



CHESTERFIELD
BOROUGH COUNCIL

SCRUTINY

ANNUAL

REPORT

2014/15

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1 OVERVIEW AND SCRUTINY COMMITTEE CHAIRS' FOREWORD

We continue to produce pro-active scrutiny at Chesterfield Borough Council, allowing more members to become involved in issues and decisions at an early stage. This leads to members being more informed on current issues and decisions by the executive. This no doubt influenced the fact that during this period we had no call-ins.

We are currently holding an in-house review of overview and scrutiny. This is proving to be a great opportunity for us to discuss our structure and how things have been working, and we will be considering outcomes shortly. Scrutiny members were attending scrutiny development sessions prior to each of the Overview and Performance Scrutiny Forum meetings but these proved time consuming for officers compared to the benefits as they were poorly attended, therefore along with Scrutiny Link Officers meetings, these have been put on hold for the time being with a view to improvement in the future.

We continue holding pre-agenda meetings for both scrutiny committees and the forum. The dates for these are being set and made available for officers and Executive members. We will continue to hold scrutiny business meetings and from this we have produced guidance and protocols for scrutiny within Chesterfield. Part of the review of scrutiny will be to look at how we use the Forward Plan and the importance of this document to overview and scrutiny.

We have yet again covered a wide variety of issues within scrutiny over the last year and the Council Budget has formed an important part of our agenda. This has been a standing agenda item for the Overview and Performance Scrutiny Forum, along with the 'Great Place, Great Service' council wide transformation programme.

We continue to work with other councils and attend regional network meetings. We have attended the inaugural meeting of the Sheffield City Region Scrutiny Committee and will continue to meet regularly. In the future we are sure we will be part of the scrutiny within the Derbyshire Combined Authority when the framework is set up. We have taken Scrutiny to the Community Assemblies and one of our scrutiny project groups was set up due to input from the assemblies.

We will continue to influence and challenge decisions and policy developments both with internal and external providers to ensure they have good performance and financial management at the forefront of any decision, whilst still providing an excellent service.

It has been a tough year for the council and many hard decisions have had to be made which makes it even more important that we have a good scrutiny framework.

We would like to thank all the officers and executive members for the professional way they have worked with us and also members of scrutiny who have attended meetings and given useful and valid comments and recommendations.

Overview and Scrutiny Chairs

Councillor Jean Innes

Councillor Andy Slack

2 COMMENTS FROM THE CHIEF EXECUTIVE

My thanks and congratulations to Councillors Innes and Slack and to all the Scrutiny Committee members for the excellent contribution that they have made over the past financial year 2014/15 in championing and challenging in equal measure how the Council goes about its business of delivering on its vision of 'putting our communities first'.

What is particularly noticeable and heartening in this latest 'Scrutiny Annual Report' is the depth of the overview and scrutiny work that is being progressed. It is no longer the case that scrutiny comprises a short 'Q and A' with Executive Members and officers and a brief narrative with perhaps 1 or 2 recommendations in the meeting minutes.

We are now seeing properly constituted scrutiny project groups, working to well crafted terms of reference and agreed timescales, operating with real bite and conducting value scrutiny of topical strategies and activities. But it isn't enough for the outputs and outcomes to be just seen to inform future Cabinet and Council decisions; there is now also an active monitoring programme, fulfilled through the Forum and Committees, that tracks and challenges implementation and recommends further improvements, where deemed appropriate.

I am in no doubt that the evolving skills, knowledge and experience of the incumbent Scrutiny Chairs and Vice Chairs has played a major part in this transformation. However, I also believe that this is due to the structural changes made last year: (a) to move the scrutiny function under the quality leadership of the Council's Policy Manager, Donna Reddish and (b) to supplement the resources of the Policy and Scrutiny Officer, Anita Cunningham, with 3 No. new Committee and Scrutiny Co-ordinators. Martin Elliott, Donna Cairns and Brian Offiler, working alongside Anita, are to be congratulated for the input and contribution they have made in this their first year of fulfilling these roles.

As appears to be the case every year, overview and scrutiny's sphere of influence expands and none more so in 2014/15 with Councillor Innes's appointment to the Sheffield City Region Combined Authority Scrutiny Committee. This is brand new territory and we will need to ensure that Councillor Innes and other scrutiny members receive the necessary officer support to enable them to effectively contribute in these new meeting environments on behalf of the residents and businesses of Chesterfield.

