8. Flood9. P Innes10. Parsons11. Rayner12. Wall	<ol style="list-style-type: none">1. Bingham2. Redihough	<ol style="list-style-type: none">1. Bexton
Employment and General	<ol style="list-style-type: none">1. Blank2. Dickinson3. Elliott4. J Innes5. Simmons	<ol style="list-style-type: none">1. Davenport	
Overview and Performance Scrutiny Forum	<ol style="list-style-type: none">1. Callan2. Catt3. Derbyshire4. Dyke5. Tricia Gilby6. Miles7. Parsons8. Perkins9. Sarvent10. Simmons11. Slack	<ol style="list-style-type: none">1. J Barr2. Borrell3. V Diouf	

Community, Customer and Organisational Scrutiny Committee	<ol style="list-style-type: none"> 1. Dyke 2. Miles 3. Parsons 4. Sarvent 5. Simmons 6. Slack 	<ol style="list-style-type: none"> 1. J Barr 2. H Borrell 	
Enterprise and Wellbeing Scrutiny Committee	<ol style="list-style-type: none"> 1. Callan 2. Catt 3. Derbyshire 4. Dyke 5. Tricia Gilby 6. Perkins 7. Sarvent 	<ol style="list-style-type: none"> 1. V Diouf 	

PART 4 – STANDARDS AND AUDIT COMMITTEE

Under the Local Government Act 2000, the Standards and Audit Committee is not subject to political balance requirements but by local choice the constitution says it will be politically balanced.

The Group Leaders have indicated that their appointments will be as follows:-

Standards and Audit Committee	<ol style="list-style-type: none"> 1. Caulfield 2. Derbyshire 3. Rayner 4. Sarvent 	<ol style="list-style-type: none"> 1. A Diouf 	
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PART 5 - APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2015/16

1. PLANNING COMMITTEE

- (a) It will be moved and seconded that Councillor Brittain be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Hill be appointed Vice-Chair of the Committee for the Council Year 2015/16.

2. PLANNING SUB-COMMITTEE

- (a) It will be moved and seconded that Councillor Terry Gilby be appointed Chair of the Sub-Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Brittain be appointed Vice-Chair of the Sub-Committee for the Council Year 2015/16.

3. APPEALS AND REGULATORY COMMITTEE

- (a) It will be moved and seconded that Councillor Bellamy be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Flood be appointed Vice-Chair of the Committee for the Council Year 2015/16.

4. LICENSING COMMITTEE

- (a) It will be moved and seconded that Councillor Bellamy be appointed Chair of the Committee for the Council Year 2014/16.
- (b) It will be moved and seconded that Councillor Flood be appointed Vice-Chair of the Committee for the Council Year 2015/16.

5. EMPLOYMENT AND GENERAL COMMITTEE

- (a) It will be moved and seconded that Councillor Elliott be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Simmons be appointed Vice-Chair of the Committee for the Council Year 2015/16.

6. **OVERVIEW AND PERFORMANCE SCRUTINY FORUM**

- (a) It will be moved and seconded that Councillors Slack and Tricia Gilby be appointed as alternating Chair of the Overview and Performance Scrutiny Forum for the Council Year 2015/16.

7. **COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE**

- (a) It will be moved and seconded that Councillor Slack be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Borrell be appointed Vice-Chair of the Committee for the Council Year 2015/16.

8. **ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE**

- (a) It will be moved and seconded that Councillor Tricia Gilby be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor Perkins be appointed Vice-Chair of the Committee for the Council Year 2015/16.

9. **STANDARDS AND AUDIT COMMITTEE**

- (a) It will be moved and seconded that Councillor Rayner be appointed Chair of the Committee for the Council Year 2015/16.
- (b) It will be moved and seconded that Councillor A Diouf be appointed Vice-Chair of the Committee for the Council Year 2015/16.

NOTES:

No Member of Licensing Committee may be a Member of Planning Committee and vice versa.

No Member of Appeals and Regulatory Committee may be a Member of Employment and General Committee and vice versa.

Leader may not be a Member of Standards and Audit Committee and no more than one Executive member may be a Member of Standards and Audit Committee.

Chairs of Community, Customer and Organisational Scrutiny Committee and Enterprise and Wellbeing Scrutiny Committee to be alternating Chairs of Overview and Performance Scrutiny Forum.

All members of Community, Customer and Organisational Scrutiny Committee and Enterprise and Wellbeing Scrutiny Committee to be members of Overview and Performance Scrutiny Forum, subject to political balance rules.

Planning Committee to include Deputy Leader and Cabinet Member for Planning, other than as Chair.

Planning Sub-Committee to include Deputy Leader and Cabinet Planning for Planning.

Employment and General Committee to include Cabinet Member for Governance

No member of Cabinet may be a member of a Scrutiny Committee and vice versa.

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FOR PUBLICATION

**DEPUTY LEADER OF THE COUNCIL AND CABINET
APPOINTMENTS 2015/16**

MEETING: COUNCIL

DATE: 18 MAY, 2015

REPORT BY: DEMOCRATIC SERVICES MANAGER

WARDS: ALL

COMMUNITY ASSEMBLIES: ALL

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS: Nil

1.0 PURPOSE OF REPORT

1.1 To enable the Council to note the appointment by the Leader of the Deputy Leader of the Council and also of the appointments to Cabinet in accordance with Articles 7.3 and 7.4 of the Constitution.

**2.0 DEPUTY LEADER OF THE COUNCIL AND CABINET
APPOINTMENTS**

- 2.1 That Council notes that Councillor T. F Gilby shall be the Deputy Leader for the municipal year 2015/16.
- 2.2 That Council is requested to note the following Cabinet appointments:

Portfolio	Cabinet Member	Assistant Cabinet Member
Deputy Leader and Planning	Councillor Terry Gilby	NA
Housing	Councillor Tom Murphy	Councillor Sarah Hollingworth
Business Transformation	Councillor Ken Huckle	Councillor Keith Brown
Governance	Councillor Sharon Blank	Councillor Mick Wall
Health and Wellbeing	Councillor Chris Ludlow	Councillor Helen Bagley
Town Centre and Visitor Economy	Councillor Amanda Serjeant	Councillor Jean Innes
Minority Member without Portfolio	Leader of the Liberal Democrat Group	NA

3.0 RECOMMENDATION

3.1 That the report be noted.

SANDRA ESSEX
DEMOCRATIC SERVICES MANAGER

Further information on this matter can be obtained from S. Essex (Tel: 01246 345227).

FOR PUBLICATION

AGENDA ITEM

SCRUTINY ANNUAL REPORT 2014/15

MEETING:	1. COUNCIL 2. OVERVIEW AND PERFORMANCE SCRUTINY FORUM
DATE:	1. 18 MAY 2015 2. 19 MARCH 2015
REPORT BY:	POLICY AND SCRUTINY OFFICER
WARD:	ALL
COMMUNITY FORUM:	ALL
KEY DECISION REFERENCE (IF APPLICABLE):	NON KEY DECISION REF NO 33

FOR PUBLICATION

BACKGROUND PAPERS Various overview and scrutiny reports and
FOR PUBLIC REPORTS: minutes and Cabinet minutes.

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

1.0 PURPOSE OF REPORT

- 1.1 To present to Council the Scrutiny Annual Report which details the work of the Council's Overview and Scrutiny Committees and development of the Overview and Scrutiny function during 2014/15.

1.2 To promote and raise awareness of the role, work and achievements of the Council's statutory Overview and Scrutiny Committees.

2.0 RECOMMENDATION

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

3.0 BACKGROUND

3.1 The Scrutiny Annual Report is produced and presented to the Council each year. This is the Council's 9th Scrutiny Annual Report which has been approved for submission to Council by the Overview and Performance Scrutiny Forum held 19 March 2015.

3.2 The submission of the Scrutiny Annual Report is considered to be good practice and its provision is a requirement of the Council's approved Code of Corporate Governance adopted to ensure effective operation of the Council's functions.

4.0 SCRUTINY ANNUAL REPORT

4.1 The Scrutiny Annual Report (Appendix 1) sets out the work, achievements and impact of the Council's Overview and Scrutiny function during 2014/15. The Annual report is intended to :-

i) evidence the work of the Overview and Scrutiny function;

ii) give an overview of the effectiveness of the Overview and Scrutiny function and how it is developing;

iii) provide a comprehensive record of the work of the Overview and Scrutiny Committees for future reference; and

iv) promote and raise the profile of the Overview and Scrutiny function and the work of its Overview and Scrutiny Committees.

5.0 RISK CONSIDERATIONS

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

5.0 FINANCIAL CONSIDERATIONS

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

6.0 LEGAL CONSIDERATION

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

7.0 EQUALITIES CONSIDERATIONS

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

8.0 RECOMMENDATION

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

9.0 REASON FOR RECOMMENDATION

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

ANITA CUNNINGHAM
POLICY AND SCRUTINY OFFICER

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

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CHESTERFIELD
BOROUGH COUNCIL

SCRUTINY

ANNUAL

REPORT

2014/15

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1 OVERVIEW AND SCRUTINY COMMITTEE CHAIRS' FOREWORD

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

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

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

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

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

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

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

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

Overview and Scrutiny Chairs

Councillor Jean Innes

Councillor Andy Slack

2 COMMENTS FROM THE CHIEF EXECUTIVE

My thanks and congratulations to Councillors Innes and Slack and to all the Scrutiny Committee members for the excellent contribution that they have made over the past financial year 2014/15 in championing and challenging in equal measure how the Council goes about its business of delivering on its vision of 'putting our communities first'.

What is particularly noticeable and heartening in this latest 'Scrutiny Annual Report' is the depth of the overview and scrutiny work that is being progressed. It is no longer the case that scrutiny comprises a short 'Q and A' with Executive Members and officers and a brief narrative with perhaps 1 or 2 recommendations in the meeting minutes.

We are now seeing properly constituted scrutiny project groups, working to well crafted terms of reference and agreed timescales, operating with real bite and conducting value scrutiny of topical strategies and activities. But it isn't enough for the outputs and outcomes to be just seen to inform future Cabinet and Council decisions; there is now also an active monitoring programme, fulfilled through the Forum and Committees, that tracks and challenges implementation and recommends further improvements, where deemed appropriate.

I am in no doubt that the evolving skills, knowledge and experience of the incumbent Scrutiny Chairs and Vice Chairs has played a major part in this transformation. However, I also believe that this is due to the structural changes made last year: (a) to move the scrutiny function under the quality leadership of the Council's Policy Manager, Donna Reddish and (b) to supplement the resources of the Policy and Scrutiny Officer, Anita Cunningham, with 3 No. new Committee and Scrutiny Co-ordinators. Martin Elliott, Donna Cairns and Brian Offiler, working alongside Anita, are to be congratulated for the input and contribution they have made in this their first year of fulfilling these roles.

