



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

The Chair and Members of Enterprise
and Wellbeing Scrutiny Committee

27 May 2016

Dear Councillor,

Please attend a meeting of the ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE to be held on TUESDAY, 7 JUNE 2016 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. Local Government Act 1972 - Exclusion of the Public

To move "That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972."

4. Cabinet Member for Housing - Careline Progress Report (Pages 3 - 10)

5:05pm

5. Local Government Act 1972 - Re-admission of the public

To move that after the conclusion of items containing exempt information that the public be readmitted to the meeting.

6. Cabinet Member for Housing - Housing Tenants' (STAR) Survey and Impact of Housing Improvements on Health and Wellbeing (Pages 11 - 12)

5:25pm

7. Forward Plan (Pages 13 - 26)

5:40pm

8. Work Programme for Enterprise and Wellbeing Scrutiny Committee (Pages 27 - 32)

5:45pm

9. Scrutiny Monitoring (Pages 33 - 38)

5:55pm

10. Minutes (Pages 39 - 44)

6:05pm

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Scrutiny Discussion Paper – STAR survey/ Measurement of Health outcomes

This paper covers some of the current consultation carried out with tenants relating to investment made in their homes. The paper is to aid Scrutiny's consideration of what approach they wish for officers to take, if there is a desire to examine the links between Housing and Health achieved through Housing investment. The paper briefly considers some of the consultation that takes place and its current limitations in trying to capture health and wellbeing information.

STAR Survey

The Survey of Tenants and Residents ('STAR survey') is a voluntary replacement for the Standardised Tenants Satisfaction Survey or 'STATUS' tenant satisfaction survey that used to be a Government requirement. It is undertaken every two years by the Policy Section on behalf of Housing Services.

The data collected in the STAR survey can be used for a variety of purposes but its primary purpose is to enable benchmarking with other Housing providers. The survey is very much focused on quantitative, statistical data and focuses predominantly on day-to-day housing management such as estate management, anti-social behaviour and the quality of repair work. It has limited ability to offer any qualitative analysis of the 'why' behind tenant's individual opinions.

In its current form there is no form of questioning that would directly relate to links between Housing and Health. The survey as its name suggests is 'standardised' therefore the questions should be the same as those asked in other local authorities to enable comparison. The Housing Service can add in other questions however there would be cost implication – increased printing costs etc as the survey neatly fits on to an 8 sides in its current form. Amending the survey would require a further 4 pages of questions.

As part of the Cabinet Report in March the recommendations stated that further works with tenants to look at the results would be carried out and a further report back on any proposed changes / actions would be made. This work will begin shortly through our Tenant Participation team and will identify some of the more qualitative elements of the survey responses.

Capital Works Satisfaction Surveys

The Housing Service carries out satisfaction surveys of contractors who have carried out Capital works on behalf of the Council. This was previously done as a matter of routine when administrative support was available however is now done as and when Liaison Officers have time capacity. The forms are focused on things such as quality of workmanship, sticking to timescales, tidiness etc. These surveys are also done very soon after the work has taken place therefore do not give sufficient time to identify whether the tenant feel their health and wellbeing has improved. Response rates are around 25%. The timing of these surveys is also too soon to

capture Health and Wellbeing outcomes as these would become more prevalent over time.

Adaptations surveys

This is an area where satisfaction surveys are routinely carried out. The improvements done under adaptations budget obviously have a direct link to the quality of life of the tenant through either increased mobility around the home to be able to stay in their property though again the satisfaction surveys in this area focus on quality of workmanship, timeliness and being kept informed etc.

Potential Mechanisms to measure the effectiveness of improvement works on health / wellbeing outcomes

1. EPC's

The measurement of the effectiveness of works that have direct relationship on health such as external wall insulation, secure by design doors, loft insulation, new boiler and heating systems can be measured through the changes in Energy Performance Certificates scores. This again would be quantitative data rather than qualitative but would contain an idea of costs savings achieved by households through reduction in bills. This work is not currently done and the work would require some exploration as to its feasibility within current resources against the value of the data collated to the organisation. The ability to identify improvements would only be available for properties that have become vacant twice in the time EPC's have been in place and when the earlier EPC was over 5 years old.

