



Please ask for Brian Offiler
Direct Line: 01246 345229
Email committee.services@chesterfield.gov.uk

The Chair and Members of
Community, Customer and
Organisational Scrutiny Committee

16 May 2016

Dear Councillor,

Please attend a meeting of the COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE to be held on TUESDAY, 24 MAY 2016 at 5.00 pm in Committee Room 1, Town Hall, 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. Cabinet Members for Health & Wellbeing and Governance - Friends of Groups

5.05 pm

4. Cabinet Member for Governance - Draft Equality & Diversity Annual Report 2015/16 (Pages 3 - 22)

5.25 pm

5. Forward Plan (Pages 23 - 30)

5.45 pm

6. Work Programme for the Community, Customer and Organisational Scrutiny Committee (Pages 31 - 34)

5.55 pm

7. Scrutiny Monitoring (Pages 35 - 40)

6.05 pm

8. Minutes (Pages 41 - 48)

6.15 pm

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

For publication

Draft Equality and Diversity Annual Report 2015/16

Meeting: Community, Customer and Organisational Scrutiny Committee

Date: 24th May

Cabinet portfolio: Governance

Report by: Policy and Communications Manager

1.0 Purpose of report

1.1 To present for consideration the draft Council's Annual Equality and Diversity Annual Report for 2015/16 and future plans.

2.0 Recommendations

2.1 That the draft Equality and Diversity Annual Report be supported prior to submission of the final report to Cabinet on 14 June, 2016.

2.2 That consideration be given to future plans as detailed in the report.

3.0 Background

3.1 Equalities legislation and good practice require public bodies to publish annual equalities reports. The report should summarise equalities progress during the last year.

4.0 Equality and diversity annual report

- 4.1 The draft Annual Equality and Diversity Annual Report is attached at appendix 1. It covers improvements and achievements over the last year and highlights future plans.
- 4.2 The Council is required to publish this report and widely circulate it. Once approved by Cabinet. It will be placed on the Council's web-site and circulated with a Links mail out (which is sent to 900 organisations and individuals).

5.0 Risk management

- 5.1 This work concerns the implementation of statutory and good practice performance requirements. All relevant documents and reports have to be published and available for public scrutiny.

6.0 Equalities considerations

- 6.1 The draft Equality and Diversity Annual Report includes a summary of equality impact assessments undertaken during 2015/16 along with progress on Equalities issues during the year.

7.0 Recommendations

- 7.1 That the draft Equality and Diversity Annual Report be supported prior to submission of the final report to Cabinet on 14 June, 2016.
- 7.2 That consideration be given to future plans as detailed in the report.

8.0 Reason for recommendation

- 8.1 To improve knowledge and understanding of equality and diversity issues and implement legislative and good practice requirements.

Equality and Diversity Annual Report 2015/16

ARE WE ACCESSIBLE TO YOU?

If not, ask us

- ✓ We want everyone to be able to understand us.
- ✓ We want everyone to be able to read our written materials.
- ✓ We aim to provide what you need for you to read, talk, and write to us.

On request we will provide free:

- ✓ Language interpreters, including for British Sign Language.
- ✓ Translations of written materials into other languages.
- ✓ Materials in braille, large print, on tape, in Easy Read.

Please contact us:

Telephone: 01246 345247

Email: enquiries@chesterfield.gov.uk

1. Introduction from Cllr Sharon Blank, Executive Member for Governance – To be agreed



2. Chesterfield equality and diversity forum

2.1 During 2015/16 the Chesterfield equality and diversity forum have continued to work together to share ideas, best practice, challenge and raise awareness in the community of equality and diversity. One of the most important contributions of the forum is the successful engagement with the wider community, once again this year there have been some excellent educational and awareness raising activity led by the forum. The forum has acted as a critical friend for many of the Council's services during the year and has played a key role in the scrutiny and development of equality impact assessments which inform the Council's decision making process.

