



CHESTERFIELD
BOROUGH COUNCIL

SCRUTINY

ANNUAL

REPORT

2017/18

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1 OVERVIEW AND SCRUTINY COMMITTEE CHAIRS' FOREWORD

The Council has continued to experience change over the past year and is still facing a challenging future due to the continued reductions in central government funding. Throughout our work programme for 2017/18, scrutiny has recognised the innovative approaches to service delivery that have been required to continue to work in these difficult and challenging times.

Our main focus for our work programme is pre-decision scrutiny which is ensured by involving cabinet members and senior officers throughout our scrutiny process. By using this method, scrutiny has been involved in decisions at an early stage, including our project groups which have this year made a valuable input into the development of a business case for the future use of the old Queen's Park Sports Centre site which was acknowledged by Cabinet.

A major change for Chesterfield Borough residents over the past year has been the introduction of Universal Credit. Scrutiny has been able to support and challenge the processes being put in place to make sure our services are being delivered in an appropriate way, with effectiveness and transparency, and putting our communities' needs first.

We have continued to experience a positive working relationship with our cabinet colleagues, all of which have attended a scrutiny meeting over the past year to be questioned and challenged on various topics. This working relationship has allowed scrutiny to cement itself at the heart of the democratic process and has ensured that, for yet another year, no call-ins have been made. In addition, all members of the corporate management team and most of the senior leadership team have attended scrutiny meetings to provide vital information to support our work, demonstrating the high profile the scrutiny function has within our organisation.

Our scrutiny function continues to be supported by an efficient and effective Democratic Services team who have all been involved in developing and improving our scrutiny processes over the year, whether through their support of scrutiny project groups or suggestions of new ideas for topics where scrutiny could have an impact. We have also regularly attended meetings of the East Midlands Scrutiny Network and Sheffield City Region Overview and Scrutiny Committee, bringing back news and ideas to continuously develop our scrutiny function and be informed of wider issues which may impact on Chesterfield.

As we look to the year ahead, our scrutiny work programming process has been further refined to explore new ways of carrying out scrutiny. We have also contributed to the parliamentary select committee review of overview and scrutiny in local government and are keenly monitoring the findings and government's response to ensure our scrutiny processes are sound.

Thank you to all the officers and councillors who have been involved in supporting and assisting in the overview and scrutiny process over the past year.



Councillor Kate Sarvent



Councillor Peter Innes

2 COMMENTS FROM THE CHIEF EXECUTIVE

Well done. It has been a pleasure for me to read the 'Scrutiny Annual Report 2017/18'.

I have been adding my comments to the report for many years, and yet again the standard and quality of what has been achieved is both impressive and impactful.

Not only is there a real breadth to the work programme but there is a real depth to the scrutiny activities. This is important as it is only through 'getting under the skin' of issues that the 'overview and scrutiny' function adds value to the work of the council.

It hasn't always been the case that officers have enjoyed the experience of attending scrutiny committees. This has changed for the better and, whilst officers still feel challenged (and so they should), the space that they now enter is a positive and constructive one. It is also good to see cabinet members equally held to account.

I am particularly encouraged by the depth of thought and planning that is now going in to the preparation of the annual scrutiny work programme. And the Chairs' diligence in ensuring that scrutiny members adhere to it. There is always a danger that scrutiny committees and their members flit to the next 'topical' issue and leave the agreed work programme behind. This is no longer the case at Chesterfield.

The 'overview and scrutiny' function is also a great way of bringing the skills, knowledge and experience of a wider group of elected members to bear on the council's policies, strategies, plans and services. The pre-decision scrutiny work that has been taken forward in 2017/18 is exemplary, as is the tracking of progress with regards implementation of the scrutiny committees' reports and recommendations. It is also evident to me, from my regular reading of the committees' minutes, the real value of the inputs that scrutiny members are now making on priority council matters such as 'welfare reform and universal credit', 'community safety', 'HS2 and town centres' and 'homelessness'.

I know that the Chairs' attendance is very much welcomed at the Sheffield City Region Overview and Scrutiny Committee and I would expect that other councils are learning from how things are done at Chesterfield through our active involvement in the East Midlands Scrutiny Network.

So, well done again. My thanks and congratulations to Councillors Kate Sarvent and Peter Innes for so ably fulfilling the role of Chairs, to all scrutiny members for their commitment and dedication, and to officers of the policy and communications service for their excellent administration of the council's scrutiny committees. My best wishes to all for the coming financial year 2018/2019. I am certain it will be equally productive.