2. Tenant Participation

The opportunity to focus on Housing and Health outcomes is one that could be explored through the existing resources used to engage with tenants. Future meetings and tenants groups could be asked to look at Health and Wellbeing. The limitations of this approach are the fairly narrow group of tenants who engage with tenant participation programme – and whether this group have had improvements.

3. Amending/ Restructuring of current surveys

The amending of current surveys could be considered to start capturing health and wellbeing data - however the purpose of the original survey should not be lost. The timeliness of the survey is the consideration here. The surveys current purpose is to ascertain satisfaction with services and whether standards were upheld. Delaying these surveys to measure an impact on health and wellbeing would likely undermine the robustness of the data.

Summary

It is important for Scrutiny to provide clarity over the analysis they would like to see to enable officers to determine whether amendments to the current surveys could identify these outcomes or whether a new approach is required, and, whether the value in this new work would warrant officer time involved.

CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 JUNE 2016 TO 30 SEPTEMBER 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 2016/17

<u>Cabinet</u>	<u>Council</u>
5 April 2016* 3 May 2016* 17 May 2016 31 May 2016	27 April 2016 11 May 2016
14 June 2016* 28 June 2016	
12 July 2016 27 July 2016	27 July 2016
6 September 2016* 20 September 2016	
4 October 2016 18 October 2016	12 October 2016
1 November 2016* 15 November 2016 29 November 2016	
13 December 2016*	14 December 2016
10 January 2017* 24 January 2017	
7 February 2017* 21 February 2017	23 February 2017
7 March 2017* 21 March 2017	
4 April 2017* 18 April 2017	26 April 2017
2 May 2017* 16 May 2017 30 May 2017	10 May 2017

*Joint Cabinet and Employment and General Committee meet immediately prior to the first meeting of Cabinet each month

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

(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	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decisions							
Key Decision 398	Sale of CBC Land/Property	Deputy Leader & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	Not before 31st May 2016	Matthew Sorby Tel: 01246 345800 matthew.sorby@chesterfield.gov.uk	Exempt 3 Contains financial information	No
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	28 Jun 2016 27 Jul 2016	Jane Dackiewicz Tel: 01246 345257 jane.dackiewicz@chesterfield.gov.uk	Public	No
Key Decision 77	Risk Management Strategy and in year review	Council	Deputy Leader & Cabinet Member for Planning	27 Jul 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	No
Key Decision 584	Purchase of Property under Strategic Acquisitions Policy	Housing Services Manager - Business Planning and Strategy	Cabinet Member - Housing	Not before 31st May 2016		Exempt 3	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 616	Demolition of 9 and 9A Wensley Way, Middlecroft Demolition of former Careline office, boiler room and attached property and permission to dispose of the land.	Cabinet	Cabinet Member - Housing	17 May 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 1,3 1) Information relating to an individual 3) Information relating to the financial affairs of a particular individual	No
Key Decision 617	Linacre Road, Ashgate - Project update	Cabinet	Deputy Leader & Cabinet Member for Planning	14 Jun 2016	Linda Martin Tel: 01246 345445 linda.martin@chesterfield.gov.uk	Exempt 3	No
Key Decision 618	Action in Respect of Miscellaneous Housing Stock	Cabinet	Cabinet Member - Housing	17 May 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Key Decision 619	Chester Street Garage Site - to obtain permission to clear garage site and make available for Housing Development.	Cabinet	Cabinet Member - Housing	12 Jul 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 621	Housing Revenue Account Business Plan	Cabinet	Cabinet Member - Housing	17 May 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 622	Northern Gateway Revised Scheme Proposals	Cabinet Council	Leader & Cabinet Member for Regeneration	12 Jul 2016 27 Jul 2016	Lynda Sharp Tel: 01246 345256 lynda.sharp@chesterfield.gov.uk	Exempt 3	No
Key Decision 623	Syrian Vulnerable Persons Resettlement Programme	Cabinet	Cabinet Member - Health and Wellbeing	Not before 17th May 2016	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Key Decision 624	Re-prioritisation of resources into the health and wellbeing priority Portfolio	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	14 Jun 2016	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Exempt 1	No
Key Decision 626	Council Plan Outturn 2015/16	Cabinet	Deputy Leader & Cabinet Member for Planning	31 May 2016	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Key Decision 627	Policy and Communications restructure	Joint Cabinet and Employment & General Committee	Deputy Leader & Cabinet Member for Planning	6 Sep 2016	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Exempt 1	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 628	Empty Property Strategy To adopt a new Strategy for dealing with empty residential properties.	Cabinet	Cabinet Member - Housing	28 Jun 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public	No
Key Decision 629	Disposal of 29 Cobden Road	Cabinet	Cabinet Member - Housing	12 Jul 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Key Decision 630	Leader & Cabinet Member for Regeneration Portfolio Accounts 2015/16	Cabinet	Leader & Cabinet Member for Regeneration	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.
Key Decision 631	Deputy Leader & Cabinet Member for Planning Portfolio Accounts 2015/16	Cabinet	Deputy Leader & Cabinet Member for Planning	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 632	Cabinet Member for Business Transformation Portfolio Accounts 2015/16	Cabinet	Cabinet Member - Business Transformation	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.
Key Decision 633	Cabinet Member for Health & Wellbeing Portfolio Accounts 2015/16	Cabinet	Cabinet Member - Health and Wellbeing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.
Key Decision 634	Cabinet Member for Housing General Fund Portfolio Accounts 2015/16	Cabinet	Cabinet Member - Housing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 635	Housing Revenue Final Accounts 2015/16	Cabinet	Cabinet Member - Housing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the accounts to be signed off by the external auditors in timely manner.
Key Decision 636	Cabinet Member for Governance Portfolio Accounts 2015/16	Cabinet	Cabinet Member - Governance	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.
Key Decision 637	Cabinet Member for Town Centre & Visitor Economy Portfolio Accounts 2015/16	Cabinet	Cabinet Member - Town Centre and Visitor Economy	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the portfolio accounts to be signed off by the external auditors in timely manner.

