



Please ask for Donna Cairns
Direct Line: 01246 345277
Email committee.services@chesterfield.gov.uk

The Chair and Members of Enterprise
and Wellbeing Scrutiny Committee

28 September 2015

Dear Councillor,

Please attend a meeting of the ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE to be held on TUESDAY, 6 OCTOBER 2015 at 5.00 pm in Committee Room 2, 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. Scrutiny Monitoring (Pages 3 - 32) – 5.05pm
 - a) *Progress Report of the Cabinet Member for Town Centre and Visitor Economy on the implementation of Scrutiny Committee Recommendations regarding Parking Policy - 5.05pm*
 - b) *Progress Report of the Cabinet Member for Health and Wellbeing on the implementation of Scrutiny Committee Recommendations regarding*
 - i. *Parks and Open Spaces Strategy - 5.20pm*
 - ii. *Hackney Carriage Licence Limit - 5.35pm*
 - iii. *Sports Facilities Strategy and Playing Pitches Strategy – 5.50pm*
 - c) *Water Rates Payment Policy – 5.55pm*

4. Scrutiny Project Groups – 6.00pm

- *Leisure, Sport and Cultural Activities*

Consideration of the Overview and Performance Scrutiny Forum recommendation that the Committee reviews the scope of this project group

- *Community Sport and Physical Activity Strategy*

5. Forward Plan and Notices of Urgent Decisions (Pages 33 - 50) – 6.10pm

6. Overview and Scrutiny Developments (Pages 51 - 52) - 6.20pm

7. Work Programme for Enterprise and Wellbeing Scrutiny Committee (Pages 53 - 56) – 6.25pm

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)*

8. Minutes (Pages 57 - 62) - 6.35pm

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

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. Review of staff resources – enforcement team. 2. Realise potential of neighbourhood wardens. 3. Purchase new mobile phones for street scene team. 4. Borough wide review of provision of dog bins. 5. Change signage wording re fine limit / introduce more innovative imagery for signs. 6. Introduce co-ordinated and structured communication and engagement with communities. 	12 month progress report from date of decision.		Monitoring due 02.02.16 or 19.04.16 (to be agreed)
EW5 & CCO2	New Leisure Facilities (SPG) (<i>now Leisure, Sport and Cultural Activities SPG including various sub groups</i>) - -	EW 05.06.14 Cabinet 23.09.14	<ol style="list-style-type: none"> 1. Consider Community Engagement Strategy principles throughout corporate projects. 2. Pre consultation dialogue takes place with key stakeholders. 3. Internal communications and engagement plan be developed for projects impacting on employees. 	6 month progress report	Agreed by OP on 16.06.15 that CCO will monitor corporate progress.	Progress report received 23.04.15. Date for next EW5 leisure progress report TBA. Date for CCO2 corporate progress TBA.

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

Ref No	Item (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	Decision Dates (Scrutiny Committee, Cabinet, Council & its Committees)	Scrutiny Committee Recommendations and/or <i>Decision making body resolution</i> (<i>italics = Agreed by Scrutiny Committee but not yet considered by decision making body</i>) *	Completion Date for Actions	Action / Response Completed	Further Action Required by Scrutiny (6 monthly progress reports)
Page 5			<p>Engagement Strategy with regard to University of Nottingham students' engagement workshop model.</p> <p>2. Prioritise disability access when developing such investment proposals.</p> <p>3. Review Play Strategy in next 12 months.</p> <p>4. Use Council website more effectively to promote parks and open spaces.</p> <p>5. Use signs and notices better to promote parks and open spaces.</p>	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	<p>1. Adopt clear branding</p> <p>2. Review marketing / communication activities.</p> <p>3. Introduce use of analytics.</p> <p>4. Adopt a 'digital first' approach.</p>	6 month progress report		Monitoring report received 16.06.15. Next due 12.01.16.

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EW4	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Cttee 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 Cttee consider other options to reduce number of Hackney licences when new legislation permits. 	6 month progress report.	Information requested E&W 18.12.14, circulated 30.12.14. Progress provided to EW on 28.7.15	Monitoring (due June 2015) deferred to 28.07.15. Further information requested for 06.10.15
EW3	Parking Policy (SPG)	14.02.13 Cabinet on 05.03.13	<ol style="list-style-type: none"> 1. The barrier system of parking control which gives change, be extended to other car parks. 2. Improvements be implemented for the New Beetwell Street MSCP to bring the facility up to a standard equivalent to that at Vicar Lane. 3. Improvements to signage across the town centre and at the entry points to off-street car parks be undertaken. 	6 month progress report	Progress provided to EW on 05.09.13 and 05.06.14. Requested progress circulated to EW Members 22.01.15. Progress provided to EW on 28.7.15	Monitoring due 28.07.15. Further information requested for 06.10.15
EW2	Review of Water Rates Payment Policy (SPG)	16.01.14 and 05.06.14. Cabinet 29.07.14.	<ol style="list-style-type: none"> 1. Provide 6 month update on collection process and technology review. 2. Provide update when contract signed and again after 1 year. 	6 months	Further SPG review / recommendations approved 29.07.14.	Monitoring due 28.07.15. Further information requested for

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Page 7			3. Support review of Tenant's information. 4. Provide 6 month update on number of evictions for water rates. 5. Amend Policy wording.		Progress requested by EW on 18.12.14. Circulated 28.01.15. Progress provided to EW on 28.7.15	06.10.15
CCO1	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.

