

GROWTH SCRUTINY COMMITTEE

AGENDA

Wednesday 15th March 2017 at 1000 hours in the Council Chamber, 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 15 th February 2017.	3 to 8
5.	List of Key Decisions & Items to be Considered in Private. <i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information).</i>	9 to 15
6.	Marketing and how the Authority attracts businesses – Briefing from Sonia Coleman, Senior Economic Development Officer.	Verbal Briefing
7.	Update on Corporate Plan Target G11 – <i>Through a programme of targeted refurbishment, bring back 15 empty private sector properties back into use per annum</i> - Update from the Joint Housing Strategy and Growth Manager.	Verbal Update
8.	Annual Scrutiny Conference; Confirmation of a date and suggestions for Scrutiny Review.	Discussion
9.	Growth Scrutiny Work Plan.	16 to 18

GROWTH SCRUTINY COMMITTEE

Minutes of a meeting of the Growth Scrutiny Committee of the Bolsover District Council held in the Council Chamber, the Arc, Clowne, on Wednesday 15th February 2017 at 1000 hours.

PRESENT:-

Members:- Councillors T. Alexander, A. Anderson, P. Barnes, G. Buxton, J. Clifton and B. Watson.

Officers:- C. Millington (Scrutiny Officer), K. Drury (Information Engagement & Performance Manager) and A. Bluff (Governance Officer).

Also in attendance at the meeting was Councillors M.J. Dooley, Deputy Leader (to Minute No. 0688) and S. Fritchley, Portfolio Holder for Commercial Development and Efficiencies (from Minute No. 0686).

Councillor J. Wilson in the Chair

0682. APOLOGIES

Apologies for absence were received on behalf of Councillors S. Statter and M. Dixey and S. Coleman, Senior Economic Development Officer.

0683. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

0684. DECLARATIONS OF INTEREST

There were no declarations of interest made.

0685. MINUTES – 18TH JANUARY 2017

Moved by Councillor A. Anderson and seconded by Councillor T. Alexander
RESOLVED that the Minutes of a Growth Scrutiny Committee meeting held on 18th January 2017 be approved as a correct record.

Councillor S. Fritchley entered the meeting at this point.

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0686. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Committee considered the List of Key Decisions and Items to be considered in Private document.

A query was raised regarding 'Mobile Telephony' and who had chosen the contractor. The Chair agreed to follow this up with the relevant officer and provide feedback to the next meeting.

With regard to the Medium Term Financial Plan, a concern was raised that long term staff were leaving the Authority and their vacant posts were being filled by staff on a lower scale. Councillor Fritchley advised the meeting that he had spoken to the Leader with regard to this and the reasons for staff leaving the Authority would be looked at.

Moved by Councillor A. Anderson and seconded by Councillor T. Alexander
RESOLVED that the List of Key Decisions and Items to be considered in Private document be noted.

0687. CORPORATE PLAN TARGETS PERFORMANCE UPDATE – QUARTER 3; OCTOBER TO DECEMBER 2016

Committee considered a report which provided an update to Members on performance outturn targets in relation to Growth for the third quarter as at 31st December 2016.

G 01 - Through the use of Key Account Management develop a relationship with a minimum of 50 local businesses by March 2019.

This target was reported as being on track.

47 Businesses engaged to date. Support provided for major employment site redevelopment M1 Junction 28 to Thorngrove Land & Property Ltd. Advisory support provided for the Bolsover Local Growth Fund to submit EOIs. BLGF companies, Prospect BodyShop and Creative Five.

G 03 - Optimise business growth (as measured by gross NNDR) by £2.5m by March 2019

This target was reported as being on track.

2016/17 Estimate of NNDR income for 31/3/17 at the end of December is £26,327,400 per NNDR1 form submitted.

G 05 - Through the Bolsover North East Derbyshire LEADER Approach collectively support the creation of 65 sustainable jobs in the combined programme area by December 2020

This target was reported as being on track.

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There were currently 7 live outline applications in the process; 1 from the BDC area. Two projects from the NEDDC area had been approved totalling £83,581. As only 1 of the 22 eligible Bolsover enquiries received to date was currently proceeding to full application, focus was being given to improve the retention rate (complexity of the application process, lack of match funding and planning restrictions were the key issues noted by withdrawn/non-progressed bids).