2.2 *A message from Nicky Hoskin-Stone, Chair of the Chesterfield Equality and Diversity Forum – to be agreed*



2.4 **Equality and diversity forum meetings and engagement**

A key aim within the Forum's action plan is to raise awareness of equalities and issues affecting local people. The Forum now has 187 members who receive regular information about the meetings, events and equalities news. Some of the participants represent a community group, or statutory organisation, while others are there as individuals from the community with an interest in promotion of equality and diversity.

During 2015/16 there was high levels of engagement at the meetings with a variety of issues being considered including:

- Event and activity planning
- Theatres access group launch, development and links
- Care act implications
- Chesterfield Royal Hospital – accessibility and translation services
- Review of CBC parking payment accessibility
- Accessibility of the new Queen's Park sports centre and timetabling of activities

2.5 **Equality and diversity forum events and activities**

During 2015/16 the Equality and diversity forum have continued to organise, host and support a number of events throughout the year on a range of equality themes that are relevant to the community. We continued to work on these events in partnership with a number of partner organisations to maximise the impact we can all make in the community and to pool our limited resources. Because of the increasing popularity of the Equality and diversity forum events, and the number that are held throughout the year, we established an event planning working group as a sub-group of the forum, to coordinate the events. We would like to thank all those who have given up their time to support and help plan the following events that have taken place over the past year. Events during 2015/16 included:

Deaf and hearing support

In October 2015 the equality and diversity forum worked with deaf and hearing support to host a talk to highlight some of the facts and misconceptions and hearing loss. The talk included a lip reading exercise to highlight the challenge and gave practical advice on customer service delivery, equipment and provisions. The talk was well attended with members of the community, Chesterfield Borough Council and partner agency staff.

Dementia action alliance launch event



Working in partnership with the dementia friends' alliance we helped to fill the Market Hall assembly rooms in May 2015 with members of the community finding out more about how to create dementia friendly communities.

Since their launch the dementia friends alliance have gone from strength to strength and are now working with Derbyshire County Council and other

key partners on a Derbyshire roadshow to enable the community and service providers to learn more about dementia, its impact and how to make Derbyshire more dementia friendly. The equality and diversity forum are pleased to have been able to assist this new group with a fantastic launch.

Holocaust memorial day

The theme for holocaust memorial day 2015/16 was don't stand by. To mark this day and raise awareness the equality and diversity forum held a free evening of videos, performances and displays at the Rose theatre in Chesterfield.



The event included:

- A pledge tree to help us to end discrimination and persecution
- A video from the holocaust memorial trust entitled learning from the past
- An original Chesterfield Pomegranate youth theatre play entitled – not my problem

- Chesterfield college exercise to raise awareness of the holocaust and more recent genocides
- Chesterfield college students performed songs and poems

- One minutes silence to reminder the victims of the holocaust and genocides



Chesterfield equality and diversity forum would like to thank the following organisations for making the event so successful:

- Derbyshire Law Centre (organising event and tea and cakes)
- Pomegranate Youth Theatre (for Not my Problem performance)
- Chesterfield College students for all their hard work
- Chesterfield Borough Council (funding and organisation)
- All the staff at the Rose Theatre

3. Promoting equality and diversity through our services

3.1 Throughout the year, a range of activities and developments take place in the Council's services which contribute towards our commitment to embrace diversity and treat everyone fairly.

3.2 Customer services



The Council's Customer Services has retained its accreditation against the Customer Service Excellence standards. Retaining the accreditation

gets harder each time as we have to prove that not only do we continue to deliver good customer service but we have also improved since the last assessment.

The Customer Service Excellence standards consist of 5 key areas:

- Customer Insight
- The Culture of the Organisation
- Information and Access
- Delivery
- Timeliness and Quality of Service

Through our case studies and evidence, we were able to demonstrate that there had been a high standard and overall improvement in the customer service delivery over the five areas, and a commitment to continual improvement providing a quality customer service to our customers.