As appears to be the case every year, overview and scrutiny's sphere of influence expands and none more so in 2014/15 with Councillor Innes's appointment to the Sheffield City Region Combined Authority Scrutiny Committee. This is brand new territory and we will need to ensure that Councillor Innes and other scrutiny members receive the necessary officer support to enable them to effectively contribute in these new meeting environments on behalf of the residents and businesses of Chesterfield.

It is also refreshing to observe an overview and scrutiny function that is prepared to open itself up for review on the very premise of wanting to achieve further continuous improvement in its structure and practices. I am very pleased to be directly involved in this review and look forward to working with the Leader and appropriate Executive Member(s), the Scrutiny Chairs and other Council officers in progressing this review and making recommendations that I am convinced will lead to further improvements in terms of how the overview and scrutiny function at this Council shapes future policy developments, informs key decisions still to be made, and challenges how we operate our facilities and services.

This review is important as the Council moves to a new four-year term of administration and given the scale and nature of the challenges that the Forum and Scrutiny Committee members have set themselves in their Work Programme for the financial year 2015/16. It is bold and ambitious and I wish the scrutiny members well with it.

With Kind Regards

Huw Bowen
Chief Executive

3 OVERVIEW AND SCRUTINY COMMITTEE WORK AND ACHIEVEMENTS

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

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

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

Forward Plan and Pre-Decision Scrutiny

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

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

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

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

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

- Derbyshire County Council Consultation on Proposed Budget Cuts
- Careline Consortium
- Community Assemblies
- Council Constitution Review
- Corporate Performance
- Housing Tenant's Survey Results
- Customer Services Strategy
- ICT Strategy
- Workforce Strategy
- Corporate Services Public / Private Partnership Performance

Budget and Performance Scrutiny

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

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

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

Scrutiny Committee Power of 'Call-in'

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

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

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

Scrutiny Project Group on Health Inequalities

Councillor Julie Lowe – Project Group Lead Member

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

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

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

Councillor Jenny Flood – Project Group Lead Member

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

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

- 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.

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

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

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

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

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

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

- 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.

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

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

- 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.

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

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

Scrutiny Project Group on Dog Fouling

Councillor Jean Innes – Project Group Lead Member

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

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

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

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

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

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

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

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

Better coordination and consequent outcomes could be met by:

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

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

Statutory Crime and Disorder Scrutiny Committee

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

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

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

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

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

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

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

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

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

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

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

4 SCRUTINY OUTCOMES AND IMPACT ON SERVICE DELIVERY

Monitoring Impact of Scrutiny Work and Recommendations

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

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

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

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

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

Scrutiny Project Group on Water Rates Payments Policy

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

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

Achievements :

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

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

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

Scrutiny Project Group on Hackney Carriage Licence Capping

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

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

Achievements :

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

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

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

Scrutiny Project Group on External Communications Strategy

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

The Project Group's report, and recommendations below, were approved by the Scrutiny Forum in June 2014.

1. That the Council adopts clear branding and a 'one council' approach.
2. That a review be undertaken to look at how better coordination of marketing and communication activities can be achieved to enable the objectives of the new external communications strategy to be delivered, which may involve the need for a review of the organisational structure.
3. That analytics (the discovery and communication of meaningful patterns in data) are used to guide web content and to be able to better predict and improve performance.
4. That the Council considers adopting a 'digital first approach' to all of its external communications.

In July 2014 Cabinet considered the Scrutiny Project Group's work and the Scrutiny Forum's recommendations which were approved.

Achievements :

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

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

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

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

Scrutiny Project Group on Parking Policy Review

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

The Committee were also thanked for their valuable contribution in the development of the Council's parking policy.

Achievements :

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

5 SCRUTINY DEVELOPMENTS DURING THE YEAR

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

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

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

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

Scrutiny Guidance

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

Scrutiny Councillor Learning and Development

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

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

- The Constitution
- The Forward Plan

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

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

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

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

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

Sheffield City Region Combined Authority Scrutiny Committee

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

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

Overview and Scrutiny of Proposed Derbyshire Combined Authority

Councils across Derbyshire, including Chesterfield Borough Council, are also proposing to form a Combined Authority. An application for Combined Authority status was submitted to Government in April 2014 for consideration. Approved status would give the Combined Authority strategic powers to make decisions on transport, economic development and regeneration matters within the Combined Authority area of Derbyshire. Again to support and ensure good governance it is expected the creation of the Combined Authority will require the establishment of an Overview and Scrutiny Committee. Further details regarding creation of a Derbyshire Combined Authority and required Scrutiny Committee will be included in next year's report.

6 SCRUTINY COMMITTEE WORK PLANS 2015/16

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

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

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

As already detailed in section 5 of this report, the Council is undertaking a further review of the overview and scrutiny function and service which may also influence the work programming process going forwards.

Work Programme business (*as at 28 April 2015*) includes :

Overview and Performance Scrutiny Forum

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

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

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

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

7 SCRUTINY COMMITTEE MEMBERSHIP 2014/15

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

For further information contact :

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

COUNCIL MEETING – 18 MAY 2015 MINUTES OF COMMITTEE MEETINGS

These Minutes are of Committee meetings taken under delegated powers since the last meeting of Council. The Minutes are for information only and there will be no questions or discussion on the Minutes at the Council meeting.

Please click on the links below to view the Minutes you want to read.

Appeals and Regulatory Committee	25 February 2015 25 March 2015 1 April 2015 8 April 2015 22 April 2015 1 May, 2015
Employment and General Committee	26 January 2015 20 April 2015
Licensing Committee	8 April 2015
Planning Committee	23 February 2015 16 March 2015 7 April 2015 27 April 2015
Planning Sub Committee	16 February 2015
Standards and Audit Committee	6 February 2015 10 April 2015

If you require paper copies of the Minutes please contact:

Martin Elliott

Democratic Services, Town Hall, Chesterfield, S40 1LP

Tel: 01246 345236 email: democratic.services@chesterfield.gov.uk

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CABINET

Tuesday, 17th February, 2015

Present:-

Councillor Burrows (Chair)

Councillors	Blank	McManus
	Gilby	Russell
	King	Serjeant
	Ludlow	

Non Voting	Hill	Martin Stone
Members	Huckle	

+ Attended for Minute Nos. 186-195

*Matters dealt with under Executive Powers

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

No declarations of interest were received.

187 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Brown and Hollingworth.

188 **MINUTES**

RESOLVED –

That the Minutes of the meeting of Cabinet held on 10 February, 2015 be approved as a correct record and signed by the Chair.

189 **FORWARD PLAN**

The Forward Plan of key decisions for the four month period 1 March to 30 June, 2015 was reported for information.

*** RESOLVED –**

That the Forward Plan be noted.

190 APPROVAL OF CHESTERFIELD BOROUGH COUNCIL'S CORPORATE PLAN 2015/16 (J040R)

The Corporate Management Team submitted a report to recommend for approval the Council's Corporate Plan for 2015-2019.

The proposed move to a four year Corporate Plan was in response to a recommendation made following the Local Government Association's Peer Challenge in 2013. Alongside the revised medium term financial plan and strengthened 'Great Place: Great Service' transformation programme, the new Corporate Plan was intended to deliver the Council's vision of 'Putting our communities first'.

The plan provided continuity with the 2014-15 plan, maintaining the same vision, three overarching priorities and values, with revised and updated objectives set out within each overarching priority.

The plan also included details of the national policy and financial context within which Council facilities and services would be delivered and key achievements in recent years.

The plan was to be reviewed on an annual basis to take account of the annual budget setting process and further policy changes and would be monitored through revised corporate performance management arrangements.

***RESOLVED –**

That it be recommended to Full Council that the Corporate Plan 2015-19 be approved, noting that it is:

- The Council's strategic framework for the financial years 2015-16 to 2018-19.
- Subject to review following the local and national elections in May 2015 and subsequently each year to reflect shifting policy and local circumstances.

REASON FOR DECISION

To provide the Council with a clear statement of its strategic priorities for 2015-2019 and a framework within which decisions can be made about the allocation of resources.

191 SENIOR PAY POLICY (B050)

The Human Resources and Payroll Service Solution Lead submitted a report seeking approval for a revision of the current Senior Pay Policy Statement in accordance with the Localism Act 2011 and the Local Government (Transparency Requirements) (England) Regulations 2014.

The policy statement included details of how senior pay is set within the Council. The revised statement had been updated to reflect the changes to the senior management structure, pension contributions and pension discretions.

***RESOLVED –**

That it be recommended to Full Council that the revised Senior Pay Policy Statement be approved.

REASON FOR DECISION

To meet the requirements of the Localism Act 2011.

192 2015/16 BUDGET AND MEDIUM TERM FINANCIAL PLAN (R090R)

The Chief Executive and the Chief Finance Officer submitted a report on the draft General Fund budget, making recommendations to Council on the budget allocations and the Council Tax level for 2015/16.

The report included proposals for maintaining a sustainable and affordable budget over the medium term, taking into account the effects of the economic climate on income streams, cuts in the revenue support grant, and changes in funding arrangements resulting from the Local Government Finance Review in 2013.

Other sources of Government funding were outlined, including the availability of the Council Tax Freeze Grant, the Efficiency Support Grant, and the Homelessness Prevention Grant. The other major funding sources for the General Fund were business rates growth, fees & charges (particularly car parking income), rental income from the Council's extensive industrial and commercial property portfolio and the council tax.

The report set out the council tax setting options available to the Council, provided details of the expenditure estimates for 2015/16 to 2019/20, and summarised the planned budget savings proposals over the same period.

A review of the Council's reserves and priorities had been undertaken and the report also included a comprehensive risk and sensitivity analysis.

Alternative options were considered throughout the budget setting process.

***RESOLVED -**

That it be recommended to Full Council that:

- (1) The revised budget for 2014/15 be approved.
- (2) The Local Government Finance Settlement be noted.
- (3) The Collection Fund and Tax Base forecasts be noted.
- (4) The Portfolio budgets and the overall revenue budget summary for 2015/16 be approved.
- (5) The proposed Council Tax for 2015/16 be approved.
- (6) The Cabinet's recommendations on the growth requests be approved.
- (7) The budget forecasts for 2015/16 and 2016/17 and the strategy for addressing the projected deficits be noted.
- (8) The estimates of reserves, including reducing the General Working Balance to £1.5m after applying £250k in 2015/16 to help finance the Council's share of the Business Rates deficit, be approved.