FOR PUBLICATION

MONITORING OF PROGRESS ON PARKING REVIEW

MEETING: ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

DATE: 6 OCTOBER 2015

REPORT BY: CULTURAL AND VISITOR SERVICES MANAGER

WARD: ALL

KEY DECISION REFERENCE: N/A

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS: Report on Review of Parking Policy Medium Term Strategy 2013/14 – 2015/16
Report by Scrutiny Project Group on Review of Parking February 2013

1.0 PURPOSE OF REPORT

- 1.1 To provide a progress report on the recommendations resulting from the review of parking, which was undertaken by the Enterprise and Wellbeing Scrutiny Committee in February 2013.

2.0 RECOMMENDATION

- 2.1 To consider the progress report on the implementation of Scrutiny's recommendations to enhance the quality of current parking facilities in Chesterfield town centre, given the change in circumstances in the intervening period.

3.0 BACKGROUND

- 3.1 In 2011 a fundamental review of the Council's parking policy was carried out by Drivers Jonas Deloitte. Linked to this review the Enterprise and Wellbeing Scrutiny Committee set up a scrutiny project group to develop a set of recommendations to enhance the quality of current parking facilities within the town centre.
- 3.2 In March 2013 Cabinet approved a parking policy for Chesterfield town centre which aims to provide:
- Competitively price car parks with simple charging structures and convenient payment methods
 - Modern car parks that are consumer friendly, secure and with convenient opening times
 - Accessible car parks that optimise usage, minimise congestion and encourage footfall
- 3.3 Cabinet also approved that the recommendations of the Enterprise and Wellbeing Scrutiny Committee be supported through the implementation of the medium term parking strategy. These recommendations were:
- That the barrier system of parking control, which gives change, should be extended to include other car parks
 - That improvements be implemented that bring Beetwell Street multi-storey car park up to a modern standard
 - That improvements to signage across the town centre and at key entry points to off-street car parks be undertaken
- 3.4 A medium term parking strategy, covering the period from April 2013 to March 2016 was developed, which set out a number of key actions that would help deliver the Council's aims and address the recommendations of the Enterprise and Wellbeing Scrutiny Committee.

4.0 PROGRESS TO DATE

- 4.1 Following on from the adoption of the parking policy a number of changes to the operation of the Council's car parks have been implemented. These have included:

- The introduction of free parking for residents, at certain times of the day, in 12 town centre car parks
- The introduction of all day parking charges at multi-storey and fringe car parks
- The provision of parking facilities for Blue Badge holders was reviewed and changes were subsequently introduced to reflect demand
- Wider bays for parents with young children were introduced in Rose Hill and Soresby Street surface car parks and Beetwell Street multi-storey car park
- The pay by bay system of payment was removed in all car parks where it was operational
- Some improvements to information signage at entry points to car parks have been introduced

4.2 Some of the other actions, contained within the medium term strategy, including Scrutiny's recommendations were not, however, acted upon for a variety of reasons, which are explained below.

5.0 CIRCUMSTANCES IMPACTING ON DELIVERY

- 5.1 Pay on foot (barrier) ticket systems are currently installed at the two Council multi-storey car parks and at both Rose Hill and Soresby Street surface car parks. After discussions with the Highway Authority it was discovered that, because of the necessary highway requirements, it is not possible, for technical and financial reasons, to install pay on foot ticket systems in any of the other town centre car parks. The only exception to this would be at Holywell Cross car park but because of the uncertain future use of this development site it is not proposed that such an investment is made at this time.
- 5.2 When Scrutiny made its recommendations in February 2013 about the improvements to Beetwell Street multi-storey car park it was based on the understanding that Saltergate multi-storey car park would either be rebuilt or completely refurbished as part of a potentially retail led development on the Northern Gateway site. Circumstances have changed within the retail market and the future development of this site may now be leisure led and may not be able to contribute financially towards any improvements to the multi-storey car park. Subject to funding being made available, improvements now need to be made to both the Council's multi-storey car parks.

- 5.3 Improvements to information signage have been undertaken at some of the town centre car parks, as recommended by Scrutiny. However, because of the financial pressures on the Council, the introduction of a variable message signage system, which would direct drivers to car parks with spaces, is not a priority and has not progressed.

6.0 FUTURE PROPOSALS

- 6.1 The medium term strategy for the implementation of the Council's parking policy ends in March 2016 and is now in the process of being updated.
- 6.2 A parking management strategy has been identified within the town's masterplan as being an important element in improving how the town centre operates for the benefit of residents, businesses and visitors to Chesterfield. It supports an investment in both multi-storey and surface car parks and the provision of cash-less payment mechanisms at all car parks for efficient and convenient use of visitors.
- 6.3 The principles as outlined in paragraph 3.2 of this report will remain the same and will be reflected in a report, which will be presented to Cabinet in November 2015 which will detail a set of actions which will help deliver the Council's parking policy over the next 5 years. The outstanding recommendations, which were put forward by Scrutiny and are still viable, will be addressed within this report.
- 6.4 It will be proposed in the November Cabinet report that the ticket machines in all car parks, including Beetwell Street multi-storey, should be replaced. They incur relatively high maintenance costs, are no longer supported by the supplier and in 2017 when the new £1 coin is introduced some of the machines will not be able to accept them. The new machines will be more customer friendly and will be able to take card payments and will have a facility to pay by phone.
- 6.5 Pay and display ticket machines do not normally give change for a number of practical reasons including the size of the machines required to house all the necessary coins and the risk of theft. However, in order to deliver Scrutiny's recommendations, it is proposed that within the tender documents a request for the provision of ticket machines which give change will be included. An assessment can then be made as to whether the purchase of such machines, if they exist, is practical and financially viable.
- 6.6 A full options appraisal, including an intrusive structural survey, on Saltergate multi-storey car park has been commissioned. A report which will include a fully costed options/potential solutions for the