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 638	General Fund Budget Outturn 2015/16	Cabinet	Leader & Cabinet Member for Regeneration	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Public	Yes To enable the general fund budget outturn be signed off by the external auditors in timely manner.
Key Decision 639	Building Cleaning Restructure	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	14 Jun 2016	Angela Dunn Bereavement Services Manager Tel: 01246 345881 angela.dunn@chesterfield.gov.uk	Exempt 1, 4	Yes To enable the Commercial Services Manager to implement the proposed restructure of Building Cleaning in a timely manner.
Key Decision 640	Environmental Services Restructure	Joint Cabinet and Employment & General Committee	Cabinet Member - Health and Wellbeing	12 Jul 2016	Angela Dunn Bereavement Services Manager Tel: 01246 345881 angela.dunn@chesterfield.gov.uk	Exempt 1, 4	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 641	Security Services DSO Final Accounts 2015/16 & Business Plan 2016/17	Cabinet	Cabinet Member - Town Centre and Visitor Economy	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Exempt 3	Yes To enable the accounts to be signed off by the external auditors in a timely manner.
Key Decision 642	Building Cleaning DSO Final Accounts 2015/16 & Business Plan 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Exempt 3	Yes To enable the accounts to be signed off by the external auditors in a timely manner.
Key Decision 643	Landscape & Streetscene Services Final for Regeneration Accounts 2015/16 & Business Plan 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Exempt 3	Yes To enable the accounts to be signed off by the external auditors in a timely manner.

