



Please ask for Charlotte Kearsey
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The Chair and Members of Overview
and Performance Scrutiny Forum

13 November 2019

Dear Councillor,

Please attend a meeting of the OVERVIEW AND PERFORMANCE SCRUTINY FORUM to be held on THURSDAY, 21 NOVEMBER 2019 at 5.00 pm in 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. Deputy Leader - Council Plan and Corporate Performance (Pages 5 - 36)
5:05pm to 5:35pm
4. Deputy Leader - Budget (Pages 37 - 44)
5:35pm to 6:05pm
5. Deputy Leader - More Environmentally Friendly Council (Pages 45 - 50)
6:05pm to 6:35pm

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

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

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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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972.”

Part 2 (Non-Public Information)

6. Deputy Leader - More Environmentally Friendly Council - Appendix 1 (Pages 51 - 56)

6:05pm to 6:35pm

LOCAL GOVERNMENT ACT 1972 - RE-ADMISSION OF THE PUBLIC

Readmission of the public following consideration of an item containing exempt information.

7. Forward Plan

Please follow the link below to view the latest Forward Plan.

[Forward Plan](#)

6:35pm to 6:40pm

8. Scrutiny Monitoring (Pages 57 - 64)

6:40pm to 6:45pm

9. Scrutiny Project Group Progress Updates

- Air Pollution Scrutiny Project Group – Lead Member Councillor Lisa Collins

6:45pm to 6:50pm

10. Work Programme for the Overview and Performance Scrutiny Forum (Pages 65 - 66)

6:50pm to 6:55pm

11. Overview and Scrutiny Developments

6:55pm to 7:00pm

12. Minutes (Pages 67 - 72)

7:00pm to 7:05pm

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

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For publication

Council Plan and Corporate Performance Update

Meeting: Overview and Performance Scrutiny Forum

Date: 21 November, 2019

Cabinet portfolio: Deputy Leader

Report by: Assistant Director – Policy and
Communications

For publication

Purpose of reviewing the topic	To report on the progress made towards the delivery of the Council Plan 2019-2023.
What are the objectives of the review?	<ul style="list-style-type: none">• To understand the current position of the Council Plan and the performance of the council.• To consider whether there are any areas which require the further focus of the Overview and Performance Scrutiny Forum.
Progress to date	Previous update was brought to the Overview and Performance and Scrutiny Forum on 13 November, 2018

1.0 **Background**

1.1 The Council Plan 2019 – 2023 was agreed by Council in February 2019. The plan identifies the Councils key priorities, objectives and commitments over a four-year period.

1.2 In order to track and challenge progress across the four years of the Council Plan, annual delivery plans will be developed with the first one for 2019/20 being agreed in February 2019.

1.3 This report highlights the performance against this delivery plan during quarter 2 (July – September 2019).

2.0 **Quarter 2 milestone achievement**

2.1 The performance scorecard at Appendix A shows that 78% of the key milestones remain on target compared to 75% at the end of quarter 1. Progress varies across the three themes. Seven of the 11 (64%) key milestones in the thriving borough priority are making or exceeding the progress expected at this point in the year, this is compared to six out of seven (86%) for quality of life and eight out of nine (89%) for value for money services.

2.2 Challenges have been experienced for 22% (6 out of 27) of the activities but remediation is taking place or being considered to bring these activities back in line with expectations. These are currently rated as amber.

2.3 Appendix B gives an overview of the progress made for each activity area and gives further explanation for their current status. A number of key activities have now been completed including:

- Opening the new 526 space multi-storey car park with operating figures showing an increasing usage pattern
- Work has commenced on 177 new residential properties at Waterside
- The new 3G pitch at Queen's Park is open and currently has 90% occupancy at peak times

2.4 For 22% of our activities significant challenges have delayed the level of progress expected by this point in the

year, however progress and remediation where possible is being made. An example of this includes the complications with archaeological requirements and asbestos at the Northern Gateway Enterprise Centre site delaying commencement of the construction phase

3.0 **Performance measures**

- 3.1 42 performance measures have been identified as key to year 1 delivery of the Council plan. These are in addition to the Are You Being Served and STAR satisfaction data which is currently being analysed and will be available in December 2019 and January 2020.
- 3.2 The performance scorecard at Appendix A shows that we can collect data for 12 of these measures at Quarter 2. Ten (83%) of performance measures are currently meeting their targets and one (9%) is currently performing slightly below target.
- 3.3 There has been significant improvement planning application determination times since the last quarter. The performance for major applications has improved from 71% to 89% and non-majors has improved from 69% to 82%. Both have an annual target of 90%.
- 3.4 16 Council houses are on target to be built or procured by the end of 2019/20. This includes ten new properties at Heaton Court and Two at Houldsworth Drive plus two acquisitions.
- 3.5 At quarter 1 we had 1884 children registered for swimming lessons, this has increased to 1923, exceeding the annual target of 1900.
- 3.6 Average time to answers calls at the call centre for revenues, benefits and rents, environmental services, switchboard calls and housing repairs are all below the 1-

minute target and with some significant improvements when compared to 2018/19.

- 3.7 Council Tax collection rates and NDDR are performing as expected and are still on track for 96% and 97% annual rates respectively. The Council Housing rental income collection target for the whole year is 97.7% however there are quarterly targets which differ due to payment schedules from the DWP etc. The target for Q2 was 93.4% with the actual being 92.9 so slightly below target.
- 3.8 Facebook and Twitter followers have continued to rise during quarter 1 and 2. We currently have 9081 people following our Facebook page exceeding the 8500 target for 2019/20 and 8047 followers of our Twitter account, again exceeding the target which for 2019/20 is 8000.
- 3.9 The target for our local democracy and civic activity is to engage over 500 children in our activities each year. We have already exceeded this target and have a record number of schools engaged in our local democracy programme and increasing numbers of young people taking part in civic events.

4.0 Future plans

- 4.1 Corporate Management Team leads for all amber rated milestone activities to meet with relevant key officers to develop improvement strategies to support further progress in quarters 3 and 4.

5.0 Conclusion

- 5.1 There has been strong performance during the first six months of delivering the Council Plan year 1 delivery plan. 78% of the key milestones are on track for full completion and 83% of the performance measures are on target.