- (9) The budget risks and sensitivity analysis be noted.
- (10) The Government's Retail Relief and extended Transitional Relief schemes be adopted as local schemes.
- (11) The 2015/16 Council Tax Requirement and financing be approved.
- (12) The Chief Finance Officer's assurances be noted.

REASON FOR DECISIONS

In order to meet the statutory requirements relating to setting a budget and the council tax.

193 CAPITAL STRATEGY AND GENERAL FUND CAPITAL PROGRAMME (J000R)

The Chief Finance Officer submitted a report recommending for approval the updated General Fund Capital Strategy and Programme for 2014/15 to 2017/18.

The report provided details of:

- The updated Capital Strategy.
- Updated Capital Programme forecasts.
- Schemes added to the Programme during 2014/15.
- Progress made on current major schemes including Queen's Park Sports Centre and Waterside Canal Infrastructure Works.
- Recurring schemes including expenditure on Disabled Facilities Grants, vehicle and plant maintenance, ICT and major property repairs.

The report also provided details of capital financing arrangements, capital receipts and the net financing position.

It was proposed that the growth request for Erin Road Pumping Station be approved as an urgent request and that future growth requests be considered at a later stage when the capital receipt forecasts had become firmer.

***RESOLVED –**

That it be recommended to Full Council that:

- (1) The Capital Strategy be approved.
- (2) The updated General Fund Capital Programme expenditure and financing be approved.
- (3) The Erin Road Pumping station scheme be added to the Capital Programme, with all other growth requests to be considered later in the financial year as resources become available.

REASON FOR DECISIONS

To update the Council's General Fund Capital Programme and ensure that it is affordable and deliverable over the medium term.

194 FEES AND CHARGES - OUTDOOR RECREATION 2015/16 (E000)

The Environmental Services Manager submitted a report recommending for approval the proposed fees and charges for Outdoor Recreation facilities to take effect from 1 April, 2015.

The fees and charges proposals had taken into account:

- The need for the Council to achieve a balanced budget.
- The fees and charges structures of other local public and private sector providers.
- The current condition of the facilities.
- Value for money considerations.
- Health inequalities.

The options of leaving the charges unchanged or introducing lower increases were ruled out as the proposed increases in the charges were required to deliver a balanced and sustainable budget. An option of introducing a significantly greater increase in the charges was ruled out as there would have been a risk in terms of deterring potential customers.

Councillor Russell requested that his vote against the recommendation at paragraph 5.1 of the report be record.

***RESOLVED-**

- (1) That the charges set out in Appendix A to the report be approved and introduced for the financial year 2015-16.
- (2) That the Environmental Services Manager, in consultation with the Executive Member for Environment, be authorised to revise the approved Fees and Charges where threats to income generation emerge and/or opportunities to raise additional income arise, in line with the Council's general principles for charging.

REASONS FOR DECISIONS

To set the Council's fees and charges for Outdoor Recreation with effect from 1 April 2015.

To contribute to improving the Council's overall financial position and reduce the overall cost of recreation provision by the Council.

195 REVIEW OF CEMETERIES FEES AND CHARGES - 2015/16 (E000)

The Environmental Services Manager submitted a report recommending for approval the proposed fees and charges for the Council's cemeteries to take effect from 1 April, 2015.

The fees and charges proposals had taken into account:

- Cabinet's decision to increase cemeteries fees and charges to better reflect the cost of providing the service and to improve the standard of the management of the cemeteries (Minute No 159 (2013/14)).
- A comparison of fees and charges made by other authorities in the surrounding areas.
- The need for the Council to achieve a balanced budget.
- The current condition of the cemeteries.
- Value for money considerations.

The options of leaving the charges unchanged or introducing lower increases were ruled out as the proposed increases in the charges were required to deliver a balanced and sustainable budget.

***RESOLVED –**

That the 2015/16 fees and charges, as detailed in Appendix A to the report, be approved.

REASON FOR DECISION

To set the cemeteries fees and charges for 2015/16 and encourage increased use of the cemetery service.

196 STRATEGIC HOUSING ACQUISITIONS (H000)

The Housing Services Manager – Business Planning and Strategy submitted a report recommending for approval a Strategic Housing Acquisitions Policy and a Right-to-Buy (Right of First Refusal) Policy.

The Right of First Refusal provisions under the Housing Act 2004 allowed the Council to buy back properties being sold by former tenants who acquired their properties under the Right-To-Buy (RTB). Reforms to the Housing Revenue Account had provided the flexibility for the repurchase of properties to be considered where financially viable. The Right-to-Buy (Right of First Refusal) Policy included criteria for considering the repurchase of properties and the procedure for managing the process.

A Strategic Acquisitions Policy was also proposed to cover:

- The purchasing of properties from the open market (including former Right-to-Buy properties where the Right of First Refusal has elapsed).
- The purchasing of properties directly from residential developers through s106 agreements.
- The purchasing of properties being disposed of by Registered Providers.
- The ability to acquire properties or land for estate management and regeneration/ development purposes.

The policy identifies opportunities where the acquisition of new homes for social or affordable rent could:

- Strengthen the HRA Business Plan through rental income.

- Deliver high quality homes to meet local affordable housing need.
- Provide good value for money when compared to equivalent new-build costs.
- Offset the loss of housing stock through RTB.
- Prevent the loss of affordable housing units through purchasing surplus units of housing stock from Registered Provider partners.

The main advantages of this route were the speed of delivery (compared to new build), the cost, and the flexibility to be able to address housing needs at a local level.

The Housing Capital Programme for 2015/16, considered by Cabinet and recommended to Full Council (Minute No. 184 (2014/15)), had included an allocation to fund potential acquisitions, dependent upon suitable properties becoming available.

*** RESOLVED -**

- (1) That the Strategic Housing Acquisitions Policy be approved.
- (2) That the Right-to-Buy – (Right of First Refusal) Policy be approved.
- (3) That the Housing Services Manager - Business Planning and Strategy be given delegated authority to purchase properties that meet the requirements of the Strategic Acquisitions Policy and Right of First Refusal Policy within the budgets agreed in the Housing Capital Programme report that is presented to Council annually.

REASONS FOR DECISIONS

The Right to Buy (Right of First Refusal) Policy and Strategic Housing Acquisitions Policy will enable the Housing Service to maximise and take advantage of its options for increasing the Council's Housing Stock.

To meet the Council's Corporate Plan Priority – To improve the quality of life for local people, including improving the quality of housing in the borough and reducing inequality, and improve standards of living.

197 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**RESOLVED –**

That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 – as they contained information relating to an individual.

198 PURCHASE OF 39 ST AUGUSTINE'S AVENUE (H080)

The Housing Services Manager – Business Planning and Strategy submitted a report seeking approval for Housing Services to purchase the property at 39 St Augustines Avenue, Chesterfield under the Right-to-Buy buy-back legislation.

The Housing Act 2004 introduced the Right of First Refusal (RFR) that gave Local Authorities the first opportunity to 'buy-back' properties being sold by former tenants who had acquired their properties under the Right-to-Buy scheme.

The St Augustines Avenue property was originally purchased through the Right-to-Buy scheme in 2007. In December 2014 the Council were advised of the proposed sale of 39 St Augustines Avenue by solicitors working for the current owners. The Council had 8 weeks to decide whether to purchase the property at current market value, and a further 12 weeks after such notice was given, to enter into a binding contract.

Approval was sought to purchase the property as part of a strategy to increase Council housing supply.

***RESOLVED –**

- (1) That the purchase of 39 St Augustines Avenue, Chesterfield be approved and that the costs be met from the Housing Revenue Account Capital Programme.
- (2) That any costs associated with the purchase of the property and any associated repairs to bring it up to a lettable standard be met from the Housing Revenue Account.

REASONS FOR DECISIONS

To help meet the demand for affordable two bedroom homes.

To consider alternative ways in which to increase the Council's supply of affordable housing and ensure a sustainable Housing Revenue Account Business Plan for the future.

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CABINET**Tuesday, 10th March, 2015**

Present:-

Councillor Gilby (Chair)

Councillors	Blank	McManus
	King	Russell
	Ludlow	Serjeant

Non Voting	Brown	Huckle
Members	Hollingworth	Martin Stone

*Matters dealt with under Executive Powers

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

No declarations of interest were received.

200 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Burrows and Hill and the Chief Executive.

201 MINUTES**RESOLVED –**

That the minutes of the meeting of Cabinet held on 17 February, 2015 be approved as a correct record and signed by the Chair.

202 FORWARD PLAN

The Forward Plan of key decisions for the four month period 1 April, 2015 to 31 July, 2015 was reported for information.

*** RESOLVED –**

That the Forward Plan be noted.

203 DELEGATION REPORT

Decisions taken by Executive Members during February were reported.

*** RESOLVED –**

That the Delegation Report be noted.

204 CONSIDERATION OF THE RECOMMENDATIONS OF THE ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE ON DOG FOULING

Councillor Innes, Scrutiny Project Group Leader presented a report and recommendations of the Enterprise and Wellbeing Scrutiny Committee on the service provided by the Council in relation to dog fouling following a review by members of the Scrutiny Project Group appointed for this purpose.

The recommendations of the Scrutiny Project Group had been considered and approved by the Enterprise and Wellbeing Scrutiny Committee at its meeting on 5 February, 2015. A copy of the Scrutiny Project's Group report was attached as an appendix to the Cabinet report.

In making its recommendations the Enterprise and Wellbeing Scrutiny Committee noted that the Environmental Services Street Scene Team provided an excellent service to residents of the borough.

The Enterprise and Wellbeing Scrutiny Committee's recommendations were now required to be considered by Cabinet in accordance with the Council's Scrutiny Procedure rules.

Members discussed the recommendations, recognising that much good work had already been done and that further improvement was possible through the range of measures recommended, including more collaborative working between teams and enhanced communication and engagement with residents.

***RESOLVED**

- (1) That the Enterprise and Wellbeing Scrutiny Committee be thanked for their work on this issue and their comprehensive report.
- (2) That a review of staff resources for the enforcement team be carried out.
- (3) That the potential of the Neighbourhood Wardens be fully realised and that they receive extra training in carrying out enforcement action, so to feel more confident and able to issue penalty notices. 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, be considered.
- (4) That new and functioning mobile phones be purchased for the Environmental Services, Street Scene Team as the current phones are old and often do not work.
- (5) That a review of the provision of dog bins in the borough takes place, to 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.
- (6) 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 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.
- (7) 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, be adopted.

REASONS FOR DECISIONS

To provide a more responsive dog fouling service and to improve residents' awareness of the service that is provided.