Huw Bowen
Chief Executive

3 OVERVIEW AND SCRUTINY COMMITTEE WORK AND ACHIEVEMENTS

The council's three overview and scrutiny committees, which are the **Overview and Performance Scrutiny Forum**, the **Enterprise and Wellbeing Scrutiny Committee** and the **Community, Customer and Organisational Scrutiny Committee**, have had yet another busy year during 2017/18.

The council's overview and scrutiny committees (OSCs) have undertaken scrutiny work as a committee and have appointed scrutiny project groups (SPGs) which are informal working groups that undertake specific task and finish project work for scrutiny committee consideration.

Work undertaken by our council's OSCs during the municipal year 2017/18 is detailed throughout this report.

Pre-Decision Scrutiny

The council's approach is to support and enable good pre-decision scrutiny. Pre-decision scrutiny provides opportunity for scrutiny members to fully challenge and inform important decisions before they are made. It has a number of benefits for the council and communities in that;

- i. early, proactive involvement is likely to produce a better informed, better quality, more robust decision;
- ii. there is a lesser need to suspend decisions already made (ie, through the 'call-in' mechanism) when it can be too late and high risk to change anything;
- iii. it provides opportunity for wider member involvement in decision making followed by greater ownership and support for a decision;
- iv. it helps mitigate against, and minimises the chances of, things going wrong.

Pre-decision scrutiny usually needs time and opportunity for OSCs to get involved early. With good planning and access to information, OSCs will often appoint project groups to inform policy and service developments at the very early stages of planned work. This happens a long time before decision items are entered into the council's published Forward Plan of key decisions. Examples of this from our 2017/18 work programme include our scrutiny project group work on HS2 and the Town Centre which is detailed in this report.

The Forward Plan

A standing item on each scrutiny committee agenda is the council's Forward Plan. The Forward Plan is a document that contains details of the key, private and, where possible, non-key decisions the Cabinet, cabinet members or officers are likely to make over a four month period. It is a legal requirement to make details of key or private decisions public.

This council supports its pre-decision scrutiny policy by going beyond the legal requirements for publishing notice of key decisions by providing the details of decisions up to four months in advance.

As well as being an important document for the public, the Forward Plan helps to provide our OSCs with the opportunity to monitor the executive decision making

programme and undertake pre-decision scrutiny.

Overview and Scrutiny Committee Power of ‘Call-in’

Scrutiny law allows for an OSC to investigate, make reports and recommendations on Cabinet decisions that have been agreed but not yet put into action. Legislation allows for action on these decisions to be suspended pending a scrutiny inquiry.

This process is referred to as scrutiny ‘Call-in’. Following any scrutiny call-in inquiry, the scrutiny committee (ie the Overview and Performance Scrutiny Forum) may request Cabinet reconsider its decision on the basis of the further evidence gathered.

During the 2017/18 year no ‘call-ins’ were made.

OSCs Work and Achievements’ Summary

Throughout 2017/18 OSCs undertook both pre-decision and post-decision scrutiny, receiving reports and influencing decisions on the following policies, strategies, plans and services :

Overview and Performance Scrutiny Forum:

- Council Plan and Performance
- Council Budget Monitoring and Medium Term Financial Forecast
- Great Place Great Service Transformation Programme
- PPP contractual review
- Digital Strategy
- Programme Management Office and Gateway Zero
- Derbyshire Law Centre
- HS2 and Town Centre developments
- Outdoor Markets

Community, Customer and Organisational Development Scrutiny Committee:

- A Workforce Fit for the Future
- Workforce Strategy
- Food Poverty, Mental Health and Deprivation
- Welfare Reform and Universal Credit
- Cultural Venues
- Chesterfield Community Safety Partnership
- Derbyshire Police and Crime Panel Update
- Community Engagement and Communications and Engagement Strategy

Enterprise and Wellbeing Scrutiny Committee:

- Waste Management contract options
- Maintenance and Costs of the Council’s Sports Pitches
- Skills Action Plan
- STAR survey results
- Economic Growth

- Green Spaces and Chesterfield in Bloom
- Play Strategy
- Homelessness
- Housing Revenue Account (HRA) Business Plan
- Housing Allocations Policy

Statutory Crime and Disorder Scrutiny Committee

Legislation requires that Councils appoint a Crime and Disorder Scrutiny Committee (CDSC) which must meet at least once a year to provide overview and scrutiny of the council area's Community Safety Partnership's work and performance.