Document information

Report author	Contact number/email
Donna Reddish – Assistant Director Policy and Communications	01246 345307 Donna.reddish@chesterfield.gov.uk
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	
None.	
Appendices to the report	
Appendix A	Quarter 2 performance scorecard
Appendix B	Quarter 2 key activity progress

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Council Plan 2019 – 2023 – Year 1 delivery – Performance Scorecard – Q2

Our priorities	Making Chesterfield a thriving borough	Improving the quality of life for local people	Providing value for money services
Key milestones	Open Saltergate multi-storey car park ✓	Complete a borough wide private sector housing stock condition survey	Promote the Council's commercial service offer to residents and businesses
	Public realm improvements at Northern Gateway	Complete phase 1 estate improvements at Barrow Hill and commence phase 2.	Develop a resource and transition plan for the return of PPP services
	Commence the construction of the Northern Gateway Enterprise Centre	Continue estate improvements work at Grangewood.	Complete the depot review as part of the One Public Estate programme
	Commence residential development at Waterside ✓	Develop and approve the parks and open spaces strategy and action plan	Achieve year 1 business plan income targets for the leisure centres
	Complete the HS2 Station Masterplan	Open the new 3G pitch at Queen's Park ✓	Develop a feasibility study for the utilisation of available space at the Healthy Living Centre
	Complete the Visitor Economy Action Plan	Plan and deliver four equality and diversity events	Achieve year 1 business plan income targets for the theatres
	Develop options for the refurbishment of the George Stephenson's Memorial Hall	Plan and deliver the 2019/20 local democracy programme	Complete the year 1 ICT improvement programme
	Deliver a programme of town centre events		Achieve customer services excellence accreditation
	Support the delivery of the Elder Way development		Develop a business case and resource plan for a Project Management Office
	Develop and launch successful spend local campaign		
Organise and host the Skills Conference			

Our priorities	Making Chesterfield a thriving borough	Improving the quality of life for local people	Providing value for money services
Key measures	Number of new homes in the borough	Number of new Council homes developed	Employee satisfaction with the Council as an employer
	Number of new homes in the town centre	Decent homes standard	Employees having the resources needed to do their job
	Planning applications processed within approved timescales	Activity rates measured by active lives survey	Employees understanding how their work contributes to delivery of the Council's priorities
	Amount of external funding accessed for HS2 programme	Number of children in our learn to swim programme	Employees understanding the values needed when doing their job
	Number of children reached via HS2 and you project programme	Number of green flag rated parks and open spaces	Number of CBC apprentices
	Tourism contribution to the economy	Number of people supported via Careline and Neighbourhoods	Council tax collection
	Visitor numbers	Number of homeless preventions per annum	NNDR collection rates
	Visitor overnight stays	Additional amount of benefits claimed due to Council support	Average call centre response times
	Town centre occupancy rates	Number and amount spent on disabled facilities grants	Rent collection rates
	Number of businesses	Number of children engaged in local democracy and civic campaigns	Facebook and twitter followers
	Number of business start-ups in the borough	Number engaged in theatres health and wellbeing programme	Net promoter score – Winding Wheel
	Number of businesses supported to find accommodation		Net promoter score – Pomegranate Theatre
	Additional local spend		Participation in parks and open spaces events and activities
	% local labour clauses		Increase in self-service transactions
	% jobs secured by local people on developments with local labour clauses		Website hits
	Number of young people not in education, employment or training		
	Number of businesses, learners engaged in skills programmes and external funding levied		
	Visitor numbers at theatres		

Are you being served and STAR survey measures to be added in January 2020.

2019/20 Council Plan key activity progress – Quarter 2

Summary:

Our Priority – to make Chesterfield a thriving borough

Aim	Activity number	Activity	RAG	Progress
Chesterfield Borough – A great place to live, work and visit	1	Open the Saltergate multi-storey car park	✓	<p>The opening ceremony for the new Saltergate Multi Storey Car Park took place Monday 29 July 2019. The car park offers 12,990 sq.ms arranged over five levels, delivering 526 car parking spaces which include 32 disabled spaces and 15 parent and child spaces and 6 spaces offering electric vehicle charging points, with a further 10 spaces enabled for conversion to electric charging as demand increases.</p> <p>There is an upward trajectory for usage rising from 762 entries on the first full week of operation in August up to 2048 entries for the week ending 20.10.19.</p>
	2	Complete public realm improvements at Northern Gateway	✓	The public realm improvements on Elder Way will provide a direct link through the site from the B6543 and will not only enhance the site as a point of destination but also provide a safer and more attractive link to new development

			<p>sites and transport links. The design work is being finalised, but key features include:</p> <ul style="list-style-type: none"> • Improving pedestrian access and experience by removing potential obstacles and decluttering the streetscene • The introduction of trees into the street • Reconstruction and improvements to existing footways • Pavement widening to create opportunities for food outlets on the ground floor of the Elder Way development to create outdoor space • Provision of loading bays • Taxi rank improvements on Knifesmithgate • Some road surfacing • Pedestrian crossing improvements including upgrades to Zebra Crossing and traffic light controlled crossings to Elder Way / Saltergate junction, Elder Way and Knifesmithgate <p>Formal consultation on Traffic Regulation Order changes has commenced. A cost plan is being produced to confirm scheme and develop tender documentation.</p> <p>Work on the improvements is scheduled to take place in early 2020 and be completed later in the year.</p>
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			<p>The site was subject to a pre-planning commencement planning condition for an archaeological field investigation. This resulted in a delayed start on site for the construction programme and revised completion date for the centre of December 2020.</p> <p>There have been further complications at the site with the archaeological field investigations being delayed due to the discovery of asbestos at the site requiring remediation. This will be completed in October 2019.</p> <p>Procurement of a design and build contractor continues to progress.</p>
	3	Commence the construction of the Northern Gateway Enterprise Centre	<p>The site was subject to a pre-planning commencement planning condition for an archaeological field investigation. This resulted in a delayed start on site for the construction programme and revised completion date for the centre – moving from March 2020 to December 2020.</p> <p>There have been further complications at the site with the archaeological field investigations being delayed due to the discovery of asbestos at the site requiring remediation. This will be completed in October 2019.</p> <p>Procurement of a design and build contractor continues to progress.</p>

	4	Commence residential development at Waterside	✓	<p>The construction of 177 new homes at Waterside by Avant Homes has commenced. This has been supported by the completion of the bridge off Brimington Road which supports access to the Avant site.</p> <p>Developers are continuing to secure investment to enable the private rented sector scheme for the Canal Basin site.</p>
	5	Complete the HS2 Station Masterplan		<p>A vision document has been produced and the development of a communications and consultation plan to inform the masterplan is underway with consultation due to start in the new year. Progress has been made on land acquisition to support the station link road and delivery of the masterplan.</p>
	6	Complete the Visitor Economy Action Plan		<p>An initial context paper has been prepared for the Visitor Economy Action Plan and we are currently completing an audit which looks at and assesses our tourism assets attractions and will provide a better understanding of our core tourism/visitor offer in Chesterfield and how investments such as Peak Resort will influence/change this as they develop.</p> <p>There will be workshops and consultation in December and January and the Action Plan will evolve from these documents and briefings and engagements with stakeholders, and be</p>

			<p>adopted by the Council ensuring that the economy and communities of Chesterfield are in the best place to benefit from the developments in the visitor economy.</p> <p>Figures available from September 2019 (for the end of year 2018) show that tourism in the borough accounted for £184.1 million in 2018 – an increase of 5.1 per cent on 2017. In 2018 Chesterfield welcomed 3.7 million visitors – an increase of 1.3% from 2017. More of these visitors are staying overnight (321k) which is 1.4% higher than in 2017.</p> <p>2,221 full time equivalent employees are directly supported the tourism sector, an uplift of 2.6% from 2017.</p>
	7	Develop options for the refurbishment of the George Stephenson’s Memorial Hall	<p>The budget for the project has been agreed by Cabinet in October.</p> <p>The formal procurement process to appoint the consultants to advise the Council on developing options for the George Stephenson Memorial Hall will commence in November, and the plan is for the consultants to commence work early in 2020. The presentation of the long list of options will be available in March 2020.</p>