regeneration of Saltergate multi-storey car park will be submitted by the end of November. This report will provide the information necessary to enable the Council to make an informed decision on the level of investment required at both multi-storey car parks.

- 6.7 The November report will also recommend that that all signage within car parks should also be improved, giving clear opening times, tariffs' information on contraventions and other parking advice. In addition, it will be recommend that some work should be done to assess if a variable message signage system is appropriate for a town the size of Chesterfield and to provide costs for an on street directional signage system.
- 6.8 The Cabinet report will contain other recommendations which will make the car parks more customer friendly, secure and accessible. However, members will have to approve both the recommendations and a funding package to implement the proposals. Given the Council's current financial situation this will be challenging and, even is approved, may require a phased approach to its introduction.

7.0 RECOMMENDATION

- 7.1 To consider the progress on the implementation of Scrutiny's recommendations to enhance the quality of current parking facilities in Chesterfield town centre, given the change in circumstances in the intervening period.

BERNADETTE WAINWRIGHT
CULTURAL AND VISITOR SERVICES MANAGER

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

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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	Funding required		Not possible to install barrier system in all car parks but propose to introduce alternative methods of payment, which will be more customer friendly, subject to approval of required capital investment. More details contained in Scrutiny report dated 6 October 2015.

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	Funding required		Since Scrutiny made this recommendation, circumstances have changed and improvements now required in both Saltergate and Beetwell Street multi-storey

	Cultural and Visitor Services Manager			car parks. Progress will be dependent on available funding. More details contained in Scrutiny report dated 6 October 2015.
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	Funding required		Some improvements to information signage have been undertaken, as recommended by Scrutiny. However, because of the financial pressures on the Council, the introduction of a variable message signage system, which would direct drivers to car parks with spaces, is not a priority at present and has not progressed. More details contained in Scrutiny report dated 6 October 2015.
Any Additional Information :				

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 :

Supplied August 2015

When the Council first limited the number of hackney carriages in December 2010, the limit was set at 110, at which time there were 183 hackneys. By the time of the next survey in 2013 the number of hackneys had reduced to 158 and it is now down to 150.

The proposed changes to legislation that would have prevented the transfer of hackney licences were not supported by the government. There are no proposals to try to force the current number to reduce further. It will only reduce should a driver voluntarily give up their licence (eg retiring) or where a licence is revoked for breach of conditions.

In five years the number of hackneys has dropped by 33, but the majority of that reduction came in the first three years. It could now be argued that the level of reduction has tailed off to such an extent that the market has found its level. Rather than looking for ways to force the number to reduce, it may be that the level the cap is set at or whether a cap should continue to operate, needs to be reconsidered.

The process for considering another survey will commence next year with the decision planned for December 2016 by the Appeals and Regulatory Committee.

SCRUTINY PROGRESS MONITORING REPORT ON: SPORTS FACILITIES STRATEGY

Progress report on Ref: EW5c 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 Sports Facilities Strategy. These recommendations were approved by Cabinet in January 2015 for action.

Recommendation 1:

That the Draft Sports Facilities Strategy be supported subject to the inclusion of the findings of the Scrutiny Project Group regarding:

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

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
Adoption of the Strategy including these priorities	Cabinet Member for Health and Wellbeing Sport and Leisure Manager	Existing resources.	February 2015	The Sports Facilities Strategy 2015- 2028 was adopted by Full Council on 26 February 2015.

Recommendation 2 :

That the Draft Sports Facilities Strategy be supported subject to the inclusion of the findings of the Scrutiny Project Group regarding:

Reference to accessibility – physical access to comply with Sport England access standards and encouraging participation through community based delivery.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
Adoption of the Strategy including this reference to accessibility	Cabinet Member for Health and Wellbeing Sport and Leisure Manager	Existing resources.	February 2015	The Sports Facilities Strategy 2015- 2028 was adopted by Full Council on 26 February 2015.

Any Additional Information :

Recommendations 1 and 2 fully met. The strategy confirmed the need for additional swimming pool and sports hall space in the borough and was pivotal in the Council demonstrating needs and evidence for the £2m Sport England investment in the new Queens Park Sports Centre. The CBC Planning team have confirmed that the strategy is now referred to in determining applications and will be used in preparing the review of the Local Plan. Links to the strategy have also been added to the documents from the Local Plan Evidence Base page as appropriate. Local sports club forums have been advised of the strategy as a reference document. The School Sport Partnership and College are engaged in developing usage at education sites to improve community access to sport and physical activity opportunities and health improvement outcomes.

