



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

9 September 2020

Dear Councillor,

Please attend a meeting of the OVERVIEW AND PERFORMANCE SCRUTINY FORUM to be held on THURSDAY, 17 SEPTEMBER 2020 at 5.00 pm, the agenda for which is set out below.

This meeting will be held virtually via Microsoft Teams software, for which members of the Committee and others in attendance will receive an invitation. Members of the public will be able to access Part 1 (Public Information) of the meeting online by following the link [here](#).

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 and Cabinet Member for Health and Wellbeing - Climate Change Action Plan (Pages 5 - 14)

5:00pm to 5:45pm

4. Local Government Act 1972 - Exclusion of Public

To move "That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business

on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act".

Part 2 (Non Public Information)

5:45pm to 5:50pm

5. Leader and Cabinet Member for Economic Growth - Elder Way and Northern Gateway Developments (Pages 15 - 26)

5:50pm to 6:35pm

6. Local Government Act 1972 - Re-admission of the Public

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

6:35pm to 6:40pm

7. Forward Plan

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

[Forward Plan](#)

6:40pm to 6:45pm

8. Scrutiny Monitoring (Pages 27 - 34)

6:45pm to 6:50pm

9. Work Programme for the Overview and Performance Scrutiny Forum (Pages 35 - 44)

6:50pm to 6:55pm

10. Overview and Scrutiny Developments

6:55pm to 7:00pm

11. Minutes (Pages 45 - 50)

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

Climate Change Action Plan

Meeting: Overview and Performance Scrutiny Forum

Date: 17 September 2020

Cabinet portfolio: Health and Wellbeing

Report by: Assistant Director – Health and Wellbeing

For publication

Purpose of reviewing the topic	To monitor the progress of the Climate Change Action Plan.
What are the objectives of the review?	<ul style="list-style-type: none">• To understand what engagement has taken place or is due to take place with other agencies.• To ensure that targets are met, to monitor the progress against the steps in the Plan and monitor costs to ensure they are not exceeding the budgets set in the Plan.• To understand what efforts are being made to influence partners and other organisations.• To review staffing resources assigned to this area of work.
Progress to date	This is a new item on the Overview and Performance Scrutiny Forum work programme 2020/21 but is connected to the previous 2019/20 work programme item, More Environmentally Friendly Council.

1.0 **Background**

- 1.1 The Council declared a Climate Emergency on the 17th July 2019 the details of which are outlined below;
- 1.2 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.

1.3 On the 26th February 2020 The Council approved and adopted the climate change action plan.

2.0 **Current position and key milestones**

2.1 The production of the action plan was the culmination of several months' worth of work by the climate change working group.

2.2 The working group was 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 ambitions.

2.3 The working group developed the action plan into eight themes, each theme has a series of actions which in total amount to thirty-nine specific actions to support our carbon reduction activities.

2.4 Even though the impact of Covid-19 started to manifest itself significantly in the United Kingdom from March 2020 it is pleasing to report that several positive actions have been progressed within the action plan.

2.5 Notable successes include;

2.6 In April 2020 the Council switched its electricity supply to renewable sources. The contract for supply runs for three years.

- 2.7 The Council's housing capital programme has commenced. In response to the climate emergency the council is committed to ensuring that its existing housing stock is as energy efficient as possible. Properties on the Grangewood estate (Birchwood Court, Grangewood Court, Longcroft Court, Thorntree Court and Stockwell Court) have benefited from upgrades to windows and insulation in each property and all communal areas to improve the thermal efficiency of the homes.
- 2.8 Private Sector Housing services have submitted a funding application into phase one of the Green Homes Grant Local Authority Delivery scheme. The application is seeking to access £500,000 to enable some targeted support for owner occupied properties with an Energy Performance Certificate (EPC) rating of E or below and privately rented properties with an EPC of E or below or without an EPC. In addition to the carbon reduction benefits of this scheme, it will also target those most at risk of fuel poverty.
- 2.9 In addition, the Council is working with neighbouring authorities through the Local Authority Energy Partnership to develop an application for phase two Local Authority funding when this is released.
- 2.10 These funding applications complement the wider Green Homes Grant scheme applications that households can apply for directly from late September 2020. This fund provides £1.5 billion for individuals to apply for in the form of vouchers for their own properties. The council will support the awareness raising of this scheme to ensure as many residents as possible are able to take advantage of this funding given the carbon impact of the built environment in Chesterfield. More details of how this will work were released late last week on the government's BETA version website:

