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The Chair and Members of Enterprise  
and Wellbeing Scrutiny Committee

16 July 2018

Dear Councillor,

Please attend a meeting of the ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE to be held on TUESDAY, 24 JULY 2018 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. Minutes (Pages 3 - 8)

Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee held on 5 June, 2018 attached.

4. Cabinet Members for Economic Growth and Housing - Update on New Housing Supply and the Impact of New Housing

5.05pm – Presentation to be given at meeting.

5. Scrutiny Project Groups

6.00pm – Updates on the following Scrutiny Project Groups:

- Leisure, Sports and Cultural Activities
- Development of the site of the old Queen's Park Sports Centre
- Play Strategy
- Skills

6. Forward Plan

6.25pm – Forward Plan of Key Decisions for the period 1 June to 30 September, 2018. Available via link below:

<https://chesterfieldintranet.moderngov.co.uk/documents/I92/Printed%20plan%20August%202018.pdf?T=4>

7. Work Programme for the Enterprise and Wellbeing Scrutiny Committee (Pages 9 - 12)

6.30pm – Work Programme for 2018/19 attached.

8. Monitoring Schedule (Pages 13 - 16)

6.35pm – Monitoring Schedule attached.

9. Corporate Working Groups

6.40pm – Update on Housing Revenue Account Steering Group.

Yours sincerely,

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

Local Government and Regulatory Law Manager and Monitoring Officer

## ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE

Tuesday, 5th June, 2018

Present:-

Councillor Sarvent (Chair)

Councillors   Caulfield  
                   D Collins  
                   Derbyshire  
                   V Diouf

Councillors                   Dyke  
                                       Falconer  
                                       Perkins

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

No declarations were received.

**2    APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**3    MINUTES**

The Minutes of the meeting of the Enterprise and Wellbeing Scrutiny Committee held on 17 April, 2018 were presented.

**RESOLVED –**

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

**4    CABINET MEMBER FOR HEALTH AND WELLBEING - UPDATE ON  
 PRIVATE SECTOR HOUSING**

The Assistant Director – Health and Wellbeing and Private Housing Sector Manager attended to provide members with an update on the work carried out by the Council in relation to private sector housing.

The Private Sector Housing manager informed that the private sector housing stock comprises over 78 per cent of all housing stock within Chesterfield borough.

The Committee was advised of the range of statutory functions that the Council's private housing sector team has responsibility for delivering, including:

- Investigating and enforcing on housing complaints;
- Handling statutory nuisance complaints;
- Removing Category 1 Hazards, as defined in the Housing Act 2004;
- Administering the mandatory House in Multiple Occupation licensing scheme, as set out in the Housing Act 2004;
- Investigating harassment and illegal evictions;
- Conducting statutory overcrowding surveys;
- Administering the Mobile Home Park licensing scheme and Disabled Facilities Grants;
- Delivering financial assistance to homeowners.

In addition, the private housing sector team has responsibility for non-statutory work relating to empty homes, as well as investigating and enforcing on unauthorised gypsy and traveller encampments.

Members were advised that several major legislative changes relating to the private housing sector had been made within the last 18 months, which had placed additional resource pressure on the Council to ensure that the complex legislation could be delivered.

As a direct result of the new enforcement approach that had been implemented on the back of the new legislation, the private housing sector team had received an increase in the number of referrals received. A waiting list was introduced to manage the referrals in order of priority need.

The Private Sector Housing Manager informed that the new, upcoming Private Rented Sector Enforcement Policy would introduce a new enforcement regime, fees for service of Housing Act Notices, Civil Penalties and Rent Repayment Orders.

Members asked if, along with the new policy, the Council would look to increase the work carried out on empty homes in the borough.

The Private Sector Housing Manager advised that further resources would be required to carry out any non-statutory functions relating to empty homes, including informally encouraging owners to bring empty properties back into use and/or enforcing on owners when appropriate or necessary.

The Committee thanked the Assistant Director – Health and Wellbeing and the Private Sector Housing Manager for attending and providing the update.

**RESOLVED –**

That the update be noted.

**5 LOCAL GOVERNMENT ACT - EXCLUSION OF THE PUBLIC**

**RESOLVED –**

That under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting of the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**6 CABINET MEMBER FOR HEALTH AND WELLBEING - UPDATE ON HEALTHY LIVING CENTRE PERFORMANCE**

The Assistant Director – Health and Wellbeing and Operations Manager attended to update members on how the increased and improved studio and office space at the Healthy Living Centre has helped to improve centre performance as well as the health and wellbeing of residents.