Disability and physical access features in respect of the design of the new Queen's Park Sports Centre include:

- Compliant approach routes across the site
- Tactile paving to crossing points
- Accessible parking
- Level access entrance
- Manifestations to entrance glazing
- Hearing induction loops
- Accessible / compliant reception desk and server
- Accessible seating to café area
- Swing gate access / egress
- Tactile / part m compliant signage
- Compliant circulation routes / opening widths
- 2.no lifts and appropriate controls
- Accessible changing rooms / spaces & associated showers and lockers
- Appropriate material / colour contrasts in floor and wall finishes
- 600mm bench seating to group change areas
- Accessible spectating areas for pool hall
- Inclusive sports hall court markings
- Refuge areas to fire escape routes
- Platform lift to main swimming pool and graduated steps
- Moveable floor to small swimming pool and hoist access
- TV screens in main reception and other areas with customer information
- Differential tile finishes at poolside edge
- Finger grip tile to pool edging.
- Appropriate lighting and temperature controls
- Shower and tap control fittings
- All necessary hand rails and access support.
- Minimum of 50% of fitness equipment to be "inclusive fitness initiative" design.

SCRUTINY PROGRESS MONITORING REPORT ON: PLAYING PITCH AND OUTDOOR SPORTS STRATEGY

Progress report on Ref: EW5b 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 Playing Pitch and Outdoor Sports Strategy. These recommendations were approved by the Committee in October 2014 for action.

Recommendation 1 :

That the Enterprise and Wellbeing Scrutiny Committee reaffirms its support for the draft Playing Pitch Strategy and draft cabinet report recommendations, as considered and agreed on 2 October 2014

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
Adoption of the Strategy	Cabinet Member for Health and Wellbeing Sport and Leisure Manager	Existing resources.	Dec 2014	The Playing Pitch and Outdoor Sports Strategy 2015- 2031 was adopted by Full Council on 17 December 2014.

Recommendation 2 :

That a progress report is brought to the Enterprise and Wellbeing Committee in 12 months' time to confirm the status of the strategy implementation and delivery; and also to confirm whether the strategy has started to reverse the shortfall of junior teams and interest in playing by young people, both boys and girls.

Action	Responsibility / Implementation by:	Resources Needed / Available	Target Date	Achievement / Completed
Strategy implementation and delivery	Cabinet Member for Health and Wellbeing Sport and Leisure Manager	Existing resources.	Oct 2015	See attached additional information.

Any Additional Information :

CBC Planning team have confirmed that the strategy is now referred to in determining applications and will be used in preparing the review of the Local Plan. There are still some areas of detail where Planning will need to work on how the strategies are interpreted on individual sites and cases, but this situation is expected at this stage, given the range of issues covered.

Links to the strategy have also been added to the documents from the Local Plan Evidence Base page.

The Parks team were consulted and contributed to the strategy action plan and this is being used to inform current and future pitch planning and letting in the borough.

Derbyshire Football Association (FA) were a consultee on the strategy and have confirmed their support for future actions. The FA are currently updating their registration and team monitoring systems and have advised that at this time they are unable to report on any impact until both the system and current registrations are complete. A time line has not been confirmed. Locally junior teams remain popular and some work is being done to formalise needs in some areas regarding developing community coaching matters. The Chesterfield Football forum endorsed the strategy and are working with CBC on delivering the action plan, the new active chesterfield sport forum have been alerted to the strategy and implications for sports included. Tennis facilities at the Annexe have been upgraded. The strategy is directly linked to the new Parks strategy to ensure efficiencies and future development opportunities are maximised.

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.	<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.		<p>A new version of the collection system – Northgate Rent System, had been released which c have allowed for payments to be split off for rent, water rates etc.. But the software upgrade required significant testing before it could be implemented for staff to use.</p> <p>However it is now considered with regard to the systems, that the costs and bureaucracy for the service and the customer would outweigh the benefits.. Severn Trent will separately account for water rates if we discontinue the agency agreement, which the Council might want to do as Universal Credit awards expand and this would make any investment in changing processes totally wasted. (September 2015, Head of Revenues and Benefits)</p>

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.		See additional information attached.
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.		Completed. 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.

Recommendation 4 :

That a progress report be made to Scrutiny in six months time, monitoring the number of evictions for water rates 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.		For the period from 1 April 2015 to 18 September 2015, there have been 62 evictions applied for and 29 evictions that have taken place. There have been no evictions for water rates only.

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.

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.		Completed. 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 :

See attached information on the income from the Severn Trent Water Agreement.

A Housing Quality Network consultant carried out a review of rent and water rates income management in May and July 2015. The purpose was to provide an independent view of the current service strengths and weaknesses and to help CBC to identify and address any issues affecting performance. The consultant produced a report in August 2015 which had a range of findings and recommendations for improvements. This will be considered for inclusion in the programme for Great Place Great Service.

The housing service's neighbourhoods team is currently restructuring. A key purpose is to increase its capacity to support tenants who are at risk of tenancy breakdown, particularly as a result of welfare reform and the withdrawal of DCC funded support services. The current complement of three support workers will increase to six and will have a specialist team leader.