<https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme>

- 2.11 Individuals can apply for the voucher from the end September via the government's Simple Energy Advice (SEA) website (previously the Energy Saving Trust) <https://www.simpleenergyadvice.org.uk/pages/green-homes-grant> .
- 2.12 The Council is currently working with Low Carbon Homes, Derbyshire County Council, University of Derby - Sustainable Business and Clean Growth and other local district and borough councils to support a network of six national events designed to target retrofit for housing to improve thermal efficiencies to combat the fact that domestic property energy consumption equates to 14% of UK carbon emissions.
- 2.13 Low Carbon Homes as an organisation exists to reduce this impact and highlight the wider social and economic benefits of retrofitting existing housing which is why it was important for Chesterfield Borough Council to be leading the support for a Derbyshire Event.
- 2.14 The Derbyshire event is one of six events nationally;
- Derbyshire**, 06-08 October, hosted by Derbyshire County Council, Chesterfield Borough Council, South Derbyshire District Council and University of Derby
- Glasgow**, 20-22 October, hosted by Glasgow City Council
- Manchester**, 03-05 November, hosted by Manchester City Council
- Liverpool**, 01-03 December, hosted by Liverpool John Moores University
- Kent**, 26-28 January, hosted by Kent County Council
- Oxfordshire**, 09-11 February, hosted by Cosy Homes Oxfordshire

Further information is available at;
<https://www.lowcarbonhomes.uk/events/derbyshire-october-6-2020/>

- 2.15 In July 2020 the Council adopted the Chesterfield Economic Recovery Plan to support and rebuild Chesterfield's economy in response to the Covid-19 pandemic.
- 2.16 Importantly and as outlined in the climate change action plan, the economic plan makes specific reference to sustainability in relation to economic recovery.
- 2.17 Activities under this plan help to demonstrate how the climate change action plan is being embedded across the council and includes; working with Derbyshire County Council and partners to develop an Integrated Transport Plan, the provision of cycle infrastructure and signposting businesses to low carbon business support activities being delivered by partners. In addition, Derbyshire County Council's Active Travel funding will be accessed to help fund a range of schemes.
- 2.18 The ambitions of the council in relation to active and sustainable travel has been supported through the adoption in July 2020 of the new Local Plan.
- 2.19 Our new Local Plan prioritises walking, with new development required to show that residents can walk and cycle to key facilities and providing for alternative forms of transport in the form of new cycleways and better footpaths through a levy on all new housing development.
- 2.20 Activities regarding the Councils parks and open spaces has continued with one thousand trees already purchased and `heeled in` at Eastwood Park ready for planting this season.

- 2.21 It is anticipated that during this financial year 2020/21 and using the budget allocated within the climate change action plan, the planting of three to four thousand trees is a reasonable expectation for this autumn/winter planting season.
- 2.22 Colleagues in the Parks and Open Spaces team are meeting with The Tree Council later this month with the ambition of setting up a Tree Warden scheme. Whilst this is a voluntary role it will be vital in developing our tree planting resources as well as keeping the Council up to date with current thinking.
- 2.23 In July and August 2020, the Council embarked on the recruitment process for the Climate Change Officer. This was a successful process and an appointment was made. Pre employment checks are currently being completed and it is anticipated that the successful candidate will be in post from early October 2020.
- 2.24 The post holder will be a valuable resource for the Council to support the continued delivery and development of the climate change action plan.
- 2.25 A working draft of a new format for Cabinet Reports is currently in the final stages of development that will ensure that climate change implications have been considered as part of the formal decision-making process.
- 2.26 The new report format is a key part of the Councils approach to ensuring climate change impact is embedded across the authority.

