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The Chair and Members of Enterprise
and Wellbeing Scrutiny Committee

20 July 2015

Dear Councillor,

Please attend a meeting of the ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE to be held on TUESDAY, 28 JULY 2015 at 5.00 pm in Committee Room 1, Town Hall, Rose Hill, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' And Officers' Interests Relating To Items On The Agenda

2. Apologies for Absence

3. Chair's Remarks

5.05pm

4. Scrutiny Monitoring (Pages 3 - 22)

5.15pm

a) *Progress Report of the Cabinet Member for Health and Wellbeing on the Implementation of Scrutiny Committee Recommendations Regarding the Parks and Open Spaces Strategy*

5.30pm

Chesterfield Borough Council, Town Hall, Rose Hill, Chesterfield S40 1LP

Telephone: 01246 345277 Fax: 01246 345252 Email: info@chesterfield.gov.uk

b) Hackney Carriage Licence Limit

c) Parking Policy

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d) *Water Rates Payment Policy*

5. Scrutiny Project Groups (Pages 23 - 26)

5.40pm

- *Consideration of Scope for Community Sport and Physical Activity Strategy and Project Group*

6. Forward Plan and Notices of Urgent Decisions (Pages 27 - 36)

5.55pm

7. Overview and Scrutiny Developments

6.00pm

8. Work Programme for Enterprise and Wellbeing Scrutiny Committee (Pages 37 - 44)

6.05pm

Consideration of the Community, Customer and Organisational Scrutiny Committee Recommendation to look at the cleaning of pavements.

Consideration of appointment of Project Groups regarding:

- *the development of the Town Centre (Overview and Performance Scrutiny Forum Recommendation)*
- *the supply and quality of housing in the Borough (Overview and Performance Scrutiny Forum Recommendation)*

9. Minutes (Pages 45 - 50)

6.20pm

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

Local Government and Regulatory Law Manager and Monitoring Officer

SCRUTINY COMMITTEE RECOMMENDATIONS - IMPLEMENTATION MONITORING FORM

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW6 Page 3	Dog Fouling	EW 05.02.15 Cabinet 10.03.15	<ol style="list-style-type: none"> 1. <i>Review of staff resources – enforcement team.</i> 2. <i>Realise potential of neighbourhood wardens.</i> 3. <i>Purchase new mobile phones for street scene team.</i> 4. <i>Borough wide review of provision of dog bins.</i> 5. <i>Change signage wording re fine limit / introduce more innovative imagery for signs.</i> 6. <i>Introduce co-ordinated and structured communication and engagement with communities.</i> 	12 month progress report from date of decision.		Monitoring due 02.02.16 or 19.04.16 (to be agreed)
EW5 & CCO2	New Leisure Facilities (SPG) (<i>now Leisure, Sport and Cultural Activities SPG including various sub groups</i>) - -	EW 05.06.14 Cabinet 23.09.14	<ol style="list-style-type: none"> 1. Consider Community Engagement Strategy principles throughout corporate projects. 2. Pre consultation dialogue takes place with key stakeholders. 3. Internal communications and engagement plan be developed for projects impacting on employees. 	6 month progress report	Agreed by OP on 16.06.15 that CCO will monitor corporate progress.	Progress report received 23.04.15. Date for next EW5 leisure progress report TBA. Date for CCO2 corporate progress TBA.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW5b	- Playing Pitches Strategy	EW 20.10.14	<ol style="list-style-type: none"> 1. Support the draft Playing Pitches Strategy as received by EW on 02.10.14. 2. Progress report be received in 12 months to confirm delivery progress including on impact in reversing Junior Teams shortfall and interest of young people in playing. 	12 months progress report.		Monitoring due 06.10.15.
EW5c	- Sports Facilities Strategy	EW 18.12.14 Cabinet 13.01.15	<ol style="list-style-type: none"> 1. Prioritise facilities to be community focused, aiming for good health impacts especially for those with mental health issues and the elderly. 2. Physical access to comply with Sport England standards to encourage community based delivery and participation. 			Monitoring due 06.10.15
EW5d	- Parks and Open Spaces Strategy sub group.	EW 18.12.14 Cabinet 27.01.15	<ol style="list-style-type: none"> 1. Community consultation take place when making proposals for investment in a park / open space, whilst also promoting health benefit awareness. Consultation to be in line with Council's Community 	6 month progress report.		Monitoring (due June 2015) deferred to 28.07.15..