Meetings of the committee were held on 19 September 2017 and 20 March 2018 to consider performance and progress against the Chesterfield Community Safety Partnership Plan for 2017/18. The committee also considered priorities for 2018/19 which had taken account of work to be carried forward from the 2017/18 plan and resource availability. Priorities included:

- i) substance misuse;
- ii) organised crime groups;
- iii) cyber-crime;
- iv) improving support for victims;
- v) anti-social behaviour;
- vi) domestic violence and hate crime;
- vii) integrated offender management.

In addition the committee monitored progress in relation to actioning its recommendations regarding alcohol related hospital admissions and the locking of park gates. The committee were satisfied that the gates were continued to be locked therefore this was removed from the committee's monitoring schedule.

The committee also received minutes of the meetings of the Derbyshire Police and Crime Panel, and updates from the Council's appointed member representative, the Cabinet Member for Health and Wellbeing.

Cabinet Member attendance

During the year the following Cabinet Members (and/or their Assistant Cabinet Members) have attended scrutiny committees to present pre-cabinet and other reports, policies, strategies and plans in relation to the business items above, and to answer scrutiny members' questions:

Leader of the Council, Councillor Tricia Gilby
 Deputy Leader, Councillor Amanda Serjeant
 Cabinet Member for Governance, Councillor Sharon Blank
 Cabinet Member for Health and Wellbeing, Councillor Chris Ludlow
 Cabinet Member for Homes and Customers, Councillor Helen Bagley
 Cabinet Member for Town Centres and Visitor Economy, Councillor Steve Brunt
 Cabinet Member for Business Transformation, Councillor Ken Huckle.
 Assistant Cabinet Member, Councillor Ray Catt
 Assistant Cabinet Member, Councillor John Dickinson
 Assistant Cabinet Member, Councillor Jean Innes

4 SCRUTINY PROJECT GROUPS, CORPORATE WORKING GROUPS AND JOINT WORKING

Scrutiny Project Groups:

Scrutiny Project Group on Friends Groups

A scrutiny project group was appointed by the Community, Customer and Organisational Scrutiny Committee in May 2016 to examine how 'friends of' and Community groups work with the council to improve their local parks and open spaces.

The group considered a number of options to improve the communication between the council and the 'friends of' groups, these included ensuring that there was an up to date database of the groups and a single point of contact at the council, producing a bi-annual newsletter, exploring how the council could assist with setting up and running 'friends of' groups and producing guidance to help the groups publicise activities and engage with their local communities. The project group also considered the benefits of carrying out an annual survey to collect information on 'friends of' groups' contribution to the council's objectives in the Parks and Open Spaces Strategy. The group reviewed the guidance currently given to 'friends of' groups and reviewed options for working closer with the groups to enable the best outcomes from bids for external funding and provide clarity on the role of the council and the 'friends of' group with regard to the development of the park or open space.

The project group undertook further work to assess the impact on corporate considerations which may arise from implementing the recommendations they had developed. Revised recommendations were approved by the Community, Customer and Organisational Scrutiny Committee and the report was considered by Cabinet in November, 2017 who resolved to establish a corporate officer working group to carry out further work into the resource implications and report back to the Committee and Cabinet.

Since then, a new Environmental Services Manager has been recruited and a series of proposed actions to address each of the scrutiny recommendations was discussed at the Community, Customer and Organisational Scrutiny Committee in May 2018. The actions were supported by the committee and would be reported to Cabinet for a final decision following further discussions with the Lead Member. Outcomes will be monitored by the Committee and reported in next year's annual report.

Scrutiny Project Group on the Town Centre

A scrutiny project group was appointed by the Overview and Performance Scrutiny Forum in May 2017 to review the town centre with the aim of finding ways to attract and increase visitors to the town. The project's scope was approved in June 2017 and set out the groups' objectives which were to ensure that there was a joined-up approach to future plans and projects which impacted on the town centre and to identify ways to enhance the town centre as a visitor experience.

Involving the public is key to achieving effective scrutiny and early on in the project the group members recognised that it was important to hear the views of the public and local businesses. After initial information gathering had taken place, two focus groups

were arranged. The first group with members of the public was structured around what attracts people to Chesterfield and what Chesterfield could learn from other towns. A second focus group took place with Chesterfield Champion members, where representatives from local businesses were asked why they chose Chesterfield for their business and where would they like to see Chesterfield in the future taking into consideration the planned regeneration projects.