3.0 **Barriers/obstacles**

- 3.1 Despite the restrictions and challenges from Covid-19 there have been some significant developments across key actions within the climate change action plan.
- 3.2 Covid-19 remains a significant risk to the Council as a whole, however at this stage several of the actions within the climate change action plan have been able to progress which is positive.
- 3.3 Further work will be undertaken with the Climate Change Officer regarding a risk matrix in relation to the climate change action plan.
- 3.4 The successful appointment of the Climate Change Officer will significantly increase the capacity of the Council to drive forward its ambitions in relation to carbon reduction and sustainability.
- 3.5 An operational budget for the Climate Change Officer in support of the action plan is in place.

4.0 **Future plans**

- 4.1 The climate change action plan will continue to be delivered; the new Climate Change Officer significantly enhances the capacity of the Council to support the plan and will monitor progress and development accordingly.
- 4.2 The impact of Covid-19 will continue to be monitored with regards to the wider impact on the Council and any specific impacts in relation to the Climate Change Action Plan.
- 4.3 On the 19th August 2020, the government set out how it will use ambitious and legally binding targets under its

Environment Bill to combat environmental and climate challenges.

4.4 The government has announced it will introduce at least one long term target in four priority areas to drive significant and lasting environmental improvement, these being; cleaner air, cleaner water, less waste and more biodiversity.

4.5 The Council will monitor the progress of this Bill, however undoubtedly local authorities will have a key role to play in helping to deliver the type of priority targets outlined above.

4.6 It is therefore important that the Council maintain an awareness of what governments priorities and reflect on these in relation to further development of the Climate Change Action plan and targets.

5.0 **Conclusion**

5.1 Positive progress has been made on the Councils Climate Change Action Plan, despite the pressures and challenges associated with the Covid-19 pandemic.

5.2 A range of key actions have been progressed since the action plan was formally adopted by the Council in late February 2020.

5.3 Work on the plan will continue, with the new Climate Change Officer bringing expert knowledge, skills and experience to support the Councils ambitions regarding carbon reduction and sustainability.

6.0 **Suggested scrutiny activity**

6.1 No additional activity is suggested; having this scrutiny forum for the Climate Change Action Plan is an

important part of the monitoring and development of the plan that will ensure it remains current and relevant.

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.		
N/A		
Appendices to the report		
Appendix A	N/A	

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

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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 27	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	CCO 22.05.18 (Min. No. 6) Cabinet Member for Homes & Customers 16.07.18	Re. provision of computer terminal(s) and support for Universal Credit claimants in Staveley area. 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.	6 monthly progress reports	Cabinet Member's response noted by CCO – 17.07.18. Report considered by CCO – 27.11.18. 6 monthly progress reports considered by CCO – 26.03.19 and 30.01.20.	Monitor as part of ongoing review of implementation of Universal Credit.
CCO5	Community Rooms	CCO 26.09.19 (Min. No. 17) Cabinet 22.10.19 (Min. No. 54)	Community Rooms SPG report approved by CCO 26.09.19. Cabinet Response: 1. That the Cabinet Member for Housing initiates conversations with the Chesterfield Care Group regarding the hiring of community rooms. 2. That the Cabinet: a. Supports the refurbishment and retention of Bonsall Court as a community room.	March 2020		November 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)
Page 29			<ul style="list-style-type: none"> b. Notes and endorses the arrangements to lease Burns Close to the Umbrellas Cosy Group on a five year lease. c. Agree that alternative uses be explored for Monkwood Road in line with the Council's health and wellbeing priorities. <ul style="list-style-type: none"> 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. 4. That a dedicated phone line for community room enquiries be established within the Careline and Support Service with a voicemail facility. 5. That the call centre staff be provided with up to date information on the hire of community rooms. 			