3.3 Community Assemblies and Community Development

During 2015/16 the community assemblies have considered and challenged service providers on a variety of key community issues including:

- Crime and community safety issues
- Health and wellbeing
- Air quality management
- Community and voluntary sector advice agencies
- Devolution

- Funding and service priorities
- HS2
- Derbyshire libraries

The Community Assemblies have continued their grant system over the past year, awarding minor grants and larger amounts to a range of local groups, many of which contribute towards promoting equality and diversity in the community. Here are just a few of the projects supported by the funding that have helped to promote equality and celebrate diversity in the community:

- Assistance to Loundsley Green Community Centre to upgrade facilities
- Improved accessibility at various allotment sites
- A number of luncheon clubs and activities for older people
- Start up assistance for an arts group in Brimington, Chesterfield Dementia Action Alliance and Everybody hurts which offers support for parents suffering abuse from children
- A variety of activities, equipment and coaching for children and young people
- Village games at Holmebrook Valley park to improve health and wellbeing
- Diversionary activities for young people in Barrow Hill
- Accessibility improvements to assist bowling clubs

We also continued to support and facilitate the successful financial inclusion partnership project, "Health, Wealth and Wellbeing", continues to be a success. A number of Chesterfield Borough Council services have continued to work with Derbyshire County Council Public Health and partner agencies to provide advice and support to key target

communities including Holme Hall, Grangewood, St. Helens/Stonegravels and Middlecroft during 2015/16. Advice was available on financial inclusion, becoming job ready, law, credit union, health and wellbeing and housing.

We also delivered a series of meet, treat and eat campaigns to encourage children and their carers to adopt healthier lifestyles, again in targeted locations for maximum impact. Our Community Development worker has also been supporting a number of different community and voluntary sector groups to apply for external grant funding and increase capacity.

3.4 Other community and voluntary sector funding

During 2015/16 Chesterfield Borough Council awarded £276,160 of funding via service level agreements to key community and voluntary sector organisations. This included Derbyshire unemployed workers centre, Citizens advice bureau, Derbyshire law centre, Links and Shopmobility. Many of these organisations are facing unprecedented levels of demand due to the vast range of austerity issues impacting on our communities.

3.5 Queen's Park Sports Centre

In January 2016 we opened the new £11.25 million Queen's Parks Sports Centre. Improved accessibility and customer experience was at the forefront in the planning and building of the new centre. Community consultation and access assessments led to improvements in the number of disability and family car parking spaces, village changing rooms, different counter heights to assist people in wheelchairs or mobility scooters, buggy/wheelchair/scooter parks, improved signage

and customer flow etc. Developing a brand new sports facility in these austere times is a real partnership achievement and our residents agree. The number of visitors to the centre between January and April is 19,000 higher than for the same period in 2015. There are also 1,400 more members at the new site than at the old.



3.6 Sports Pavilions at Eastwood Park

The whole community in and around Hasland, especially younger people are benefiting from the opening of a new pavilion at Eastwood Park, Hasland, funded by the council and Sport England. The new pavilion, built by the council's apprentices, provides much needed changing rooms for the sports clubs, as well as meeting space and kitchen facilities for use by local community groups.

3.7 Parks and open spaces

Green flag awards recognise and reward the best parks and green spaces across the country and part of the criteria includes accessibility. During 2015/16 Eastwood Park was successful in obtaining green flag status for the first time. We now have five open spaces with this prestigious award – Queen's Park, Eastwood Park, Holmebrook Valley Park, Poolsbrook Country Park and the Crematorium grounds in Brimington. We have also continued to invest in our smaller neighbourhood parks and open spaces with several getting makeovers and new facilities during 2015/16.