(September 2015, Neighbourhoods Manager, Housing Services)

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>Actual</u> <u>2014/15</u> £	<u>Budget</u> <u>2015/16</u> £
<u>Income from Severn Trent Water</u>					
5% Commission	208,019	204,064	202,000	199,515	206,440
Irrecoverables (bad debts) 4%	151,286	148,410	146,320	145,101	149,550
Total Income from Severn Trent	<u>359,305</u>	<u>352,474</u>	<u>348,320</u>	<u>344,616</u>	<u>355,990</u>
<u>Less Costs</u>					
Collection	62,688	72,480	65,800	76,230	67,250
Bad Debts	167,928	158,057	160,950	163,602	164,500
Total Costs	<u>230,616</u>	<u>230,537</u>	<u>226,750</u>	<u>239,832</u>	<u>231,750</u>
Net Income to General Fund	<u>128,689</u>	<u>121,937</u>	<u>121,570</u>	<u>104,784</u>	<u>124,240</u>

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

What is the Forward Plan?

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

What is a Key Decision?

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

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

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

Are any other decisions included on the plan?

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

How much notice is given of forthcoming decisions?

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

What information is included in the plan?

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

How is consultation and Community Engagement carried out?

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

Notice of Intention to Conduct Business in Private

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

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

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

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

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

Huw Bowen
Chief Executive

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



CHESTERFIELD
BOROUGH COUNCIL

Meeting Dates 2015/16

<u>Cabinet</u>	<u>Council</u>
2 June 2015* 16 June 2015 30 June 2015	
14 July 2015* 21 July 2015	22 July 2015
8 September 2015* 22 September 2015	
6 October 2015* 20 October 2015	14 October 2015
3 November 2015* 17 November 2015	
1 December 2015* 15 December 2015	16 December 2015
12 January 2016* 26 January 2016	
9 February 2016* 23 February 2016	25 February 2016
8 March 2016* 22 March 2016	
5 April 2016* 19 April 2016	27 April 2016 (ABM)
3 May 2016* 17 May 2016 31 May 2016	11 May 2016 (ACM)

*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](#).)

Cabinet members and their portfolios are as follows:

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

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

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

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	3 Nov 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 Oct 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	1 Dec 2015 16 Dec 2015	Report of HR and Payroll Lead	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	
Key Decision 510	Community Infrastructure Levy To approve the adoption of the Community Infrastructure Levy, subject for formal notification and consultation	Cabinet Council	Deputy Leader & Cabinet Member for Planning	6 Oct 2015 14 Oct 2015	Report of Strategic Planning and Key Sites Manager	Alan Morey Tel: 01246 345371 alan.morey@chesterfield.gov.uk	Public	

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 513	Approval to Dispose of Miscellaneous Housing Stock	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of Housing Service Manager – Business Planning & Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3 Contains financial information	
Key Decision 537	Procurement Options A paper providing options for the future service delivery method for the procurement service	Joint Cabinet and Employment & General Committee	Cabinet Member - Business Transformation	3 Nov 2015	Report of Business Transformation Manager	Karen Brown Tel: 01246 345293 karen.brown@chesterfield.gov.uk	Public	
Key Decision 539	Barrow Hill Environmental Improvements Update To update members on progress and provide details of next stages	Cabinet	Cabinet Member - Housing	3 Nov 2015	Report of Housing Manager - Business Planning and Strategy	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 1 Information relating to an individual	
Key Decision 540	Asbestos Compliance Report Asbestos management compliance review and action plan	Cabinet	Cabinet Member - Housing, Cabinet Member - Governance	3 Nov 2015	Report of Housing Manager - Business Planning and Strategy and Business Transformation Manager	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	

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 543	Housing Related Support – an update	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of Housing Manage - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 3 Contains financial information	
Key Decision 545	Budget Monitoring for 2015/16 and Updated Medium Term Financial Plan	Cabinet Council	Deputy Leader & Cabinet Member for Planning	22 Sep 2015 14 Oct 2015	Report of Chief Finance Officer	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	
Key Decision 546	Car Park Investment Plan To present a planned programme of investment in Chesterfield town centre car parks over the next five years.	Cabinet	Cabinet Member - Town Centre and Visitor Economy	3 Nov 2015	Report of Town Centre Operations Manager Medium Term Parking Strategy 2013/2016	Andy Bond Tel: 01246 345991 andy.bond@chesterfield.gov.uk	Public	

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 547	Great Place: Great Service Update To approve the focus and activity of the Great Place: Great Service Programme for the next 18 months.	Cabinet Council	Cabinet Member - Business Transformation	20 Oct 2015 16 Dec 2015	Report of Executive Director	James Drury james.drury@chesterfield.gov.uk	Public	
Key Decision 548 Page 39	Review Statement of Licensing Policy To adopt the revised statement of licensing policy to regulate licensable activities on licensed premises, by qualifying clubs and at temporary events in accordance with section 5 of the Licensing Act 2003.	Cabinet Council	Cabinet Member - Health and Wellbeing	1 Dec 2015 16 Dec 2015	Report of Licensing Manager	Trevor Durham Tel: 01246 345203 trevor.durham@chesterfield.gov.uk	Public	
Key Decision 549	Environmental Health Fees and Charges 2016-17 To approve the fees and charges for environmental health services for 2016-17.	Cabinet	Cabinet Member - Health and Wellbeing	15 Dec 2015	Report of Environmental Health Manager	Russell Sinclair Tel: 01246 345397 russell.sinclair@chesterfield.gov.uk	Public	
Key Decision 550	Parkside – Allocations/Charges and Support	Cabinet	Cabinet Member - Housing	20 Oct 2015	Report of Housing Services Manager - Customer Division	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 3 relating to financial or business affairs	