The project group considered the feedback from the focus groups along with statistics from recent Council run surveys and drew up a long list of potential improvements for the town centre. A further period of consultation was undertaken with senior officers followed by research into other town centres and local authorities with similar demographics. This enabled the project group to finalise their recommendations which included reviewing the branding of the town to make sure visitors were not misled, using the Purple Flag status to liven up the early evening economy, reviewing the street cleaning and maintenance of the town centre to lift the town's appearance and re-invigorating the event calendar and market offer.

The report was approved by the Overview and Performance Scrutiny Forum in March 2018 and received by Cabinet in April 2018. A formal response is expected from Cabinet within 2 months of the Cabinet meeting, as per the statutory duty placed on Cabinet by the Localism Act 2011.

Scrutiny Project Group on HS2

A scrutiny project group was appointed by the Overview and Performance Scrutiny Forum in June 2017. The project group aimed to identify existing plans and strategies in respect of how the council has been preparing for the impact of the development of HS2 in Chesterfield, as well as how this development would benefit the residents and visitors and the area.

The project group has been working to gather information relating to the potential impacts on HS2 with regards to: impact on tourism, transport to and from the station, housing, skills and impacts on the environment and health. The work will continue into the annual work programme for next year, and outcomes will be reported in next year's scrutiny annual report.

Scrutiny Project Group on the development of the old Queen's Park Sports Centre site

A scrutiny project group was appointed by the Overview and Performance Scrutiny Forum in May, 2017 in order to contribute to the development of the full business case for the preferred option of artificial sports pitches. The project group would then act as a 'sounding board' and monitor progress during the design and building stage.

From its work during the development of the full business case in 2017, the project group supported the preferred option of restoring the area to parkland to include one 7x7 sports pitch when this was proposed to Cabinet and Council in December, 2017, recommending further consideration of several aspects during the detailed design of this option.

During the first part of 2018 the project group has considered the development of the Heritage Statement and Design and Access Statement as part of the preparation of

the planning application for the site The group will continue to monitor the progress of the planning application and, subject to the outcome of the planning application, the procurement process for the restoration of the parkland and the building of the sports pitch.

Scrutiny Project Group on Play Strategy

A scrutiny project group was appointed by the Enterprise and Wellbeing Scrutiny Committee in June 2016 to inform and provide oversight of the development of the council's play strategy. The project has challenged and informed the development of detailed audits of existing play areas across the borough. The project has also informed the content and design of proposed community consultation which took place from 16 April to 1 June 2018.

The work will continue into the annual work programme for next year, and the project's outcomes following the results of the public consultation will be reported in next year's scrutiny annual report.

Scrutiny Project Group on Leisure, Sport and Cultural Activities

Detailed background to this review can be found in the scrutiny annual reports for 2013/14 and 2014/15. The project group did not meet during 2017/18. Before concluding the project, the scrutiny project group are awaiting a final meeting with the project board from the development of the new Queen's Park Sports Centre to carry out a lessons learnt task. Any further developments to report will be included in next year's annual report.

Corporate Working Groups:

Last year the Overview and Performance Scrutiny Forum appointed individual members to attend the following corporate working group meetings to report back to the relevant OSC on the work of the corporate groups.

Housing Revenue Account (HRA) Business Plan Steering Group – Cllr Suzie Perkins is the scrutiny representative on this working group and has brought regular reports back to the Enterprise and Wellbeing Scrutiny Committee on HRA finances, partnership working with housing tenants including a consultation on proposed changes to the Tenancy Agreement, review of tenant repair obligations to address the reduced repairs budget and improving the desirability of hard-to-let properties by decorating and carpeting, and advertising on Rightmove. The working group has met a number of times during the year.

Member Development Working Group – Scrutiny is represented on this group by Joint Scrutiny Chair, Cllr Peter Innes. The working group has carried out a thorough review of its terms of reference, purpose and procedures over the past 12 months. The review has resulted in a new Member Development policy being approved by Cabinet in May 2018. Scrutiny continues to feed into the working group by identifying member's training needs and contributing to the rolling member training plan.

Constitution Review Working Group – Scrutiny continues to be represented on this group by Cllr Kate Sarvent, however no meetings have taken place during 2017/18.

The working group will remain on the work programme for 2018/19 should the need for meetings arise.