3.8 Housing

During the last year, the council invested £32 million in its own housing stock and plans to spend a further £29 million in the coming year to ensure that all 9,600 of our tenants continue to benefit from a decent

and affordable home. We have recently completed a £3 million investment in a new housing scheme at Parkside. Overlooking Stand Road Park, the scheme provides 22 high quality homes for older and vulnerable people.

We have also improved tenancy support and introduced pre-tenancy support, advice and assessments to reduce the number of tenancies breaking down and ensure people can afford and manage their home.

We are also working hard to secure more private sector housing to support our economic aspirations and the needs of a growing and changing population. This includes ensuring the provision of more affordable housing like the homes recently completed at Chesterfield Waterside and helping local people to take their first step onto the property ladder through the council's active participation in the local authority mortgage scheme.

3.9 Apprenticeships town and improving our economy

During 2015/16 we have been working with Chesterfield College to lay the foundations for Chesterfield to become an apprenticeships town. We have own successful apprenticeships scheme but we want to support all young people in our communities to gain employment, further education and skills. This has included the City Region skills made easy programme, to encourage local employers to up-skill their existing workforce and establish new apprenticeships. To date 335

training plans have been agreed across 184 Chesterfield employers. Local labour clauses have been agreed on 100% of eligible developments during 2015/16 to bring more work into the local labour market.





We recently took the decision to apply to become full members of the Sheffield City Region Combined Authority and to join a devolution deal

that will bring millions of pounds and hundreds of new job opportunities to the borough. This builds on a strong relationship that has already delivered significant investment to Chesterfield - £100 million of tax breaks on plant and equipment purchase to attract new businesses to invest at the Markham Vale Enterprise Zone, £5.1 million to fund the site enabling and infrastructure works at Chesterfield Waterside and £2.8 million to build the access road into the Peak Resort development. Together we are looking forward to a thriving Borough where all our young people can access work, education and skills.

3.10 Arts and culture accessibility

During 2015/16 a new theatres accessibility group was launched. This community group has worked with the council to support accessibility improvements at the theatre including a new induction loop, disability platforms to aid concert viewing and to organise improved accessibility to performance and screening. This includes signed performance, relaxed performance and audio description.



Chesterfield Borough Council has continued to support arts and culture for young people with a variety of activities including young people taking part in drama, dance and music and a variety of interactive displays and events at Chesterfield Museum.

3.11 Equalities training for our staff

We continue to deliver a Corporate Equality Induction to all new employees and Councillors, and an Equality Refresher Course to update the Council's existing employees about our equality values and the role

they play in ensuring that the Council continues to promote equality in accordance with the Equality Act 2010. We also deliver an Equality and Diversity training programme for volunteers at the Council and bespoke training for service areas as required. Many of our frontline staff have accessed additional training around mental health awareness and creating dementia friendly services to improve the accessibility of our services and improve customer experience.

3.12 Springboard

Chesterfield Borough Council employees have also participated in Springboard, a national women's personal development programme. The programme enables women to identify the clear, practical and realistic steps that they want to take to make a better world for themselves at work and home, whilst building the practical skills and confidence to take these steps. The programme focuses on the following areas:

- realistic self-assessment
- aspects of being a woman
- identifying priorities
- assertiveness skills
- setting practical yet stretching goals

- improving health
- stress management
presenting a positive
image
- improved communication
skills
- building better
relationships
- building networks



CHESTERFIELD
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4.0 Equality impact assessments

- 4.1 The Council is required to show that the relevant equality issues have been considered before changes are made to policies, projects, services, functions and strategies, or new ones are created. Chesterfield Borough Council does this through its robust Equality Impact Assessment (EIA) process. The EIA process enables us to look at our work in depth to see what impact it has on different equality groups, and to mitigate against any potentially negative impacts that are identified. Staff received training in the completion of EIAs ensuring that the process is embedded across all council services.
- 4.2 During 2015/16, the Council undertook around 24 full Equality Impact Assessments (EIAs) for a variety of changes to policies, strategies and projects. The EIAs were published with the relevant reports to the Council's Cabinet, and can be viewed in the equalities section of our website.
- 4.3 Through the EIA process, we have been able to address any negative impacts on sections of the community promote equality by identifying and acting on opportunities to implement positive impacts for groups where possible.