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>6. That the promotion of community rooms on the Council's website be 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 31	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 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> (italics = Agreed by Scrutiny Committee but not yet considered by decision making body) *	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 32	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 	December 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.			
GP8 Page 33	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	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>further consideration of the merit of 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>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.</p>						

For publication

Overview and Scrutiny Work Programme 2020/21

Meeting: Overview and Performance Scrutiny Forum

Date: 17 September, 2020

Report by: Senior Democratic and Scrutiny Officer

For publication

1.0 Purpose of report

1.1 To provide the Overview and Performance Scrutiny Forum with the proposed overview and scrutiny committees' (OSC) work programme 2020/21 for approval.

2.0 Recommendations

2.1 To consider and approve the overall overview and scrutiny work programme 2020/21 for recommendation to the council's OSCs.

3.0 Background

3.1 The overall purpose of the overview and scrutiny function is to help the council achieve the best it can for its communities through ensuring robust decision making. Alignment of overview and scrutiny work with council priorities and resource allocations whenever possible will enable the best

opportunity for the overview and scrutiny function to add value to those decisions and be more effective in its work.

- 3.2 The overview and scrutiny work programme will facilitate advanced planning, resource allocation and pro-active working with members, officers and other stakeholders to support the council in its decision making. The programme of work also makes transparent to all stakeholders, internal and external, what the forward planned work of OSCs will be.

4.0 **Work programming process**

- 4.1 Over the past four years, scrutiny has been using a work programming format that engages all scrutiny, backbench and Cabinet members in the process by holding interactive workshops. Unfortunately, we were not able to continue with this format in 2020 as the Government restrictions that were put in place in response to the coronavirus outbreak meant that physical meetings were not possible.

- 4.2 A report was submitted to the Overview and Performance Scrutiny Forum in June, 2020 which explained the alternative arrangements for setting the work programme this year. In summary, a short survey was carried out to gather information from members to produce a long list of topics that could be prioritised to form the work programme for 2020/21. Following this, the Chairs and Vice-Chairs met with the Democratic and Scrutiny Officers in May to discuss the outcomes of the scrutiny survey and to plan for the restart of scrutiny following the brief pause in meetings during April.

- 4.3 It was agreed that the first meetings of each committee in June and July would include a presentation on the overview of the impact of Covid in relation to the services which fell under the remit of each committee. In addition, one or two further topics were chosen for each committee based on the number of

members who had put them forward and prioritised depending on impact on the public and recovery post Covid.

4.4 The Chairs and Vice-Chairs met again in the summer to carry out prioritisation of the remaining topics using a scoring system based on the TOPIC methodology. Full details of the long list of items from the survey and TOPIC methodology can be found in the [report to the Forum on 25 June, 2020](#). From this, five or six topics were chosen for inclusion on the work programme of each committee.

5.0 **Work Programme 2020/21**

5.1 The proposed work programme is attached at Appendix A and was circulated to scrutiny members for comment on 28 August, 2020. The overall programme, once approved, will be recommended to the Community, Customer and Organisational Scrutiny Committee and Enterprise and Wellbeing Scrutiny Committee for adoption. The work programme documents can then be developed for each of these OSCs to provide more detail needed for each committee's work.

5.2 The attached work programme includes business items identified for scrutiny project group work and items for reports to OSC meetings.

5.3 Also included in the work programme are standing items carried forward:

- i. statutory Crime and Disorder Scrutiny Committee meetings;
- ii. important routine items including reports on the budget, Council Plan and corporate performance;
- iii. any items on the OSC monitoring schedule;
- iv. routine scrutiny management reports.

5.4 Members and officers should also be aware that there may be business items arising during the year that require expedient scheduling within the work programme. For example, these may include any 'call-in' or petition received requiring OSC attention. Cabinet members and managers may also request to bring further reports on business, not included in the work programme and OSCs need to remain responsive to important issues if they arise. Such matters may need to be accommodated which could mean some displacement of other, less urgent work programmed business.

6.0 **Recommendations**

6.1 To consider and approve the overall overview and scrutiny work programme 2020/21 for recommendation to the council's OSCs.

7.0 **Reason for recommendations**

7.1 To enable effective planning of the work of the overview and scrutiny function and thereby its contribution to the work of the council.

