

**GROWTH SCRUTINY COMMITTEE
AGENDA**

Wednesday 3rd January 2018 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 15th November 2017. | 3 to 10 |
| 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> | 11 to 15 |
| 6. | Update on the Council's Business Website from the Communications, Marketing & Design Manager. | Verbal Update |
| 7. | Quality of Jobs in the District – suggestion for mini Review. | Discussion |
| 8. | Work Plan 2017/18. | 16 to 18 |

PART B – INFORMAL

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.

9. Review of Income Generation.

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 November 2017 at 1000 hours.

PRESENT:-

Members:- Councillors A. Anderson, J. Clifton, T. Connerton and P. Smith.

Officers:- D. Swaine (Chief Executive Officer) (to Minute No 0392), K. Hanson (Strategic Director) (to Minute No 0393), A. Westray-Chapman (Assistant Director Economic Growth) (to Minute No 0393), G. Galloway (Assistant Director Property and Estates) (to Minute No 0393), K. Drury (Information, Engagement & Performance Manager) (to Minute No 0391), (L. Cheong (Scrutiny Officer – Acting) and A. Bluff (Governance Officer).

Councillor J. Wilson in the Chair

0384. APOLOGIES

Apologies for absence were received on behalf of Councillors A. Alexander, G. Buxton, M. Dixey, S. Statter and P Barnes.

0385. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

0386. DECLARATIONS OF INTEREST

There were no declarations of interest made.

0387. MINUTES – 18TH OCTOBER 2017

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

0388. 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.

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It was noted that the date of decision for the item in relation to Sherwood Lodge Regeneration Scheme should state November 2017 and not December 2017.

Moved by Councillor A. Anderson and seconded by Councillor T. Connerton
RESOLVED that the List of Key Decisions and items to be considered in private document be noted.

0389. CORPORATE PLAN TARGETS PERFORMANCE UPDATE – JULY TO SEPTEMBER 2017 (QUARTER 2 – 2017/18)

Committee considered a report which provided the quarter 2 performance outturns for the Corporate Plan 2015-2019 targets.

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.

Quarter 2: 88 Businesses engaged to date. The service had worked to support potential growth businesses including:

- Emily Franklin,
- Made4U by Millie Lou,
- Temple Mill Engineering,
- Telsshells,
- Infinity Care @ Home,
- Matrix Energy Systems,
- Victory Design Ltd,
- WM Engineering,
- Romley Plant Hire,
- Drill Store UK,
- UK Printing Co,
- Integrated Glass Technologies,
- Plastic Works,
- Mad Signs and Graphics,
- Solus Testing
- Carlton Woodmill.

The Council had responded to 16 business enquiries including 2 Business Growth Fund/LEADER grant enquiries. Attended the regular Crossover Advisor Forum (SCR/D2) to share best practice and case studies and update on programme activity, marketing and management information.

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

This target was reported as being on track.

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Quarter 2: Estimate of National Non Domestic Rates (NNDR) income for 31/3/18 was currently £25,221,014.

(Baseline: £23,476,638 Gross NNDR for 2014/15).

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.

Quarter 2: 10 of the 36 endorsed Expressions of Interest are from Bolsover District and 3 of the 11 full applications currently in development. The LAG meeting held on 26th September 2017, approved a grant of £37,726.56 to Carlton Woodmill (Creswell), which would create 3 jobs. Three other projects in North East Derbyshire had been contracted to a total of £108,606, creating 5.5 jobs. Visits had been completed to eligible Industrial Estates and Business Parks across the area to share leaflets and have direct conversations and promotional businesses support events with D2N2 were held in Eckington and Doe Lea in late September. A recruitment process was currently underway to fill the vacant Programme Officer position.

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 overdue.

Quarter 2: Revised timetable scheduled to be considered at Planning Committee in October 2017 (Task – 65% complete).

The JAD Planning and Environmental Health would be taking a report to the next Planning Committee regarding a revised schedule for the Local Plan. A new end date would be provided in the Quarter 3 update.

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.

Quarter 2: Revised timetable scheduled to be considered at Planning Committee in October 2017 (Task - 55% complete).

