



Date: 23rd June 2015

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Dear Sir or Madam

You are hereby summoned to attend a meeting of the Growth Scrutiny Committee of the Bolsover District Council to be held in Chamber Suites 1 and 2, The Arc, Clowne on **Wednesday 1st July 2015** at **1000** hours.

Register of Members' Interest - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 2.

Yours faithfully

Assistant Director of Governance and Monitoring Officer
To: Members of the Growth Scrutiny Committee

ACCESS FOR ALL

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Chief Executive Officer: Wes Lumley, B.Sc. F.C.C.A.



GROWTH SCRUTINY COMMITTEE

AGENDA

Wednesday 1st July 2015 at 1000 hours in Chamber Suites 1 & 2, The Arc, Clowne

Item No.		Page No.(s)
	PART 1 – OPEN ITEMS	
1.	To receive apologies for absence, if any.	
2.	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4 (b) of the Local Government Act 1972.	
3.	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and, if appropriate, withdraw from the meeting at the relevant time.	
4.	To approve the minutes of a meeting held on 27 th May 2015.	3 to 5
5.	Key Decisions and Items to be considered in private. <i>(NB: Members should contact the officer whose name appears on the List of Key Decisions for any further information).</i>	6 to 11
6.	Investment Properties – Assistant Director of Property and Estates.	Verbal Report
7.	Work Plan.	12 to 13
	<u>PART B – INFORMAL</u>	
	The formal meeting of the Growth Scrutiny Committee ends at this point. Members will meet informally as a working party to carry out their review work. This meeting is closed to the public, so members of the public should leave at this point.	
8.	Review Work – Briefing from the Assistant Director – Economic Growth.	

GROWTH SCRUTINY COMMITTEE

Minutes of a meeting of the Growth Scrutiny Committee of the Bolsover District Council held in Chamber Suites 1 and 2, The Arc, Clowne on Wednesday 27th May 2015 at 1400 hours.

PRESENT:-

Members:-

Councillor S. W. Fritchley in the Chair

Councillors; T. Alexander, A. Anderson, P. Barnes, (from Minute No. 0038) J. Clifton, M. Dixey, P. Smith, S. Statter, B. Watson (from Minute No. 0038) and J. Wilson.

Officers: - C. Millington (Scrutiny Officer) and A. Bluff (Governance Officer)

0035. APOLOGIES

There were no apologies for absence.

0036. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0037. DECLARATIONS OF INTEREST

There were no declarations of interest made.

Councillors B. Watson and P. Barnes entered the meeting.

0038. KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Members considered the list of key decisions document and raised the following points;

- It would be helpful if the amount above the £50k was made known to Members.
- Is further information available on the types of properties considered as investment properties? - relating to the decision due to the taken by Executive in June 2015
- The Scrutiny Officer to request further information relating to investment properties from the Assistant Director – Property and Estates to include the

GROWTH SCRUTINY COMMITTEE

process of identifying appropriate properties, location of the properties and purpose and usage of investment properties.

Moved by Councillor S. W. Fritchley, seconded by Councillor A. Anderson
RESOLVED that the Scrutiny Officer request further information relating to investment properties from the Assistant Director – Property and Estates to be reported at the next meeting of the Growth Scrutiny Committee.

(Scrutiny Officer)

0039. MANAGING A SCRUTINY REVIEW – CENTRE FOR PUBLIC SCRUTINY SKILLS BRIEFING

The Scrutiny Officer took Members through the Centre for Public Scrutiny (CfPS) briefing note document, 'Managing a Scrutiny Review'.

The briefing document was one of a series exploring the skills required by Members for effective scrutiny. The paper specifically examined the process of managing a 'task and finish' scrutiny review.

0040. SELECTION OF SUBJECT FOR SCRUTINY REVIEW 2015 – TO AGREE THE SUBJECT FOR SCRUTINY REVIEW FROM THE SHORTLIST PRODUCED AT THE ANNUAL SCRUTINY CONFERENCE ON 19TH MAY 2015

At the Annual Scrutiny Conference held on 19th May, Members had suggested two areas to be reviewed by the Growth Scrutiny Committee; 'Progress on Major Development Sites' (employment sites) in the District and Empty Properties in the District.