Vibrant town centres	8	Deliver a programme of town centre events	<p>Our events programme continues to grow with highlights for the year including:</p> <p>The annual Chesterfield walking festival continues to be well supported with 1185 tickets being booked – 83% of the total tickets available. The festival showcased Chesterfield, North East Derbyshire and Bolsover and included some Chesterfield town centre walks and accessible walks including buggy walks and walking for health activity.</p> <p>The Medieval Fun Day took place on 31 July 2019, and the Chesterfield Well Dressing took place on 2-14 September 2019.</p> <p>The 1940s Market will take place in October and the Christmas Lights Switch On in November.</p> <p>Alongside this we have successfully created the new Vegan Market with an initial event in May, which was well received and very well attended. Following on from this the second Vegan Market took place on 14 July 2019 and the third on 8 September 2019. Both these events were well attended. Another Vegan Market will take place on 1 December 2019.</p> <p>On 18 August 2019 the second annual Motor Fest was delivered, with cars from the vintage</p>
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			<p>era, classic cars, club cars and super cars being displayed, as well as entertainment and an auto jumble on the market stalls. It is estimated that more than 30,000 people attended the event.</p> <p>The monthly Artisan Market, quarterly Record Fair and Young Person's Markets are all popular and well received.</p>
9	Support the delivery of the Elder Way development	<p>The Premier Inn Development at the former Co-op building at Elder Way has been successful with Premier Inn reporting that they are trading well. Premier Inn advertised 36 staff vacancies, 20 of which were taken up by local people through the sector based work academy. Seven of the staff have now gone on to start apprenticeships with Premier Inn to further their careers.</p> <p>There are still however vacant units on the ground floor of the development. Economic Development, Kier and Destination Chesterfield are working with the developer Jomast to support the development.</p> <p>Interest is being shown in all units (but at varying stages). The Economic Development Unit, Kier and Destination Chesterfield continue to meet with Jomast and their agents</p>	

				on a quarterly basis to support the development.
	10	Develop and launch successful spend local campaign		<p>We are currently developing a campaign alongside Destination to take place in Autumn and Winter 2019 to support our town centre and independent traders and to encourage additional spend in our local economy, contributing to our distinctiveness and climate change agenda.</p> <p>The next Your Chesterfield/Our Homes includes a two-page feature which highlights Chesterfield's shopping offer, key festive dates and special offers.</p> <p>The social media and web campaign will begin shortly.</p>
Build a stronger business base	11	Organise and host the Skills Conference		<p>Our second annual skills conference will take place on 26 February 2020 and will be held at Ringwood Hall.</p> <p>We will be bringing the business and education community together to focus on activity to equip Chesterfield's future workforce with the skills they need to access future employment.</p> <p>While the programme for the day is still be finalised there is likely to be a focus on STEM</p>

				<p>(science, technology, engineering, maths) and higher level skills.</p> <p>Local success stories will be showcased including AECOM's STEM ambassador work and their higher and degree level apprenticeship programme with the University of Derby.</p> <p>North Derbyshire Careers Hub will also feature in the conference with involvement from their student leadership teams.</p>
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Our Priority - Improving the quality of life for local people

Aim	Activity Number	Activity	RA G	Progress
Provide quality housing and improve housing conditions across the borough	12	Complete a borough wide private sector stock condition survey		<p>A partnership approach to this work has been agreed across Derbyshire with Derby City Council carrying out the stock condition work on behalf of all Derbyshire districts and the county council. This initial work will be completed in December 2019.</p> <p>An extension to the contract has been successfully negotiated with Derby City Council</p>

				to provide further analysis and insight which is in addition to the initial stock condition survey. Funding for the extended project has been provided via the Better Care Fund from Derbyshire County Council.
	13	Complete estate and environmental improvements phase 1 at Barrow Hill and commence phase 2 of estate improvement works.		<p>Works are continuing on the site at Barrow Hill to undertake an Environmental Improvement Project. The project has been facilitated in two phases and started in June 2018. The works include 15 new roofs, 20 new sets of windows, landscaping around 6 blocks of flats and 30 additional parking spaces.</p> <p>Phase 1 is behind planned schedule due to design issues and inclement weather conditions.</p> <p>The work snagging process has started on site to identify and rectify any faults. Works are due to be completed by the end of November 2019.</p> <p>Residents continue to be updated by the Council and Casey Group liaison team.</p> <p>The cost of Phase 1 works are within the allocated project budget.</p> <p>Phase 2 is currently awaiting planning determination.</p>

	14	Continue estate improvements work at Grangewood.	<p>Excellent progress has been made on the improvement programme at Grangewood estate which includes extensive refurbishment of five residential blocks containing 150 flats and environmental improvements for the estate.</p> <p>750 new windows have been installed and new roofs for two blocks of flats have been completed. Subject to weather conditions – block rendering will be completed in November. 126 flat doors and 147 boilers are being replaced with extensive improvements to flooring within the blocks. The improvements will not only improve security and the quality of our homes but also contribute to energy reduction and climate change impact.</p> <p>The Council and contractor Fortem’s tenant liaison teams are working in partnership to deliver excellent tenant and resident liaison throughout the project. This includes events to ensure residents are kept up to date with the planned works.</p> <p>The cost of the project remains within the budget allocation.</p>
Improve our environment and	15	Develop and approve the parks and open spaces strategy and action plan	The draft strategy and action plan have been developed but further consideration is required regarding naturalistic play

enhance community safety				opportunities. The strategy and plan are currently scheduled for consideration by Council in February 2020.
	16	Develop a costed climate change action plan and introduce performance measures		<p>Following the declaration of a climate emergency at full Council in July 2019, a working group has now been established.</p> <p>There was an extremely positive response from community and voluntary sector groups, individuals, the business community, health and education sector to volunteer and support the group.</p> <p>The first meeting of the working group which includes 16 members of the public plus elected members is taking place in October 2019. The group will help the council to develop its action plan to positively impact on the issue of climate change.</p> <p>The costed action plan, including performance measures will be presented to full council in February 2020.</p>
Help our communities to improve their health and wellbeing	17	Open the new 3G pitch at Queen's Park	✓	<p>The pitch opened in September 2019 with peak time occupancy rates currently running at 90%.</p> <p>Landscaping work continues with tree planting, seeding and bulb planting and shrub bed planting in October 2019.</p>