Joint Overview and Scrutiny Panel for Chesterfield, North East Derbyshire and Bolsover Councils

The Panel was originally appointed to scrutinise performance and monitor services delivered jointly between the three Councils of Chesterfield, Bolsover and North East Derbyshire. These included the shared services of Procurement, Internal Audit and Building Control. The Procurement service is now contracted to the NHS and a Derbyshire-wide Building Control company has been established. This led the panel to review its own terms of reference in light of the changes. It concluded that its role should remain relatively unchanged for the present time, and that it continues to meet as and when needed. During the 2017/18 municipal year no meetings of the Joint Overview and Scrutiny Panel have been called. The Panel remains in place pending any business coming forward.

5 SCRUTINY OUTCOMES AND IMPACT ON SERVICE DELIVERY

Ensuring Implementation and Monitoring Impact of Scrutiny Work and Recommendations

Our overview and scrutiny committees monitor progress made in implementing scrutiny recommendations that are approved by decision makers, requesting regular 6 monthly or annual updates on progress. This follow up procedure ensures once recommendations are approved they are put into action, and that the work of scrutiny impacts on service delivery and benefits the people of Chesterfield.

During 2017/18 the council's scrutiny committees monitored and received progress reports on delivery of scrutiny recommendations made in relation to the scrutiny project reviews listed below. Information regarding monitoring of Crime and Disorder Scrutiny Committee recommendations is covered in part 3 of this report.

- Leisure, Sport and Cultural Activities in relation to the development of the new Queen's Park Sports Centre
- Friends of groups

With respect to the Leisure, Sport and Cultural Activities project, the Community, Customer and Organisational Scrutiny Committee received a report on community engagement service improvements in November 2017 and was satisfied that this recommendation had been fulfilled, it was therefore removed from the monitoring schedule.

Greater detail of these scrutiny project reports and recommendations can be found either in part 3 of this report or in previous annual scrutiny reports.

Achievements and highlights:

The work of the scrutiny project group on the development of the old Queen's Park Sports Centre site has informed the report and recommendations on the business case for the future use of the site that was submitted to and approved by Cabinet and Council in December 2017. The Cabinet report explained how the findings of the project group's report had either already been taken on board or would be taken into account during the implementation stage of the project. Cabinet welcomed the offer for the group to continue to engage with the project during the implementation stage.

The Community, Customer and Organisational Scrutiny Committee have been monitoring closely the implementation of Universal Credit over the past year, receiving regular updates from Cabinet Members and senior officers and scrutinising the measures being taken to support claimants. The Committee have been fully supportive of the work undertaken by officers and, following progress report in January 2018, were moved to write to all staff involved to thank them for their work in ameliorating issues arising from the introduction of Universal Credit.

To improve scrutiny members' understanding of the topics on the work programme, visits to locations relevant to the topic being scrutinised have been arranged. This year scrutiny members have visited key site locations for the HS2 development and, with the help of senior officers and cabinet members, were able to visualise the impact to

the railway station and site of the proposed depot in Barrow Hill. In addition, representatives from the HS2 scrutiny project group visited the Doncaster Rail College to hear more about the demand for skills and training that is required to maintain and run high speed trains.

6 OVERVIEW AND SCRUTINY DEVELOPMENTS DURING THE YEAR

Developments in overview and scrutiny are ongoing and this is a standing item on the agenda for each meeting of the Overview and Performance Scrutiny Forum (OPSF).

Developments fall into two main areas:

- i) Developments inside and outside of the Council having an impact on delivery of the overview and scrutiny function;
- ii) The development of people involved with delivering the function, and more specifically those elected members of our overview and scrutiny committees.

The information below provides details of the various developments that have taken place during 2017/18.

Sheffield City Region Combined Authority, Overview and Scrutiny Committee



The combined authority area covers 9 councils in South Yorkshire and North Derbyshire, of which Chesterfield Borough Council is a non-constituent member. This new body has strategic powers to make decisions on transport, economic development and regeneration matters within the combined authority area. On 4 May, 2018, Dan Jarvis was elected as Mayor of the Sheffield City Region and Chair of the Mayoral Combined Authority.

Legislation requires the combined authority to establish an overview and scrutiny committee (OSC) to increase transparency and accountability of the authority's decision making. The SCRCA OSC has been meeting during 2017/18 and Chesterfield Borough Council's scrutiny chairs are appointed to, and attend its meetings. The SCRCA and its OSC meetings are administered by the South Yorkshire Joint Authorities Unit and meeting details and webcasts of its work during 2017/18 can be accessed by clicking [here](#).