It was confirmed in the Chancellor's Autumn Statement (23/11/2016), that Brexit would have no immediate impact on the LEADER programme, meaning that the promotion of the fund could resume and successful projects could be contracted. The programme would be relaunched in early 2017 and targeted marketing to continue through the LEADER Team and partners, with various presentations/briefings made within the quarter including to NFU meetings, EDU Business

Networks and internal team meetings (e.g. Env Health and EDU), the two LEPs and the Chamber of Commerce. Flyers to circulate with 2017/18 NNDR letters were currently being developed.

A Member requested further information on what efforts were being made to improve the retention rate of project applications.

G 06 - Undertake statutory public consultation on the Local Plan (Strategic Policies and Site Allocations) in line with the adopted Local Development Scheme timetable by July 2017.

This target was reported as being on track.

Public consultation had taken place on the Draft Plan in Nov/Dec 2016. The Service remained on target for consultation on the Publication Version of the Local Plan by July 2017.

G 07 - Submit Local Plan (Strategic Policies and Site Allocations) for examination by the Planning Inspectorate by November 2017.

This target was reported as being on track.

Public consultation had taken place on the Draft Plan in Nov/Dec 2016. The Service remained on target to submit the Local Plan to the Planning Inspectorate by July 2017.

G 08 - Process all major planning applications 10% better than the minimum for special measures per annum.

This target was reported as being on track.

100% of all major applications determined within the deadline or agreed extension of time. This was a particularly strong performance taking into account 8 major applications were determined over the quarter and there were still some capacity issues within the team. (Target 2016/17: 60%, National Target 50%).

A Member queried the capacity issues in the Planning team. The Scrutiny Officer replied that she would follow this up and report back to the next meeting.

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G 09 - Deliver a minimum of 100 new Council properties by March 2019

This target was reported as being on track.

Work had started at Fir Close Shirebrook; Derwent Drive, Tibshelf and Hilltop Avenue Shirebrook - work would commence this financial year. Future sites were being considered. The Blackwell Hotel site was due for completion this financial year.

G 10 - Enable the development of at least 1,000 new residential properties within the District by March 2019

This target was reported as being on track.

326 gross completions for 2015/16 were reported in the last quarter - the next annual total would not be reported until after the end of the financial year 2016/17. If this average was continued the 1,000 properties target would be met and most likely surpassed. Planning Policy had estimated that the 5 year supply would be achieved based on the number of planning applications and likely completions by 2020.

G 11 - Through a programme of targeted refurbishment bring 15 empty private sector properties back into use per annum.

This target was flagged with an alert.

An Empty Property Officer was now in place and was aware of the empty properties list that had been sent to Action Housing. These properties were being surveyed and would then be classed as to which ones Action Housing could put an intervention in place.

A baseline was being created for empty properties in Bolsover and an action plan would then be put in place to tackle these properties.

G 12 - Achieve an increase of £850,000 in additional New Homes Bonus (NHB) from the Government by March 2019.

This target was reported as being on track.

£257,091.80 was the additional NHB being received in 2016/17.

Further to Member's queries, the Information Engagement & Performance Manager noted that the figure provided in the report was for the quarter 3 period only and the four quarter figures together would produce the year end figure for the target. The Customer Service and Performance team would also produce a Growth Summary Report at the year end.

G 13 - Work with partners to deliver an average of 20 units of affordable homes each year.

This target was reported as being on track.

7 units of affordable housing were completed at Rogers Avenue, Creswell under the B@home scheme and a further 14 were under construction at the Blackwell Hotel, Blackwell and Fir Close, Shirebrook. With regard to private sites, the Interim Planning

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Policy, which waived the affordable housing requirement in return for an early start on site, had had an effect on the number of affordable housing units coming through s106 sites.

Committee thanked the Information Engagement & Performance Manager for the report.

Councillors Dooley and Fritchley and the Information Engagement & Performance Manager left the meeting.