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page 5			<p>Engagement Strategy with regard to University of Nottingham students' engagement workshop model.</p> <ol style="list-style-type: none"> 2. Prioritise disability access when developing such investment proposals. 3. Review Play Strategy in next 12 months. 4. Use Council website more effectively to promote parks and open spaces. 5. Use signs and notices better to promote parks and open spaces. 	12 month progress report for Play Strategy.		
OP5	ICT Developments (under Great Place, Great Service)	OP 10.09.14 Cabinet 02.12.14	That the Council employ an ICT specialist to represent the Council's ICT needs / requirements.	6 month progress report.	Cabinet to report back for OP consideration as per Cabinet decision.	Monitoring report expected 08.09.15.
OP4	Review into External Communications (SPG)	OP 19.06.14 Cabinet 29.07.14	<ol style="list-style-type: none"> 1. Adopt clear branding 2. Review marketing / communication activities. 3. Introduce use of analytics. 4. Adopt a 'digital first' approach. 	6 month progress report		Monitoring report received 16.06.15. Next due 12.01.16.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
EW4	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Ctte on 12.02.14	<ol style="list-style-type: none"> 1. Produce clear comparison survey by taxi rank. 2. Produce written procedure for future reviews & include in the Forward Plan. 3. That Appeals & Regulatory Ctte consider other options to reduce number of Hackney licences when new legislation permits. 	6 month progress report.	Information requested E&W 18.12.14, circulated 30.12.14.	Monitoring (due June 2015) deferred to 28.07.15.
EW3	Parking Policy (SPG)	14.02.13 Cabinet on 05.03.13	<ol style="list-style-type: none"> 1. The barrier system of parking control which gives change, be extended to other car parks. 2. Improvements be implemented for the New Beetwell Street MSCP to bring the facility up to a standard equivalent to that at Vicar Lane. 3. Improvements to signage across the town centre and at the entry points to off-street car parks be undertaken. 	6 month progress report	Progress provided to EW on 05.09.13 and 05.06.14. Requested progress circulated to EW Members 22.01.15.	Monitoring due 28.07.15.
EW2	Review of Water Rates Payment Policy (SPG)	16.01.14 and 05.06.14. Cabinet 29.07.14.	<ol style="list-style-type: none"> 1. Provide 6 month update on collection process and technology review. 2. Provide update when contract signed and again after 1 year. 	6 months	Further SPG review / recommendations approved 29.07.14.	Monitoring due 28.07.15.

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page SCO1			3. Support review of Tenant's information. 4. Provide 6 month update on number of evictions for water rates. 5. Amend Policy wording.		Progress requested by EW on 18.12.14. Circulated 28.01.15.	
	Statutory Crime & Disorder Scrutiny Ctte			Meeting held 08.01.15.		Next 6 monthly meeting due 26.01.16.
	“ “	29/09/11 (No 0044)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 months from 29/09/11.	Statistics received 08.01.15. And also on 07.07.15.	Agreed on 08.01.15 that statistics on alcohol related health problems / hospital admissions be reported to each 6 monthly meeting.

	“ “	10.04.14 (No 58)	Derbyshire County Council Health Scrutiny Committee requested to obtain / share information regarding alcohol related hospital admissions.	Request made 13.05.14.	Awaiting response. Matter related to Item 1 above.	1. Agreed as above.
	“ “	08.01.15 (No 35)	That the Executive Member for Environment be recommended to carry out a review of the decision to stop locking the park gates at night and to consider whether this may have led to the increase in anti-social behaviour and criminal damage and all the associated costs; and That the Crime and Disorder (Community, Customer and Organisation) Committee be provided with the details of the outcome of the review and the cost benefit analysis.	Report expected 07.07.15 Response due 2 months from receipt of recommendation.	Cabinet Member attended and responded to CCO meeting held on 07.07.15.	CCO requested progress report to next meeting of CCO on 15.09.15.

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

Note recommendation wording may be abridged.

SCRUTINY PROGRESS MONITORING REPORT ON: PARKS AND OPEN SPACES STRATEGY

Progress report on Ref: EW5d of the Scrutiny Monitoring Form. To provide progress in implementing recommendations of the Enterprise and Wellbeing Scrutiny Committee from its scrutiny project work on the Parks and Open Spaces Strategy. These recommendations were approved by Cabinet in January 2015 for action.

Recommendation 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.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Landscape and Streetscene Services Manager	Existing resources.		Wide ranging consultation undertaken in line with community engagement strategy for a range of projects which have been completed or being developed e.g. <ul style="list-style-type: none"> • KGPF master plan • Eastwood Park Sports Pavilion • Bowls facility improvements at KGPF and Stand Road • Circular Road Play Area (Housing) • Somersall Park Play Area • Chesterfield Health Walks

Recommendation 2 :

That disability access should be prioritised when proposals are developed for investment in parks and open spaces.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Landscape and Streetscene Services Manager	Existing resources.		<p>Disability access is a key consideration in the planning and development process</p> <p>Current examples include: <i>Eastwood Park Pavilion</i> – surfaced level approach paths, fully accessible toilets and showers. Lower level kitchen cabinets</p> <p><i>Access to Nature</i> routeway improvements at Norbriggs Flash and Cobnar Wood – including boardwalks, resurfacing and regrading paths.</p> <p><i>Eastwood Park Activity Programme</i> e.g. Walking football, Buggy Walks and Therapeutic Gardening.</p> <p><i>Langer Field Gym</i> range of accessible equipment being considered with wheelchair friendly paths and bases.</p>

Recommendation 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.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Landscape and Streetscene Services Manager	Existing resources.	March 2016	GIS mapping of current stock completed Scoping exercise underway Condition survey being undertaken.