Developing Overview and Scrutiny Committee Work Programming

Over the past three years, scrutiny has been using a format to plan its work programme that engages all scrutiny, backbench and cabinet members in the process. The positive feedback and comments from last year's session were used to make improvements to this year's sessions which received further positive feedback.

The new approach has (i) improved clarity and transparency around the work programming process, (ii) enabled wider understanding and involvement in the work programming process, (iii) provided opportunity to further develop the scrutiny / cabinet working relationship and (iv) facilitated well informed discussions and selecting of items.

Two work programme action planning days took place as detailed below:

Action Day 1: At the first planning day, cabinet members were invited to present their priorities and plans for the year 2018/19. Scrutiny and other backbench members worked together informally, in mixed group workshops to discuss and agree potential business items for the scrutiny work programme. They were also asked to consider whether there was a public interest in the item, if scrutiny can have an impact and if there was evidence of poor performance.

Action Day 2: At the second planning day event, scrutiny and backbench members considered the long list of potential business items generated from action day 1. In groups they used a RAG (red/amber/green) scoring system to prioritise the importance and impact of items on the list, and whether scrutiny could have an impact. Having achieved a priority rating for each item, further group discussions took place to consider which items would be suitable for scrutiny project groups.

Following these sessions, the Scrutiny Chairs and Democratic and Scrutiny Officers met to finalise the items for the work programmes using the RAG scores, and drew up a draft work programme that underwent consultation with senior officers before being approved by the Overview and Performance Scrutiny Forum.

Corporate Working Groups:

Last year the Overview and Performance Scrutiny Forum was invited to appoint individual members to certain corporate working groups. These corporate working groups are detailed in section 1 of this report. OSC members are appointed to attend the working group meetings and report back to the relevant OSC on the work of the corporate groups. This approach is an efficient way to access more information and to provide a mechanism for more direct communication between the OSCs and working groups. Direct communication enables early scrutiny involvement and opportunities for pre-decision scrutiny. OSC member appointments are reviewed annually as part of the work programming process.

Scrutiny / Executive Communications

To continue to strengthen communications and information sharing, the two scrutiny committee chairs routinely attend informal development sessions for portfolio holders and the corporate management team this includes discussions, updates, presentations and networking opportunities.

Learning and Development for Overview and Scrutiny

Scrutiny plays an important role in identifying and delivering learning and development for members. One of the Scrutiny Chairs continues to sit on the Member Development Working Group which, over the past year, has reviewed its terms of reference and made a series of improvements to better support member development. Development needs that are identified through scrutiny committees or project groups are fed into the member development group so that they can form part of a rolling training programme covering all members. In addition, a programme of member briefing sessions has been established to provide topical advice and updates to help members carry out their responsibilities effectively.

The scrutiny work programming sessions provide an opportunity for all members to learn about the council's key priorities from cabinet members and take part in workshops to determine a list of items for the work programme. Scrutiny continues to look for ways to make work programming more effective and involves the scrutiny members in carrying out prioritisation tasks which encourages members to consider the various impacts of a particular topic.

Both the Scrutiny Chairs and officers from the Democratic and Scrutiny Team have attend each East Midlands Scrutiny Network meeting during 2017/18. The Scrutiny Chairs then provide reports back to the scrutiny committees including feedback from discussions on how different authorities plan their work programmes, scrutiny structures and how authorities were preparing for the arrival of HS2.



The Senior Democratic and Scrutiny Officer attended the Centre for Public Scrutiny conference in December 2017 and circulated an update to all members which included points on how to achieve good governance, ensuring accountability by learning from poor governance, financial scrutiny and commercialisation, what good democracy and scrutiny looks like and the findings from the CLG Select Committee inquiry into local government. To view the bulletin, please click [here](#).

Overview and Scrutiny Policy, Practice and Guidance

In line with the overview and scrutiny arrangements which have been adopted, we continue to develop our local policy approach, processes, and shared learning, through the introduction and further development of guidance and information documents, as needed. We continue to promote and develop a presence on both the new intranet on an ongoing basis.