It had been agreed that the Committee would look at 'Progress on Major Development Sites' (employment sites) as their first review and Empty Properties later in the year, which would allow the newly appointed Empty Properties Officer to settle into their post.

In relation to looking at major development sites in the District, Members raised the following points;

- What is the current situation with existing sites?
- What future development plans, if any, are there for the sites? For example, are there any expansion plans etc?
- Suggested sites to look at;
 - Markham Vale,

GROWTH SCRUTINY COMMITTEE

- Barlborough Links and
- The former Coalite Site.
- Stalled development sites in Bolsover and Shirebrook.

0041. SCOPING THE SCRUTINY REVIEW – TO CARRY OUT A SCOPING EXERCISE ON THE CHOSEN SUBJECT FOR SCRUTINY REVIEW AND COMPLETE THE SCOPING DOCUMENT

A discussion took place on what defined a 'major' development site and the following points were raised;

- The Committee's remit for the Review needed to be defined because of associated issues regarding sites, for example, in Bolsover, there were no longer any public toilets because of the delay to Morrisons being built on the Sherwood Lodge site
- The Regeneration Team may have a remit/definition of what they considered to be a major development site.
- Social impact of sites – sites that have the biggest impact on their communities and creation of new employment.

0042. SCRUTINY COMMITTEE WORK PLAN – TO NOTE THE WORK PLAN FOR THE 2015/16 YEAR AND SUGGEST ANY FURTHER ISSUES THAT SHOULD BE CONSIDERED

The Scrutiny Officer circulated the Committee's Work Plan to the meeting which provided details of items to be discussed by the Committee during the year including Growth performance targets.

Members were advised that the first performance monitoring would take place in November which would be a half year Performance update due to the fact that Council was not due to adopt the new Corporate Plan until July 2015.

Members would receive a briefing on relevant Corporate Plan targets in July to give Members an opportunity to familiarise themselves with the relevant targets to the Committee.

Moved and seconded

RESOLVED that the Work Plan be noted.

The meeting concluded at 1450 hours.



The Arc
High Street
Clowne
Derbyshire
S43 4JY

Key Decisions & Items to be Considered in Private

To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Published on: 12 June 2015

INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Executive or an officer under delegated powers.

Preparation of the list helps Executive to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the The Arc, High Street, Clowne, S43 4JY. Copies of the list can be obtained from Sarah Sternberg, Assistant Director – Governance & Monitoring Officer at this address or by email to sarah.sternberg@bolsover.gov.uk.

The list can also be accessed from the Council’s website at www.bolsover.gov.uk. The Executive is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at The Arc and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

The names of Executive members are as follows:

Councillor A M Syrett - Leader
Councillor M Dooley – Deputy Leader
Councillor T Connerton
Councillor B R Murray-Carr
Councillor K Reid
Councillor J Ritchie

The Executive agenda and reports are available for inspection by the public five clear days prior to the meeting of the Executive. The papers can be seen at The Arc at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Executive and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Executive are open to the public and usually take place in the Chamber Suites at The Arc. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list shows where this is intended and the reason why the reports are exempt or confidential. Members of the public may make representations to the Assistant Director – Governance & Monitoring Officer about any particular item being considered in exempt.

The list does not detail all decisions which have to be taken by the Executive, only “Key Decisions”. In these Rules a “Key Decision” means an executive decision, which is likely:

- (1) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates; or
- (2) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

In determining the meaning of “significant” the Council must have regard to any guidance for the time being issued by the Secretary of State. The Council has decided that income or expenditure of £50,000 or more is significant.