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Key Decision 644	Operational Services ISP Final Accounts 2015/16 & Business Plan 2016/17	Cabinet	Cabinet Member - Health and Wellbeing	14 Jun 2016	Barry Dawson Tel: 01246 345451 barry.dawson@chesterfield.gov.uk	Exempt 3	Yes To enable the accounts to be signed off by the external auditors in a timely manner.
Private Items (Non Key Decisions)							
Non-Key 363 Page 24	Application for Home Repairs Assistance	Cabinet Member - Housing	Cabinet Member - Housing	Not before 31st May 2016	Jane Thomas jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Information relating to an individual Information relating to financial affairs	No
Non-Key 367	Lease of Commercial and Industrial Properties	Deputy Leader & Cabinet Member for Planning	Deputy Leader & Cabinet Member for Planning	Not before 31st May 2016	Christopher Oakes Tel: 01246 345346 christopher.oakes@chesterfield.gov.uk	Exempt 3 Information relating to financial or business affairs	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key Private Non-Key No. 55	Application for Discretionary Rate Relief	Cabinet Member for Business Transformation	Cabinet Member - Business Transformation	16 May 2016		Exempt	No
Non Key Decisions							
Key Decision Non-key 53	Review of Code of Corporate Governance and Annual Governance Statement	Cabinet Standards and Audit Committee	Cabinet Member - Governance Cabinet Member - Governance	31 May 2016 22 Jun 2016	Jenny Williams Tel: 01246 345468 jenny.williams@chesterfield.gov.uk	Public	No
Key Decision Non-Key 54	Equality Annual Report 2015/16	Cabinet	Cabinet Member - Governance	14 Jun 2016	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Public	No
Non-Key Non-key no. 56	Healthy Living Centre Activity Review	Cabinet	Cabinet Member - Health and Wellbeing	14 Jun 2016	Darren Townsend Operations Manager - HLC darren.townsend@chesterfield.gov.uk	Public	No
Non-Key Non-key no. 57	Scrutiny Annual Report 2015/16 Consideration and endorsement of the Scrutiny Annual Report 2015/16 which details the work of the Council's Overview and Scrutiny Committees and development of the Overview and Scrutiny Function during 2015/16.	Overview and Performance Scrutiny Forum Council	Cabinet Member - Governance Cabinet Member - Governance	10 May 2016 27 Jul 2016	Anita Cunningham Tel: 01246 345273 anita.cunningham@chesterfield.gov.uk	Public	No

Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Representations may be made to the following officer by the date stated	Public or Private	Decision Under Urgency Provisions
Non-Key Non-key no. 58	Overview and Scrutiny Programme of Work for 2016/17 Consideration and adoption of the proposed Overview and Scrutiny Programme of Work for 2016/17.	Overview and Performance Scrutiny Forum	Cabinet Member - Governance	10 May 2016	Anita Cunningham Tel: 01246 345273 anita.cunningham@chesterfield.gov.uk	Public	No

CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME: ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE on 7 June 2016

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
1	07.06.16	Careline	Report last received 02.06.15. Agreed to include on Scrutiny Work Programme – O&P 10.05.16.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Housing</i>
2	07.06.16	STAR Survey	Report last received 12.02.15. Referred to EW by O&P 16.06.15. Proposed for EW consideration on 02.02.16. Agreed to include on Scrutiny Work Programme – O&P 10.05.16.	<i>Link Officer (Policy) and Scrutiny Work Programme Action Planning – April 2016</i>	<i>Housing</i>
3	26.07.16	Housing Policy / HRA Business Plan	Report on Housing Policy last received 18.12.14. Agreed to include on Scrutiny Work Programme – O&P 10.05.16.	<i>Link Officer (Housing) and Scrutiny Work Programme Action Planning – April 2016</i>	<i>Housing</i>
4	26.07.16	Future of old Queens	Agreed to include on Scrutiny Work	<i>Scrutiny Work</i>	<i>Health and</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
		Park Leisure Centre	Programme – O&P 10.05.16.	<i>Programme Action Planning – April 2016</i>	<i>Wellbeing / Town Centre and Visitor Economy</i>
5	26.07.16	Green Spaces	Agreed to include on Scrutiny Work Programme – O&P 10.05.16.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health and Wellbeing</i>
6	26.07.16	<i>Monitoring:</i> Hackney Carriage Licence Limit	Information circulated 30.12.14. Progress provided to E&W on 28.07.15 and 06.10.15. 6 monthly progress reports.	<i>E&W</i>	<i>Health and Wellbeing</i>
7	26.07.16	<i>Monitoring:</i> Playing Pitches Strategy	Progress report received 6.10.15. Further progress requested on second recommendation in July 2016.	<i>Link Officer (Environment)</i>	<i>Health and Wellbeing</i>
8	04.10.16	Future of old Queens Park Leisure Centre	Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Report received 26.07.16.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health and Wellbeing / Town Centre and Visitor Economy</i>
9	04.10.16	Allotments Strategy	Last progress report received 05.02.15.	<i>E&W and</i>	<i>Health and</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
				<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Wellbeing</i>
10	04.10.16	<i>Monitoring: Dog Fouling</i>	Last progress report received 02.02.16. 6 monthly progress reports.	<i>E&W</i>	<i>Health and Wellbeing</i>
11	06.12.16	Housing Policy / HRA Business Plan	Report on Housing Policy last received 18.12.14. Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Report received 26.07.16.	<i>Link Officer (Housing) and Scrutiny Work Programme Action Planning – April 2016</i>	<i>Housing</i>
12	06.12.16	STAR Survey	Report received 12.02.15. Referred to EW by O&P 16.06.15. Proposed for EW consideration on 02.02.16. Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Report received 07.06.16.	<i>Link Officer (Policy) and Scrutiny Work Programme Action Planning – April 2016</i>	<i>Housing</i>
13	07.02.17	Careline	Report received 02.06.15. Agreed to	<i>Scrutiny Work</i>	<i>Housing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Committee Date:	Business Item :	Status :	Raised by :	Cabinet Member Responsibility
			include on Scrutiny Work Programme – O&P 10.05.16. Report received 07.16.16.	<i>Programme Action Planning – April 2016</i>	
14	07.02.17	Green Spaces	Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Report received 26.07.16.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health and Wellbeing</i>
Scrutiny Project Groups (SPG) :					
15	To Start June 2016	Play Strategy	Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Report received 26.07.16.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health and Wellbeing</i>
Items Pending Reschedule or Removal:					
New Business Items Proposed:					