205 ENVIRONMENTAL HEALTH FEES AND CHARGES 2015/16 (E000)

The Environmental Health Manager submitted a report recommending for approval proposed fees and charges for various environmental health functions, including Pest Control, Dog Control and Fixed Penalty Levels, for 2015/16. The proposed fees and charges were outlined in Appendix A to the report.

The fees and charges proposals had taken into account:

- the general principles that govern the Council's approach to charging;
- the Council's guidelines for 2015/16 that fees and charges should be raised by at least 3%;
- the demand for, and income received from these services, especially since the introduction of a charge in April 2014 for treatment of pests posing a significant public health risk;
- a comparison of fees and charges made by other authorities in Derbyshire.

The options of increasing charges above those proposed or reducing the level of concessions for pest control or withdrawing the pest control service were ruled out in order to maintain a service accessible for people on low income and/or suffering disadvantage through poverty or social exclusion.

***RESOLVED**

- (1) That the proposed fees and charges, including concessionary rates where applicable be approved, and that the new charges come into effect from 1 April 2015.
- (2) That the Environmental Health Manager is granted discretion to offer reduced charges for micro-chipping at promotional events and campaigns in the lead up to mandatory chipping in 2016.
- (3) That an interim review of the fees for rats and mice be undertaken in July 2015 having regard to the out-turn for

2015/16.

REASON FOR DECISION

To set the environmental health fees and charges for 2015/16.

206

COMMERCIAL WASTE AND RECYCLING - CHANGES TO LEGISLATION (E000)

The Environmental Services Manager submitted a report to advise Members of the arising implications to the Council and its customers of the changes to recycling legislation and to explain the background rationale of, and to seek approval for, the proposed response to this changing legislation affecting commercial waste.

The Environmental Services Manager advised that from January 2015 The Revised Waste Framework Directive requires, anyone collecting waste to set up separate collections of paper, plastic, metal and glass for both household and commercial waste. These materials must be collected separately unless it is not technically, environmentally or economically practicable (TEEP) to do so.

In October 2012 discussions with Veolia about how a trial commercial recycling collection could be implemented resulted in a six month trial of them providing collections from selected commercial properties free of charge. Veolia hoped that the income from the weight of material collected would offset the cost of providing the collections. However in August 2014 Veolia advised that they were not able to continue the free collections because the trial arrangements were causing them to make a significant loss. The Environmental Services Manager reported that since the trial recyclables collection ceased, discussions had taken place with Veolia regarding the cost of setting up a recycling collection service which would be available to all commercial customers.

The report outlined the various options available to the Council which had been considered and evaluated with regard to meeting the challenges created by the changes to recycling legislation.

The Environmental Services Manager noted that market value for recyclables had decreased and this made offering a commercial recycling service within current contracts difficult. The situation will however be kept under review, and consideration will be given to the introduction of a

commercial recycling service if future circumstances allow and also when service is re-tendered in the autumn of 2018.

***RESOLVED –**

- (1) That the Council does not introduce a commercial waste recycling service.
- (2) That the TEEP arguments in the report of the Environmental Services Manager be used to prove the economic issues that prevent Chesterfield Borough Council from currently providing a commercial waste recycling service.
- (3) That the decision not to introduce a commercial waste recycling service is kept under review, and consideration is given to the introduction of a commercial recycling service if future circumstances allow.
- (4) That a viable option for commercial recycling is sought when the service is re-tendered in the autumn of 2018.

REASONS FOR DECISIONS

To contribute to improving the Council's overall financial position and reduce the overall cost of the waste and recycling service by continuing a viable and profitable commercial waste service.

207 FEES AND CHARGES - WASTE AND RECYCLING - 2015/16 (E000)

The Environmental Services Manager submitted a report setting out proposed charges for the collection and disposal of trade wastes and other miscellaneous environmental fees in 2015/16.

In accordance with the Council's Budget Strategy there is an annual review of trade waste and other charges.

***RESOLVED –**

- (1) That the revised charges for trade wastes and other miscellaneous environmental fees for 2015/16 be approved.

REASON FOR DECISION

To set the Council's trade waste charges and other miscellaneous fees for the financial year 2015/16 in accordance with the Council's Budget strategy.

208 ABSENCE OF MEMBER OF THE COUNCIL (B100)

The Committee and Scrutiny Coordinator submitted a report to enable the Cabinet to consider, for the purposes of Section 85(1) of the Local Government Act 1972, the reasons for the absence of a Member of the Council from meetings of the Authority.

Councillor Stewart Bradford had been prevented by illness from attending meetings of the Authority since his last attendance on 20 October, 2014. It was not known when he might be in a position to resume his duties.

***RESOLVED**

- (1) That, for the purposes of Section 85(1) of the Local Government Act, 1972, the reason for the absence from meetings of Councillor Stewart Bradford from 20 October, 2014 of ill health, be approved and his continued absence from meetings be authorised through until 11 May, 2015.
- (2) That the best wishes of all his Council colleagues are sent to Councillor Bradford.

REASONS FOR DECISIONS

To meet the requirements of Section 85(1) of the Local Government Act 1972.

209 LONDON BOROUGHS ESTATE – BARROW HILL ENVIRONMENTAL IMPROVEMENTS (H000)

The Housing Service Manager – Business Planning and Strategy, submitted a report to update Cabinet on the outcomes of the consultation that had taken place at the London Boroughs Estate at Barrow Hill, including the recommendations, detailed designs, project timescales and costs of the proposed Environmental Improvements.

The Housing Service Manager advised that following the consultation process a master-plan had been produced setting out how the desired outcomes on the estate could be achieved along with full costings for the required work.

The proposals included improvements to:

- Pathways
- Private access paths and courts
- Shared surface streets and courtyards
- Green space and tree planting
- Boundaries to gardens

The Housing Service Manager also noted that with the proposed creation of new highways within the estate there were ongoing discussions with Derbyshire County Council on their future management and maintenance.

The Assistant Executive Member for Housing noted that the consultation with residents at the start of the process had highlighted many issues that had not been considered before and that his approach would be adopted for future environmental improvement projects such as on the Holme Hall Estate. It was also noted that with the achievement of all Council stock meeting the Decent Homes Standard more resources and attention could be focused on environmental improvements to estates.

***RESOLVED –**

- (1) That it is agreed to support the delivery of the master-plan and of any revisions required as detailed consultations with residents and other agencies continue.
- (2) That the contract with Eamonn Byrne Landscape Architecture to manage the works contract and oversee the delivery of the improvement programme, including the preparation of any Planning applications as required, be extended.
- (3) That the procurement of a contractor(s) through an open tender process to deliver the improvements be approved, and that a further report is brought to members following this process.
- (4) That the ongoing discussions with Derbyshire County Council with regard to the future management and maintenance of the

new highways be noted.

- (5) That approval is given for the commencement of an open tender process for the commissioning and appointment of consultants to carry out a similar consultation with local residents on a series of environmental improvements to the Holme Hall Area.
- (6) That authority is delegated to the appointed consultants to project manage the delivery of the improvements.

REASON FOR DECISIONS

To meet Corporate Plan 2015-19 key objective: to increase the quality of public space for which the Council has responsibility through targeted improvement programmes.

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CABINET**Tuesday, 24th March, 2015**

Present:-

Councillor Burrows (Chair)

Councillors	Blank	McManus
	King	Russell
	Ludlow	Serjeant

Non Voting	Brown	Huckle
Members	Hill	Martin Stone
	Hollingworth	

*Matters dealt with under Executive Powers

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

No declarations of interest were received.

211 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gilby.

212 MINUTES**RESOLVED –**

That the minutes of the meeting of Cabinet held on 10 March, 2015 be approved as a correct record and signed by the Chair.

213 FORWARD PLAN

The Forward Plan for the four month period 1 April to 31 July, 2015 was reported for information.

*** RESOLVED –**

That the Forward Plan be noted.

214 **DELEGATION REPORT**

Decisions taken by Executive Members during March 2015 were reported.

*** RESOLVED –**

That the Delegation Report be noted.

215 **QUEEN'S PARK SPORTS CENTRE - VAT OPTION TO TAX**

The Chief Finance Officer submitted a report on the option to tax the new Queen's Park Sports Centre.

The implications of charging VAT on the new Queen's Park Sports Centre were outlined in the report.

Opting to tax the new Queen's Park Sports Centre would bring it in line with the Healthy Living Centre and allow a common pricing structure to be maintained.

A further report on the new Queen's Park Sports Centre Business Plan would be brought later in the year.

***RESOLVED -**

- (1) That the principle to opt to tax the new Queen's Park Sport Centre be agreed with effect from 31 March 2015.
- (2) That the final decision of whether to register the option with HMRC be delegated to the Chief Finance Officer in consultation with the Leader of the Council.

REASON FOR DECISIONS

To protect the Council's exempt VAT recovery position.

216 ANTI SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014 (S010)

The Acting Community Safety Officer submitted a report recommending for approval the revised Anti-Social Behaviour (ASB) Policy Statement, and the adoption and delegation of new enforcement powers under the Anti-Social Behaviour, Crime and Policing Act 2014.

The Anti-Social Behaviour Policy had been revised in light of legislative changes set out in the Anti-Social Behaviour, Crime and Policing Act 2014 and emerging best practice in the field.

The revised Policy demonstrated the Council's commitment to reducing anti-social behaviour, improving the quality of life for local people and reducing crime and fear of crime within our communities.

A new IT system had been introduced to manage anti-social behaviour cases.

Chesterfield Borough Council and Chesterfield Community Safety Partnership employees had been trained on the new anti-social behaviour interventions and requirements contained within the Anti-Social Behaviour, Crime and Policing Act 2014. New delegated powers were proposed in relation to the new powers under the Act.

The Policy would be implemented via the delivery of the Community Safety Action Plan and regularly monitored through the application of appropriate performance measures.

*** RESOLVED -**

- (1) That the revised Anti-Social Behaviour Policy be approved, published and widely circulated.
- (2) That the delegations listed in Appendix B to the report be approved and that the appropriate amendments to the Council's Constitution be made.
- (3) That the level of fixed penalty under section 52 of the Act for failing to comply with a Community Protection Notice be set at £70, payable within 14 days and that references to statutory notices and fixed penalty notices within the Council's Enforcement Policy

Statement shall be construed to include Community Protection Notices.

- (4) That the Chesterfield Community Safety Partnership – Community Safety Officer be designated as the single point of contact for the Community Trigger and act as co-ordinator for the partnership response.

REASON FOR DECISIONS

To demonstrate our commitment to reducing Anti-Social Behaviour in Chesterfield Borough and improve knowledge and understanding of the issues relating to Anti-Social Behaviour.