5.0 Looking forward to 2016/17

- 5.1 There is much to look forward to over the next year, as we continue to work with partners to promote equality and diversity in our community and within the organisation. Some of the key activities include:
- Reviewing our Equality, Diversity and Social inclusion strategy and associated policies and procedures to ensure we are maximising

benefits for our communities and where possible exceeding equality law and best practice.

- Continuing to facilitate and support Chesterfield's Equality and Diversity Forum to act as a 'critical friend' to the Council on matters that impact on equality for our employees and the community, and to work with partners to deliver a range of equalities events designed to raise awareness of local issues and celebrate diversity
- Continuing to work with the Chesterfield theatres access group to improve accessibility of shows and increase community participation
- We will work with Sheffield City Region to facilitate business access to apprenticeships and workforce training via the Skills Bank programme to further reduce the number of young people not in education, employment or training.
- We will be switching to a new website that will provide our customers with improved access to our services
- We will be investing a further £29million in our Council Housing Stock to ensure that it continues to meet the Decent Homes Standard and delivers affordable warmth for our tenants. There will also be a further £200,000 of assistance to vulnerable homeowners through the provision of an interest free loan
- We will be developing a Health and Well-being strategy and action plan that focuses on community level initiatives and improvements
- We will be reviewing and re-prioritising our community and voluntary sector funding to ensure it continues to meet the needs of our diverse communities
- We will be extending our partnership financial inclusion project into four more key areas. This will increase access to financial inclusion, health and well-being and housing advice for a further 600 households

6.0 Further information

If you have any comments on our Equalities Annual Report or would like to request further information or copies of any of the documents highlighted in the report please contact:

Katy Marshall

Policy Officer

Tel: 01246 345247

E-mail: katy.marshall@chesterfield.gov.uk

DRAFT

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	31 May 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	28 Jun 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	14 Jun 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	14 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	28 Jun 2016	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Exempt 3	No
Private Items (Non Key Decisions)							
Non-Key 363	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
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

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 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	31 May 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
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 : COMMUNITY, CUSTOMERS AND ORGANISATIONAL SCRUTINY COMMITTEE for 24 MAY 2016

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
1	24.05.16	Friends of Groups	Agreed to include on Scrutiny Work Programme – O&P 10.05.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health & Wellbeing, Governance</i>
2	24.05.16	Equality, Diversity and Social Inclusion Strategy & Action Plan and Equalities Annual Report	Previous Draft Equalities Annual Report considered on 16.04.15.	<i>CCO / Executive Member & Officer</i>	<i>Governance</i>
3	5.07.16	Workforce Fit for Future	Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Draft Workforce Strategy 2015-19 considered on 24.11.15. (approved by Council 27.04.16)	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Business Transformation</i>
4	5.07.16	Press Red Work	Agreed to include on Scrutiny Work Programme – O&P 10.05.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health & Wellbeing</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
5	5.07.16	Health Scrutiny / Deprivation	Agreed to include on Scrutiny Work Programme – O&P 10.05.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health & Wellbeing</i>
6	13.09.16	Markets	Agreed to include on Scrutiny Work Programme – O&P 10.05.16. Outside Market Reconfiguration considered 22.03.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Town Centre & Visitor Economy</i>
7	13.09.16	Impacts of Welfare Reform	Agreed to include on Scrutiny Work Programme – O&P 10.05.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Health & Wellbeing, Business Transformation</i>
8	13.09.16	Crime and Disorder Scrutiny (with Police & Crime Panel Update and Monitoring Reports)	Last met 22.03.16	<i>Statutory requirement at least once per year</i>	<i>Health & Wellbeing</i>
	22.11.16	Friends of Groups	Progress since 24.05.16		
	22.11.16	Health Scrutiny / Deprivation	Progress since 5.07.16		