Glossary of Terms	
OSC	<i>Overview and Scrutiny Committees</i>

Document information

Report author	Contact number/email
Rachel Appleyard	rachel.appleyard@chesterfield.gov.uk 01246 345277

Background documents

These are unpublished works which have been relied on to a material extent when the report was prepared.

This must be made available to the public for up to 4 years.

Appendices to the report

Appendix A	OSC Work Programme 2020/21
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Items for Overview and Scrutiny Work Programmes 2020/21

Overview and Performance Scrutiny Forum:	Community, Customer and Organisational Scrutiny Committee:	Enterprise and Wellbeing Scrutiny Committee:
<p>Climate Change Action Plan Engagement with other agencies, ensure targets are met and monitor the progress against the steps in the Plan.</p> <p>Northern Gateway/Elder Way Public realm work and redevelopment of Co-op building.</p> <p>Council's commercial approach Review of costs, margins and benefits of existing and proposed services/commercial ventures. What financial reporting/systems are in place?</p> <p>Covid-19 response – emergency planning/business continuity</p> <p>ICT Improvement programme Speeding up the ICT improvement strategy in light of the virus: need for state-of-the-art communication, support for staff and members home working longer term, and ensuring public have access to meetings. Encouraging online uptake. Review ICT strategy 2023 onwards.</p> <p>Arvato and Kier – lessons learnt Lessons learnt from return of Kier in preparation for return of Arvato in 2021. Review costs, KPIs for long term management and future value.</p>	<p>Investing in our staff – apprenticeship programme Recruitment, retention and career development. Identifying areas where apprentices are needed.</p> <p>External communications How we get messages out to those who don't use technology. Communicating with young people who use apps such as Instagram more than Facebook/Twitter. How successful were Covid communications in addressing fake news and ensuring important messages got across?</p> <p>Chesterfield Visitor Economy Chesterfield Visitor Economy and other impacts on visitors including: Heart of Chesterfield reconfigurations, long term parking strategy, ASB in town centre, increasing footfall and alternative uses of retail space.</p> <p>Food and energy poverty Impact of virus on deprived households. Ensuring basic levels of nutrition are maintained in short term and plan for recovery post virus. Impact on mental health and potential for rent areas and repossession increases.</p> <p>Implementation of Universal Credit</p> <p>Statutory Crime and Disorder</p>	<p>Parks and Open Spaces Strategy/Play Strategy Ensuring it happens, taken a long time to develop to the detriment of some wards.</p> <p>Delivering the 5 year housing supply Ensuring the targets for supply of housing in the borough are met and understanding the impact of planning reform.</p> <p>Commercial Services (T&F group item) From previous work programme. Specifically looking at OSD commercial services: income versus costs.</p> <p>Schemes and trials for increasing recycling Engagement with businesses. Review commerciality - income generation at recycling centres. Compare with other authorities who have achieved higher recycling rates. Has there been a change to upcycling and repairs due to virus?</p> <p>Homelessness, accommodating released prisoners and winter provision (post-Covid strategy) What provision is available in place of the winter night shelter. Plans for accommodating released prisoners after Covid.</p>

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Overview and Scrutiny Work Programme 2020/21									
	OPSF 17.09.20	EW 01.10.20	OPSF 19.11.20	EW 3.12.20	OPSF 21.01.21	EW 04.02.21	OPSF 18.03.21	EW 01.04.21	OPSF 13.05.21
	CCO 24.09.20		CCO 26.11.20		CCO 28.01.21		CCO 25.03.21		CCO 20.05.21
	EW 01.10.20								EW 27.05.21
Scrutiny project groups:	September	October	November	December	January	February	March	April	May
Climate change - air quality	From previous work programme								
Community safety and providing for young people	From previous work programme								

Items for committee:

Overview and Performance Scrutiny Forum

Climate Change Action Plan	OPSF						OPSF		
Northern Gateway/Elder Way	OPSF						OPSF		
Arvato and Kier - lessons learnt			OPSF						
Council Plan progress update			OPSF						
Budget update			OPSF						
Covid-19 emergency planning/business continuity			OPSF						
ICT Improvement Programme					OPSF				OPSF
Council's commercial approach					OPSF				OPSF
OSC Annual Work Programme	OPSF								