Reduce inequality and provide support to vulnerable people	18	Plan and deliver four equality and diversity events		<p>The Chesterfield Equality and Diversity Forum co-designed an events plan to respond to locally emerging issues and interests. The events planned for 2019/20 include:</p> <ul style="list-style-type: none"> • Further Autism awareness training sessions • A diverse Chesterfield cultural event; 'Talk 20' • Holocaust Memorial Day • International women's day <p>A wide variety of community and voluntary sector groups and other key partners including Chesterfield College are involved in developing and delivering these events.</p> <p>Following the success of the Autism awareness training events in June 2019, further sessions were held in October. Over 100 people including CBC staff, partner agency staff, community and voluntary sector groups have undertaken the training and gained valuable insight into how to help and support people with autism to access services. The training looked at some myths surrounding autism and how to support staff and customers with an autism diagnosis. Feedback from the event has once again been excellent.</p>

			<p>The Forum's next event will be 'Talk 20' which will be held on 14 November. This will be a morning of awareness raising mini-workshops led by Four local community groups including Chesterfield African Caribbean Community Association, Derbyshire Gypsy Liaison Group, Asian Association of Chesterfield and North Derbyshire and Chesterfield and North Derbyshire Muslim Women's Group.</p> <p>Each workshop will focus on the contributions each community group makes to the community, challenges they may face, plus a look at misconceptions and some myth busting.</p>
	19	Plan and deliver the 2019/20 local democracy programme	<p>Nine primary schools and three secondary schools so far this year are taking part in our local democracy programme. For 2019/20 focus will be on Chesterfield's twinning links to coincide with the celebration of the 60th anniversary of our first twinning link with Darmstadt. The activities include different voting exercises and will explore why twinning links are important, promote learning of other cultures and demonstrate the benefits of working together as a team. This will support the teaching of democracy, the rule of law and mutual respect for and tolerance of others, three of the four British Values.</p>

			<p>We utilised our links with schools to increase the involvement of children and young people in our civic activity. The Act of Remembrance on Armistice Day falls on Monday 11 November - schools have been invited to attend the Act of Remembrance and lay a wreath they have made; this will support the teaching of the respect and tolerance value.</p> <p>Two school students will read the Act of Homage and Kohima Epitaph from the Town Hall balcony. We have already received a good response from the schools, with a total of 228 students scheduled to attend the service.</p>
	20	Develop and deliver partnership intervention schemes to reduce the impact of child poverty	<p>In the last quarter a number of schemes aimed at reducing the impact of child poverty have been delivered with key partners including:</p> <ul style="list-style-type: none"> • The Chesterfield Health and Wellbeing Partnership supported the Holiday Hunger project in Barrow Hill. The programme which is run by local volunteers, took place on Tuesdays and Thursdays during the school holidays. Around 25 children attended each session and were provided with a healthy lunch but also a range of family activities including crafts, disco, sports, a trip to Yorkshire Wildlife Park, and two trips to the Healthy Living Centre where families could swim or enjoy the play area. Some funding was also received from the

				<p>Derbyshire County Council Community Leadership Fund via the County Councillor for the area</p> <ul style="list-style-type: none">• The Rother Time 4 U Café event took place at St. Augustines Church in June 2019. This multi-agency event brought a range of local health and wellbeing providers into the community to raise awareness of their services and to increase access for the more vulnerable members of the community. There was an opportunity for local people to access information, help and advice, increase knowledge and skills and to raise aspirations. In addition there were free beauty treatments, crafts, a crèche, refreshments, lunch and prize draw. The event was funded through Derbyshire County Council Public Health and is a partnership project between Chesterfield Borough Council and Derbyshire County Council with support from many local partners. During the event, partner organisations had 162 conversations with the public. Live Life Better Derbyshire undertook 16 body MOTs – and referred 12 people into weight management, 10 people onto smoking cessation and 1 person to a mental health provider. Severn Trent helped 15 people to reduce water bills and debt. Citizens Advice helped 3 people with financial capability issues and 3 were
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				<p>referred to the GP outreach service for benefit advice.</p> <ul style="list-style-type: none">• Workpays (helping young people and adults develop the skills needed to gain/sustain employment) had 4 people sign-up.• The Mastin Moor Community Fun Day was held in August 2019. Partnership working was displayed again between Chesterfield Borough Council, Derbyshire County Council and local partners, along with the community of Mastin Moor and the parents of Norbriggs School to deliver this community project. The project was funded jointly by Chesterfield Borough Council Housing and Chesterfield Health and Wellbeing Partnership. The event was a free one for the community of Mastin Moor. Activities included Chesterfield Football Club (Beat the Keeper), Samba Sports (cricket), Rock Box, a magic show, a teddy bears picnic, reading corner, free crafts and stalls offering health and wellbeing advice. Derbyshire County Council – Live Better Derbyshire engaged with 21 people who expressed An interest in stopping smoking and /or weight management. Citizens Advice delivered “on the spot” Money Coaching to 9 people, and signposted a further 5 to other Citizens Advice Chesterfield services.
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Our Priority – to provide value for money services

Aim	Activity Number	Activity	RAG	Progress
Become and stay financially self sufficient	21	Promote the Council's commercial service offer to residents and businesses		<p>Communications: The communications team have continued to support commercial services with the following key activities:</p> <ul style="list-style-type: none"> • Your Chesterfield July edition: A page was also dedicated to commercial building services to promote these paid-for services. • Your Chesterfield November edition included information about the Market café, encouraging people to visit over the Christmas period. <p>Digital Improvement Programme: Many of the outcomes around the digital improvement programme are planned to launch later on this year / early next year. Many of the actions within the project plan will positively promote the council's commercial service offer. Progress to date includes:</p> <ul style="list-style-type: none"> • Salesforce digital platform purchased and now in the implementation stage. Once live, residents and businesses will be able to create an account with Chesterfield Borough Council and transact with us

online, 24/7, at a time and place of their choosing.

- A number of business processes improvements, particularly in Regulatory Services, have been identified and approved. These include changes to the way that requests are received, offering a wider range of payment options for residents and businesses, and mobilising the workforce to allow them to focus on high value / income generating activities. Many of the identified regulatory service process improvements have been incorporated and built into the new digital platform. The service areas are now carrying out testing on the product.
- The digital improvement team are also working with the environmental services team to identify process improvements. The redesign of business processes throughout waste management / street scene should allow the teams to focus on higher value, income generating tasks in the future.
- Exploration into the use of GOV.UK payments is now underway. If the council decide to implement this service, it will allow residents and businesses to apply and pay for commercial services, e.g. licensing applications, online.