At the end of 2016/17, the procedure for Scrutiny Project Groups had been reviewed and guidance documents re-written to align scrutiny project work with the corporate projects. The new guidance assisted with the planning of the projects to set realistic and achievable aims and objectives. A shared space was created on aspire so that all members could easily access the guidance documents and forms, the overview and scrutiny shared area can be accessed by clicking [here](#). All project groups during 2017/18 have been using the new forms which have enabled them to clearly track their review work back to the corporate priorities and ensure the correct consultation has been carried out during the projects.

East Midlands Councils' Regional Scrutiny Network



The East Midlands Councils' Regional Scrutiny Network is a forum for learning, sharing, promoting, supporting and developing the scrutiny function across the region. The Council plays a proactive role in supporting and contributing to the work of the network which meets on a quarterly basis.

One or both of the Scrutiny Chairs have attended each meeting of the Network during 2017/18 and in June 2017 the Senior Democratic and Scrutiny Officer was elected as

Vice-Chair for the Network. During the year, workshops have been re-introduced to the meetings, allowing members and officers from around the East Midlands the opportunity to discuss best practice for scrutiny and share their work. In addition, the Scrutiny Chairs and Senior Democratic and Scrutiny Officer shared the presentation that had been delivered to the Service Manager's seminar to promote scrutiny's role within the council.

7 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2017/18

The three scrutiny committees review their work programme business at each of their meetings held every two months. Programmes of work and meeting agendas would include:

- Individual items of business agreed by the scrutiny committees for consideration (including ongoing priorities such as budget, performance and corporate priorities)
- Reports on scrutiny project group work
- Reports from scrutiny members appointed to corporate working groups
- Scrutiny of the council's Forward Plan of key decisions
- Monitoring of the delivery of approved scrutiny recommendations
- Business items that committees will decide to deal with as and when they arise such as 'call-in' and petitions.

Detail of specific Work Programme business is below.

Overview and Performance Scrutiny Forum

<p><i>Business items :</i></p> <ul style="list-style-type: none">• Council Plan and Performance• Budget Monitoring• Great Place Great Service (transformation programme)• Review of Scrutiny• Voluntary Sector organisations• Gender Pay Gap• Digital Strategy	<p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none">• HS2 (High Speed Rail Network) <p><i>Items for monitoring :</i></p> <ul style="list-style-type: none">• Town centre <p><i>Corporate Working Group representation on :</i></p> <ul style="list-style-type: none">• Member Development Working Group
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Community, Customer and Organisational Scrutiny Committee

<p><i>Business items :</i></p> <ul style="list-style-type: none"> • Face to face service delivery • Communications and Engagement Strategy • Effectiveness of PSPO town centre order • Universal Credit implementation • Food poverty, mental health and deprivation <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> • Council owned community rooms 	<p><i>Items for Monitoring :</i></p> <ul style="list-style-type: none"> • Crime and Disorder Committee (Alcohol Related Hospital Admissions / Locking of Park Gates) • Friends of groups <p><i>Corporate Working Group representation on :</i></p> <ul style="list-style-type: none"> • Constitution Review Working Group
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Enterprise and Wellbeing Scrutiny Committee

<p><i>Business items :</i></p> <ul style="list-style-type: none"> • Private sector housing • Recycling/climate change • Healthy Living Centre performance • Housing supply and impact of new housing • Allocations policy • Homelessness 	<p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> • Play Strategy • Development of former Queens Park Leisure Centre site • Skills • Leisure, Sport and Cultural activities <p><i>Corporate Working Group representation on :</i></p> <ul style="list-style-type: none"> • Housing Policy and Housing Revenue Account Business Plan Steering Group
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8 SCRUTINY COMMITTEE MEMBERSHIP 2017/18

Overview and Performance Scrutiny Forum :	
Councillors	
Peter Innes - Co Chair Kate Sarvent - Co Chair Jeannie Barr Howard Borrell Ian Callan Kate Caulfield Lisa Collins	Lisa-Marie Derbyshire Vickey-Anne Diouf Barry Dyke Keith Falconer Jenny Flood Donald Parsons Suzie Perkins
Community, Customer and Organisational Scrutiny Committee :	
Councillors	
Peter Innes – Chair Howard Borrell – Vice Chair Lisa Collins Barry Dyke	Jenny Flood Shirley Niblock Donald Parsons Kate Sarvent
Enterprise and Wellbeing Scrutiny Committee :	
Councillors	
Kate Sarvent – Chair Suzie Perkins – Vice Chair Kate Caulfield Dean Collins	Lisa-Marie Derbyshire Vickey-Anne Diouf Barry Dyke Keith Falconer

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