Recommendation 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.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Landscape and Streetscene Services Manager	Existing resources.	2016/17	Due to be implemented in 2016/17.

Recommendation 5 :

That signs and notices be used more effectively to promote the use of parks and open spaces'

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Health and Wellbeing Landscape and Streetscene Services Manager	Existing resources.		New directional signage at Holme Brook Valley Park and Poolsbrook Country Park Interpretive signs relating to wildflower meadows (various locations) Queen's Park Guardians Scheme Posters with new branding used regularly to promote event and activity programme

Any Additional Information :

SCRUTINY PROGRESS MONITORING REPORT ON : HACKNEY CARRIAGE LICENCE LIMIT

This is the progress report on item Ref EW4 of the Scrutiny Monitoring Form - to provide progress in implementing recommendations of the Enterprise and Wellbeing Scrutiny Committee from its scrutiny project work on the Hackney Carriage Licence Limit. These recommendations were considered by the Appeals and Regulatory Committee on 12.02.14, for action and further consideration.

Recommendation 1 : That a clear comparison of the review survey be produced and broken down into each taxi rank to aid members of the Appeals and Regulatory Committee at the decision making stage.				
Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member Health and Wellbeing Licensing Manager, and Solicitor (Local Government & Regulatory Law) & Deputy Monitoring Officer.	Existing resources.		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.
Recommendation 2 : That a clear written process be put together including the reviews inclusion in the Council's Forward Plan in future.				
Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member Health and Wellbeing Licensing Manager, and Solicitor (Local Government & Regulatory Law) & Deputy Monitoring Officer.	Existing resources.		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.
Recommendation 3 : That the Appeals and Regulatory Committee considers taking action to resolve the number of Hackney Carriage licences within the borough, such as removing the option to transfer the licence, when legislation permits.				
Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member Health and Wellbeing Licensing Manager, and Solicitor (Local Government & Regulatory Law) & Deputy Monitoring Officer.	Existing resources.		The consideration of other options to help reduce the number of hackney licences is ongoing. Legislation has now passed through parliament and been made – this is the Deregulation Act 2015. The Act does not include any power to enable the control of transfer of hackney carriage licences. There is currently no proposed legislation to remove or control the ability to transfer a licence.
Any Additional Information :				

SCRUTINY PROGRESS MONITORING REPORT ON : PARKING POLICY

Progress report on Ref: EW3 of the Scrutiny Monitoring Form. To provide progress in implementing recommendations of the Enterprise and Wellbeing Scrutiny Committee from its scrutiny project work on Parking Policy. These recommendations were approved by Cabinet on 05.03.13 for action.

Recommendation 1 :

That the barrier system of parking control, which gives change, should be extended to include other car parks.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Town Centre and Visitor Economy Cultural and Visitor Services Manager	Existing resources.		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.

Recommendation 2 :

That improvements be implemented for the New Beetwell Street Multi Storey Car Park to bring the facility up to a standard equivalent to that at Vicar Lane.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Town Centre and Visitor Economy Cultural and Visitor Services Manager	Existing resources.		As Recommendation 1.

Recommendation 3 :

That improvements to signage across the town centre and at the entry points to off-street car parks be undertaken.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Town Centre and Visitor Economy Cultural and Visitor Services Manager	Existing resources.		As Recommendation 1.

Any Additional Information :

The Parking and CCTV Manager is currently reviewing the existing ticketing equipment in all council car parks, assessing its condition and identifying the investment that is required to bring them up to required standard to make them more customer friendly. It is anticipated that this work will be completed in early September and from this an investment plan will be developed and funding sources identified. This information will be presented to Scrutiny on 15 September 2015 and will address the recommendations made by Scrutiny in March 2013.

Bernadette Wainwright
3 July 2015

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SCRUTINY PROGRESS MONITORING REPORT ON : WATER RATES PAYMENT POLICY

Progress report on Ref: EW2 of the Scrutiny Monitoring Form. To provide progress in implementing recommendations of the Enterprise and Wellbeing Scrutiny Committee from its scrutiny project work on Water Rates Payment Policy. These recommendations were approved by Cabinet on 16.01.14, 05.06.14 and 29.07.14.

Recommendation 1 :

That officers report to scrutiny in six months' time, as to the outcome and progress on the water rate collection process and technology review.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Housing. Cabinet Member for Business Transformation. Housing Service Manager (Customer Services Division). Arvato Customer Centric Services Manager.	Existing resources.		A new version of the collection system – Northgate Rent System, has been released which will allow for payments to be split off for rent, water rates etc, The payments will be allocated according to a hierarchy and it is envisaged that rent will be number one. This software upgrade has been released recently and will require significant testing before it can be implemented for staff to use, hopefully later in 2015. <i>(Progress as of Jan 2015)</i>

Recommendation 2 :

That an update be made to scrutiny when the contract with Severn Trent Water is formally signed and again after one year.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Housing. Cabinet Member for Business Transformation. Housing Service Manager (Customer Services Division). Arvato Customer Centric Services Manager.	Existing resources.		The net income from the Severn Trent contract was £121,937 for 2013/14. This was £6000 lower than was forecast. The net income budgeted for 2014/15 was £121,570.