	22	Develop a resource and transition plan for the return of PPP services		A project manager has been appointed and joins the Council at the end of October 2019. Heads of Terms are currently being developed for Chesterfield Borough Council to take on delivery of Derbyshire Dales District Council Revenues and Benefits Service from October 2020.
	23	Complete the depot review as part of the One Public Estate programme		Data gathering has commenced ready for the production of a completed feasibility report for review alongside Derbyshire County Council, North East Derbyshire District Council and other public sector partners.
	24	Achieve year 1 business plan income targets for the leisure centres		We are working with colleagues in Finance and to explore and develop opportunities for income maximisation and cost reduction. This includes further work around improving income and expenditure forecasting. It is anticipated that this work will be completed by the end of October so that it feeds into both out turn performance for 2019-20 and budget setting for 2020-21.
	25	Develop a feasibility study for the utilisation of available space at the Healthy Living Centre		The feasibility study and business case have been completed and have been reviewed by colleagues in Finance. Some further assessment is being undertaken due to the potential impact on the Councils VAT threshold from the development. Running concurrently with this, the service is actively engaged with

			colleagues at Derbyshire County Council in relation to opportunities at the Healthy Living Centre regarding aspirations relating to one public estate.
26	Achieve year 1 business plan income targets for the theatres		<p>We have developed a business plan for the venues for 2019 – 2024 which sets out our income targets and how we plan to achieve them.</p> <p>Income for the first five months of the financial year is broadly on target.</p>
27	Complete the year 1 ICT improvement programme		<p>The capability and capacity of the ICT service has improved as a result of recruitment to a number of new roles, however the key post of platform lead remains challenging to fill.</p> <p>Procurement of the Council’s digital platform is complete and development of the new solution is underway. By year end residents will be able to access a secure customer portal to obtain personalised information and request council services online.</p> <p>A number of planned improvements to our ICT applications are being implemented and the programme remains on track.</p> <p>Our ICT infrastructure is being moved from on premise to cloud hosting, which will provide</p>

			<p>greater resilience to the Council. It has been necessary to include additional systems in the year 1 work schedule to ensure that the systems remain in a supported state. The council local area network has undergone significant upgrades and all CBC buildings have been upgraded. All CBC buildings have also received a new secure corporate Wifi.</p> <p>Delivery timescales are challenging, but the programme remains on track currently.</p> <p>The roll out of Office 365 and Windows 10 has begun, successfully migrating 45% of the organisation together with provision of replacement laptops where necessary. The upgrade to a new faster and more resilient internet connection is underway. This upgrade will allow more employees to work more agilely and more productively.</p>
	28	Achieve customer services excellence accreditation	<p>Progress towards the CSE accreditation due in December 2019 is moving on well with over 50% of the evidence collected. The remaining evidence has been identified.</p>
Make our services easier to access and deliver savings through the use of technology	29	Develop a business case and resource plan for a Project Management Office	<p>The Project Management Office review has begun following the recruitment of new Executive Directors and progress remains on track.</p>

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For publication

General Fund Budget Monitoring and Medium Term Forecast Update

Meeting: Overview and Performance Scrutiny Forum

Date: 21 November, 2019

Cabinet portfolio: Deputy Leader

Report by: Deputy Chief Accountant

For publication

Purpose of reviewing the topic	To report on the 2019/20 quarter 2 budget monitoring position and the medium term forecast of the council's general fund budget.
What are the objectives of the review?	<ul style="list-style-type: none">• To understand the current position of the council's budget.• To understand the medium-term financial forecast for the council's budget.
Progress to date	Previous update was brought to the Overview and Performance and Scrutiny Forum on the 4 th July 2019.

1.0 **Background**

- 1.1 The Council approved the original budget for 2019/20 on 27th February 2019.

- 1.2 The original budget for 2019/20 was established forecasting a deficit of £202k.
 - 1.3 All of the indications are that the medium-term outlook will continue to be challenging. The medium-term financial forecast approved by full Council on 27th February 2019 showed increasing deficits of £803k in 2020/21 rising to £1.1m by 2021/22.
 - 1.4 A revised deficit of £203k for 2019/20 was reported to members as part of the Quarter 1 Budget Monitoring 2019/20 & Updated Medium Term Financial Forecast report.
- 2.0 **Current Year's Budget**
- 2.1 The Council started quarter 2 of this year with a forecast deficit of £203k. At the end of the second quarter this position had significantly improved to an anticipated surplus of £52k at year end. A summary of the key variances is provided in the table below:

2019/20 UPDATED BUDGET FORECAST - TO END OF QUARTER 2		
	£000	Total £000
Deficit at the start of the year		202
Changes reported at quarter 1		1
Deficit forecast at the start of quarter 2		203
<u>Budget Saving - increased income:</u>		
Derbyshire Building Control Partnership Ltd	(44)	
Economic Development Joint Delivery Unit - EZ Funding	(31)	
Town Hall Rental Income (EU Election)	(6)	
Industrial Unit Rental Income	(2)	(83)
<u>Budget Saving - reduced expenditure:</u>		
Spirepride Vacant Posts	(90)	
Increase Staff Vacancy Allowance	(50)	
Remove Electricity Inflation Allowance	(50)	
Building Cleaning Vacant Posts	(20)	
Community Halls	(8)	(218)
<u>Budget Increase - reduced income:</u>		
Parks – football on grass pitches	9	9
<u>Budget Increase - increased expenditure:</u>		
Venues Business Plan (*)	20	
Banking Charges – Capita Income System	11	
Town Hall – Office Moves	4	
Tapton House – Utilities	2	37
Updated Surplus Forecast		(52)

(* The Venues Business Plan will deliver £346k of savings between 2020/21 and 2023/24)

2.2 Changes to the approved budgets

- 2.2.1 Vacant posts in both Spirepride and Building Cleaning will cumulatively deliver non-recurring savings of £110k in 2019/20.
- 2.2.2 The Medium Term financial forecast approved in February 2019 included a Staff Vacancies Allowance of £100k; in previous years this allowance was set at £150k. At the end of quarter 2, £71k of this saving has been achieved therefore the Staff Vacancies Allowance has been restored to £150k.
- 2.2.3 The Medium Term financial forecast also included an allowance of £50k for additional cost pressures expected from the retendering of the electricity contract. Spend at the end of quarter 2 on electricity suggests that this allowance is not required.
- 2.2.4 Additional income of £44k from the Derbyshire Building Control Partnership company has been included in the latest forecast. This comprises a £24k recharge to the company in respect of the Assistant Director for Economic Growth carrying out Managing Director duties on behalf of the company and £20k dividend income to be paid from profits generated by the company in 2018/19.
- 2.2.5 An updated business plan for Venues was considered by the Finance and Performance Board in September which will deliver savings of £346k over five years.
- 2.2.6 ICT savings delivery – the savings target for 2019/20 is £227k. At quarter 2, £207k of this saving has been achieved.

3.0 Medium Term Outlook

- 3.1 The latest medium-term financial forecast indicates an improved position in 2020/21 and future years.
- 3.2 The table below compares the latest forecasts with the original budget forecasts noted on 27th February 2019:-

	Budget Forecasts				
	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000
February 2019 budget Deficit / (Surplus)	202	803	1,125	1,196	1,311
Increase / (Decrease) Quarter 1	1	44	(4)	0	6
Increase / (Decrease) Quarter 2	(255)	(706)	(219)	(264)	(314)
Latest Forecasted Deficit / (Surplus) Quarter 2	(52)	141	902	932	1,003

4.0 Barriers/obstacles

- 4.1 The medium-term financial forecast is based on the best available information but inevitably there is a degree of risk and uncertainty in some of the assumptions made. The most significant risks and pressures are outlined below:

- **Delivering budget savings** at the required level and at the right time continues to be a challenge. The Council has a good track record of tackling budget deficits and delivering savings although it has become more difficult to achieve as easier options are exhausted. Future budget savings proposals are now focused on a number of larger savings programmes rather than those delivering smaller

savings. Significant savings from the ICT Digital Innovation Programme have been included within the medium-term financial forecast and timely delivery of this element of the savings plan is fundamental to achieving a balanced budget in future years.