It is also refreshing to observe an overview and scrutiny function that is prepared to open itself up for review on the very premise of wanting to achieve further continuous improvement in its structure and practices. I am very pleased to be directly involved in this review and look forward to working with the Leader and appropriate Executive Member(s), the Scrutiny Chairs and other Council officers in progressing this review and making recommendations that I am convinced will lead to further improvements in terms of how the overview and scrutiny function at this Council shapes future policy developments, informs key decisions still to be made, and challenges how we operate our facilities and services.

This review is important as the Council moves to a new four-year term of administration and given the scale and nature of the challenges that the Forum and Scrutiny Committee members have set themselves in their Work Programme for the financial year 2015/16. It is bold and ambitious and I wish the scrutiny members well with it.

With Kind Regards

Huw Bowen
Chief Executive

3 OVERVIEW AND SCRUTINY COMMITTEE WORK AND ACHIEVEMENTS

The council's scrutiny structure currently comprises 3 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**.

The Council's Overview and Scrutiny Committees may undertake scrutiny work as a committee, or appoint Scrutiny Project Groups (informal working groups) to undertake specific task and finish projects before reporting back to the parent Overview and Scrutiny Committee.

Work undertaken by our Council's Scrutiny Committees during the municipal year 2014/15 is detailed below.

Forward Plan and Pre-Decision Scrutiny

A standing item on each Scrutiny Committee agenda is the Council's Forward Plan. The Forward Plan is a public document which contains details of the key decisions the Cabinet and Executive Councillors will make over a Four Month period, and is updated each month. Receiving and considering the Forward Plan should help provide the Scrutiny Committee with the opportunity to undertake 'pre-decision scrutiny', scrutiny of a matter before a formal decision is made by Cabinet and to then make recommendations to influence the decision. The Forward Plan must also contain reference to key decisions to be made which are exempt from public access and are to be made in private. The Council's Forward Plan also includes some important non-key decisions.

The following Executive Members (and/or their Assistant Executive Members as necessary) have attended scrutiny committees during the year to present pre-cabinet reports, policies, plans and strategies and answer scrutiny members' questions :

Leader of the Council / Executive Member for Regeneration, Councillor Burrows
Deputy Leader and Executive Member for Planning, Councillor Gilby
Executive Member for Governance & Organisational Development, Councillor King
Executive Member for Customers and Communities, Councillor Blank
Executive Member for Environment, Councillor Ludlow
Executive Member for Leisure, Culture and Tourism, Councillor
Executive Member for Housing, Councillor McManus

Throughout 2014/15 Overview and Scrutiny Committees undertook pre-decision and post-decision scrutiny, influencing decisions on the following policies, strategies and plans :

- Leisure, Sport and Culture Strategies (further detailed in section 3)
- Cemeteries Strategy
- Housing Allocations Policy
- Overview and Scrutiny Arrangements Evaluation
- Support for Vulnerable Tenants
- Open Market Improvements
- External Communications Strategy

- Derbyshire County Council Consultation on Proposed Budget Cuts
- Careline Consortium
- Community Assemblies
- Council Constitution Review
- Corporate Performance
- Housing Tenant's Survey Results
- Customer Services Strategy
- ICT Strategy
- Workforce Strategy
- Corporate Services Public / Private Partnership Performance

Budget and Performance Scrutiny

Our Overview and Scrutiny Committees undertake budget and performance scrutiny receiving and scrutinising budget management reports every two months and corporate performance reports on a six monthly basis. Progress and performance reports on Service Delivery Improvement/Action Plans are also scrutinised regularly. Throughout the year, the Council Leader, Executive Members and Chief Officers are challenged on the budget, progress and performance for their service areas and on how they continue to contribute to priorities for the Chesterfield community.