Recommendation 3 :

That support be given to reviewing the tenants information to (a) include more robust and prominent information on support available and advice regarding water rates and water meters and (b) re-emphasise to all tenants the importance of communication with Revenues and Tenancy Support, if it is likely that the tenant may be approaching financial difficulties that may lead to arrears.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	Cabinet Member for Housing. Cabinet Member for Business Transformation. Housing Service Manager (Customer Services Division). Arvato Customer Centric Services Manager.	Existing resources.		The Housing Service has carried 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.

<p>Recommendation 4 : That a progress report be made to Scrutiny in six months time, monitoring the number of evictions for water rates arrears.</p>				
Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	<p>Cabinet Member for Housing. Cabinet Member for Business Transformation.</p> <p>Housing Service Manager (Customer Services Division). Arvato Customer Centric Services Manager.</p>	Existing resources.		For the period from 1 April 2014 to 31 December 2014 there have been 128 evictions applied for and 48 evictions that have taken place. There have been no evictions for water rates only.
<p>Recommendation 5 : That the Council's policy and procedure document in respect of evictions for arrears of water rates only, be amended to adopt the wording set out in Appendix 2 to the report.</p>				
Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
As recommendation.	<p>Cabinet Member for Housing. Cabinet Member for Business Transformation.</p> <p>Housing Service Manager (Customer Services Division). Arvato Customer Centric Services Manager.</p>	Existing resources.		The policy (on evictions for arrears of water rates only) has been amended in respect of the advice given to tenants on the installation of water meters, and the 'write-off' policy when dealing with arrears.

Any Additional Information :

SEVERN TRENT WATER AGREEMENT
DETAILS OF INCOME TO GENERAL FUND

	<u>Budget</u> <u>2013/14</u> £	<u>Actual</u> <u>2013/14</u> £	<u>Budget</u> <u>2014/15</u> £
<u>Income from Severn Trent Water</u>			
5% Commission	208,019	204,064	202,000
Irrecoverables (bad debts) 4%	<u>151,286</u>	<u>148,410</u>	<u>146,320</u>
Total Income from Severn Trent	<u>359,305</u>	<u>352,474</u>	<u>348,320</u>
<u>Less Costs</u>			
Collection	62,688	72,480	65,800
Bad Debts	<u>167,928</u>	<u>158,057</u>	<u>160,950</u>
Total Costs	<u>230,616</u>	<u>230,537</u>	<u>226,750</u>
Net Income to General Fund	<u>128,689</u>	<u>121,937</u>	<u>121,570</u>

**Enterprise and Wellbeing
Scrutiny Committee**

**Scrutiny Project Group on
Leisure, Sport & Culture Activities**

**Scope / Brief on
COMMUNITY SPORT AND PHYSICAL ACTIVITY
STRATEGY**

Group Members :	Councillors Tricia Gilby, Flood, Callan, Elliott, Miles, Barr, Debyshire, Simmons
Subject to be reviewed: (the issue)	The development of the Community Sport and Physical Activity Strategy
Reason for the Review/ Terms of Reference: (why are we doing this)	<ul style="list-style-type: none"> • The strategy is required to support the Council’s Local Plan Core Strategy (2011–31) adopted in July 2013 and the Council’s Corporate Plan (2015–19) adopted in February 2015. • To develop and contribute to the Council’s overarching Health and Wellbeing strategic portfolio. • To encourage involvement of the community in activities to support public health objectives, especially in respect of the elderly, people with mental health issues and people with disabilities. • To ensure appropriate community engagement in the development of the strategy. • To maximise funding opportunities to support participation.
How the review aligns with the Council’s priorities and vision:	<p><u>Vision - Putting our Communities First</u></p> <p><u>Priority - To improve the quality of life for local people</u></p> <p><u>Objective - To improve the health and wellbeing of people in Chesterfield Borough.</u></p>
Aims and Objectives of the Review: (what do we want to achieve / what will success)	<ul style="list-style-type: none"> • Strategic plan for Chesterfield Borough based on robust needs and evidence • Sustainable value for money and quality