Customer, Community and Organisational Scrutiny Committee

Chesterfield Visitor Economy	CCO				CCO				CCO
Implementation of Universal Credit	CCO						CCO		
Statutory Crime and Disorder	CCO						CCO		
Investing in our staff - apprenticeships			CCO						
External communications			CCO						
Food and energy poverty					CCO				CCO

Enterprise and Wellbeing Scrutiny Committee

Parks and Open Spaces Strategy/Play Strategy		EW						EW	
Delivering the 5 year housing supply and the impact of planning reform		EW						EW	
Homelessness, accommodating released prisoners and winter provision				EW					EW
Commercial Services (T&F group)				EW		EW		EW	
Schemes and trials for increasing recycling						EW			

Monitoring of previous scrutiny project group recommendations:

Community Rooms			CCO				CCO		
Future use of the former QPSC site				EW				EW	
Skills				EW				EW	
HS2					OPSF				

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OVERVIEW AND PERFORMANCE SCRUTINY FORUM

Thursday, 25th June, 2020

Present:-

Councillor Catt and P Innes (Chair)

Councillors	Blakemore	Councillors	Kellman
	Borrell		Snowdon
	Caulfield		Kelly
	L Collins		Coy
	Flood		Brittain
	Hollingworth		

Huw Bowen, Chief Executive +
 Councillor Tricia Gilby, Leader +
 Charlotte Kearsey, Democratic and Scrutiny Officer
 Ade McCormick, Executive Director +
 Councillor Amanda Serjeant, Deputy Leader +

+ Attended for Minute No. 47

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

No declarations of interest were received.

46 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dyke and Fordham.

47 **LEADER AND DEPUTY LEADER - OVERVIEW OF CHESTERFIELD
 BOROUGH COUNCIL'S COVID-19 RESPONSE**

Huw Bowen, Chief Executive, delivered a presentation on Chesterfield Borough Council's (CBC) response to Covid-19.

The council made an early decision on 16 March, 2020 to turn off services and require staff and members to work from home.

The council had responsibility for the provision of essential services and a large amount of work went into adapting and delivering these services.

- Within two weeks the ICT Team enabled the contact centre staff to work from home while the contact centre received double the usual number of calls.
- Careline received 6k calls in one month, 500 of which were emergencies.
- The Revenues and Benefits Team processed a 275% increase in Council Tax Support applications and a 39% increase in new benefits claim applications.
- Almost 3k emergency repairs were carried out to properties.
- The full Waste Collection service continued throughout lockdown.
- Staff were redeployed to assist significantly affected teams, such as at the Crematorium where almost all of the cremator technicians were vulnerable and had to shield at home.
- Different arrangements were put in place for Travellers because of their vulnerability.
- All of the rough sleepers in the borough were taken off the street in compliance with the deadline and were supported through the pandemic.

A number of CBC staff had been involved with a range of groups including the Derbyshire Local Resilience Forum Strategic Coordinating Group to represent Chesterfield's interests.

CBC had provided support to the community during the pandemic:

- Four members of CBC staff were embedded within Derbyshire Voluntary Action to connect referrals from the Derbyshire Community Support Unit to local volunteers. The volunteers provided support with shopping, collecting medicines and making welfare calls. Support was also provided for new and existing community response services to establish Covid-19 secure operations.
- Eight members of staff were redeployed to support local pharmacies with medicine deliveries, a total of 7,041 of which were carried out.
- Leisure and cultural staff were redeployed to make food deliveries and support the operation of local testing facilities.

CBC had also provided support to businesses in Chesterfield:

- 661 businesses had received £18m in business rates relief for 2020/21.
- CBC had paid out £25.070m in small business grants to 2147 businesses.
- CBC was processing discretionary grant fund payments to 178 businesses.
- Rental payments from commercial tenants had been deferred for the period April through June and would be recovered over an 18 month period.
- Normal payment terms had been suspended.