- **Fees and charges** income may be affected by the state of the economy particularly with the continuing uncertainty around Brexit. This may have a significant impact on the substantial income generated from car parks, leisure, cultural events and planning fees.
- **Property rents** from our industrial, commercial and retail units are also affected by the state of the economy. Current occupancy levels remain high and the Council continues to invest in its rental properties. However, income from retail property continues to decline and provides an adverse pressure on the Medium Term financial forecast.
- **Pay award** uplifts of 2.5% for 2020/21 and future financial years are included in the Medium Term financial forecast. The pay award for 2020/21 has not yet been agreed. Each 1% increases the costs to the General Fund by £216k per annum.
- **A programme of capital receipts** from the sale of surplus assets has been a significant source of funding for the capital programme. The pipeline of assets sales is reducing which will mean that future capital projects will have to be funded from borrowing. The costs of servicing this borrowing would create further pressure on the Medium Term financial forecast.

- **Borrowing costs** on all new loans from PWLB were increased by 1% across the board without warning on 9th October. This will increase the costs of new borrowing going forward which will have an impact on both the General Fund and HRA and are not included in current budget figures.
- **New homes bonus** payments will more than likely come to an end with a one-off payment for 2020/21. There will be no further legacy payments for 4 financial years and the baseline above which payments are triggered could also be adjusted upwards negating the benefits of new housebuilding taking place across the borough.
- **The Council tax referendum limit** for 2020/21 may be capped at 1.99%. This contrasts with the position in recent years where district councils have been able to increase council tax by 2.99% or £5. A 1% reduction in council tax equates to £48k per annum

5.0 **Future plans**

- 5.1 The budget preparation process started in September when budget working papers and guidelines were issued to budget holders.
- 5.2 The draft budget and medium-term forecasts will be reported to Cabinet on the 17th December 2019.
- 5.3 The final budget and medium-term forecasts will be report to Cabinet on the 25th February 2020 and Council on the 26th February 2020.

6.0 **Conclusion**

- 6.1 Work continues to identify savings and to raise income. We are still forecasting a small budget deficit in the

coming financial year and escalating deficits in the years ahead.

6.2 Officers and members will have to agree plans to reduce the deficits as under the Local Government Act 2012 the Council must set a balanced budget.

6.3 The Council will have to take decisions on where costs/services have to be reduced, investment focused and income raised. At the same time there are a number of risks that could add further pressure to the forecast deficits in future years e.g. Business Rates income, Universal Credit, Fair Funding, retail rents, inflation and the economy (Brexit).

7.0 **Suggested scrutiny activity**

7.1 Continue with bi-annual updates to Overview and Performance Scrutiny Forum.

Document information

Report author	Contact number/email
Richard Staniforth	Ext. 5456
Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	
<i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix A	N/A

For publication

More environmentally friendly Council

Meeting: Overview and Performance Scrutiny Forum

Date: 21 November 2019

Cabinet portfolio: Health and Wellbeing

Report by: Assistant Director – Health and Wellbeing

For publication

Purpose of reviewing the topic	<i>To ensure that the options to make Chesterfield Borough Council more environmentally friendly are fully considered.</i>
What are the objectives of the review?	<ul style="list-style-type: none"> • <i>To understand the efforts that are being made to make the council a more environmentally friendly council.</i> • <i>To ensure that all the options are fully considered.</i>
Progress to date	<i>New item on the work programme.</i>

1.0 Background

1.1 The Council declared a Climate Emergency on the 17th July 2019 the details of which are outlined below; This Council notes the Intergovernmental Panel on Climate Change (IPCC) 'Special Report on Global Warming of 1.5°C', published in October 2018, which confirmed the catastrophic

consequences of manmade climate change and the urgent need to act to address the marked increases that we are already seeing with regards higher sea levels, flooding, other extreme weather events, crop failures and destruction of land and marine eco-systems.

This Council therefore:

- (a) declares unequivocally that our town and borough, country and planet are facing a CLIMATE EMERGENCY;
- (b) agrees to establish a Chesterfield Climate Change working group to respond to this challenge, with representation from key borough stakeholders including our schools, college and university, the private sector and community and voluntary organisations, including Transition Chesterfield, Chesterfield Climate Alliance and young people's representative groups, with the shared purpose of enabling Chesterfield to become a low carbon, resilient and sustainable borough;
- (c) invites the working group to report back and make recommendations to Full Council on a realistic date for Chesterfield to be carbon neutral, and to develop a costed action plan, by March 2020, setting out the required work to achieve this outcome;
- (d) resolves to work with other local authorities and public, private and voluntary sector partners on carbon reduction projects;

(e) calls on the Government to provide the necessary resources and powers for Chesterfield Borough Council to achieve its ambition of becoming a carbon neutral town and borough.

1.2 Given the declaration the overview and performance scrutiny will provide an important robust forum for the action plan development work to be reviewed and discussed.

2.0 **Current position and key milestones**

2.1 The first meeting of the working group took place on 23rd October 2019. Three elected members were part of the group (Cllr Amanda Serjeant, Cllr Jill Mannion-Brunt and Cllr Ed Fordham) and enabled a productive first meeting that set the scene in terms of the scale of the issue facing Chesterfield and importantly provided the opportunity for members of the working group to outline the areas that they felt were important. These areas will then inform future meetings and will require further review to support the development of the Councils Action Plan.

2.2 Appendix one outlines, in the words used by members of the working group, the key themes that were highlighted as well as some quick win areas that the group were keen to progress. All of these will be explored in more detail during the second meeting which will take place on the 25th November 2019.

3.0 **Barriers/obstacles**

3.1 The working group is still in a relatively early phase of development, however based on feedback received from the first session, the group dynamic appears to be right. Some examples of the positive feedback received are outlined below;

“Congratulations on a successful launch to your project last night. You managed to cover a lot of ground in the available time and, by the end, there was a definite sense that a group with a shared purpose had formed.”

“...thank you for inviting me to join tonight's working group and how privileged I feel to be part of such an important community exercise.”

3.2 Challenges will present themselves as the working group develops its plans and work programmes going forward, however from the first meeting the group has identified some key themes which will help structure the areas that are progressed for inclusion in the action plan. The five themes are referenced below;

- transport,
- publicity awareness and education,
- home / domestic
- policy
- technology

4.0 **Future plans**

4.1 The next working group takes place on the 25th November 2019. This session will focus on developing priorities for the action plan based on the themes identified along with updates for the group as to potential quick wins to help reinforce the work that the council and the group are committed to.

4.2 Progress on the plan will be communicated to a wider reference group made up of those individuals who were not selected for the working group to help ensure all key issues are captured. Further updates / progress will be reported through the scrutiny forum.