217 SIX MONTH REVIEW OF PPP PERFORMANCE (R340)

The Executive Director submitted a report and delivered a presentation to provide an update on the Six Month Review of PPP (Public Private Partnership) Performance and planned activity through to June 2015.

The presentation covered:

- Recent performance and achievements.
- The changing context within which the PPP now operates.
- A Position Statement four years on.
- Review activities.
- Planned deliverables to re-shape the PPP.

***RESOLVED -**

- (1) That the Six Month Review of PPP Performance be noted.
- (2) That the need for the PPP to be reshaped be agreed with work undertaken between now and the end of June 2015.
- (3) That the need for stronger and transparent corporate processes that provide direction and prioritisation to the PPP be supported.
- (4) That a further report be received in July 2015 to provide an update on progress together with any recommended changes.

REASON FOR DECISIONS

To enable Cabinet to be updated on the Six Month Review of PPP Performance and have the opportunity to shape the planned PPP Review activity.

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CABINET**Tuesday, 21st April, 2015**

Present:-

Councillor Burrows (Chair)

Councillors	Blank	Ludlow
	Gilby	McManus
	King	Serjeant

Non Voting Members	Hill	Hollingworth
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*Matters dealt with under Executive Powers

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

No declarations of interest were received.

219 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brown, Huckle, Russell and M Stone.

220 MINUTES**RESOLVED –**

That the minutes of the meeting of Cabinet held on 24 March 2015 be approved as a correct record and signed by the Chair.

221 FORWARD PLAN

The Forward Plan for the four month period May – August 2015 was reported for information.

*** RESOLVED –**

That the Forward Plan be noted.

222 DELEGATION REPORT

Decisions taken by Executive Members during March and April 2015 were reported.

*** RESOLVED –**

That the Delegation Report be noted.

223 LOCAL PLAN: SITES AND BOUNDARIES DEVELOPMENT PLAN DOCUMENT AND APPROVAL OF LOCAL DEVELOPMENT SCHEME (J010)

The Development and Growth Manager submitted a report to advise on the progress with the Local Plan: Sites and Boundaries Development Plan Document and to propose the future timetable and arrangements for producing the Local Plan.

The Council's Local Development Scheme, published in 2012, had stated that a Local Plan would be prepared with the following Development Plan Documents (DPDs):

- Core Strategy
- Sites and Boundaries
- Staveley Area Action Plan

The Core Strategy was adopted in 2013 however the Sites and Boundaries DPD and the Staveley Area Action Plan had been postponed due to the delay in receiving key evidence such as new household projections. There had also been changes in the circumstances of the Borough, including its relationship to the Local Economic Partnerships and City Regions.

It was proposed that the Council ceased production on the separate Sites and Boundaries DPD and the Staveley Area Action Plan. Instead a partial review of the existing Core Strategy would be undertaken and a single, new Local Plan would be prepared for the Borough that incorporates the Strategic and Development Management Policies, Site Allocations and proposals for the Regeneration of Staveley Works. It was accepted that the existing Core Strategy needed to be revised in terms of the overall spatial strategy, in particular housing targets. It was therefore felt that there would be cost and efficiency savings in incorporating the separate documents.

The proposed change required the publication of a new Local Development Scheme for the Borough, setting out a public statement of the Council's programme for producing the Local Plan. It was anticipated that the new Local Plan would be adopted by December 2016. The existing Local Plan would continue to apply until such time as a new Local Plan was adopted.

***RESOLVED –**

- (1) That the Council cease production of a separate Local Plan Sites and Boundaries Development Plan Document (DPD) and also the Staveley and Rother Valley Corridor Area Action Plan.
- (2) That the Council prepare a new Local Plan that will replace the existing Local Plan Core Strategy and the DPDs proposed in the Council's Local Development Scheme 5.
- (3) That the Council adopt and publish a new Local Development Scheme 6 setting out the timetable and arrangements for preparing a new Local Plan.
- (4) That a Local Plan board be set up to provide oversight of the preparation of the Local Plan; the board's membership to comprise the Executive Member for Planning, the Shadow Member for Planning and the Chair of Planning Committee.

REASONS FOR DECISIONS

To ensure that resources will be targeted at preparing a sound Local Plan.

In order to put in place a sound Local Plan with a five year supply of deliverable housing sites in accordance with the Planning and Compulsory Purchase Act 2004 and the National Planning Policy Framework.

To comply with the Planning and Compulsory Purchase Act 2004.

To ensure effective project management and oversight of the Local Plan process.

224 HOUSING STRATEGY - ACTION PLAN REVIEW (H000)

The Housing Service Manager – Business Planning and Strategy submitted a report to advise of the progress achieved in meeting the actions and targets in the Housing Strategy 2013-16 and to recommend for approval the Housing Strategy Action Plan for 2015-16.

The report included details of the work completed so far in achieving the Housing Strategy Action Plan. Actions that were on-going and partially completed had been added to the revised Action Plan for 2015-16.

The Action Plan had been revised to take into account changes in the delivery of housing services within the Council and to reflect changes in both Government and Derbyshire County Council policy.

***RESOLVED –**

- (1) That the progress achieved in delivering the actions in the Housing Strategy 2013-16 be noted.
- (2) That the revised Housing Strategy Action Plan for 2015-16 be approved.

REASON FOR DECISIONS

To set out an updated framework for our delivery of housing and housing related services.

To help meet the Council's Corporate Plan Priorities 2015-2019: to make Chesterfield a thriving Borough and to improve the quality of life for local people.

225 HOUSING ALLOCATIONS POLICY – FEEDBACK ON THE CONSULTATION REGARDING THE PROPOSED CHANGES (H710)

The Housing Service Manager – Customer Division submitted a report seeking approval for proposed changes to the Housing Allocations Policy.

Extensive consultation had been carried out over a six week period since Cabinet considered the proposed changes in January 2015 (Minute No. 157 (2014/15)).

The method of the consultation and the range of stakeholders contacted were detailed in the report. The majority of the responses received had been supportive with an overriding view that changes were needed to resolve the issues around tenancy breakdown and young people getting into debt.

The proposed changes were to take effect from 1 May 2015, with the exception of the pre-allocation risk assessment which was to be

introduced once additional staffing resources and procedural arrangements had been put in place.

***RESOLVED –**

- (1) That the following changes to the Council's Housing Allocations Policy be approved:
 - a) The introduction of a Residency Requirement.
 - b) Discharge of Statutory Duty in the Priority Band and offers to others in the priority band.
 - c) Re-introduction of 'Children in Flats' points in the Transfer Band.
 - d) Removal of Lodging Points.
 - e) Delegated responsibility to Executive Member for Housing.
 - f) Ending of the Sub-Regional scheme.
 - g) Introduction of a pre-allocation Risk Assessment.
- (2) That the revised Policy attached at Appendix 1 to the report be approved.

REASON FOR DECISIONS

To ensure that the Council is compliant with the Government's Code of Guidance relating to the allocation of accommodation and to manage issues emerging from the implementation of welfare reforms.

226 HOME ENERGY CONSERVATION ACT FURTHER REPORT 2013 -15 BIENNIAL REVIEW (H000)

The Housing Service Manager – Business Planning and Strategy submitted a report recommending for approval the adoption and publication of the Home Energy Conservation Act (HECA) Progress Report 2013 -15 and the revised Action Plan.

In March 2013, the Council adopted a HECA Further Report that detailed how the Council was to achieve improvements in energy efficiency within the residential housing stock in the Borough.

The Progress Report provided a two year review of progress against these initiatives and provided a revised Action Plan for continued delivery and improvement in energy efficiency.

The report described the range of initiatives that had been undertaken in the Borough and the sources of funding that had been accessed.

It was reported that there had been a reduction in the number of households in fuel poverty and in domestic gas and electricity consumption. There had also been a small reduction in domestic carbon dioxide emissions.

The Housing Capital Programme for 2015/16 also included a number of areas of work that would contribute to improving home energy efficiency in Council homes.

***RESOLVED –**

- (1) That the progress made in delivering the actions set out in the Home Energy Conservation Act (HECA) Further Report 2013 -15 be noted.
- (2) That the Home Energy Conservation Act (HECA) Progress Report 2013 -15 be published on the Council's website and submitted to the Department for Energy and Climate Change.
- (3) That the additional measures set out in the Home Energy Conservation Act (HECA) Revised Action Plan 2015-17 be supported and delivered.

REASONS FOR DECISIONS

To address the issues of fuel poverty in Chesterfield and across Derbyshire.

227 FUTURE ARRANGEMENTS FOR THE REPAIR AND MAINTENANCE OF THE COUNCIL HOUSING STOCK (H000)

The Housing Service Manager – Business Planning and Strategy submitted a report recommending for approval the award of the responsive and repair work programmes to the Council's Operational Services Division (OSD) through a negotiated Service Level Agreement.

The report detailed the scope of the works that would be included in the Agreement. As there was no legal requirement to tender for services managed directly by the Council, it was proposed that OSD continue to provide these services as this was deemed the best value for money. Under previous contracts, OSD had made a surplus every year, which was redeployed within the Housing Revenue Account for the benefit of tenants.

The level of performance of OSD over the previous few years was reflected by the increase in tenants' satisfaction within the repairs arena as evidenced by the Tenant Satisfaction Survey results.

The Service Level Agreement was to replace Contract 013 in order to provide seamless service delivery to tenants of Chesterfield Borough Council in respect of its housing repair services.

***RESOLVED -**

- (1) That a Service Level Agreement be negotiated and entered into with the Housing Services' Operational Services Division for the future provision of the housing responsive and planned repair works programmes with effect from 5 October 2015.
- (2) That the Housing Services' Operational Services Division's performance against the terms and conditions of the Service Level Agreement be subject to internal review on an annual basis.

REASON FOR DECISIONS

To contribute to the delivery of the Council's Corporate priorities 'to improve the quality of life for local people' and 'to provide value for money services'.

228

LOCAL GOVERNMENT DECLARATION ON TOBACCO CONTROL (T000)

The Environmental Health Manager submitted a report recommending that the Council sign the Local Government Declaration on Tobacco Control.

The report described the impact of smoking on the health profile of the Borough, as well as the financial and societal costs associated with smoking.

The Declaration was a statement of commitment to ensure tobacco control would be part of the Council's functions. The Declaration, based on a national model, was proposed together with other local councils via a partnership action plan for "Smokefree Derbyshire".

The Council's tobacco control actions would be included in the Health Inequalities plans and the Tobacco Control Alliance was to monitor progress of the partnership action plan against the Declaration's commitments.