0688. MARKETING AND HOW THE AUTHORITY ATTRACTS BUSINESSES – BRIEFING FROM SONIA COLEMAN, SENIOR ECONOMIC DEVELOPMENT OFFICER

As the Senior Economic Development Officer had been unable to attend the meeting, Members agreed that the agenda item; 'Marketing and how the Authority attracts businesses', be deferred to the next meeting of the Committee.

Moved by Councillor G. Buxton and seconded by Councillor P. Barnes

RESOLVED that the 'Marketing and how the Authority attracts businesses' item be deferred to the next meeting of the Committee.

(Scrutiny Officer)

0689. GROWTH SCRUTINY WORK PLAN 2016-17

Committee considered their Work Plan 2016-17.

In response to a query regarding a demonstration of the new Business web pages to Members, the Scrutiny Officer informed the meeting that the Chief Executive Officer was following this up on behalf of the Committee.

A discussion took place with regard to empty properties in the District.

Corporate Plan Target G11 had been flagged as an 'alert' and may not achieve its intended outcome by the target date; Members requested that the Scrutiny Officer raise a query with the Empty Properties Officer regarding the £18k provided to Action Housing by the Authority, which was to be spent on bringing empty private sector properties back into use and provide the feedback to the Committee.

It was further noted that although Corporate Plan Target G09 was reported as being on track, the number of properties currently delivered was not included in the report; Members requested that this information also be followed up and feedback provided to the Committee.

The Chair raised concern with regard to the number of void Council properties in the District; the Scrutiny Officer advised Members that the Corporate Plan Target for void properties was under the remit of the Customer Service and Transformation Scrutiny Committee and the target had been reported as being on track. The Scrutiny Officer

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would request the Customer Service and Transformation Scrutiny Committee to look into the matter and report back to Growth Scrutiny.

Members agreed that empty Council properties were a loss of income to the Authority and not good for the Growth agenda; Members requested the figure for the gross revenue loss to the Council due to empty properties.

Members raised that more beneficial data was needed for Corporate Plan Targets as “on-track” had no realistic meaning and this should be looked at for the next Corporate Plan. The Scrutiny Officer replied that she would speak to the relevant Portfolio Holder and provide feedback to the next meeting.

Members also requested an update on the recruitment of a Director of Growth and the wider management review to be included within the next Growth Update.

Moved by Councillor A. Anderson and seconded by Councillor Gwyneth Buxton

RESOLVED that the Work Plan be updated.

(Scrutiny Officer)

The meeting concluded at 1040 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: 24th February 2017

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 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 S.W. Fritchley
Councillor B.R. Murray-Carr
Councillor K. Reid
Councillor M.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 Council Chamber 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 in Part 2 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 2016/17 are as follows:

2017 27 February
27 March
24 April
22 May

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

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Addressing Crime and Anti-Social Behaviour To update Executive concerning the implementation of the agreed migration from CCTV and the reinvestment of funding in alternative approaches to tackling Crime and ASB.	Executive	March/April 2017	Report of Councillor J. Ritchie – Portfolio Holder for Housing and Community Safety	Assistant Director – Community Safety and Head of Housing (BDC)	No	Public
Chesterfield and District Crematorium Delivery Options To look at delivery options	Executive	March 2017	Report of Councillor B Murray-Carr - Portfolio Holder for Health and Wellbeing	Report of Joint Crematorium Committee	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Public Art contract - Gleeson Development- Doe Lea To receive tenders	Executive	March 2017	Report of Councillor M. Dooley – Deputy Leader, Portfolio Holder for Corporate Plan, HR and Leisure	Assistant Director - Leisure	Yes – involves expenditure of £50,000 or more.	Public
Kerbside Recycling Service Procurement arrangements for re-tendering the Council's Kerbside (burgundy bin) Recycling Service.	Executive	February to July 2017	Reports of Councillor T Connerton, Portfolio Holder with Responsibility Neighbourhood Services	Assistant Director - Streetscene	Yes – likely to incur expenditure of £50,000 or more and is significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.	Private – relates to the Council's financial or business affairs