5.0 **Conclusion**

- 5.1 The initial meeting of the working group and the subsequent work that is being developed and progressed is and will support our carbon neutral ambitions.
- 5.2 The working group is committed to making a difference and ensuring Chesterfield has an action plan that will result in a co-ordinated approach to support our low carbon, resilient and sustainable borough
- 6.0 **Suggested scrutiny activity**
- 6.1 *No further activity required at this stage given the scope of the working group and the reporting structure through scrutiny of the action plan.*

Document information

Report author	Contact number/email
Ian Waller	ian.waller@chesterfield.gov.uk
Background documents	
These are unpublished works which have been relied on to a material extent when the report was prepared.	
<i>This must be made available to the public for up to 4 years.</i>	
Appendices to the report	
Appendix 1 – Working Group Notes	

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

Document is Restricted

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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)
CCO1 Page 57	Statutory Crime & Disorder Scrutiny Ctte	CCO 29.09.11 (Min. No. 44)	Progress report on sharing information re alcohol related health problems and hospital admissions.	6 monthly wef 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.

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)
CCO4	Implementation of Universal Credit	<p>CCO 22.05.18 (Min. No. 6)</p> <p>Cabinet Member for Homes & Customers 16.07.18</p>	<p>Re. provision of computer terminal(s) and support for Universal Credit claimants in Staveley area.</p> <p>Cabinet Member's response noted by CCO – 17.07.18 (Min. No. 14) – computer terminals and support available at several locations within Staveley area – provision to be monitored.</p>	6 monthly progress reports	<p>Cabinet Member's response noted by CCO – 17.07.18.</p> <p>Report considered by CCO – 27.11.18.</p>	Monitor as part of ongoing review of implementation of Universal Credit.
CCO5	Community Rooms	<p>CCO 26.09.19 (Min. No. 17)</p> <p>Cabinet 22.10.19 (Min. No. 54)</p>	<p>Community Rooms SPG report approved by CCO 26.09.19.</p> <p>Cabinet Response:</p> <ol style="list-style-type: none"> 1. That the Cabinet Member for Housing initiates conversations with the Chesterfield Care Group regarding the hiring of community rooms. 2. That the Cabinet: <ol style="list-style-type: none"> a. Supports the refurbishment and retention of Bonsall Court as a community room. b. Notes and endorses the arrangements to lease Burns 	March 2020		

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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 59			<p>Close to the Umbrellas Cosy Group on a five year lease.</p> <p>c. Agree that alternative uses be explored for Monkwood Road in line with the Council's health and wellbeing priorities.</p> <p>3. That the website be updated and amended to include a central location for finding room hire information for all venues across the Council including the community rooms.</p> <p>4. That a dedicated phone line for community room enquiries be established within the Careline and Support Service with a voicemail facility.</p> <p>5. That the call centre staff be provided with up to date information on the hire of community rooms.</p> <p>6. That the promotion of community rooms on the Council's website be</p>			

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)
			<p>improved, making the rooms more obvious to potential hirers.</p> <p>7. That a new leaflet be produced that includes details of all the community rooms.</p> <p>8. That a promotional drive take place to coincide with the completion of the work to the sheltered schemes.</p> <p>9. That a booklet be produced that incorporates terms and conditions for the community rooms along with how to use the facilities in the rooms.</p> <p>10. That the door entry systems that have been installed at Wimborne Crescent and Winster Court be kept under review to understand if this is the most effective way for hirers to gain access.</p>			

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 61	Skills	EW 05.02.19 (Min. No 48) Cabinet 26.02.19 (Min. No 110)	Skills SPG report approved by Enterprise and Wellbeing 05.02.19 Cabinet Response: <ol style="list-style-type: none"> 1. That the Cabinet thanks the Enterprise and Wellbeing Scrutiny Committee for the report which highlights an important area of work for the Council and reflects our commitment to driving skills development in the Borough through our support of the Skills Action Plan and continued engagement with key partners and stakeholders. 2. That the Cabinet notes and endorses the recommendations, and acknowledges that the recommendations can be accommodated within the normal work programme and through partners. 3. That the decision to co-fund the Enterprise Co-ordinator post be deferred for consideration as a 	Monitoring Action is being developed in consultation with senior officers to identify target dates for completion.		Monitor progress – December 2019

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)
			<p>growth request as part of the budget setting process for 2020/21. The Cabinet recognises the positive impact of the Enterprise Co-ordinator for Chesterfield and that this is currently co-funded for 2 years until 2019/20.</p> <p>See SPG Report for recommendations.</p>			
EW7 Page 62	Future Use of the Former QPSC Site	<p>EW 3.10.19 (Min. No. 20)</p> <p>Cabinet 22.10.19 (Min. No. 53)</p>	<p>SPG report approved by EW 3.10.19.</p> <p>Cabinet Response:</p> <ol style="list-style-type: none"> 1. That the use of the new sports pitch be monitored through the Council's normal management processes against the objective of balancing the need to achieve a commercial return and provide opportunities for community and health and wellbeing development. 2. That the marketing approach and pricing structure for the sports pitch be reviewed as necessary as part of the Council's overall marketing and 	April 2020		

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)
			pricing of its sports and leisure services.			
OP8 Page 63	HS2	OPSF 11.09.18 Cabinet 23.10.18 (Min. No. 48)	Cabinet Response: 1. That the Cabinet thanks the Overview and Performance Scrutiny Forum for the first class work that has been taken forward in looking at how the Council is preparing for HS2 and, in particular, for the Forum's efforts in broadening and deepening the understanding of Council Members of the subject matter. 2. That Cabinet notes and endorses the recommendations of the Overview and Performance Scrutiny Forum. 3. That Cabinet endorses, in particular, the Forum's recommendation to establish a new Skills Scrutiny Project group and resolves to defer to the Overview and Performance Scrutiny Forum further consideration of the merit of	Following Parliament's consideration of the Hybrid Bill	Recommendations approved by Cabinet 23.10.18 Monitoring update considered by OPSF - 19.03.19	Monitor after Hybrid Bill has been taken to Parliament.

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)
			<p>establishing new Scrutiny Project Groups to look at particular aspects of HS2 as part of the future work programming discussions.</p> <p>See SPG Report for recommendations.</p>			
<p><i>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).</i></p> <p><i>* Note recommendation wording may be abridged.</i></p>						

CHESTERFIELD BOROUGH COUNCIL

WORK PROGRAMME :

OVERVIEW AND PERFORMANCE SCRUTINY FORUM for July, 2019

Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
21.11.19	Being a more environmentally friendly council		<i>Annual Scrutiny Work Programme 2019</i>	
21.11.19	Budget update		<i>Annual Scrutiny Work Programme 2019</i>	<i>Deputy Leader</i>
21.11.19	Council plan and corporate performance	Report considered on 13.11.19.	<i>Annual Scrutiny Work Programme 2019</i>	
23.01.20	Signposting to support and advice charities		<i>Annual Scrutiny Work Programme 2019</i>	
23.01.20	Being a more environmentally friendly council		<i>Annual Scrutiny Work Programme 2019</i>	

CHESTERFIELD BOROUGH COUNCIL

Scrutiny Meeting Date :	Business Item :	Status :	Raised by :	Cabinet Responsibility:
<i>Scrutiny Project Groups:</i>				
	Climate change – air quality			
19.09.19	<i>Monitoring:</i> HS2			

[KEY to abbreviations:

OP = Overview and Performance Scrutiny Forum.