***RESOLVED -**

That the Council signs the Declaration and commits to supporting its aims.

REASON FOR DECISION

To reduce smoking related deaths and illness and smoking prevalence within Chesterfield.

229 LEADER'S THANKS TO OFFICERS

The Leader expressed the thanks of Cabinet to officers of the Council for preparing and presenting policies and for carrying out all the actions in implementing the policies set by Cabinet.

JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE

Tuesday, 21st April, 2015

Present:-

Councillor Burrows (Chair)

Councillors	Blank	Ludlow
	Gilby	McManus
	Higginbottom	Serjeant
	King	Simmons
Non Voting Members	Hill	
	Hollingworth	

*Matters dealt with under Executive Powers

25 **DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Elliott, Brown, Gibson, Huckle, Russell and M Stone.

27 **MINUTES**

RESOLVED –

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 4 November, 2015 be approved as a correct record and signed by the Chair.

28 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC**RESOLVED –**

That under Regulation 21 (1)(b) of the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A to the Local Government Act 1972 – Paragraphs 1, 3 and 4, on the grounds that it contained information relating to individuals, financial and business affairs and to consultations or negotiations in connection with any labour relations matter arising between the authority and employees of the authority.

29 PLANNING SERVICE STAFFING RESTRUCTURE (J000)

The Development and Growth Manager submitted a report recommending for approval new staffing structures for the Council's Strategic Planning and Key Sites Team and Development Management Team.

The report outlined the key areas of work and the objectives of the Strategic Planning and Key Sites team (formerly Forward Planning). The previous structure of the team was detailed in the report. It was proposed that two new posts, including a Principal Planning Officer and a Community Infrastructure Officer, be created to enable the team to respond to the challenges faced in delivering the Government's growth agenda and the Council's own aspirations for growth and regeneration. This would also allow a greater focus on housing development and an enhancement of the work on the production of the Local Plan and working with Local Enterprise Partnerships.

The challenges facing the Development Management Team in dealing with an increasing number and complexity of planning applications, including pre-application discussions, and in delivering the enforcement function were explained in the report. It was proposed that two new posts, including an Enforcement Technician and an additional Planning Case Officer, be created to react to the increasing volumes of workload.

Consultation with affected staff and their trade unions had been undertaken.

The report outlined the human resources and the financial implications, along with the potential risks and proposed actions to mitigate these. The job descriptions and the person specifications for the new posts were attached as Appendices to the report.

***RESOLVED –**

- (1) That the new staffing structures for the Strategic Planning and Key Sites Team and Development Management Team as described within the report be approved.
- (2) That the new posts of Principal Planning Officer and Community Infrastructure Officer within the Strategic Planning and Key Sites Team be established.
- (3) That the new posts of Planning Case Officer (career grade planner) and Enforcement Technician within the Development Management Team be established.
- (4) That permission be given to backfill any vacancies should any of the new posts be filled by internal candidates.

REASONS FOR DECISIONS

To ensure that the Strategic Planning and Key Sites Team and the Development Management Team were properly structured and resourced to deliver the statutory and local functions in support of sustainable economic and housing growth in the Borough.

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

Present:-

Councillor Slack (Chair)

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

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

+ Attended for Minute No. 50

++ Attended for Minute No.51

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

No declarations were received.

49 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bradford, Hawksworth and Innes.

50 LEADER AND EXECUTIVE MEMBER FOR REGENERATION, BUDGET PROGRESS REPORT

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

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

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

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

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

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

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

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

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

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

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

RESOLVED –

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

51 EXECUTIVE MEMBER FOR HOUSING, TENANT CONSULTATION SURVEY RESULTS

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED –

That the progress report be noted.

52 FORWARD PLAN

The Forward Plan was considered.

RESOLVED -

That the Forward Plan be noted.

53 SCRUTINY MONITORING

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

RESOLVED –

That the Monitoring Report be noted.

54 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

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

RESOLVED –

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

55 JOINT OVERVIEW AND SCRUTINY

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

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

RESOLVED –

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

56 OVERVIEW AND SCRUTINY DEVELOPMENTS

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

RESOLVED –

That the update be noted.

57 MINUTES

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

RESOLVED -

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

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OVERVIEW AND PERFORMANCE SCRUTINY FORUM MEETING

Thursday, 19th March, 2015

Present:-

Councillor Innes (Chair)

Councillors	Bagley	Ludlow+
	Borrell	Gibson
	Flood	Tom Murphy
	Gilby++	
	Hollingworth+	

Karen Brown, Business Transformation Manager++

James Drury, Executive Director++

Martin Elliott, Committee and Scrutiny Coordinator

Michael Rich, Executive Director++

Russell Sinclair, Environmental Health Manager+

+ Attended for Minute No. 60

++ Attended for Minute Nos. 60, 61 and 62

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

No declarations were received.

59 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bradford, Callan and Slack.

60 EXECUTIVE MEMBER FOR ENVIRONMENT - DOG CONTROL MEASURES PROGRESS REPORT

The Executive Member for Environment and the Environmental Health Manager presented a progress report on the review of adoption of Dog Control Orders across the borough.

In June 2012 the Council received a petition with over 800 signatures asking that dogs be kept on leads in the borough's parks and footpaths.

The Eastwood Park dog control orders came into force in August 2013 following the re-opening of the park after the heritage improvement works. It was agreed that, following the petition, this would also serve as a pilot for testing the public response, appropriateness and enforceability of dog control orders across the borough. The Environmental Health Manager noted that since the implementation of the orders, penalty notices have been issued for fouling and allowing dogs into excluded areas of the park, but that no penalties relating to dogs not on leads had been issued. At the start of 2015 a survey of visitors to Eastwood Park was carried out and of the twelve responses received only three respondents thought that making dogs off a lead an offence was a good idea. The Environmental Health Manager also noted that a dog off a lead is not necessarily out of control and that a dog on a lead is not always under control.

The Environmental Health Manager advised that now the Antisocial Behaviour, Crime and Policing Act 2014 had come into force, dog control orders, and similar provisions relating to litter and alcohol had now been abolished, and that a new provision, the Public Space Protection Order (PSPO) had been introduced. The Environmental Health Manager noted that there was a three year transitional period between the old and new regulations, but for the Council to retain current controls a PSPO needed to be implemented. He also noted that the introduction of the new orders, as well as the adoption of the Council's new Parks and Open Spaces Strategy presented an opportunity for an evaluation of evidence and for consultation on any proposed orders.

Members noted that dog fouling was still a problem in many areas of the borough, but welcomed the recommendations from the Enterprise and Wellbeing Scrutiny Committee project group that had recently been approved by Cabinet on this issue. The Environmental Health Manager advised that work had already started in implementing the project group's recommendations with targeted interventions starting in New Whittington next week and the creation of a social media feed for Environmental Health which will have direct input from officers out and about in the borough.

Members asked that if the new legislation had not been introduced would the Council have introduced more control orders. The Executive Member for Environment explained that it would have been very difficult to create control orders that would have been enforceable, for example many play areas are open plan and not fenced off so it would have been very difficult to prove that a dog had gone into an area where it shouldn't have. The

Executive Member also noted that a dog off a lead at a country park, such as Poolsbrook is a very different situation to a dog of a lead in a small urban park. Members asked if it would be possible with the new PSPO's to have different orders for different parks. The Environmental Health Manager advised that while possible this was not an ideal solution as it could create confusion for residents and that the idea of PSPO's was that they were wide ranging, encompassing large areas and different types of anti social behaviour.

The Executive Member noted that with any type of enforcement, the number of staff available to enforce orders will always affect the orders effectiveness as there needs to be a witness of the order being broken. The Executive Member also noted that as it is not possible to have enforcement officers everywhere it was vital to encourage residents to report incidents to the Council, and for them to feel confident that they will remain anonymous. Members noted that some members of the public are confident to report incidents and that this had led to fines being issued, but that this positive behavior needs to be encouraged more.

Members asked if more publicity could be generated from the successful enforcement action that is carried out. The Executive Member advised that the vast majority of fines issued are paid promptly and that the Council can only generate publicity when a case goes to Court.

Members thanked the Executive Member and the Environmental Health Manager for attending and answering their questions.

RESOLVED –

1. That the progress report be noted.
2. That the Dog Control Measures progress report item be removed from the work programme and replaced with a Public Space Protection Orders progress report due to the changes introduced by the Antisocial Behaviour, Crime and Policing Act 2014.
3. That a project group be appointed during the civic year of 2015/16 to look at the implementation of Public Space Protection Orders (PSPO's) across the Borough.

61 **DEPUTY LEADER AND EXECUTIVE MEMBER FOR PLANNING - CHESTERFIELD BOROUGH COUNCIL CORPORATE PLAN**

The Deputy Leader and Executive Member for Planning, and Executive Director, Michael Rich presented a progress report on the Council's new Corporate Plan and its implementation.

The Deputy Leader advised that in recent years the Council had produced a one year Corporate Plan. This had allowed it to reflect the needs and aspirations of the Borough's communities in the setting of its priorities each year. These priorities were aligned with budgets and ensured that the Council's key priorities and projects were achievable. Following the Local Government Association's Peer Challenge a recommendation was made that the Council set out plans on a longer term basis. A four year Corporate Plan was one element of the Council's response to this which, along with a revised medium term financial plan and strengthened transformation programme, would enable the Council to plan effectively for the financial and policy challenges it faced.

The Deputy Leader also noted that the new Corporate Plan contained targets and objectives that would be achievable. The new Corporate Plan set one year specific projects as well as providing the outline for longer term strategic four years aims. The plan also contained key measurements and milestones for assessing performance against as well as highlighting key achievements to date.

With the adoption of the new Corporate Plan by Council on 26 February, 2015, Executive Director, Michael Rich outlined the steps that would now be taken to implement it. The Executive Director advised that the new plan would act as a "golden thread" running through and linking the corporate plan with individual and team objectives as well as the new streamlined Employee Personal Development process. There would also be a new approach to performance management which in the past had been IT driven and not always effective. The Executive Director also noted that the new plan would encourage more joined up working from Council departments to achieve corporate objectives more effectively, and that this was a further movement away from the strongly demarcated departmental structure that had operated for many years at the Council.

The Executive Director advised members that there would be an increased focus on engaging staff with the new plan and that the internal communications strategy would be used to increase awareness and

ownership of the plan by staff. In conclusion the Executive Director noted that the new plan would be reviewed following the local and national elections in May 2015 and then subsequently each year to reflect shifting policy and local circumstances, allowing the plan to stay relevant to current needs.

Members thanked the Deputy Leader and the Executive Director for outlining the implementation of the plan noting that the new Corporate Plan was a very impressive document and was a great improvement on previous plans which had been unwieldy and hard to deliver on.