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 554	Approval of the Council's Safeguarding Children and Vulnerable Adults Policy and Procedures	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	3 Nov 2015	Report of Policy Manager	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	
Key Decision 557	Review of Fees and Charges for Outdoor Recreation 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	17 Nov 2015	Report of Environmental Services Manager	Mel Henley melhenley@chesterfield.gov.uk	Public	
Key Decision 558	Review of Cemeteries Fees and Charges for 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	17 Nov 2015	Report of Environmental Services Manager	Mel Henley melhenley@chesterfield.gov.uk	Public	
Key Decision 559	Review of Fees and Charges for Waste and Recycling 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	17 Nov 2015	Report of Environmental Services Manager	Mel Henley melhenley@chesterfield.gov.uk	Public	
Key Decision 559	Outstanding Debts For Write Off Including insolvency related debts and other bad debts	Cabinet Member for Business Transformation	Cabinet Member - Business Transformation	3 Nov 2015	Report of Chief Finance Officer	Maureen Madin Tel: 01246-345487 maureen.madin@chesterfield.gov.uk	Exempt 3 Relating to financial or business affairs	

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 560	Review of crèche services	Cabinet	Cabinet Member - Health and Wellbeing	3 Nov 2015	Report of Sports and Leisure Manager	Mick Blythe Tel: 01246 345101 mick.blythe@chesterfield.gov.uk	Exempt 3, 4 Relating to financial or business affairs and labour relations	
Private Items (Non Key Decisions)								
Non-Key 363	Application for Home Repairs Assistance	Cabinet Member - Housing	Cabinet Member - Housing	30 Oct 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	30 Oct 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	

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 374	Appointment of Independent Persons	Standards and Audit Committee Cabinet Council	Cabinet Member - Governance	23 Sep 2015 6 Oct 2015 14 Oct 2015	Report of Monitoring Officer	Gerard Rogers Tel: 01246 345310 gerard.rogers@chesterfield.gov.uk	Exempt 1 Contains personal information	
Non-Key 375	Settlement of dilapidation claim in respect of Council's former rented property at Whitting Road, Chesterfield.	Deputy Leader and Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	1 Oct 2015	Report of Keir	Linda Martin Tel: 01246 345445 linda.martin@chesterfield.gov.uk	Exempt 3 Contains financial information	
Non Key Decisions								
Non-Key 41	Public Private Partnerships (PPP) Update To note performance and ongoing work.	Cabinet	Cabinet Member - Business Transformation	20 Oct 2015	Report of Executive Director	James Drury james.drury@chesterfield.gov.uk	Public	
Non-Key 42	Treasury Management Report 2014/15 and Monitoring Report 2015/16 To review the treasury management activities of the Council for 2014/15 and for the first 5 months of 2015/16 to ensure compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code and the Council's approved policies.	Cabinet Standards and Audit Committee Council	Deputy Leader & Cabinet Member for Planning	22 Sep 2015 23 Sep 2015 14 Oct 2015	Report of Chief Finance Officer	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	

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 45	Modification of Off-street Parking Places Order	Cabinet Member for Town Centre and Visitor Economy	Cabinet Member - Town Centre and Visitor Economy	5 Oct 2015	Report of Parking and CCTV Manager and Local Government and Regulatory Law Manager	Gerard Rogers Tel: 01246 345310 gerard.rogers@chesterfield.gov.uk	Public	

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Notice is hereby given that the Cabinet is to be asked to make an Executive decision in private on 30 June 2015 in respect of the following:

TITLE:

Sport and Leisure Fitness Suite Equipment Replacement

PURPOSE OF DECISION:

Replacement and addition to current fitness equipment provision and associated technology.

REASON DECISION TO BE TAKEN IN PRIVATE

The report involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972' on the grounds that it contains information relating financial and business affairs.

REASON WHY IT IS URGENT AND CANNOT REASONABLY BE DEFERRED TO GIVE 28 CLEAR DAYS NOTICE OF THE REASONS FOR THE DECISION BEING MADE IN PRIVATE:

The timeline for procurement, supply, installation and commissioning is linked to the new opening date of the new Queen's Park Sports Centre. Failure to provide would impact on business continuity, reputation and overall service performance.

This notice is being given in accordance with regulation 5 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 in that it is not possible to give 28 days notice of the meeting to be held in private.

The Chair of Chesterfield Borough Council's Overview and Performance Scrutiny Forum has been agreed that this meeting may take place in private on the proposed date as it is urgent and impractical to defer the decision.

Date: 22/6/2015

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Forward Plan General Exception Notice

Notice is hereby given that Cabinet is to be asked to make a key decision on 21 July 2015 in respect of the following

TITLE: County Cricket at Queen's Park Cricket Ground – 2016-2020

Key Decision No: 542

PURPOSE OF DECISION:

To seek Cabinet approval for the Council to enter into a new five-year agreement with Derbyshire County Cricket Club Limited (DCCCL) for the joint promotion and delivery of an annual Chesterfield Cricket Festival.