CCO = Community, Customer and Organisational Development Scrutiny Committee.

EW = Enterprise and Wellbeing Scrutiny Committee.

TBC = To be confirmed].

OVERVIEW AND PERFORMANCE SCRUTINY FORUM

Thursday, 19th September, 2019

Present:-

Councillor Catt (Chair)

Councillors Blakemore Borrell Flood Fordham P Innes	Councillors Kellman Snowdon Kelly Coy
---	--

Councillor Jean Innes, Cabinet Member for Business Transformation and Customers ++

Charlotte Kearsey, Democratic and Scrutiny Officer

Jonathon Little, HS2 Project Manager +++

Ian Waller, Assistant Director – Health and Wellbeing +

David Wing, Head of ICT Improvement ++

+ Attended for Minute No. 14

++ Attended for Minute No. 15

+++ Attended for Minute No. 16

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

No declarations of interest were received.

13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bagshaw and Dyke.

14 DEPUTY LEADER - MORE ENVIRONMENTALLY FRIENDLY COUNCIL

The Assistant Director – Health and Wellbeing attended to present a report regarding the efforts which were being made to make Chesterfield Borough Council (CBC) a more environmentally friendly council.

CBC declared a Climate Emergency on 17 July, 2019 and resolved to establish a Chesterfield Climate Change Working Group to respond to this challenge. The working group was tasked to develop a costed action plan and report back to Full Council by March 2020.

The Overview and Performance Scrutiny Forum would provide an opportunity for the action plan development work to be reviewed and discussed.

The current position was reported to the Overview and Performance Scrutiny Forum. It was explained that CBC had taken steps to address issues relating to the contributory factors of climate change. Examples of the work which had already been carried out included: thermal improvements to the housing stock, a boiler replacement programme and low energy lighting schemes.

The working group and CBC as a whole faced a number of challenges including availability of alternative sustainable options, public perception and budget implications.

Members enquired why it had taken two months for members of the working group to be identified and the Assistant Director accepted that it had taken some time to get the current position. During this length of time a large amount of work had been taking place to gather background information and support for the working group.

The Assistant Director was asked whether certain organisations would be included in the working group. Members were informed that specific organisations were referred to in the Full Council motion and these organisations would be included. The challenge would be to ensure that the working group was a manageable size while covering a wide range of views to ensure that people were not excluded from the conversation. Members enquired whether there was a number in mind for the working group and were informed that a number between 12-15 was anticipated but there would be flexibility in this number.

Members queried how much progress the working group was expected to have made by March 2020. It was explained that work would be required

past March but that a costed action plan would need to be submitted by March.

A question was asked about the budget for the working group and the Assistant Director explained that a budget had been identified.

Members asked whether the working group would consult with the public and were advised that public consultation would be taking place. The working group would decide the most effective way to consult to take into account the different requirements which would need to be met to ensure that input is received from a variety of people in Chesterfield.

The importance of effectively communicating information about the working group was emphasised.

RESOLVED –

1. That the update be noted
2. That an update on the more environmentally friendly council be brought to the Overview and Performance Scrutiny Forum on 21 November, 2019

15 CABINET MEMBER FOR BUSINESS TRANSFORMATION AND CUSTOMERS - ICT IMPROVEMENT PROGRAMME

The Cabinet Member for Business Transformation and Customers and the Head of ICT Improvement attended to provide an update on the ICT Improvement Programme.

The Head of ICT Improvement delivered a presentation regarding the current position of the outcomes of the programme.

The first outcome, related to enhance service levels in the theatre box office, had been achieved.

The second outcome to increase skills and knowledge within the ICT department was on target to be achieved. All of the new posts which would improve the versatility and capability of the ICT department had been recruited to apart from one, a Platform Lead.

The third outcome was to achieve the Cyber Essentials + and the Public Services Network accreditations. A decision regarding the Cyber Essentials + accreditation was awaited and the Public Services Network accreditation had been achieved.

The fourth outcome related to increased ICT resilience and was on target to be achieved. New upgraded storage had been procured and the servers had been migrated. The previous storage had been recycled and to provide increased resilience for the Stonegravels site. The back up software had been improved and given geographical distance in line with good practice. The internet connection had been upgraded and a second connection point had been established.

The fifth outcome related to implementation of end to end digital services. The digital platform for customers was scheduled to go live in June 2020. The Environmental and Regulatory Services were testing processes to identify any issues or stresses with the platform.

The future outcomes of the programme were explained to the members, these included:-

- More end to end services being available, on target;
- Greater visibility for progress of member casework, some slippage against the target;
- Enhanced security levels including server containerisation and upgrade technology in Town Hall;

The Head of ICT Improvement concluded that excellent progress had been made and he would maintain a tight grip on the scope, to prevent any scope and budget creeping, while allowing for agility.

Members noted that after the box office upgrade the booking system was robust enough to include market events but it was not possible to print out invoices and asked that this issue be investigated.

Members asked about the position of the budget for the programme and how often the budget position was reported. The Head of ICT Improvement advised that the budget was ringfenced and all budget codes had been set up to ensure that the budget could be closely reviewed. The Head of ICT Improvement RAG rated the current position

of the budget at amber. This was due to some additional elements which needed to be carried out, such as the server upgrade, but it was believed that the additional spend could be absorbed into the overall budget. Monthly budget reporting to the ICT Improvement Board took place, along with regular meetings with the finance department and reporting to the Executive Board.

The Head of ICT Improvement was asked how often backing up occurred and advised that this took place every 15 minutes.

RESOLVED –

1. That the update be noted.
2. That an update on the ICT Improvement Programme be brought to the Overview and Performance Scrutiny Forum on 21 November, 2019.

16 SCRUTINY MONITORING

The HS2 Project Manager attended to provide a monitoring progress update on a recommendation of the HS2 Scrutiny Project Group report.

The Scrutiny Monitoring Schedule was considered.

RESOVLED –

1. That the update on a recommendation of the HS2 Scrutiny Project Group be noted.
2. That the Scrutiny Monitoring Schedule be noted.

17 FORWARD PLAN

The Forward Plan was considered.

RESOLVED –

That the Forward Plan be noted.

18 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE

SCRUTINY FORUM

The Work Programme for the Overview and Performance Scrutiny Forum was considered.

RESOLVED –

That the Work Programme be noted.

19 JOINT OVERVIEW AND SCRUTINY

The Joint Chairs would be attending the first East Midlands Scrutiny Network Conference which would be taking place on 4 October, 2019.

RESOLVED –

That the update be noted.

20 OVERVIEW AND SCRUTINY DEVELOPMENTS

There was nothing to report.

21 MINUTES

The Minutes of the Overview and Performance Scrutiny Forum held on 4 July, 2019 were presented.

RESOLVED –

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