CHESTERFIELD BOROUGH COUNCIL

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	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
	24.01.17	Workforce fit for the Future	Progress since 5.07.16		
	24.01.17	Impacts of Welfare Reform	Progress since 13.09.16		
	21.03.17	Markets	Progress since 13.09.16		
	21.03.17	Crime and Disorder Scrutiny (with Police & Crime Panel Update and Monitoring Reports)	Progress since 13.09.16		
<i>Scrutiny Project Groups :</i>					
	To start May 2016	Venues	Agreed to include on Scrutiny Work Programme – O&P 10.05.16	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Town Centre & Visitor Economy</i>

CHESTERFIELD BOROUGH COUNCIL

	Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
<i>Items Pending Reschedule or Removal :</i>					
<i>New Business Items Proposed :</i>					

Note:

Items for monitoring (from scrutiny reviews and other recommendations) are not included above but are listed in the Scrutiny Monitoring Form, a separate item to the agenda.

Members may wish to schedule items from the Forward Plan and Scrutiny Monitoring Form into 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].

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 35	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 37	Hackney Carriage Licence Limit (SPG)	EW 16.01.14 Appeals & Regulatory Cttee 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 Cttee 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 38	“ “	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 39	“ “	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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**COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY
COMMITTEE**

Tuesday, 22nd March, 2016

Present:-

Councillor Slack (Chair)

Councillors Borrell
Dyke

Councillors Simmons
Sarvent

Councillor Serjeant ++

Andy Bond, Town Centre Operations Manager ++
Anita Cunningham, Policy and Scrutiny Officer
Dianne Illsley, Community Safety Officer +
Brian Offiler, Committee and Scrutiny Coordinator

+ Attended for Minute Nos. 34, 35 and 36

++ Attended for Minute No. 39

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

No declarations of interest were received.

33 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Jeannie Barr and Miles.

CRIME AND DISORDER COMMITTEE

For Minute Nos. 34, 35 and 36 the Committee sat as the Council's designated Crime and Disorder Committee, in accordance with Section 19 of the Police and Justice Act 2006.

34 **CABINET MEMBER FOR HEALTH AND WELLBEING - UPDATE AS CHESTERFIELD SCRUTINY MEMBER OF THE DERBYSHIRE POLICE AND CRIME PANEL**

The Cabinet Member for Health and Wellbeing, as Chesterfield Scrutiny Member of the Derbyshire Police and Crime Panel (PCP) was unable to attend the meeting but submitted the minutes of the meeting of the PCP held on 28 January, 2016 for the information of the Committee.

Members requested that the minutes of the most recent PCP meeting be included on future agendas of this Council's Crime and Disorder Committee.

The Committee questioned whether substitute Members were allowed to attend the PCP, and the Chair agreed to discuss this with the Cabinet Member.

RESOLVED –

- (1) That the minutes of the most recent Derbyshire Police and Crime Panel meeting be included on future agendas of this Council's Crime and Disorder Committee.
- (2) That the Chair discuss whether substitute Members were allowed to attend the Derbyshire Police and Crime Panel with the Cabinet Member for Health and Wellbeing.

35 **CABINET MEMBER FOR HEALTH AND WELLBEING - PROGRESS REPORT ON COMMUNITY SAFETY PARTNERSHIP**

The Community Safety Officer presented a report on the progress of the Community Safety Partnership (CSP) towards the delivery of the current Community Safety Action Plan refresh (2016/17), and to inform Members of the current crime trends.

A listing of community safety actions for 2016/17 which had been developed at the CSP multi-agency planning meeting in January, 2016 was attached to the report as Attachment A. The top five priority areas for the CSP had been identified as Anti-social Behaviour, Domestic Violence, Abuse and Sexual Violence, Safeguarding Adults, Safeguarding Children and Substance Misuse.