The Committee was informed that the Council had continued building projects because of the benefits for local labour workers and the local supply chain.

The process of turning services back on was complicated and challenging but progress was being made. Work had been undertaken to reopen Chesterfield town centre safely, including the implementation of new signage, floor markings and safety barriers. Council staff were redeployed as town centre ambassadors to assist the public during the first few weeks of reopening.

The Chief Executive informed the committee about the economic assessment of Chesterfield in light of the pandemic. Chesterfield's economy had a higher degree of employment resilience than the national average and 85% of employment was in sectors which were theoretically operating. However, it was expected that the Chesterfield adult unemployment rate would increase from 3.2% to 8.4% and the young people rate would increase from 5.8% to 15%.

The Committee were also informed about the impacts of the pandemic on CBC finances. An additional £0.987m had been spent by the Council to respond to Covid-19 and £4.878m of income had been lost. The Council had received funding from the Ministry of Housing, Communities and Local Government which totalled £1.097m. The decision had been reluctantly taken to furlough some members of CBC staff because of concerns about balancing the budget. It was uncertain whether the Council would receive further Government funding and whether the Council would be able to operate on a deficit.

The priorities in the Economic Recovery Plan and Community Recovery Plan were detailed.

The Chief Executive was asked about the reopening of public toilets because of issues at Somersall Park and advised that a phased approach was being taken as the toilets needed to be made Covid-19 secure.

Members expressed their appreciation of the swift and comprehensive work undertaken by officers, working with other partners and volunteers, to respond to the impact of the Covid-19 pandemic in Chesterfield.

The Chair thanked the Leader, Deputy Leader, Executive Director and Chief Executive for their contribution to the meeting.

RESOLVED -

That the work of Chesterfield Borough Council in responding to and supporting the recovery from the impact of Covid-19 be noted and endorsed.

48 SCRUTINY ANNUAL REPORT

The Senior Democratic and Scrutiny Officer presented the Scrutiny Annual Report for 2019/20.

The report would be submitted to Full Council for approval on 15 July, 2020.

RESOLVED –

1. That the Scrutiny Annual Report 2019/20 be approved for submission to Full Council on 15 July, 2020.
2. That authority be delegated to the Joint Scrutiny Chairs and the Senior Democratic and Scrutiny Officer to make any late amendments to the Annual Report.

49 WORK PROGRAMME FOR THE OVERVIEW AND PERFORMANCE SCRUTINY FORUM

The Senior Democratic and Scrutiny Officer submitted a report which included the details of the proposed Overview and Scrutiny Committees' Interim Work Programme for 2020/21.

The interim work programme included the following items for the next scheduled meeting of the Overview and Performance Scrutiny Forum on 17 September, 2020:

- Climate Change Action Plan
- Northern Gateway / Elder Way developments.

It was noted that further work was scheduled to finalise the scrutiny work programme for the whole of 2020/21, prior to submission to the scrutiny committees in September, 2020.

RESOLVED –

1. That the Overview and Scrutiny Work Programme 2020/21 be approved and recommended to the Council's Overview and Scrutiny Committees (OSCs).
2. That the items from the interim work programme for the Committee's next scheduled meeting on 17 September, 2020 be approved.

50 **FORWARD PLAN**

The Committee considered the Forward Plan.

RESOLVED –

That the Forward Plan be noted.

51 **SCRUTINY MONITORING**

The Committee considered the Scrutiny recommendations implementation monitoring schedule.

It was noted that monitoring of the implementation of some recommendations had been delayed by the Covid-19 pandemic, but that this would be resumed and rescheduled.

RESOLVED –

That the Scrutiny monitoring schedule be noted.

52 OVERVIEW AND SCRUTINY DEVELOPMENTS

The Joint Scrutiny Chairs would be participating in the virtual East Midlands Scrutiny Network on 26 June, 2020.

53 MINUTES

The Minutes of the meeting of the Overview and Performance Scrutiny Forum held on 23 January, 2020 were presented.

RESOLVED –

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