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Regeneration Framework priority projects	Executive	March/April 2017	Report of the Leader of the Council.	Assistant Director – Economic Growth	Yes - is significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.	Public
Management Arrangements for heat meters to be installed in District Heating Schemes. To consider options for the procurement of this service	Executive	March 2017	Report of Councillor J. Ritchie – Portfolio Holder for Housing and Community Safety	Assistant Director – Community Safety and Head of Housing (BDC)	Yes – involves expenditure of £50,000 or more.	Public

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Joint Venture Report To provide Members with an update	Executive	March 2017	Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Economic Growth	Assistant Director – Property and Estates	Yes – involves savings or expenditure of £50,000 or more.	Private – relates to the Council's financial or business affairs

Growth Scrutiny Committee

Work Programme – 2016-17

Date of Meeting	Items	Lead Officer	Notes
25th May 2016, 10.00 am	<ul style="list-style-type: none"> Quarter 4 – Performance Monitoring Asset Backed Joint Venture Company Joint Venture/Housing Scrutiny reviews 2016/17 – selection and scoping exercise. 	<p>Jane Foley, Assistant Director of Customer Service and Improvement</p> <p>Grant Galloway, Assistant Director, Property and Estates</p> <p>Grant Galloway, Assistant Director, Property and Estates and Peter Campbell, Assistant Director of Community Safety and Housing.</p> <p>Claire Millington, Scrutiny Officer.</p>	
29th June 2016, 2.00 pm	<ul style="list-style-type: none"> Growth Update Growth Performance Indicators 	<p>Dan Swaine, Chief Executive Officer</p> <p>Dan Swaine, Chief Executive Officer</p>	

27th July 2016, 10.00 am	<ul style="list-style-type: none"> • Quarter 1 – Performance Monitoring • Empty Properties Scheme Update • Demonstration of the new Business web pages 	<p>Allison Westray-Chapman, Assistant Director – Economic Growth</p> <p>Scott Chambers – Communications, Marketing and Design Manager.</p>	
23rd August 2016 10.00am Special Meeting	<ul style="list-style-type: none"> • Consultation on 100% Business Rates retention. 	<p>Bryan Mason – Director of Operations</p> <p>Dawn Clarke – JAD, Finance and Revenues & Benefits.</p>	
21st September 2016, 10.00 am	<ul style="list-style-type: none"> • Growth Strategy – progress update against the actions/targets within the Strategy • Town Centre Regeneration Plans. 	<p>Allison Westray-Chapman, Assistant Director – Economic Growth.</p> <p>Allison Westray-Chapman, Assistant Director – Economic Growth.</p>	
19th October 2016, 10.00 am	<ul style="list-style-type: none"> • Growth Update 	Dan Swaine, Chief Executive Officer	
16th November 2016, 10.00 am	<ul style="list-style-type: none"> • Quarter 2 – Performance Monitoring • Growth Performance Indicators 	Kath Drury, Information, Engagement and Performance Manager.	

14th December 2016, 10.00 am	<ul style="list-style-type: none"> The Authority's approach to debt recovery. 	Bryan Mason, Director of Resources	
18th January 2017, 10.00 am	<ul style="list-style-type: none"> One Public Estate Presentation Growth Update 	Matthew Scarborough, Programme Manager, One Public Estate. Dan Swaine, Chief Executive Officer	
15th February 2017, 10.00 am	<ul style="list-style-type: none"> Quarter 3 – Performance Monitoring 		
15th March 2017, 10.00 am	<ul style="list-style-type: none"> Marketing and how the Authority attracts Businesses Annual Scrutiny Conference <ul style="list-style-type: none"> - Confirmation of the date - Suggestions for Scrutiny Review 	Sonia Coleman, Senior Economic Development Manager	
19th April 2017, 2.00 pm	<ul style="list-style-type: none"> Growth Update 	Dan Swaine, Chief Executive Officer	
17th May 2017, 10.00 am	<ul style="list-style-type: none"> Quarter 4 – Performance Monitoring Growth Performance Indicators 	Kath Drury, Information, Engagement and Performance Manager.	

Growth Scrutiny Committee Membership –

Councillors: - T. Alexander, A. Anderson, P. Barnes, J. Clifton, G. Buxton, M. Dixey, S. Statter, B. Watson & J Wilson