The dates for meetings of Executive in 2015/2016 are as follows:

2015	13 July
	7 September
	5 October
	2 November
	30 November
2016	4 January
	1 February
	29 February
	4 April
	25 April

The Council hereby gives notice of its intention to make the following Key Decisions and/or decisions to be considered in private:

<i>Matter in respect of which a decision will be taken</i>	<i>Decision-maker</i>	<i>Date of Decision</i>	<i>Documents to be considered</i>	<i>Contact Officer</i>	<i>Is this decision a Key Decision?</i>	<i>Is this decision to be heard in public or private session</i>
Contract for security at empty properties To award the contract for the service	Executive	July 2015	Report Of Councillor J Ritchie, Portfolio Holder for Housing and IT	Assistant Director – Community Safety and Head of Housing (BDC)	Yes - Likely to result in expenditure over £50,000	Private – relates to business affairs of the Council
Award of Reroofing Contract at Victoria House, Creswell To award the tender for the reroofing of Victoria House, Creswell	Executive	July 2015	Report Of Councillor A Syrett, Portfolio Holder for Property and Estates	Assistant Director – Property & Estates	Yes - Likely to result in income or expenditure over £50,000	Private - relates to the business affairs of the authority
Enforcement Fund To seek approval to establish a fund for enforcement projects	Executive	July 2015	Report Of Councillor J Ritchie, Portfolio Holder for Housing and IT	Assistant Director – Community Safety & Head of Housing (BDC)	Yes - Likely to result in income or expenditure over £50,000	Public

<i>Matter in respect of which a decision will be taken</i>	<i>Decision-maker</i>	<i>Date of Decision</i>	<i>Documents to be considered</i>	<i>Contact Officer</i>	<i>Is this decision a Key Decision?</i>	<i>Is this decision to be heard in public or private session</i>
<p>Fraud Investigation Service</p> <p>To update Members concerning the current position with respect to the creation of the Single Fraud Service and to outline the options available to the Council to ensure that it retains sufficient Capacity and expertise to effectively manage the risk of fraud against the Council.</p>	Executive	July 2015	Report of Councillor A Syrett, Portfolio Holder for Finance	Executive Director - Operations	Yes – likely to result in savings or expenditure of £50,000 or more.	Private – relates to an individual, the financial affairs of the authority and potential legal privilege.
<p>Financial Outturn 2014/15 including impact on the Medium Term Financial Plan 2015/16 onwards</p>	Executive	July 2015	Report of Councillor A Syrett, Portfolio Holder for Finance	Executive Director - Operations	Yes – likely to result in savings or expenditure of £50,000 or more.	Public

<i>Matter in respect of which a decision will be taken</i>	<i>Decision-maker</i>	<i>Date of Decision</i>	<i>Documents to be considered</i>	<i>Contact Officer</i>	<i>Is this decision a Key Decision?</i>	<i>Is this decision to be heard in public or private session</i>
<p>To report the financial outturn position on the General Fund, HRA and Capital Programme in respect of the previous financial year (2014/15) and to seek Executive's approval to carry forward slippage in respect of the Capital Programme and to consider requests for the carry forward of unutilised resources into 2015/16. Consideration will also be given to the adjustment of 2015/16 and future years budgets in the light of the 2014/15 outturn position.</p>						

Growth Scrutiny Committee

Work Programme – 2015-16

Date of Meeting	Items	Lead Officer	Notes
27th May 2015	<ul style="list-style-type: none">• Managing a Scrutiny Review – CfPS skills briefing• Selection of Scrutiny Review subject• Scoping Scrutiny Review	Claire Millington Claire Millington Claire Millington	
1st July 2015	<ul style="list-style-type: none">• Investment properties• Review work	Grant Galloway - Assistant Director of Properties and Estates. Allison Westray-Chapman – Assistant Director of Economic Development.	
29th July 2015			
23rd September 2015			
21st October 2015	<ul style="list-style-type: none">• Business Support Review update	Sonia Coleman	

18th November 2015	<ul style="list-style-type: none"> • Half Year Performance Update 	Kath Drury/Jane Foley	
16th December 2015			
20th January 2016			
17th February 2016	<ul style="list-style-type: none"> • Quarter 3 Performance Update 	Kath Drury/Jane Foley	
16th March 2016			
20th April 2016			
25rd May 2016	<ul style="list-style-type: none"> • Quarter 4 Performance Update 	Kath Drury/Jane Foley	