In addition community safety activity would continue as usual in the areas of Acquisitive Crime, Cyber Crime, Organised Immigration Crime, Human Trafficking and Exploitation (OICHTE), Organised Crime and Terrorism.

Objectives had been identified for each of the priority areas and a funding bid for £25,000 from the Police and Crime Commissioner to support the delivery of the action plan had been successful.

The CSP Plan (2016/17) was currently in draft form and would be published on the CSP website along with the Action Plan document once these had been formally approved. Copies would be circulated to Members of the Crime and Disorder Committee at that stage.

The CSP's performance to December 2015 as recorded by the Safer Derbyshire Research and Information Unit was attached to the report as Attachment B, and the performance to February 2016 was circulated at the meeting.

The data showed that reported crime in Chesterfield had reduced by 1% in the 12 months to February, 2016 compared with the previous 12 months. The largest reductions had been in respect of Shoplifting, Other Theft Offences and Theft from a Vehicle, whilst the largest increases had been in Violence with Injury, Non-Domestic Burglary and Violence without Injury. There had been a 3.2% reduction in calls for service relating to Anti-Social Behaviour compared to the previous 12 months. It was noted that the CSP had received its first 'community trigger' request in respect of anti-social behaviour and that this had been satisfactorily resolved.

It was confirmed that work was ongoing to identify the reasons for the increase in violent crimes to enable a targeted response to be developed.

It was noted that there had been a 7.3% reduction in drug offences, and it was explained that various actions had been taken to address these issues, including repossessing or closing properties used for the supply of drugs, protecting vulnerable people recruited by suppliers, temporarily closing the sensory gardens near the Town Hall and working with the Homelessness Service on the 'No 2nd Night Out' initiative.

The Community Safety Officer reported that it was hoped that an additional part-time staffing resource would be approved for the CSP in April, 2016.

In response to a question from Members, she was not sure how the CSP would be impacted by the current devolution proposals.

RESOLVED –

- (1) That the report be noted.
- (2) That the Community Safety Partnership Plan (2016/17) and Action Plan document be circulated to Members of the Crime and Disorder Committee once these had been formally approved.
- (3) That a further progress report on the Community Safety Partnership's Action Plan and Performance on crime data be provided at the next Crime and Disorder Committee.

36 SCRUTINY MONITORING REPORT (CRIME & DISORDER MATTERS)

The aspects of the Scrutiny recommendations monitoring form that related to Crime and Disorder matters were considered by the Committee.

In respect of the Committee's recommendation that a review be carried out of the decision to stop locking the park gates at night it was noted that the Community Safety Partnership had recommended that the gates at Queen's Park and at Eastwood Park, Hasland be locked at night as these were the parks where there was most potential for damage and where problems had been experienced last year.

It was confirmed that the Cabinet Member for Health and Wellbeing had been requested to take the views of the Committee expressed at the 24 November, 2015 meeting into account when producing final recommendations for decision on the future arrangements for the locking of park gates, but that a final decision had not yet been taken on this.

RESOLVED –

That the Scrutiny monitoring report be noted.

COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE

For the remaining items the Committee sat as the Community, Customer and Organisational Scrutiny Committee.

37 **FORWARD PLAN**

The Committee considered the Forward Plan for the period 1 April – 31 July 2016.

RESOLVED –

That the Forward Plan be noted.

38 **WORK PROGRAMME FOR THE COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE**

The Committee noted the list of items included on its current Work Programme.

The Policy and Scrutiny Officer explained that the Scrutiny Work Programming Action Day held on 8 March, 2016 involving Scrutiny Members, Cabinet Members, backbench Members and officers had identified a long-list of issues for potential scrutiny involvement. This long-list would be considered further at the next stage of the Scrutiny Work Programming Action Day to be held on 19 April involving Scrutiny and backbench Members. It was hoped that this would produce proposals for the Overview and Performance Scrutiny Forum to agree a Scrutiny Work Programme for 2016/17, which it was anticipated would replace the existing programme.