REASON WHY IT IS IMPRACTICAL TO GIVE 28 DAYS NOTICE OF THE KEY DECISION:

To enable Derbyshire County Cricket Club Limited to take immediate steps to confirm their requirements to the England and Wales Cricket Board for the allocation of county cricket fixtures for the 2016 season and to respond as soon as practicable to the questions raised by attendees and the media at the 2015 Chesterfield Cricket Festival as to the future arrangements for county cricket at the Queen's Park Cricket Ground.

DATE NOTICE COMPLETED: 9 July 2015

This notice is being given in accordance with regulation 10 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 in that it is not possible to give 28 days' notice of a Key decision.

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

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Forward Plan General Exception Notice

Notice is hereby given that the **Cabinet Member for Health and Wellbeing** is to be asked to make a key decision **Monday 14 September 2015** in respect of the following

TITLE: Fees and Charges for the new Queen's Park Sports Centre

(Key Decision No. *completed by Democratic Services*): 555

PURPOSE OF DECISION:

To determine the fees and charges for memberships and use of the facilities at the new Queen's Park Sports Centre.

REASON WHY IT IS IMPRACTICAL TO GIVE 28 DAYS NOTICE OF THE KEY DECISION:

Promotion of the prices for the new Queen's Park Sports Centre are scheduled to begin during October 2015. It would be impractical to defer this decision as the promotional and marketing material needs to be prepared.

DATE NOTICE COMPLETED: 4 September 2015

<p>This notice is being given in accordance with regulation 10 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 in that it is not possible to give 28 days' notice of a Key decision.</p>

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

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THE 2015 DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT

COMMITTEE: ENTERPRISE AND WELLBEING SCRUTINY
COMMITTEE

DATE: 6 OCTOBER 2015

REPORT BY: COMMITTEE AND SCRUTINY CO-ORDINATOR

FOR INFORMATION ONLY

Derbyshire County Council's Director of Public Health has published an Annual Report for 2015, which is described as follows:

The 2015 Director of Public Health Annual Report focuses on positive mental health and wellbeing for everyone. Utilising the '5 ways to wellbeing' a public facing leaflet style report has been produced in versions that people of different ages can relate to. It enables people to identify with the examples and include each of the 5 ways in their lives. Positive mental health and wellbeing contributes to good physical health and the best quality of life.

The reports are available from the following link:

www.derbyshire.gov.uk/publichealthannualreport

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CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME: ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE on 6 October 2015

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
2a	06.10.15	Impact of the Summer Budget on the Housing Service	Report requested on the impact of the Summer Budget on the Housing Service particularly in relation to access to housing by younger people	E&W 28.07.15	<i>Housing</i>
2b	06.10.15	Maintenance of footpaths and pavements (including cleaning/litter)	To consider the responsibilities and plans for the maintenance of footpaths and pavements within the borough	CC&O 7.07.15	<i>Health & Wellbeing</i>
2c	06.10.15	Monitoring Reports on : 1. Playing Pitches and Outdoor Sports Strategy 2. Sports Facilities Strategy 3. Parks and Open Spaces Strategy 4. Hackney Carriage Licence Limit 5. Parking Policy 6. Water Rates Payment Policy	Details contained in the Scrutiny Monitoring Form attached to the agenda. Parks and Open Spaces Strategy deferred from 28.07.15 Further information requested on Hackney Carriage Licence Limit, Parking Policy and Water Rates Payment Policy by E&W on 28.07.15	<i>E&W (Monitoring Form)</i>	<i>1. Health & Wellbeing 2. Health & Wellbeing. 3. Health & Wellbeing.</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
2d	06.10.15	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</i> 19.03.15.	1. Town Centre & Visitor Economy 2. Housing
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</i> (19.04.12)	<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</i> (05.02/15)	<i>Health & Wellbeing</i>
5	19.04.16	<i>[Business items to be agreed]</i>			
Scrutiny Project Groups (SPG) :					

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
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>
Items Pending Reschedule or Removal					
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 02.06.15.	<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. Report requested to be circulated on the current position.	<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>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
<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.	Link Officer (Policy)	Housing

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).**

ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

Tuesday, 28th July, 2015

Present:-

Councillor P Gilby (Chair)

Councillors Perkins
Dyke
Derbyshire

Councillors Catt
Sarvent
V Diouf

Simmons

Donna Cairns, Committee and Scrutiny Co-ordinator
Anita Cunningham, Policy and Scrutiny Officer
Michael Rich, Executive Director

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

No declarations of interest were received.

11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Callan.

12 CHAIR'S REMARKS

The Chair thanked the Policy and Scrutiny Officer and the Committee and Scrutiny Co-ordinators for delivering the scrutiny development session on project groups.

13 MINUTES

The Minutes of the meeting of the Committee held on 2 June, 2015 were presented.

RESOLVED –

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

14 **SCRUTINY MONITORING**

The Committee received the following progress monitoring reports:

Hackney Carriage Licence Limit

The Chair reported that further information had been requested on how the Council intended to proceed without the change in legislation that had been anticipated. The additional information would be reported to the next meeting.

Parking Policy

The Chair reported that the Cultural and Visitor Services Manager would bring some additional information on the implementation of these recommendations to the next meeting.

Water Rates Policy

The Chair reported that the Customer Services and Revenues Manager would attend the next pre-agenda meeting to discuss these recommendations as some progress has been made, but they had not yet been fully implemented. Further information would then be provided at the next meeting.