look like - consider Equalities issues)	services, future proofed for community need
Method of Review: (how the work will be undertaken)	<ul style="list-style-type: none">• Programmed Scrutiny reporting and assessment through service lead officers mapped to individual strategy development timelines and project plans.• Focus Groups (to gather evidence from clubs, voluntary sector and governing bodies)
Research and Evidence: (information that needs to be gathered)	<ul style="list-style-type: none">• Community and stakeholder consultation on current provision and future need.• Understanding statutory compliance involved eg Protection of Playing Fields• Needs and Evidence data for future service retention and\ or investment \ reinvestment eg Population and future swimming provision• Provision by voluntary and community groups.• Other Stakeholder strategies eg National Sports Governing Bodies and Health• Other Local Authority strategies• Public health profile for Chesterfield• Cultural needs• Sport England 'Active People' data• community engagement workshop by students from University of Nottingham's Masters in Public Health course in partnership with Derbyshire County Council's Public Health Department.
Witnesses: (who to invite, information and answers needed)	<ul style="list-style-type: none">• Cabinet Member & Assistant – Health & Wellbeing• Lead Officers CBC• Any consultancy services commissioned, eg Press Red on health and inequality.• Stakeholder leads, eg Sport England• Club forum officers as may be available• County Sports Partnership lead officers• Active Chesterfield stakeholders• Voluntary sector organisations• Chesterfield College• User groups, including all disabilities
Review Group Meetings and Site Visits:	<ul style="list-style-type: none">• To be determined as part of review method adopted.

Resource Requirements: (what resources will be used)	<ul style="list-style-type: none"> • Lead Officer time • Admin support and document management • Occasional transport subject to method of review adopted • Room bookings and IT support • Input from Active Chesterfield stakeholders
Project Start Date:	June 2015
Scrutiny Project/Report Completion Date (Group to agree final report)	Nov. 2015
Final Scrutiny Report to Scrutiny Business Meeting on :	Nov. 2015
Scrutiny Report to Scrutiny Committee on: <i>(allow for public notice period)</i>	Dec. 2015
Cabinet Reporting Deadlines <i>(allow for WBR/Executive Member)</i>	Dec. 2015
Scrutiny Report to Cabinet on: <i>(allow for Public notice period)</i>	Jan. 2016
Executive Member(s) & Head(s) of Service consulted on project brief / scope form:	Date : 03.03.15 & 10.03.15
Scrutiny Project Group agreed project brief / scope form:	Date : 03.03.15
Project brief / scope form signed off at Scrutiny Business Meeting :	Date : 30.03.15

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CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 AUGUST 2015 TO 30 NOVEMBER 2015

What is the Forward Plan?

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

What is a Key Decision?

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

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

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

Are any other decisions included on the plan?

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

How much notice is given of forthcoming decisions?

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

What information is included in the plan?

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

How is consultation and Community Engagement carried out?

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

Notice of Intention to Conduct Business in Private

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

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

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

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

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

Huw Bowen
Chief Executive

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



CHESTERFIELD
BOROUGH COUNCIL

Meeting Dates 2015/16

<u>Cabinet</u>	<u>Council</u>
14 July 2015* 21 July 2015	22 July 2015
8 September 2015* 22 September 2015	
6 October 2015* 20 October 2015	14 October 2015
3 November 2015* 17 November 2015	
1 December 2015* 15 December 2015	16 December 2015
12 January 2016* 26 January 2016	
9 February 2016* 23 February 2016	25 February 2016
8 March 2016* 22 March 2016	
5 April 2016* 19 April 2016	27 April 2016 (ABM)
3 May 2016* 17 May 2016 31 May 2016	11 May 2016 (ACM)

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

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

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions								
Key Decision 337	THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre.	Cabinet	Deputy Leader & Cabinet Member for Planning	22 Sep 2015	Report of Development Management and Conservation Manager	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public	
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	30 Jul 2015	Report of Head of Kier	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	
Key Decision 495	Local Government Pension Scheme To approve the revised Discretions in accordance with the changes to the Local Government Pension Scheme Regulations	Cabinet Council	Cabinet Member - Business Transformation	22 Sep 2015 14 Oct 2015	Report of HR and Payroll Lead	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	
Key Decision 507	Sheltered Housing Strategy - Delivery of the Next Phase	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of the Housing Services Manager - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Exempt Information relating to financial or business affairs	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 510	Community Infrastructure Levy To approve the adoption of the Community Infrastructure Levy, subject for formal notification and consultation	Cabinet Council	Deputy Leader & Cabinet Member for Planning	22 Sep 2015 14 Oct 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	
Key Decision 512	Careline Partnership – current position	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report by Housing Service Manager – Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	
Key Decision 513	Approval to Dispose of Miscellaneous Housing Stock	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report of Housing Service Manager – Business Planning & Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	
Key Decision 525	General Fund Budget Outturn 2014/15	Council	Leader & Cabinet Member for Regeneration	22 Jul 2015	Report of Chief Finance Officer	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 530	Annual Report to Tenants	Cabinet	Cabinet Member - Housing	21 Jul 2015	Report of Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Public	
Key Decision 533	Replacement of Boilers at the Winding Wheel To seek approval and funding for the replacement of the boilers located at the Winding Wheel, which services the Winding Wheel, Stephenson's Memorial Hall and the Parish Church.	Council	Cabinet Member - Town Centre and Visitor Economy	22 Jul 2015	Report of Cultural and Visitor Services Manager	Bernadette Wainwright Tel: 01246 345779 bernadette.wainwright@chesterfield.gov.uk	Public	
Key Decision 535 Page 32	Performance Management Framework	Cabinet	Deputy Leader & Cabinet Member for Planning	21 Jul 2015	Report of Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Key Decision 536	Sport and Leisure Equipment Replacement Replacement and addition to current fitness equipment provision and associated technology.	Council	Cabinet Member - Health and Wellbeing	22 Jul 2015	Report of Sport and Leisure Manager	Mick Blythe Tel: 01246 345101 mick.blythe@chesterfield.gov.uk	Exempt - financial and business affairs	Exempt Exception Notice Approved 22 Jun 2015