In particular during the 2014/15 period Scrutiny Committees have :

- Questioned the Leader of the Council about ongoing Budget proposals and the full draft budget. Budget scrutiny is a standing item at every meeting of the Overview and Performance Scrutiny Forum.
- Scrutinised overall Corporate Performance against goals.
- Monitored and challenged progress in implementing the Great Place, Great Service Council-wide Transformation Programme including plans on :
Customer Services
ICT
Workforce
Property and Accommodation.
- Scrutinised progress in implementing the Corporate Health and Safety Improvement Plan.
- Received progress in delivering the Allotments Strategy.
- Monitored and challenged progress in delivering the Community Safety Partnership Plan (see below for further information).

Scrutiny Committee Power of 'Call-in'

Scrutiny legislation allows for an Overview and Scrutiny Committee (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 such a Scrutiny inquiry.

This process is referred to as scrutiny 'Call-in'. Following a scrutiny call-in inquiry, the Scrutiny Committee may request Cabinet reconsider its decision on the basis of the further evidence gathered.

During the 2014/15 year no 'call-ins' were made.

Scrutiny Project Group on Health Inequalities

Councillor Julie Lowe – Project Group Lead Member

In November 2012 a Scrutiny Project Group was appointed by the Community, Customer and Organisational Scrutiny Committee to look into health inequalities issues and inform the council's Health Inequalities Plan. The project work aimed to develop a better understanding of the outcomes of the Plan, review ongoing work to address the health inequality issues highlighted and recommend further action as necessary.

The work is still in progress at the time of writing this report. It is anticipated a report and recommendations will be submitted to the Scrutiny Committee in the near future.

Scrutiny Project Group (and Sub Groups) on Leisure, Sport & Culture Activities

Councillor Jenny Flood – Project Group Lead Member

The role of this Project Group evolved from the Group set up in 2013 to look at the development of new leisure centre facilities, which had concluded that there had been robust adherence to the Council's objectives in providing a new sports and leisure facility in respect of the procurement and planning processes, the design of the facilities, the funding and the partnership arrangement with Chesterfield College.

The Group's following recommendations were accepted by the Enterprise and Wellbeing Scrutiny Committee, and then agreed by Cabinet, in September, 2014:

- 1 That the best practice guidance and principles for community engagement, as highlighted in the Council's Community Engagement Strategy are considered throughout the life of projects including pre-decision consultation.
- 2 That where possible and appropriate, pre-consultation dialogue takes place with key stakeholders, this may include Community Assemblies, service users, special interest groups, employees etc. particularly for major projects and decisions.
- 3 That for projects impacting on employees a strong and sustained internal communications and engagement plan is developed which includes a variety of opportunities to engage in the decision making process.

In October 2014 the Enterprise and Wellbeing Scrutiny Committee approved a broadened scope for the Project Group to look at the development of key strategies for:

- Parks and Open Spaces
- Playing Pitches
- Sports Facilities, including new Queens Park Leisure Centre
- Community Sport and Physical Activity

all of which would contribute to the Council's overarching Health and Wellbeing strategic portfolio.

The Project Group considered the proposed **Playing Pitch Strategy** and recommended that it be supported and that a progress report be brought to the Enterprise and Wellbeing Scrutiny Committee in 12 months time to confirm the status of the strategy implementation and delivery and also to confirm whether the strategy had started to reverse the shortfall of junior teams and interest in playing by young people, both boys and girls.

The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in October, 2014, and the Playing Pitch and Outdoor Sports Strategy 2015 - 2031 was subsequently approved by Council in December, 2014.

The Project Group considered the proposed **Parks and Open Spaces Strategy** and recommended:

- 1 That consultation is carried out with local residents and community groups when proposals are put forward for investment in a park or open space, in conjunction with promoting awareness of the health benefits. Such consultation should be in line with the Council's Community Engagement Strategy and regard should be given to the community engagement model produced by students from University of Nottingham's masters in public health course in partnership with Derbyshire County Council's Public Health Department.
- 2 That disability access should be prioritised when proposals are developed for investment in parks and open spaces.
- 3 That the Play Strategy be reviewed within the next 12 months in order to rationalise the provision of equipped play areas, taking into account the age profiles of the surrounding areas.
- 4 That the Council's website should be used more effectively to promote parks and open spaces with maps and details of community events and activities.