Members asked how the plan would work to develop better broadband access in areas of the borough as businesses were being put off from setting up and staying in Chesterfield due to the poor broadband connection in some areas. The Deputy Leader agreed that broadband speeds and connectivity needed to improve and that Derbyshire County Council were also involved with working with broadband providers to improve broadband connectivity, speeds and access. It was also noted that work was ongoing at the Innovation Centres to improve their broadband access.

Members also asked if there were any plans to provide free Wi-Fi access in the town centre for the benefit of business and shoppers, like there was in other local towns such as Mansfield, where there had been free Wi-Fi in the town centre since 2013. Executive Director, James Drury accepted that Chesterfield was a bit behind other areas in this field but that work was happening to look at a sustainable solution for this for Chesterfield. Members asked if it would be arvarto that would provide this service in the town centre but were advised by the Executive Director that as this initiative would be separate to the Council's IT service it could be provided by another provider.

Members asked how the Corporate Plan would work to improve internet access for tenants, especially vulnerable tenants as the roll out on Universal Credit made having internet access essential in order to claim benefits. The Executive Director advised that these concerns would be addressed in the Council's Digital Inclusion Strategy.

Members also asked several questions about on whether individual and service area plans would link into the Corporate Plan to deliver effective joined up working. The Executive Director advised they would link together and that this requirement would be reinforced to managers.

Members thanked the Deputy Leader and the Executive Director, Michael Rich, for attending and answering their questions

RESOLVED -

1. That the progress report be noted.
2. That the Deputy Leader and Executive Director Michael Rich be invited to the September meeting of the Overview and Performance Scrutiny Forum to provide a progress report on the implementation of the Corporate Plan.
3. That after the progress report has been received members will decide how often progress reports should be presented at the Overview and Performance Scrutiny Forum.
4. That the creation of a project group to look at how the Corporate Plan is working at addressing the problem of deprivation in the borough be considered at the next meeting of the Overview and Performance Scrutiny Forum.
5. That the creation of a project group to look at how the council offers concessions on fees for chargeable services be considered at the next meeting of the Overview and Performance Scrutiny Forum.
6. That the creation of a project group to look at how the Corporate Plan is working at developing the Town Centre, including the upgrading of the outdoor market be recommended to the Enterprise and Wellbeing Scrutiny Committee for consideration.
7. That the creation of a project group to look at how the Corporate Plan is working at increasing the supply and quality of housing in the borough be recommended to the Enterprise and Wellbeing Scrutiny Committee for consideration.

62 **DEPUTY LEADER AND EXECUTIVE MEMBER FOR PLANNING-
GREAT PLACE, GREAT SERVICE PROGRESS REPORT**

The Deputy Leader and Executive Member for Planning, and Executive Director, James Drury presented a progress report on the Council's Great Place, Great Service programme.

The Deputy Leader noted that initially the Great Place, Great Service programme had been a bit too ambitious in its scope and objectives, but that the programme had now been reviewed and modified.

The Executive Director, James Drury advised Members that due to the fast moving and ever changing environment that the Council operated in the organisational transformation scheme needed to be flexible and agile enough to respond to emerging challenges and opportunities, and to be able to convert these into successful outcomes for Chesterfield. He also noted that it was essential that the programme operated in a controlled, managed and transparent way.

The Executive Director outlined his position statement on Great Place, Great Service, noting the major achievements including the embedding of the programme with Members and the Senior Leadership Team, that it had delivered positive change, financial savings and had laid strong foundations to develop and grow. The Executive Director also advised that he had been reviewing the scope of the programme, and while the programme had been focusing on the right areas, there had been areas that were important and which had needed to be looked at but which had not been within the Programme. For example customer service provision had been looked at, but not the Council's website, which was an integral part of the Customer Service experience.

It was acknowledged by the Executive Director that the Governance and reporting of Great Place, Great Service had not been effective and that the programme had not felt like a controlled or coordinated programme. It was also noted that there had been insufficient focus on the process of managing change, including the relationship with PPP delivery partners being unclear in relation to their role in delivering change. It was noted that the Project Managers in post were working effectively on their projects.

The Executive Director outlined planned activity for reshaping the Great Place, Great Service programme up to June, 2015. He advised that in future there would be much more focus on communicating the achievements of the programme and of celebrating success, as

significant achievements to date had not been communicated effectively with stakeholders. He also advised that the scope of the programme and its governance would be reviewed. The Executive Director also noted that Great Place, Great Service would be merged with Business Transformation, and that the Business Transformation Manager would lead on both programmes and that by bringing the two programmes together there would be mutual benefits in utilising and sharing skills to maximise positive outcomes for both programmes.

Members asked what impact the creation of the Derby and Derbyshire Combined Authority would have on the ability of Great Place, Great Service to deliver. The Executive Director advised that delivery would not be impacted, but that the Combined Authority and its implications would be considered when planning Great Place, Great Service projects.

Members asked how well the Council's Public, Private Delivery partners were performing and if they were holding the Council back in delivering change. The Deputy Leader and the Executive Director advised that both Kier and arvato were meeting the targets set in their contracts. It was however acknowledged that these contracts were old and that the climate that the Council was operating in now had changed significantly since the contracts were entered into, and that work was needed to see how these contracts could be delivered most effectively to meet current needs.

Members expressed concern that targets set for collection of Council Tax and rents were too low and not stretching enough, resulting in the Council losing out on revenue. Members also expressed frustration that these targets could not be renegotiated to be more challenging and to bring an uplift of performance. The Deputy Leader advised Members that there would be a benchmarking exercise carried out against other comparable authorities with regard to collection rate targets.

Members noted their concern about the level of staffing in Human Resources and that it was not sufficient to meet the Council's needs. The Executive Director advised that another HR Manager had been recruited and would be based permanently at Chesterfield.

Members also asked several questions regarding how the Great Place, Great Service programme would be better communicated with Council staff. The Executive Director advised that this would be done using internal communications, such as the intranet, but there would be a focus on channeled feedback to staff involved in individual projects.

Members thanked the Deputy Leader and the Executive Director, James Drury for attending and for providing a comprehensive progress report to members.

RESOLVED –

1. That the immediate changes to the Great Place, Great Service outlined in the Executive Director's programme be supported.
2. That the Executive Director's Position Statement be supported.
3. That the Deputy Leader and Executive Director be invited to the September meeting of the Overview and Performance Scrutiny Forum to provide a progress report on the Great Place, Great Service programme.
4. That the Great Place, Great Place progress reports to the Overview and Performance Scrutiny Forum be scheduled at 6 monthly intervals.
5. That the Executive Director or Business Transformation/Great Place Manager will advise Forum members by email if there are any significant developments to the Great Place, Great Service programme between the progress reports presented to members at Forum meetings.

63 SCRUTINY ANNUAL REPORT 2014/15

The draft Scrutiny Annual Report 2014/15 was presented to Members for consideration and approval.

RESOLVED –

That the Scrutiny Annual Report 2014/15 be approved and submitted to Full Council.

64 FORWARD PLAN

The Forward Plan was considered.

RESOLVED –

That the Forward Plan be noted.

65 SCRUTINY MONITORING

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

RESOLVED –

1. That the Monitoring Report be noted.
2. That the item on ICT Developments be moved to June, 2015.

66 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

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

RESOLVED –

1. To approve the Work Programme.
2. That the Dog Control Measures progress report item be removed from the work programme and replaced with a Public Space Protection Orders progress report due to the changes introduced by the Antisocial Behaviour, Crime and Policing Act 2014.
3. That the Deputy Leader and Executive Director, Michael Rich be invited to the September meeting of the Overview and Performance Scrutiny Forum to provide a progress report on the implementation Council Corporate Plan.
4. That a progress report on the ICT Strategy and Action Plan be requested for the next meeting of the Overview and Performance Scrutiny Forum.
5. That the External Communications progress report scheduled for the next meeting of the Overview and Performance Forum be amended to also include an progress report on the Internal Communications Strategy.
6. That the Deputy Leader and Executive Director, James Drury be invited to the September meeting of the Overview and Performance Scrutiny Forum to update members on the Great Place, Great

Service programme and that updates on Great Place, Great Service will then be 6 monthly.

7. That a progress report on the new Tenant Consultation Survey be requested at the November meeting of the Overview and Performance Scrutiny Forum.
8. That the on hold Scrutiny project group on Welfare Reform be removed from the Work Programme.

67 **JOINT OVERVIEW AND SCRUTINY**

The Chair advised the Committee that she had recently attended a meeting of Joint Scrutiny with Bolsover and North East Derbyshire District Councils but that the meeting had inquorate. The meeting did however continue on an informal basis with members noting progress reports on the Internal Audit Consortium and BCN (Building Control).

The Joint Scrutiny Panel also submitted a request the Joint Board to consider and inform the Panel of the Board's future plans and work programme, as this would directly influence the work and future of the Joint Scrutiny Panel.

The Committee and Scrutiny Coordinator noted that at the meeting of the Joint Board held on 16 March, 2015 members had resolved that the Joint Scrutiny Panel be involved, and be kept updated on the progress of exploring the option for a Derbyshire wide Building Control service, and that the role of the Joint Scrutiny Panel would be discussed at the next meeting of the Joint Board.

RESOLVED –

That the update be noted.

68 **OVERVIEW AND SCRUTINY DEVELOPMENTS**

Members of the Forum asked the Chair if there were any plans to reinstate the Scrutiny Link Officer meetings and the pre scrutiny meeting training sessions that were currently on hold.

The Chair advised that these sessions would be looked at after the corporate review of Scrutiny had been completed.

Members noted that training in scrutiny over and above what is provided to new Members was useful and that potentially having a yearly training programme would be helpful for ongoing development of the skills needed to be an effective scrutiny member.

RESOLVED –

That the potential training opportunities available for scrutiny members be added to the agenda for discussion of the June meeting of the Overview and Performance Scrutiny Forum.

69 MINUTES

The Minutes of the meeting of the Overview and Performance Scrutiny Forum held on 12 February, 2015 were presented.

RESOLVED –

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

**COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY
COMMITTEE MEETING**

Thursday, 16th April, 2015

Present:-

Councillor Innes (Chair)

Councillors	Bagley	Simmons
	Borrell	Tom Murphy
	Serjeant +	
	Blank ++	

Wendy Blunt, Community Development Worker +++++
 Donna Cairns, Committee and Scrutiny Co-ordinator
 Anita Cunningham, Policy and Scrutiny Officer
 Katy Marshall, Policy Officer +++
 Bernadette Wainwright, Visitor and Cultural Services Manager +
 David Gardner, IBI Group +

+ Attended for Minute Nos.47 -49
 ++ Attended for Minute Nos.50 – 51
 +++ Attended for Minute Nos.47 – 50
 +++++ Attended for Minute Nos.47 – 51

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

No declarations were received.