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 537	Procurement Options A paper providing options for the future service delivery method for the procurement service	Cabinet	Cabinet Member - Business Transformation	22 Sep 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	
Key Decision 538	Linacre Road Update Approval of ongoing project work to support Draft Masterplan.	Council	Leader & Cabinet Member for Regeneration	22 Jul 2015	Report of Surveyor	Linda Martin Tel: 01246 345445 linda.martin@chesterfield.gov.uk	Exempt Financial and business affairs	Exempt Exception Notice Approved 22 Jun 2015
Key Decision 539	Barrow Hill Environmental Improvements Update To update members on progress and provide details of next stages	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report of Housing Manager - Business Planning and Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	
Key Decision 540	Asbestos Compliance Report Asbestos management compliance review and action plan	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report of Housing Manager - Business Planning and Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 541	Cultural Venues Fees and Charges 2016 To review the scale of charges for lettings at the Pomegranate Theatre, the Winding Wheel, the Assembly Rooms in the Market Hall and Hasland Village Hall for 2016.	Cabinet	Cabinet Member – Town Centre and Visitor Economy	17 Nov 2015	Report of Cultural and Visitor Services Manager	Anthony Radford Tel: 01246 345339 anthony.radford@chesterfield.gov.uk	Public	
Key Decision 542	County Cricket at Queen’s Park Cricket Ground - 2016-2020 To seek Cabinet approval for the Council to enter into a new five-year agreement with Derbyshire County Cricket Club Limited for the joint promotion and delivery of an annual Chesterfield Cricket Festival.	Cabinet	Cabinet Member - Health and Wellbeing	21 Jul 2015	Report of the Chief Executive	Huw Bowen Chief Executive Tel: 01246 345308 huw.bowen@chesterfield.gov.uk	Public	General Exception Notice Published 13 Jul 2015
Key Decision 543	Housing Related Support – an update	Cabinet	Cabinet Member - Housing	8 Sep 2015	Report of Housing Manage - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 544	Asbestos Re-surveys of the Non-domestic property portfolio	Cabinet	Cabinet Member - Governance	21 Jul 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	General Exception Notice Published 13 Jul 2015
Private Items -Non Key/ Significant but non-Key								
Non-Key 363	Application for Home Repairs Assistance	Cabinet Member - Housing	Cabinet Member - Housing	31 Aug 2015	Report of Business Planning and Strategy Manager - Housing Services	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3	Information relating to an individual and relating to financial affairs
Non-Key 367	Lease of Commercial and Industrial Properties	Deputy Leader & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	24 Jun 2015	Report of Kier Asset Management	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3	Information relating to financial or business affairs
Non-Key 372	Creation of Digital Content Editor post	Council	Leader & Cabinet Member for Regeneration	22 Jul 2015	Report of Communications and Marketing Manager	John Fern Tel: 01246 345245 john.fern@chesterfield.gov.uk	Public	

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Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non Key Decision								
Non-Key 38	Performance Outturn against the Corporate Plan 2014/15	Cabinet	Deputy Leader & Cabinet Member for Planning	21 Jul 2015	Report of the Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Non-Key 39	Statutory Officers – changes to disciplinary and dismissal procedures Changes to the law on how disciplinary and dismissal of statutory officers (Chief Executive, Chief Finance Officer and Monitoring Officer) are dealt with	Council	Cabinet Member - Governance	22 Jul 2015	Report of Executive Director	Michael Rich michael.rich@chesterfield.gov.uk	Public	

CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME : ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE on 28 JULY 2015