The Enterprise and Wellbeing Scrutiny Committee approved the Group's recommendations in December, 2014 and added a further recommendation that 'signs and notices be used more effectively to promote the use of parks and open spaces'. In January, 2015 Cabinet resolved that the recommendation on consultation be adjusted to reflect the need for ward councillors to also be consulted when proposals are put forward for investment in a park or open space and also the requirement for consultation to equally apply when proposals are put forward for disinvestment from or decommissioning of a park or open space, and that the revised recommendations be accepted and appropriate adjustments made to the Parks and Open Spaces Strategy and action plan adopted by Full Council in February 2015.

The Project Group considered the proposed **Sports Facilities Strategy** and recommended that it be supported subject to the inclusion of the Group's findings regarding:

- 1 Priorities regarding facilities being community focused and aiming for positive health impacts, in particular for those with mental health issues and the elderly at risk of being isolated; and
- 2 Reference to accessibility – physical access to comply with Sport England access standards and encouraging participation through community based delivery.

The Enterprise and Wellbeing Scrutiny Committee supported the Group's recommendations in December, 2014, and Cabinet resolved that they be incorporated in the draft Sports Facilities Strategy which was adopted by Full Council in February, 2015.

The work of the Group is ongoing in respect of monitoring the construction of the new Leisure Centre facilities and considering the development of the Community Sport and Physical Activity Strategy in the second half of 2015.

Scrutiny Project Group on Dog Fouling

Councillor Jean Innes – Project Group Lead Member

A Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the issue of dog fouling. The Scrutiny review aimed to look at, i) How the service and its staff currently operated and if there were any areas for potential improvement, ii) Residents' perceptions of dog fouling as a problem in their area, iii) How the service communicated with residents, and residents' awareness of the service and iv) Setting best practice in relation to how the service communicated with residents.

The review and its focus had direct input from local residents with the consultation with Community Assembly members. Their input was been directly reflected in the project group's focus and its recommendations. The project would like to note the benefit of involving residents and that this should be seen as best practice for all scrutiny reviews.

The Scrutiny Committee considered the Project Group's report on 5 February 2015 and approved the following recommendations:

1. That it is noted that the Environmental Services, Street Scene Team provides an excellent service to residents of the borough. However, the project group recommends that a review of staff resources for the enforcement team be carried out as the project group recognises that while the existing staff do a good job, going over and above what is expected of them, that their impact is limited by there only being a FTE of 1.5 Enforcement Officer posts dedicated to dealing with dog fouling.

2. That the potential of the Neighbourhood Wardens is fully realised and that they receive extra training in carrying out enforcement action, so to feel more confident and able to issue penalty notices. The project group makes this recommendation as there are 5 FTE Neighbourhood Warden posts and 3 FTE Enforcement Officer posts (with FTE 1.5 dealing with dog fouling), and see the Neighbourhood Wardens as a potentially underutilised resource as they are out and about in, and have a good understanding of local communities in the borough.

Also that the potential for more collaborative working between the Neighbourhoods team, and Environmental Services Street Scene team, as a result of the provisions under the Anti-Social Behaviour, Crime and Policing Act 2014, is looked at.

3. That new and functioning mobile phones are purchased for the Environmental Services, Street Scene Team as the current phones are old and often do not work. New phones would benefit effective communication, increase service responsiveness as well as contributing to the health and safety of staff working in non office based roles. Up to date phones would also enable staff to communicate via social media and allow the Environmental Services, Street Scene Team to work within the “digital first approach” contained in the Council’s External Communications Strategy.
4. That a review of the provision of dog bins in the borough takes place. This should look at the location, usage and number of bins so that it can be determined if dog bin provision is an effective use of resources or if the resources could be spent more effectively providing standard bins which can be used to dispose of dog waste as well as general litter.
5. To recommend that on all temporary signs and notices that are produced to discourage dog fouling that the maximum fine of “up to £1000” be used in the wording as is done by Bassetlaw District Council. Also to recommend that Bassetlaw District Council be contacted to see if the effective and innovative imagery on their signs can be borrowed and to enable the sharing of best practice.
6. That a coordinated and structured approach to communication and engagement with residents of the borough to include school engagement, community engagement, key message delivery and advertising, is adopted.

Greater coordination in the planning and use of existing resources has the potential to have a bigger impact than the current uncoordinated approach and will also be a more effective use of existing resources and provide better outcomes in these financially difficult times, i.e. increased public awareness that Chesterfield Borough Council deals effectively with dog fouling and a reduction of dog fouling in targeted areas.