48 APOLOGIES FOR ABSENCE

No apologies for absence were received.

**49 EXECUTIVE MEMBER FOR LEISURE, CULTURE AND TOURISM -
REPORT ON OUTSIDE MARKET RECONFIGURATION**

The Executive Member for Leisure, Culture and Tourism and the Cultural and Visitor Services Manager submitted a progress report on the delivery

of a feasibility study on Chesterfield's outdoor market. The purpose of the study was to analyse the existing operation of the market and to propose a number of development options to make the market more sustainable and more attractive for traders and shoppers.

It was reported that IBI Group had been appointed as consultants for the project. A representative from IBI Group, Mr Gardener, also attended the meeting.

Since being appointed, IBI Group had conducted a desk-top analysis of the current operation of the market and its layout and an engagement plan was agreed to identify key principles and priorities for the traders, shoppers and local community.

Focus groups had been carried out with the flea and general market traders and with the Town Centre Forum. The Equality and Diversity Forum was also consulted. A public consultation day was carried out in the Market Place. All attendees were asked what they felt about the market was good and bad and what could be improved.

To date, 58 traders had attended the focus groups and 57 had completed the questionnaire that had been issued to all traders. It was discussed that the views of the traders were very important as markets do not work without traders. The proposals must take into account the retention of existing traders and attracting new traders.

Almost 300 responses were received from a public questionnaire available on the Council's website, and a further 51 responses were received from the paper version available from the Market Hall.

Members asked what added value and expertise did IBI Group bring to the project beyond the carrying out of the engagement events and consultation exercises. Mr Gardener advised the committee that IBI Group have a lot of experience in in the design and delivery of successful market developments, particularly in conservation areas, such as Kirkgate in Leeds and Ashton-under-Lyne. They also have a retail specialist as part of the project team who was experienced in advising owners and operators, within both the public and private sectors, in the operation and management of retail markets.

Members asked what steps had been taken to ensure the widest range of views had been sought to make sure all options would be considered.

The Visitor and Cultural Services Manager informed the Committee that IBI Group was brought into the project to provide fresh ideas from their experience with projects across the country. Consultation was carried out locally to reach as many people as possible, with all current traders and members of the public.

Members discussed the possibility of moving some of the stalls spread out around the town centre back into the Market Place to have a greater concentration of products in one area. This may demonstrate more clearly the variety that was already on offer. Members held different views on whether the market should be split into sections for each type of stall. The Visitor and Cultural Services Manager advised that currently the Market Handbook states that stalls selling the same goods must be spread out. This could be revisited if it was considered an issue during the design of reconfiguration proposals.

Members raised the issue of accessibility on the market, particularly for those in wheelchairs or with pushchairs. They also discussed the problems in wet conditions with water running off the sheets in between the rows of stalls. Members suggested that improving these problems may help to increase both the numbers of traders and shoppers on the market.

It was reported that the flea market traders felt the flea market was running well. Members discussed that this may be due to the full stalls being occupied, making the market look more attractive. Concentrating all stalls into the Market Place on general market days may have a similar effect. Members also commented that although there may be some views that the flea market is working fine, this should not restrict the research into whether there were possibilities to improve it for traders and to achieve the overall aims of the community and the Council for the market.

Members asked whether radical changes to the market were needed to respond to the competition from online shopping and other retail challenges. It was discussed that there were some recent trends in the retail market away from large out of town stores and there was a growth in more traditional shopping habits, such as an increase in vinyl record sales. The market could promote itself as offering a more social, customer service based shopping experience.

Mr Gardener advised the committee of some ideas that could be used to promote the market, such as offering regional food and drink, organising

speciality markets or tying in with the Fairtrade status of the town to offer more Fairtrade products on the market.

Mr Gardener advised the committee that when designing and drawing up proposals for the market, all possible options would be considered, steered by the feedback from the consultation. The proposals could vary from minimal intervention to more significant changes.

The design criteria would include whether the proposals would increase the trade, attract more traders and see a return in the investment. Robust business cases would need to be created for any recommended proposals. Very expensive options that would need a lot of investment would not be recommended if there was not enough budget for this or sufficient evidence of the financial returns. The final recommendations would be designed around all identified priorities for the market and would look to satisfy both the ambition of the Council for the market and the funding available to achieve this.

Members commented and agreed that whatever the final proposal might be it must be cost efficient, and must work for traders and work for Chesterfield.

The Visitor and Cultural Services Manager advised the committee that she expected a series of options to be drawn up before a second phase of consultation would be carried out to present the emerging proposals in July/August 2015.

Members thanked the Executive Member, officers and the representative from IBI Group, Mr Gardener, for presenting the report and answering the Committee's questions.

RESOLVED –

- (1) That the views of the Community, Customer and Organisation Scrutiny Committee be considered in the feasibility study.
- (2) That a further report be presented to the Committee at its meeting in July 2015 on the proposed options.

50 **EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES - REPORT ON DRAFT EQUALITIES ANNUAL REPORT**

The Executive Member for Customers and Communities and the Policy Officer submitted a report to present a draft of the Council's Equality and Diversity Annual Report for 2014/15.

An annual report was required under equalities legislation and best practice guidance. The report would summarise equalities progress during the year and would cover improvements, achievements and future plans. The draft report set out a lot of information already and would be added to with further information from other service areas.

The Executive Member for Customers and Communities advised the Committee that she felt that the Council was very successful in implementing the Equality, Diversity and Social Inclusion Strategy and achieved a high standard in this work, going beyond the legal requirements. The Council's policy covers all the protected characteristics under discrimination legislation, but also extends to groups experiencing deprivation, such as health or financial.

The Equality and Diversity Forum continued to play a significant role in consulting and engaging with local people and with the Council on its policies and activities. The Forum now had 187 members representing community groups, statutory organisations and other individuals from the community with an interest in the promotion of equality. It was discussed that this was a good example of the Council's successful partnership working.

During 2014/15, the Forum continued to organise and host a number of events on a range of equalities themes. These included:

- International Day Against Homophobia and Transphobia
- Our History, Our Story – Polish Heritage Day
- Faith and World Views in our Community
- Holocaust Memorial Day

These events all received positive feedback and good attendance. The Holocaust Memorial Day, held at Chesterfield College, was oversubscribed.

Members suggested that these community events should be held in more schools to take the exhibitions and speakers out to the wider community, not just those with an existing interest in equalities issues. It was discussed whether equalities issues may be included in primary or secondary curriculums already, but the Council's officers or partners could offer more expertise to deliver sessions in the schools. Members recommended that the Equalities and Diversity Forum explore this possibility with local schools when considering the next year of events.

Members discussed that the Bite the Ballot sessions that Democratic Services had run in local schools were successful events in engaging with young people in democracy and suggested this could be included in the annual report.

Members thanked the Executive Member and the officer for the good work being undertaken, and for presenting the report and answering the Committee's questions.

RESOLVED –

- (1) That the Executive Member for Customers and Communities be recommended to propose that the Equalities and Diversity Forum focus on holding events to promote equalities issues in local schools during 2015/16.
- (2) That it be recommended that the Bite the Ballot sessions be included in the Equality and Diversity Annual Report for 2014/15.
- (3) That the draft Equality and Diversity Annual Report for 2014/15 be supported.

51 EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES - REPORT ON DRAFT COMMUNITY ASSEMBLIES ANNUAL REPORT

The Community Development Worker submitted a report to present a draft of the Council's Community Assemblies Annual Report for 2014/15.

Community Assemblies had been introduced following a corporate review of how the Council engages with its communities. Four Community Assemblies were created, covering the North, South, East and West areas of the Borough.

The Annual Report would provide evidence of the work, achievements and development of the Community Assemblies and the associated Community Development Programme; provide an overview of their effectiveness; and also promote their work and raise their profile.

The Community Development Worker advised that the meetings of the Community Assemblies had speakers on a wide range of topics. The Chairs and Vice-Chairs had met to evaluate lessons learned over the year and comments from this would be included in the Annual Report. The Community Assemblies also had a growing presence on social media.

Some of the feedback received from partners, such as Chesterfield College and the police was shared with the Committee. This described the Community Assemblies as a good method for engaging with the community, understanding local issues and supporting community work. These comments were to be included in the Annual Report.

Members discussed that the Community Assemblies were an improvement of the previous arrangements and that the growth in attendance was evidence of this.

The activities of the Community Development Programme during 2014/15 were also outlined. It was hoped that the Health and Well-being group in the South area would be replicated in other areas. Members also agreed that there had been several successful examples of good partnership working in the events that had taken place, such as the Financial Inclusion programme.

Members thanked the Executive Member and the officer for the good work being undertaken, and for presenting the report and answering the Committee's questions.

RESOLVED –

That the draft Community Assemblies Annual Report for 2014/15 be supported.

52 FORWARD PLAN

The Committee considered the Forward Plan for the period 1 May – 31 August 2015.

RESOLVED –

That the Forward Plan be noted.

53 SCRUTINY MONITORING

The Scrutiny Monitoring Report was considered.

RESOLVED –

That the Scrutiny Monitoring Report be agreed.

54 WORK PROGRAMME FOR THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

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

Members discussed the dates for the Committee in the Meeting Schedule for 2015/16. It was noted that the Executive Member for Governance and Organisational Development had approved the Schedule after consultation with the political group leaders and committee chairs, which included a meeting day change for all Scrutiny Committees to Tuesdays. The change had been proposed due to availability of staff resource and potential for more limited committee room availability on Thursdays and Fridays. Members discussed that this day was not suitable for this Committee's members and requested the dates revert to Thursdays.

RESOLVED –

- (1) That the further report on the Markets Reconfiguration Project be considered in July 2015.
- (2) That the Crime and Disorder Scrutiny Committee be held as part of the next meeting in July 2015.
- (3) That the meeting dates for 2015/16 for this Committee be rearranged to Thursdays.

55 OVERVIEW AND SCRUTINY DEVELOPMENTS

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

RESOLVED –

That the update be noted.

56 SCRUTINY PROJECT GROUPS PROGRESS UPDATES**Health Inequalities Scrutiny Project Group**

No report was available.

RESOLVED –

That the continuation of the Health Inequalities Scrutiny Project Group be considered at the next meeting of the Committee.

57 MINUTES

The Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee held on 22 January 2015 were presented.

RESOLVED –

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

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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.

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