Page 30

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 =

CHESTERFIELD BOROUGH COUNCIL

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 26.07.16).

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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 33	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. 	6 month progress report	Progress report received 02.02.16.	Next progress report due 04.10.16.
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	CCO agreed 24.11.15 to monitor corporate progress following next major consultation exercise. EW Progress report received	Next CCO2 - corporate progress report TBA. Next EW5 leisure progress report 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)
					23.04.15. SPG to attend meeting with Leisure Centre Build Programme Board to sign off the Phase 1 work.	
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.	Progress report received 6.10.15. Further progress requested for recommendation No 2 in July 2016.	Monitoring due 26.07.16.
OP5	ICT Developments (under Great Place, Great Service)	OP 10.09.14 Cabinet 02.12.14	The Council recognises and values the varied and specialist knowledge required to support its ICT needs and requirements and that a sum of money equivalent to one full time equivalent post is put aside for this purpose.	6 month progress report.	Progress received 8.9.15 - OP resolved to reword recommendation. Rewording agreed OP on 10.11.15.	Monitoring next due 14.6.16.
OP4	Review into External	OP 19.06.14	<ol style="list-style-type: none"> 1. Adopt clear branding 2. Review marketing / communication 	6 month progress	Progress report received 12.01.16.	Monitoring next due 14.06.16.

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)
	Communications (SPG)	Cabinet 29.07.14	activities. 3. Introduce use of analytics. 4. Adopt a 'digital first' approach.	report		
EW4 Page 35	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Ctte on 12.02.14	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 circulated 30.12.14. Progress provided to EW on 28.7.15 and 6.10.15.	Monitoring due 26.07.16.
EW2	Review of Water Rates Payment Policy (SPG)	16.01.14 and 05.06.14. Cabinet 29.07.14.	1. Provide 6 month update on collection process and technology review. 2. Provide update when contract signed and again after 1 year. 3. Support review of Tenant's information. 4. Provide 6 month update on number of evictions for water rates. 5. Amend Policy wording.	6 months	Further SPG review / recommendations approved 29.07.14. Progress requested EW on 18.12.14 and sent 28.01.15. Progress received EW on 28.7.15 and 6.10.15.	Monitoring TBA to receive information regarding responsibility for contract management and monitoring.

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)
					Agreed monitoring complete subject to specific info. being provided.	
CCO1	Statutory Crime & Disorder Scrutiny Ctte			6 monthly meetings		Next 6 monthly meeting due 22.03.16.
Page 36	“ “	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.