In response to a question from Members it was confirmed that there was currently a Scrutiny Committee for the Sheffield City Region Combined Authority, including a Scrutiny Member from Chesterfield Borough Council. The Centre for Public Scrutiny was working on the development of scrutiny arrangements in combined authorities, and it was hoped that such arrangements would be developed that reflected the local Scrutiny Committee role to avoid any duplication of work.

RESOLVED –

That the report be noted.

39 **CABINET MEMBER FOR TOWN CENTRE AND VISITOR ECONOMY - OUTSIDE MARKET RECONFIGURATION**

The Cabinet Member for Town Centre and Visitor Economy and the Town Centre Operations Manager presented a progress report on the feasibility study on Chesterfield's outdoor market, further to the progress report provided to the meeting of the Committee on 15 September, 2015.

The purpose of the study had been to analyse the existing operation of the market and to present a number of possible development options, with costs, to make the market a more attractive location for both traders and shoppers and to help to provide it with a sustainable future.

Following the September meeting of the Committee options in each of the three intervention levels (high, medium and low) had been further developed and budget costs calculated, ranging from £900,000 to £3 million, depending on the level of intervention, adopted design and materials used.

However, within the General Fund Capital Strategy and Programme, which had been approved by Council on 25 February, 2016, it had been identified that based on current forecasts there would be no surplus resources available to fund new schemes, including the market reconfiguration project, until 2017/18.

In addition there was a risk that any further significant capital expenditure in an area that included VAT exempt activities, including market rents, could cause the Council's prescribed VAT limit to be breached, resulting in the Council being unable to reclaim any of the exempt VAT. Until the VAT recovery implications were fully explored the reconfiguration project could not proceed.

It was confirmed that the Council remained fully committed to the reconfiguration project in order to increase occupancy levels on the outdoor market and had only deferred the decision to allow time to identify possible sources of external funding to carry out the proposed improvements in the medium to long term.

In the short term, the Markets Team was working together with traders and other town centre stakeholders to agree and implement a programme of lower level improvements with the objective of enhancing trading conditions, tackling the decline in footfall and reducing operating costs.

Following discussion at the Markets Consultative Committee the previous day, it was proposed to set up a Steering Group to progress such improvements.

Arising from questions and comments from Members the following issues were raised:

- Access for prams and mobility scooters could be improved by widening walkways and providing breaks in rows;
- Some rows of stalls would need to be temporarily removed for the Women's Cycle Tour of Britain event in June 2016;
- The aim to bring stalls currently on surrounding streets back in to the Market Place;
- The monthly Artisan Market was proving popular in providing a different kind of market and other specialist markets could be explored, such as a Youth Market, although the previous Continental Market had not proved to be sustainable;
- The importance of attracting a wider balance of traders, such as fresh food. The 'Love Your Local Market' fortnight in May would seek to encourage new traders;
- Consideration could be given to arranging themed areas within the market, such as food, clothing, etc.;
- Consideration could be given to encouraging entertainment, such as local bands, together with refreshment options;
- The use of New Square would need to be considered.

It was noted that some improvements would not be possible in the short term, such as portable stalls or improved water and electricity supply, and that the impact of short term measures on potential options in the medium and long term would need to be taken in to account.

The Committee expressed its appreciation of the work which had been undertaken on the feasibility study and by the Cabinet Member and officers, particularly by the Visitor and Cultural Services Manager.

RESOLVED –

That it be noted that due to the Council's current financial situation the open-air market reconfiguration project was deferred but remained a priority for the Council.

40 MINUTES

The Minutes of the meeting of the Community, Customer and Organisational Scrutiny Committee held on 24 November, 2015 were presented.

RESOLVED –

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