Better coordination and consequent outcomes could be met by:

- Running campaigns by area so to make a splash rather than scattering messages in an unfocused and disparate way across the borough. This approach will also be more appealing to the media than disparate scattered activity; and
- Establishing a campaign group to meet two to three times a year, comprising of members, Environmental Services, Street Scene Team officers and the Communications and Marketing Manager. The group would monitor the impact of communication, community engagement and advertising and would discuss and formulate future plans and priorities for communicating and engaging with residents.

The report and recommendations were considered and approved by Cabinet on 10 March, 2015.

Statutory Crime and Disorder Scrutiny Committee

Legislation requires that all Councils appoint a Crime and Disorder Scrutiny Committee (CDSC) which must meet at least once a year to provide overview and scrutiny of the Community Safety Partnership's work and performance. A meeting of the Committee was held 8 January 2015 to consider and scrutinise performance progress against the Chesterfield Community Safety Partnership Plan for 2014/15 (specifically actions to reduce Anti Social Behaviour, Violent and Acquisitive Crime and Criminal Damage) and influence decisions.

In addition the Committee monitored progress in relation to actioning its recommendations regarding :

- 1 The 'Redeeming our Communities' project proposals; and
- 2 The Shopwatch Scheme.
- 3 Alcohol related hospital admissions.

The committee considered proposals for a Park Guardians Scheme and made the following recommendation to the Council's Executive :

'That the Executive Member for Environment be recommended to carry out a review of the decision to stop locking the park gates at night and to consider whether this may have led to the increase in anti-social behaviour and criminal damage and all the associated costs; and the Crime and Disorder (Community, Customer and Organisational) Committee be provided with the details of the outcome of the review and the cost benefit analysis'.

The committee also received a progress report on the Anti Social Behaviour Crime and Policing Act 2014 and its implementation.

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

During the 2014/15 municipal year the Joint Overview and Scrutiny Panel (JOSP) met in July and November 2014.

The Panel scrutinised performance and monitored joint services delivered between the three Councils of Chesterfield, Bolsover and North East Derbyshire. The Panel received reports on the Internal Audit Consortium, Procurement Service and the BCN (Building Control) Consultancy, regarding the effective and efficient operation of these services.

A progress report on the outcomes of the Panel's scrutiny health check of the councils' insurance services was also received.

The Joint Panel presented its annual report to the Joint Executive Board in September 2014.

4 SCRUTINY OUTCOMES AND IMPACT ON SERVICE DELIVERY

Monitoring Impact of Scrutiny Work and Recommendations

Our Overview and Scrutiny Committees monitor the progress of implementation of scrutiny recommendations that are approved by decision makers, requesting regular 6 monthly or annual updates on progress. This follow up procedure is essential to ensure that once the recommendations are approved they are put into action, that the work of Scrutiny impacts on service delivery and the benefits of scrutiny work are received by people in our community.

Monitoring also continues to take place around those issues and services where our Scrutiny Committees have had a concern and undertaken some scrutiny work, but their scrutiny recommendations have not been approved. When this happens progress reports may still be requested.

During 2014/15 our Scrutiny Committees monitored progress on scrutiny work and recommendations regarding :

- Parking Policy Scrutiny Review
- Water Rates Payments Policy Scrutiny Review
- External Communications Strategy
- Hackney Carriage Licence Limit
- Crime and Disorder Scrutiny Committee (see previous section)

Background detail of these reports and the scrutiny recommendations can be found in the previous section of this report and/or in previous Annual Scrutiny Reports. More specific progress made this year is detailed below.

Scrutiny Project Group on Water Rates Payments Policy

Last year a Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the council's policy on housing tenants' water rates payments and associated evictions policy. This followed a previous scrutiny review which recommended policy changes subsequently approved by Cabinet in January 2012. Implementation of the new policy had been monitored by the Enterprise and Wellbeing Scrutiny Committee which decided to re-appoint a Scrutiny Project Group to undertake further evaluation of the policy, and to also look at arrangements around the collection of water rates payments. The Scrutiny Committee considered the Project Group's report and approved its recommendations which are detailed in last year's annual report.

In July 2014 Cabinet agreed that the recommendations be approved and thanked scrutiny members for their work and observations.