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 37	“ “	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 requested for 24.11.15 Meeting	Cabinet Member attended and responded to CCO meeting held on 07.07.15. Progress reported 15.09.15 and 24.11.15.	Date for next progress monitoring report TBC.
	OP6	Services Fees and Charges Concessions	OPS 08.12.15. Cabinet 12.01.16.	Appointed 16.06.15, Scope approved 8.09.15. SPG report approved 08.12.15. Cabinet approved 12.01.16 providing officers present reports on the financial impact to Cabinet for consideration before implementation.	6 months from 12.01.16	Progress due 14.06.16 or 06.09.16.

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

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ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE**Tuesday, 2nd February, 2016**

Present:-

Councillor P Gilby (Chair)

Councillors Perkins
Callan
CattCouncillors Sarvent
V Diouf
Bagley**27 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

28 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Derbyshire.

29 SCRUTINY MONITORING

The Senior Environmental Health Officer submitted an updated Implementation Plan that provided progress on the Scrutiny Review Panel's recommendations for dog fouling.

The Assistant Cabinet Member for Health and Wellbeing attended to present the report and provided the Committee with a colour coded version of the Implementation Plan that demonstrated how effectively targets were being met. On the plan, the targets that were making good progress were coloured green, the targets that had some complications or were due to be implemented soon were amber and the red targets needed further development. The Assistant Cabinet Member for Health and Wellbeing noted that the target dates on the Implementation Plan should all have been March 2017 except for recommendation 5 which was March 2016.

Two changes had occurred since the Implementation Plan was published and included confirmation from Great Place: Great Service that smart phones would be issued to Officers. In addition, new signage, designed

by the Communications and Marketing Manager, was presented to the Overview and Performance Scrutiny Forum in January, 2016 and was ready for printing at the time of that meeting. The Assistant Cabinet Member for Health and Wellbeing reported that the move of the Environmental Services team to the Operational Services depot had improved cross-team working and communication.

Members commented that they were particularly impressed with Pest/Dog Control Officer, Mark Rawson, as he had reacted quickly to several complaints Members had reported to him. In addition, the Committee noted its appreciation that he had followed up complaints by going into schools to give talks to children about the effects of dog fouling.

The Committee thanked the Senior Environmental Health Officer and Assistant Cabinet Member for Health and Wellbeing for providing the update.

RESOLVED –

- 1) That the Scrutiny Monitoring Report be agreed.
- 2) That a further progress report on Dog Fouling be brought to this Committee in 6 months.
- 3) That a communication be made from the Committee stating its support for the roll out of smart phones to the Environmental Services team.
- 4) That a communication be made from the Committee thanking the Pest/Dog Control Officer, Mark Rawson, for his prompt service.

30 CABINET MEMBER FOR HEALTH AND WELLBEING - FOOTPATHS AND PAVEMENTS REPORT

The Assistant Cabinet Member for Health and Wellbeing and the Waste and Street Cleaning Manager submitted a report on the Maintenance of Footpaths and Pavements. The Chair also provided a verbal statement that fed back on issues that faced the County Council that were discussed during a training session at Derbyshire County Council.

The Chair noted that the main problem that faced the public when reporting a footpath or pavement was identifying which authority to report

it to. The Derbyshire County Council (DCC) website contains a Mapping Portal which designates between Local Authority and privately owned highways however it does not show which Local Authority is responsible. In addition, the DCC website has the facility to report faults with pavements and rights of way which also allows the reporter to specify the fault for example, damage to kerb or subsidence.

The report from the Waste and Street Cleaning Manager detailed the different responsibilities of the Local Authorities. Chesterfield Borough Council (CBC) would only be responsible for paths on public land that had not been adopted by DCC, for example footpaths within parks, therefore should only be contacted about concerns with those paths. However CBC undertakes the cleaning of most of the adopted paths on an agency basis for DCC. Footpaths within the borough are maintained depending on the frequency of footfall and additional clearance visits could be requested by a member of the public or by local councillors.