Parks and Open Spaces Strategy

Consideration of this progress monitoring report was deferred to the next meeting as the Cabinet Member for Health and Wellbeing was not able to attend.

It was also agreed that progress monitoring reports would be received at the next meeting on the Playing Pitches Strategy and the Sports Facilities Strategy. The Sport and Leisure Manager would be asked to address the issue of accessibility at the new Queen's Park Sports Centre for people with visual impairments and how information would be displayed, such as the use of electronic notice screens.

RESOLVED –

- 1) That the Scrutiny Monitoring Report be agreed.

- 2) That further information be brought to the next meeting of the Committee on the progress monitoring reports in relation to the Hackney Carriage Licence Limit, Parking Policy and Water Rates Policy.
- 3) That progress monitoring reports be brought to the next meeting of the Committee on the Playing Pitches Strategy and the Sports Facilities Strategy.

15 OVERVIEW AND SCRUTINY DEVELOPMENTS

The Policy and Scrutiny Officer advised the Committee that a member development programme for overview and scrutiny was being developed for the coming year and would be submitted to the next meeting of the Overview and Performance Scrutiny Forum for comment and approval. The programme would form part of the corporate member development programme.

The Chair reported that she had attended the East Midlands Scrutiny Network, together with the Policy and Scrutiny Officer. It had been a good opportunity to share experience with other local authorities on best practice for scrutiny. They had also received a presentation from the Centre for Public Scrutiny on the role of scrutiny with Combined Authorities.

RESOLVED –

That the update be noted.

16 SCRUTINY PROJECT GROUPS

The Chair, as Leader of the Leisure, Sport and Culture Activities Scrutiny Project Group, provided the Committee with an update on their progress. The Project Group had recently met and discussed the work that had been achieved so far as well as future plans. The Committee members were informed that they could access documents for the Projects Group work in a public folder on the shared drive on the IT server. Members should contact the Committee and Scrutiny Co-ordinators for assistance in accessing this folder if required.

The draft scope for the Community Sport and Physical Activity Strategy had been reviewed and the revised document was submitted to the Committee for comment and approval.

RESOLVED –

- 1) That the update on the work of the Leisure, Sport and Culture Activities Scrutiny Project Group be noted.
- 2) That the Leisure, Sport and Culture Activities Scrutiny Project Group's scoping document on the Community Sport and Physical Activity Strategy be approved.

17 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.

RESOLVED -

That the Forward Plan be noted.

18 WORK PROGRAMME FOR ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

The Committee considered its Work Programme.

Councillor Simmons presented the recommendation of the Community, Customer and Organisational Scrutiny Committee that the Enterprise and Wellbeing Scrutiny Committee consider the issue of the maintenance of footpaths and pavements. Members discussed that there were a lot of concerns over litter, over-grown vegetation and general deterioration in standards with pavements and footpaths around the Borough. It was commented that the staff employed as Pavement Sweepers only sweep channels and roadways, rather than pavements.

It was agreed that the Committee needed more information on this subject and that a report would be requested to be brought to the next meeting covering the following matters:

- Where does the responsibility lie for the maintenance of different types of pavements and footpaths?

- Who should be contacted with concerns about pavements and footpaths?
- What are the current plans or protocols for the maintenance of footpaths and pavements within the Borough?
- What budget does Chesterfield Borough Council have for maintaining footpaths and pavements?
- What powers does the Council have to ensure footpaths or pavements on private land are maintained where there is a public right of way over that land?

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 in the Borough. It was agreed that Councillor Perkins, who had offered to lead a review on the development of the town centre, would bring some proposals for a project group to the next meeting of this Committee.

It was agreed that a briefing note would be circulated to the Committee members on the issue of the supply of housing in the Borough to inform a further consideration of this matter at the next meeting.

The Committee considered the matters pending reschedule or removal on the work programme. It was requested that an update report be circulated to Members of the Committee by email on the impact of possible County Council funding reductions on housing accommodation and support, and older people services. It was agreed that this item remain on the Work Programme to be reconsidered following receipt of this update report.

Members discussed that the Housing Allocations Policy may have been impacted by the changes to be brought in from the Summer Budget particularly relating to changes around access to housing by younger people. Members also felt that the wider impact of the Summer Budget on the housing service needed to be considered. Members requested that a report on the impact of the Summer Budget on the housing service be brought to the next meeting of this Committee, and the Cabinet Member for Housing and the Service Manager be invited, if a report would be available by that time.

It was agreed that the new business item proposed on the tenant consultation survey results be considered later in the year.

RESOLVED –

- 1) That the Work Programme be agreed.
- 2) That a report on the maintenance of pavements and footpaths be added to the agenda for the next Committee meeting.
- 3) That a report on the impact of the Summer Budget on the housing service be added to the agenda for the next Committee meeting.
- 4) That the briefing report on the supply of housing in the Borough be circulated to Members by email for the creation of a project group on this matter to be considered at the next Committee meeting.
- 5) That Councillor Perkins shall bring a proposal to the next Committee meeting for a project group on the development of the town centre.
- 6) That it be considered at the next meeting whether to reschedule or remove the items pending on the Work Programme.
- 7) That the new business item proposed on the tenant consultation survey results be considered at a future meeting later in the year.