Achievements :

The work of the Scrutiny Project Group led to the amendment of the policy (on evictions for arrears of water rates only) in respect of the advice given to tenants on the installation of water meters, and the 'write-off' policy when dealing with arrears.

The Scrutiny recommendations led to the Housing Service carrying out a review of the information given to tenants regarding the payment of water rates, with the importance now being stressed at pre-allocation, sign-up, new tenants visits and during any contact where rent arrears are discussed. Tenants are also encouraged to have water meters fitted and Support Workers work with tenants with regard to budgeting and to apply for grants from charities to assist with arrears.

The Scrutiny Committee continue to monitor the review of the collection process and technology, particularly the introduction of a system that records a breakdown of payments allocated between rent, water rates and other costs. The Scrutiny Committee are also monitoring the number of evictions for water rates and the income generated from the Severn Trent Water agreement.

Scrutiny Project Group on Hackney Carriage Licence Capping

A Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to look into the review of the current cap on the number of Hackney Carriage licences. The Scrutiny Committee considered and approved the Project Group's report and recommendations, which are detailed in last year's annual report.

The recommendations were considered by the Council's Appeals and Regulatory Committee which resolved to take account of the Project Group's report on the hackney carriage capping review process when considering and reaching its decision on future policy.

Achievements :

For the next council review of the limit on hackney carriage numbers, which is due to commence autumn 2016, comparisons by taxi rank will form part of the survey contract specification.

The required commissioning of an independent review process/survey, means the written procedure for each (3-yearly) review will comprise the Council's adopted procurement process and the Appeals and Regulatory Committee will be involved with this process. The findings and report for a formal policy decision by the Appeals and Regulatory Committee, will be included in the Forward Plan at the appropriate time as a non-key decision.

The consideration of other options to help reduce the number of hackney licences is ongoing. Legislation currently progressing through parliament however does not appear to include any powers to enable control of hackney licence (plate) transfers.

Scrutiny Project Group on External Communications Strategy

Last year a Scrutiny Project Group was appointed by the Overview and Performance Scrutiny Forum to review and inform the production of a new External Communications Strategy. The work aimed to ensure that the new strategy is customer focused but also takes into account the needs of the council as it moves forward with embracing new technology and managing a difficult budget.

The Project Group's report, and recommendations below, were approved by the Scrutiny Forum in June 2014.

1. That the Council adopts clear branding and a 'one council' approach.
2. That a review be undertaken to look at how better coordination of marketing and communication activities can be achieved to enable the objectives of the new external communications strategy to be delivered, which may involve the need for a review of the organisational structure.
3. That analytics (the discovery and communication of meaningful patterns in data) are used to guide web content and to be able to better predict and improve performance.
4. That the Council considers adopting a 'digital first approach' to all of its external communications.

In July 2014 Cabinet considered the Scrutiny Project Group's work and the Scrutiny Forum's recommendations which were approved.

Achievements :

An External Communications Strategy was produced in consultation with the scrutiny working group. This was approved by full council in December 2014. Implementation of the strategy has already begun with the council approving and starting to implement a new corporate brand.

Analytics are routinely being used to monitor and guide customer service improvements for the council's website, intranet and social media channels.

The first steps are also being taken to implement a digital first approach to communications, with services who approach the communications and marketing service for advice on particular issues now being taken through a process that encourages them to think about, and use, different digital channels (eg e-newsletters, social media, website). Only then are they asked to consider whether paper based communication is needed to support that.

A review of marketing and communication activities is also to be carried out in the future but is going to be timed to take account of the council's future marketing requirements in light of planned moves to commercialise services and / or develop trading arms.

Scrutiny Project Group on Parking Policy Review

In February 2013 a Scrutiny Project Group was appointed by the Enterprise and Wellbeing Scrutiny Committee to assess the quality of the current parking facilities and to provide guidance on future investment priorities. Its recommendations are detailed in last year's annual report. In March 2013 Cabinet agreed that the recommendations of the Enterprise and Wellbeing Scrutiny Committee should be supported through the implementation of the Council's Medium Term Parking Strategy.

The Committee were also thanked for their valuable contribution in the development of the Council's parking policy.