Members commented that due to the different parties involved in footpath and pavement maintenance, it could be a lengthy process to solve an issue. The Chair advised that, in order to tackle problems with footpaths and pavements efficiently, they needed to be reported as soon as possible to allow the Local Authority responsible to contact any landowners or domestic properties that might be involved. Members also asked if there was a list of footpath numbers available in order to accurately report which footpath had the problem. The Chair responded that the information was on the DCC website.

The report noted that, following a review of the Street Care service, savings totalling £100K had been achieved. Since the review there had been no rise in the level of complaints or other indications of dissatisfaction. Following on from the success of the review, the report advised that there would be no capacity at the current time to make further efficiency savings without affecting the standards of service delivery.

The Chair asked the Committee if a Scrutiny Review was needed to continue monitoring the maintenance of footpaths and pavements. The Committee agreed that no review was needed as the current reporting system and maintenance worked well and there was a need for residents to be pro-active and report issues directly through the available systems. The only matter that needed further clarification was the process and impact of Councillor reporting; for example to which Council should

Councillors report, and what was the impact on 'hot spot' identification when a councillor reports once on behalf of a number of residents.

The Chair thanked the Assistant Cabinet Member for Health and Wellbeing and the Waste and Street Cleaning Manager for presenting the report.

RESOLVED –

- 1) That the report be noted.
- 2) That there is no need for a Scrutiny Project Group to be set up to further review the maintenance of pavements and footpaths and that it be noted that residents need to report directly through the available systems.
- 3) That outstanding queries around Councillor reporting be raised.

31 CABINET MEMBER FOR HEALTH AND WELLBEING - SPORTS AND LEISURE STRATEGIES - VERBAL UPDATE

The Chair provided a verbal update on the Sports and Leisure Strategies, focussing on the development and opening of the Queen's Park Sports Centre (QPSC). The Chair informed the committee that the Sports and Leisure Manager had attended the pre agenda meeting to provide an update on the newly opened QPSC. The Committee noted that the new QPSC was a fantastic building and the development had been a success.

The Chair informed members that there would be a meeting arranged with the Sports and Leisure Manager and the Board that oversaw the development and opening of the new QPSC. The members of the Scrutiny Project Group would be invited to the meeting to receive feedback on the new leisure centre. The Chair noted that the meeting would provide an appropriate conclusion to the work of the project group.

The Committee agreed that the development of a broader strategy that focussed on Health and Wellbeing as an alternative to the Community Sports Strategy should be considered in the work programming day. The Cabinet Member for Health and Wellbeing advised that a project group's work can evolve after the group is set up and these changes needed to be reflected in the work programme.

RESOLVED –

- 1) That the Chair's request for the Scrutiny Project Group to meet with the Leisure Centre Build Programme Board to sign off the Phase 1 work from the Scrutiny Project Group be noted, and that the Scrutiny Project Group report back to the Committee.
- 2) That it be noted that the Community Sport and Physical Activity Strategy is now being seen as a broader Health and Wellbeing Strategy and could be a Council or Partnership Strategy.
- 3) That it be considered at the Work Programming day whether the Community Sport and Physical Activity Strategy (Health and Wellbeing Strategy) is to be included in the future Work Programme.

32 FORWARD PLAN

The Forward Plan was considered.

RESOLVED –

That the Forward Plan be noted.

33 OVERVIEW AND SCRUTINY DEVELOPMENTS

There were no new developments. The Policy and Scrutiny Officer suggested that, to avoid repetition, the item on Overview and Scrutiny Developments should only be included on the agenda for the Overview and Performance Scrutiny Forum meetings.

RESOLVED –

That the Overview and Scrutiny Developments item be included only on the agenda for the Overview and Performance Scrutiny Forum meetings.

34 WORK PROGRAMME FOR ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

The Committee considered its Work Programme.

The Chair noted that the items on the Work Programme would be considered again at the Work Programming day on 8th March, 2016, and

the appointment of the two Project Groups, development of the town centre and increasing the supply and quality of housing, would also be considered on that day.

RESOLVED –

- 1) That the Work Programme be agreed.
- 2) That the Work Programme and Project Groups be considered at the Work Programming Day on 8 March, 2016.

35 MINUTES

The Minutes of the meeting of the Committee held on 6 October, 2015 were presented.

RESOLVED –

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