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
1	28.07.15	Monitoring Reports on : 1. Parks and Open Spaces Strategy (TBC) 2. Hackney Carriage Licence Limit (TBC) 3. Parking Policy (TBC) 4. Water Rates Payment Policy (TBC)	Details contained in the Scrutiny Monitoring Form attached to the agenda. Items pending agreement by Chair and Vice Chair (with Policy and Scrutiny Officer).	<i>E&W (Monitoring Form)</i>	1. <i>Health & Wellbeing</i> 2. <i>Health & Wellbeing.</i> 3. <i>Town Centre & Visitor Economy.</i> 4. <i>Housing / Business Transformation</i>
1a	28.07.15	Consideration of appointment of Project Groups regarding : 1. Development the town centre. 2. Increasing the supply and quality of housing.	Recommendations made by O&P held 19.03.15. Reported to E&W on 02.06.15 - deferred pending further consideration.	<i>O&P 19.03.15.</i>	1. <i>Town Centre & Visitor Economy</i> 2. <i>Housing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
2	06.10.15	<i>[Business items to be agreed]</i>			
3	08.12.15	<i>[Business items to be agreed]</i>			
4	02.02.16	Allotments Strategy	Annual progress reports received 16.01.14 and 05.02.15.	<i>E&W (19.04.12)</i>	<i>Health & Wellbeing</i>
4a	02.02.16	Sport and Leisure Strategies Review	Initial report received 07.11.13. Various strategies developed. Report on Executive review requested for February 2016.	<i>E&W (05.02/15)</i>	<i>Health & Wellbeing</i>
5	19.04.16	<i>[Business items to be agreed]</i>			
<i>Scrutiny Project Groups (SPG) :</i>					
6	Every meeting.	Community Sport and Physical Activity SPG (sub group of Leisure, Sport and Culture Activities SPG)	Initially agreed 02.10.14. Scope approved 23.04.15 for commencement. Reconsideration of scope requested by E&W 02.06.15.	<i>E&W (02.10.14)</i>	<i>Health & Wellbeing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
<i>Items Pending Reschedule or Removal</i>					
7		Housing Allocations Policy	Received 14.02.13 and 07.11.13. Report on policy proposals received 18.12.14. Report back to E&W following consultation before Cabinet decision requested. Chair with Policy and Scrutiny Officer agreed not required. Report to Cabinet circulated.	<i>Link Officer (Housing) 12.11.12</i>	<i>Housing</i>
8		Housing Accommodation and Support Budget, and Older Peoples Services	To look at impact of County Council funding reductions on housing services. Report received at extra E&W held 20.10.14.	<i>Link Officer (Housing) 10.02.14</i>	<i>Housing</i>
9		Careline Consortium	Report received at extra E&W held 20.10.14. Progress requested 18.12.14 and 23.04.15. Report received E&W on 02.06.15.	<i>E&W (31.07.14)</i>	<i>Housing</i>
<i>New Business Items Proposed since meeting on 02.06.15 :</i>					
10		Tenant Consultation Survey Results	Results from 'STAR' housing tenants' survey. Report last received 12.02.15. Referred to EW by O&P 16.06.15. Proposed for EW consideration on 02.02.16.	<i>Link Officer (Policy)</i>	<i>Housing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
11		Cleaning of Pavements (Litter)	Proposed by CCO held 07.07.15.	CCO	<i>Health and Wellbeing</i>

Note: Items for monitoring (from scrutiny reviews and/or recommendations) are not included above but are listed in the Scrutiny Monitoring Form a separate item on the agenda. Items from the Forward Plan and Scrutiny Monitoring Form can be included in the work programme. *[KEY to abbreviations : O&P = Overview and Performance Scrutiny Forum. CCO = Community, Customer and Organisational Development Scrutiny Committee. E&W = Enterprise and Wellbeing Scrutiny Committee. TBC = to be confirmed. KD = Forward Plan Key Decision]* **(Next meeting date is 6 October 2015).**

EXTRACT FROM MINUTES

OVERVIEW AND PERFORMANCE SCRUTINY FORUM MEETING

Thursday, 19th March, 2015

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 arvar to 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.** *(emphasis added)*

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ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

Tuesday, 2nd June, 2015

Present:-

Councillor P Gilby (Chair)

Councillors Perkins
Callan
Dyke

Councillors Derbyshire
Catt

Donna Cairns, Committee and Scrutiny Co-ordinator
Anita Cunningham, Policy and Scrutiny Officer

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

Councillor Derbyshire wished it to be noted in respect of Minute No. 5 that, while not having an interest to declare, her sister worked for the Careline Service.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Sarvent and V. Diouf.

3 CHAIR'S REMARKS

The Chair welcomed the Members of the Committee and remarked that the Committee would benefit from the experience of previous Members and the fresh eyes of new Members. The Chair commented that the induction session that had been held on the Overview and Scrutiny Committees for all councillors was a good introduction and that there would be opportunities for the Members to request further training or development sessions.

The Chair hoped this first meeting would provide an opportunity to review the previous work of the Committee and to consider ways to move forward.

4 LEISURE, SPORT AND CULTURE ACTIVITIES SCRUTINY PROJECT GROUP

The Chair referred the Members to the previous reports that had been submitted to this Committee from the Leisure, Sport and Culture Activities Scrutiny Project Group. This group had been running since 2013 to review the on-going construction project for the new Queen's Park Sports Centre and had since expanded to include reviews of the Playing Pitch and Outdoor Facilities Strategy, the Sports Facilities Strategy and the Parks and Open Spaces Strategy.

Some of the Members on the project group had stood down at the last election, so there was a need to invite new Members to join the Group. The Committee agreed to invite the previous Members of the group who had been re-elected to continue and that the Members of the Overview and Scrutiny Committees also be invited to take part.

The Committee also agreed that the Chair would take over leadership of the group from Cllr Flood, who had previously been the project group leader. It was commented that Cllr Flood had a lot of responsibility and commitments as Vice-Chair of Appeals and Regulatory Committee and of Licensing Committee. The Chair of the Enterprise and Wellbeing Scrutiny Committee taking on the lead of the project group was proposed to provide a clear leadership of the group from the Committee.