Achievements :

The Council's Medium Term Parking Strategy was approved on the understanding that investment in both the Saltergate multi-storey and Holywell surface car parks would be dealt with as part of the proposed Northern Gateway Scheme. Because of the economic downturn this scheme has not progressed to date and in light of this delay investment within parking needed to be reprioritised. However, there remains a commitment to implement Scrutiny's recommendations of improving the quality of the town's car parking offer, which includes signage. Scrutiny Committee will continue to monitor the item.

5 SCRUTINY DEVELOPMENTS DURING THE YEAR

Developments in overview and scrutiny are ongoing. Each of the Council's Scrutiny Committees includes scrutiny development(s) as a standing item on their meeting agendas.

Evaluation & Review of the Council's Overview and Scrutiny Function

Since new scrutiny arrangements and a new committee structure were introduced following an independent review of the function, annual evaluations of the new arrangements have been completed in 2012/13 and 2013/14. Overall the key findings of the 2012/13 evaluation were good indicating a positive view of the new arrangements which are detailed further in last year's report. The results of the 2013/14 evaluation were mixed, indicating a need for a further health check. The results of the evaluation and reports can be found on the Council's website.

At the time of writing this report a further full review is therefore underway. The review is scheduled for completion by May 2015 and its findings will be included in next year's scrutiny annual report.

Scrutiny Guidance

In line with the new overview and scrutiny arrangements adopted, we continue to develop our processes, and shared learning, through the introduction and further development of guidance and information documents, as needed.

Scrutiny Councillor Learning and Development

The Council agrees that the development and growth of individuals to enable them to undertake their roles effectively is essential. During the year in-house scrutiny development sessions were held to give members an opportunity to learn about scrutiny and consider and discuss scrutiny process with a view to improvement.

During 2014/15 Scrutiny Members received learning and development sessions on :

- The Constitution
- The Forward Plan

Care Quality Commission (CQC), Centre for Public Scrutiny (CfPS) and District / Borough Councils exploring the local relationship with health care quality

Last year we reported on our work with the CQC and CfPS to explore the relationship at District / Borough Council and local Councillor level, around health care quality. This work continued during 2014 and has led to the production of a guide on liaising with the CQC for district councillors. CQC reorganisation caused some delay to the work but the guide is now published and can be found on the CfPS website.

East Midlands Councils' Regional Scrutiny Network *and the* National Overview and Scrutiny Forum

The East Midlands Councils Regional Scrutiny Network and the National Overview and Scrutiny Forum are both forums for learning, sharing, promoting, supporting and developing the scrutiny function regionally and nationally.

The Council plays a proactive role in supporting and contributing to the work of these bodies and the influence they have regionally and nationally.

Sheffield City Region Combined Authority Scrutiny Committee

The new Sheffield City Region Combined Authority was created as a statutory body in April 2014. This gives the new Combined Authority strategic powers to make decisions on transport, economic development and regeneration matters within the Combined Authority area. The Combined Authority area covers 9 Councils in south Yorkshire and north Derbyshire, and Chesterfield Borough Council amongst other Councils is now a non-constituent member of the new Combined Authority.

As part of the creation of the statutory Combined Authority also came an order to require establishment of an Overview and Scrutiny Committee to increase transparency and accountability of the work and decisions of the Combined Authority. The Chesterfield Borough Council's Scrutiny Chair is currently appointed to the new scrutiny committee which had its very first meeting in March 2015. It is proposed the Scrutiny Committee will meet 4 times a year and its terms of reference and work programme will be reviewed annually. Further developments on the work of the committee will be included in next year's report.

Overview and Scrutiny of Proposed Derbyshire Combined Authority

Councils across Derbyshire, including Chesterfield Borough Council, are also proposing to form a Combined Authority. An application for Combined Authority status was submitted to Government in April 2014 for consideration. Approved status would give the Combined Authority strategic powers to make decisions on transport, economic development and regeneration matters within the Combined Authority area of Derbyshire. Again to support and ensure good governance it is expected the creation of the Combined Authority will require the establishment of an Overview and Scrutiny Committee. Further details regarding creation of a Derbyshire Combined Authority and required Scrutiny Committee will be included in next year's report.