The Operations Manager showed members images of the new Studio 2 and renovated office space at the Healthy Living Centre. It was reported that, since the opening of Studio 2 in January 2017, an additional 16 classes had been put on, increasing the total provision at this centre to 67 classes.

Some of the new classes included Gym Tots for children aged 3 and over, Karate, and a range of different dance classes.

The Operations Manager informed that overall class participation had increased in 2017/18 on the previous year, with a notable rise in the total number of people taking part in indoor cycling classes.

The Healthy Living Centre also saw a reduction in attrition and an increase in the total number of members, which led to a rise in overall revenue.

The Operations Manager advised that the redesign of the office space within the centre had resulted in the creation of a new, efficient, effective admin area suitable for hot desking for up to 8 members of staff, as well as an additional meeting room. It was noted that since the new office space had been made available, it had been frequently used by officers from across the Council as a hot desking location.

Members asked how closely the Healthy Living Centre and Queens Park Sports Centre work together.

The Operations Manager advised members that the membership covers the facilities and classes at both centres, and that the sites work closely to ensure that the offers at both centres are maintained to a high, competitive standard.

Members asked how new trends are monitored and incorporated within the offer for members.

The Operations Manager advised that a range of information sources are closely monitored to ensure that the Healthy Living Centre is up to date with new health, wellbeing and fitness trends. The Committee heard that the use of virtual technology was being explored as a means of supplementing the current offer, and providing cover for instructor-led classes should an instructor become suddenly unavailable.

The Committee thanked the Assistant Director – Health and Wellbeing and Operations Manager for attending and providing the update.

## **RESOLVED –**

That the update be noted.

## 7 **SCRUTINY PROJECT GROUPS**

### *Development of the Site of the Old Queen's Park Sports Centre*

The Assistant Director – Health and Wellbeing informed members that work had begun on putting together a formal planning application for the proposed work at the site, and that an update meeting for members of the Scrutiny Project Group would take place in the near future.

### *Play Strategy*

The Chair provided members with updated timescales for the expected completion of the public consultation on the Play Strategy, as well as when final reports were expected to be completed for approval by Cabinet.

### *Leisure, Sports and Cultural Activities*

The Chair advised that there was no update to be provided to the Committee at this meeting.

### *Friends Groups*

Councillor Caulfield, Lead Member of the Scrutiny Project Group, advised members of the expected timescales for delivery of the recommendations of the group.

## **RESOLVED –**

That the updates on the Scrutiny Project Groups be noted.

## 8 **RE-ADMISSION OF THE PUBLIC**

## **RESOLVED –**

That after consideration of an item containing exempt information, the public be re-admitted to the meeting.

## 9 **FORWARD PLAN**

The Forward Plan was considered.

**RESOLVED –**

That the Forward Plan be noted.

**10 WORK PROGRAMME FOR THE ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE**

The Overview and Scrutiny Work Programme for 2018/19 and the Enterprise and Wellbeing Scrutiny Committee Work Programme for 2018/19 were considered.

**RESOLVED –**

That the Work Programmes be noted.

**11 MONITORING SCHEDULE**

The Monitoring Schedule was considered.

**RESOLVED –**

That the Monitoring Schedule be approved.

**12 CORPORATE WORKING GROUPS**

Councillor Perkins advised that there was no update to be provided on the Housing Revenue Account Steering Group.

**RESOLVED –**

That the update be noted.



**WORK PROGRAMME: ENTERPRISE AND WELLBEING SCRUTINY COMMITTEE ON 24 JULY 2018**

	<b>Scrutiny Committee Date:</b>	<b>Business Item :</b>	<b>Status :</b>	<b>Raised by :</b>	<b>Cabinet Member Responsibility</b>
1	24.07.18	Housing Supply and Impact of New Housing	A report submitted to Cabinet on 20 February, 2018 stated that increased provision had been made within the Housing Capital Fund to allow for the development of 100 housing units in the Chesterfield borough over a five year period. It is important that the impacts of this significant increase in housing on local infrastructure, schools and services are considered and monitored closely.	<i>Scrutiny Work Programme Action Planning – March 2018</i>	<i>Homes and Customers</i>
2	02.10.18	Recycling/Climate Change	This provides members with an opportunity to receive an update on the Council's performance against waste and recycling targets, and on the new waste management contract that was approved during 2017/18.	<i>Scrutiny Work Programme Action Planning – March 2018</i>	<i>Health and Wellbeing</i>
3	02.10.18	Allocations Policy	The Council's current Allocations and Transfer Policy was last reviewed in 2015, with changes being implemented in 2016. It is planned for a revised Allocations Policy is be developed and implemented in October 2018.	<i>Scrutiny Work Programme Action Planning – March 2018</i>	<i>Homes and Customers</i>