The Project Group would be asked to meet as soon as possible to consider its on-going work and also to review the scoping document for a sub-group on the review of the Community Sport and Physical Activity Strategy that had been considered at the previous meeting of this Committee.

It was discussed that it would be beneficial for a development session to be held on the working of project groups. This was to cover project group procedures, the expectations on Members taking part in a group and the support that would be provided by the Council. This clarification on the project groups and their resourcing would then assist in the planning of the workload for the Committee and its expectations on the amount of project group work that could realistically be undertaken.

All Councillors would be invited to attend the development session and it was requested that this session be held before the next meeting of the Committee in July 2015.

The Policy and Scrutiny Officer advised the Committee that there are some guidance documents on the project groups on the intranet that may also be helpful for the Members to refer to.

Members discussed that, following the development session on the project groups, a review should be undertaken on the membership arrangements for project groups and that some guidance could be produced to be considered by the Overview and Performance Scrutiny Forum.

RESOLVED –

- 1) That the Members of the Leisure, Sport and Culture Activities Scrutiny Project Group who had been re-elected be invited to continue to take part in the group.
- 2) That all Members of the Overview and Scrutiny Committees be invited to take part in the Leisure, Sport and Culture Activities Scrutiny Project Group.
- 3) That the Chair of this Committee, Cllr P. Gilby, take over the lead of the Leisure, Sport and Culture Activities Scrutiny Project Group.
- 4) That the Leisure, Sport and Culture Activities Scrutiny Project Group be requested to meet as soon as possible to discuss its on-going work and review the scoping document on the Community Sport and Physical Activity Strategy.
- 5) That a Member development session on project groups be held before 28 July 2015.
- 6) That following the Member development session, the arrangements for membership of project groups be considered and for new guidance to be proposed for consideration by the Overview and Performance Scrutiny Forum.

5 FORWARD PLAN AND NOTICES OF URGENT DECISIONS

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

The Chair advised the Members of the Committee that they could contact officers directly with any questions about reports on the Forward Plan, but Members could also discuss this with the Policy and Scrutiny Officer or the Chair or Vice Chair.

Regarding key decision 512 on the Careline Partnership, the Housing Service Manager - Customer Division had submitted an update on the current position. Members discussed that this partnership was an excellent solution to provide the service and retain public sector jobs.

RESOLVED -

- 1) That the Forward Plan be noted.
- 2) That the update on the Careline Partnership be noted.

6 SCRUTINY MONITORING

The Committee discussed that the monitoring of the implementation of the recommendations on the Parks and Open Spaces Strategy and on the Hackney Carriage Licence Limit could be deferred to the next meeting in July 2015.

Progress reports on the recommendations on the Parking Policy and on the Water Rates Payment Policy were also due to be considered at the meeting in July 2015.

The Committee agreed that the Chair and Vice-Chair would consider which items would be presented at the next meeting and which would be considered by written progress report circulated to Members by email. Members were asked to let the Chair or Vice-Chair know if they preferred to have any particular report presented at the Committee.

RESOLVED –

- 1) That the Scrutiny Monitoring Report be agreed.
- 2) That the Chair and Vice-Chair shall agree with the Policy and Scrutiny Officer at a later date whether progress reports regarding the following items will be received at the next meeting in July 2015 or will be received in writing only and circulated by email:
 - Parks and Open Spaces Strategy
 - Hackney Carriage Licence Limit
 - Parking Policy
 - Water Rates Payment Policy

7 OVERVIEW AND SCRUTINY DEVELOPMENTS

The Chair advised the Committee that this agenda item is an opportunity for Members to request areas or topics for development sessions and to be advised on corporate and other updates affecting the Overview and Scrutiny Committees.

A member development plan for the Overview and Scrutiny Committees was to be developed for the coming year and Members were invited to contribute ideas for matters to be covered.

RESOLVED –

That the update be noted.

8 WORK PROGRAMME FOR ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

The Committee considered its Work Programme.

The Committee discussed the recommendations from the Overview and Performance Scrutiny Forum (Minute No. 61 (2014/15)), for the Enterprise and Wellbeing Scrutiny Committee to consider appointing project groups in relation to developing the town centre, and increasing the supply and quality of housing. It was agreed to defer a decision on this until after the member development session on project groups had taken place.

RESOLVED –

- 1) That the Work Programme be agreed.
- 2) That the Overview and Performance Scrutiny Forum's recommendations be noted for further consideration at the next meeting.
- 3) That it be considered at the next meeting whether to reschedule or remove the items pending on the Work Programme.
- 4) That the Chair and Vice-Chair shall agree with the Policy and Scrutiny Officer the agenda for the meeting in July 2015, with regard to the progress reports referred to above, at Minute No. 6.

9 MINUTES

The Minutes of the meeting of the Committee held on 23 April, 2015 were presented.

RESOLVED –

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