6 SCRUTINY COMMITTEE WORK PLANS 2015/16

The three Scrutiny Committees update their Work Programme business on a bi-monthly basis, in line with their bi-monthly meetings. Programmes of work would normally include :

- Items agreed by the Scrutiny Committees for consideration including Scrutiny Project Group work.
- Ongoing priorities such as budget, performance and corporate priority (Corporate Plan) scrutiny.
- Scrutiny of the Council's Forward Plan of key decisions.
- The monitoring of implementation of approved scrutiny recommendations.
- The monitoring of implementation of corporate and service improvement plans.
- Other unplanned business items that the Committees will decide to deal with as and when they arise such as 'call-in' and petitions.

Scrutiny aims for its work to have both a strategic and community focus, and to involve all stakeholders where possible. Councillors, officers, public and partners can all influence contents of the Scrutiny Work Programmes.

As already detailed in section 5 of this report, the Council is undertaking a further review of the overview and scrutiny function and service which may also influence the work programming process going forwards.

Work Programme business (*as at 28 April 2015*) includes :

Overview and Performance Scrutiny Forum

<ul style="list-style-type: none"> - Corporate Budget - Corporate Plan - Corporate Performance - Great Place Great Service Transformation Programme - Public Space Protection Orders - Housing Tenant Consultation Survey (STAR) Results - Chesterfield Procurement Service - Corporate Services Public / Private Partnership Performance - ICT Strategy and Action Plan - Internal Communications Strategy 	<p><i>Items for Monitoring :</i></p> <ul style="list-style-type: none"> - External Communications Strategy - ICT Developments (Great Place, Great Service) -
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Community, Customer and Organisational Scrutiny Committee

<ul style="list-style-type: none"> - Statutory Crime and Disorder Committee duties (with Police and Crime Panel Update) - Workforce Strategy - Equality, Diversity and Social Inclusion Strategy and Action Plan. - Corporate Health and Safety Improvement Plan - Community Assemblies - Outside Market Reconfiguration - Cemeteries Strategy - Customer Services Strategy - 	<ul style="list-style-type: none"> - Health Inequalities Plan / Health and Wellbeing Strategy <p><i>Items for Monitoring :</i></p> <ul style="list-style-type: none"> - Crime and Disorder Committee (Alcohol Related Hospital Admissions) <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> - Health Inequalities Plan
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Enterprise and Wellbeing Scrutiny Committee

<ul style="list-style-type: none"> - Housing Allocations Policy - Housing Accommodation, Support Budget and Older Peoples Services (Derbyshire County Council Consultation on Budget Cuts) - Careline Consortium - Allotments Strategy - Interim Report of Scrutiny Project Group on Leisure, Sport and Cultural Activities. 	<p><i>Items for Monitoring :</i></p> <p>Leisure Facilities Strategy Playing Pitches Strategy Parks and Open Spaces Strategy Hackney Carriage Licence Limit Parking Policy Water Rates Payment Policy Dog Fouling</p> <p><i>Scrutiny Project Groups on :</i></p> <ul style="list-style-type: none"> - Community Sport and Physical Activity Strategy
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The Overview and Scrutiny function is a continually evolving and growing role, requiring ongoing learning and development. Much of the developments this year are detailed in the previous section of this report.

The Council will undertake formal, annual reviews of its overview and scrutiny function to ensure its ongoing evaluation and effectiveness.

7 SCRUTINY COMMITTEE MEMBERSHIP 2014/15

Overview and Performance Scrutiny Forum :	
Councillors	
Jean Innes – Co Chair Andrew Slack – Co Chair Helen Bagley Howard Borrell Stewart Bradford Ian Callan Alexis Diouf Barry Dyke	Jenny Flood Bob Gibson Denise Hawksworth Vicki Lang Julie Lowe Tom Murphy Neil Rayner Paul Stone
Community, Customer and Organisational Scrutiny Committee	
Councillors	
Jean Innes – Chair Helen Bagley – Vice Chair Howard Borrell Alexis Diouf	Julie Lowe Gordon Simmons Tom Murphy Neil Rayner
Enterprise and Wellbeing Scrutiny Committee	
Councillors	
Andrew Slack – Chair Denise Hawksworth – Vice Chair Stewart Bradford Ian Callan	Barry Dyke Jenny Flood Bob Gibson Vicki Lang

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