	<b>Scrutiny Committee Date:</b>	<b>Business Item :</b>	<b>Status :</b>	<b>Raised by :</b>	<b>Cabinet Member Responsibility</b>
4	04.12.18	Homelessness	The Homelessness Reduction Act (2017) came into effect in April 2018. It was recommended that the Committee receive an update approximately 6 months following this, to measure the impact of the new legislation, and receive an update on how the Council's housing service is continuing to tackle homelessness.	<i>Scrutiny Work Programme Action Planning – March 2018</i>	<i>Homes and Customers</i>
<b><i>Scrutiny Project Groups (SPG) :</i></b>					
5	Every meeting	Play Strategy	Member Consultation took place in early 2018. Public Consultation planned to take place during May 2018.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Homes and Customers</i>
6	Every meeting	Leisure, Sport & Cultural Activities	Nearing completion pending receipt of final contractor documentation.	<i>Enterprise and Wellbeing Scrutiny Committee</i>	<i>Homes and Customers</i>
7	Every meeting	Development of the site of the old Queen's Park Sports Centre	The report was presented to Cabinet on 5 December, 2017. Work is being carried out to finalise and submit a planning application.	<i>Scrutiny Work Programme Action Planning – March 2017</i>	<i>Health and Wellbeing/ Town Centres and Visitor Economy</i>

	<b>Scrutiny Committee Date:</b>	<b>Business Item :</b>	<b>Status :</b>	<b>Raised by :</b>	<b>Cabinet Member Responsibility</b>
8	Every meeting	Skills	The group started in June 2018 shortly after being added to the Scrutiny Work Programme for 2018/19.	<i>Scrutiny Work Programme Action Planning – March 2018</i>	<i>Economic Growth</i>
<b><i>Corporate Working Groups:</i></b>					
6	Every meeting	Housing Revenue Account Business Plan Steering Group	Progress update received from Councillor Perkins on 17.04.17.	<i>Scrutiny Work Programme Action Planning – April 2016</i>	<i>Homes and Customers</i>
<b><i>Items Pending Reschedule or Removal:</i></b>					
<b><i>New Business Items Proposed:</i></b>					

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

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## SCRUTINY COMMITTEE RECOMMENDATIONS - IMPLEMENTATION MONITORING SCHEDULE

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)
EW5  & Page 13 CCO2	New Leisure Facilities (SPG) ( <i>now Leisure, Sport and Cultural Activities SPG including various sub groups</i> ) - -	<b>EW 05.06.14</b>  <b>Cabinet 23.09.14</b>	<ol style="list-style-type: none"> <li>1. Consider Community Engagement Strategy principles throughout corporate projects.</li> <li>2. Pre consultation dialogue takes place with key stakeholders.</li> <li>3. Internal communications and engagement plan be developed for projects impacting on employees.</li> </ol>	6 month progress report	CCO agreed 24.11.15 to monitor corporate progress following next major consultation exercise. EW Progress report received 23.04.15. SPG to attend meeting with Leisure Centre Build Programme Board to sign off the Phase 1 work.	Next CCO2 - corporate progress report TBA. Next EW5 leisure progress report TBA.

<b>Ref No</b>	<b>Item</b> (Scrutiny Issue or Topic. SPG = Scrutiny Project Group work)	<b>Decision Dates</b> (Scrutiny Committee, Cabinet, Council & its Committees)	<b>Scrutiny Committee Recommendations and/or Decision making body resolution</b> <i>(italics = Agreed by Scrutiny Committee but not yet considered by decision making body) *</i>	<b>Completion Date for Actions</b>	<b>Action / Response Completed</b>	<b>Further Action Required by Scrutiny</b> <i>(6 monthly progress reports)</i>
CCO1	<b>Statutory Crime &amp; Disorder Scrutiny Ctte</b>			6 monthly meetings		Next 6 monthly meeting due 21.03.17
Page 14	“ “	<b>29/09/11</b> (No 0044)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 monthly 29/09/11.	Statistics requested for each 6 monthly meeting	Agreed on 08.01.15 that statistics on alcohol related health problems / hospital admissions be reported to each 6 monthly meeting.
	“ “	<b>08.01.15</b> (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 (CCO requested account be taken of its views in the final executive decision.	Date for next progress monitoring report TBC.

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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