The JAD Planning and Environmental Health would be taking a report to the next Planning Committee regarding a revised schedule for the Local Plan. A new end date would be provided in the Quarter 3 update.

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.

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Quarter 2: 100% (5 out of 5) applications for major development determined within statutory deadline or agreed extension of time.

Year to date: 100% (14 out of 14). (Target 2017/18: 60%, National Target 50%).

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

This target was reported as being on track.

Quarter 2: Fir Close, Shirebrook (8 units) work completed. Derwent Drive, Tibshelf (7 units) *(NB: further to the meeting taking place this figure should have read Tibshelf 12 units)* work started and Hilltop Avenue, Shirebrook (37 units) work started. Future sites were being considered.

Blackwell Hotel site (6 units) and Rogers Avenue, Creswell (7 units) completed previously.

Total B@Home properties in progress was 92 plus one former Right to Buy property purchased. Also the purchase of S.106 Units from a developer was being considered.

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.

Quarter 2: Completions were reported annually and were currently on track to reach the target. (2016/17 = 293 completions). *(The cumulative figure at the time of this meeting was reported as 619)*. A report would be provided at the year end.

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

This target was reported as being on track.

Quarter 2: Action Housing had now tenanted all 6 properties at Carr Vale with applicants from the local housing register. Action Housing was also in the process of negotiating with an owner of an empty property in Carr Vale with the view that this would be converted into 2/3 (One bed) flats.

Action Housing had started work on the Station Hotel in Creswell, which would be converted into 14 (One bed) and 2 (Two bed) flats. Work was expected to be completed in April 2018.

Action Housing was also in the process of purchasing the Miners Welfare in Creswell, which had laid empty for many years. The sale should go through in October 2017 - after this work would start which would see the former Welfare converted into 11 (One bed) flats. These would be completed towards the end of 2018.

(Note: Action Housing was a Registered Provider of Social Housing undertaking an empty property scheme on behalf of BDC. This was a collaborative arrangement).

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

This target was reported as being on track.

Quarter 2: Additional bonus for 2017/18 was £191,202. This brought the Council's Corporate Plan period cumulative to £734,023.

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.

Quarter 2: None this quarter from private sites. The Station Hotel in Creswell was underway and would deliver 16 affordable units by the end of the financial year (March 2018). 8 properties from B@Home had been completed in Quarter 2 - Fir Close, Shirebrook. 6 at Blackwell Hotel completed earlier in the year. Year to date = 14 units.

The Assistant Director Property and Estates noted that 37 units were currently underway at Hilltop Avenue, Shirebrook. There were also 12 underway at a site in Pinxton.

Moved by Councillor J. Wilson and seconded by Councillor P. Smith
RESOLVED that the report be noted.

0390. GROWTH SUMMARY REPORT FOR APRIL 2017 TO SEPTEMBER 2017

Committee considered a report which provided a summary on growth in the District for the first six months of the 2017/18 financial year.

Through the Growth Strategy and the Corporate Plan 2015-2019, the Council had established three strategic priorities to unlock its growth potential; 1) Supporting Enterprise: maintaining and growing the business base, 2) Enabling Housing Growth: increasing the supply, quality and range of housing to meet the needs of a growing population and support economic growth, 3) Unlocking Development Potential: unlocking the capacity of major employment sites.

In response to a Member's query regarding the Performance Indicator 'Introduce alternative uses to 20% of the total number of garage sites (152) owned by the Council by March 2019', which was not currently on track, the Assistant Director Property and Estates, advised that a full review of all garage sites in the District had been undertaken with a potential view to them being developed for housing. However, some garage sites were not suitable for development due to access problems or other issues. A full report would be presented to Members at a future meeting.

The Chief Executive Officer added that although Executive would consider what would happen with garage sites in line with the Council's Acquisition and Disposal Policy and Regeneration Plans for the Authority, given the timescale of March 2019 for this

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performance indicator target, Growth Scrutiny could have an input into the options available for the sites.

Councillor Fritchley further added that garage sites which were uneconomic to the Authority could be sold off at auction to individual applicants for self build development.

The half year position for the performance indicator, 'Percentage of NNDR arrears collected', was 14% against the target of 30%. The Chief Executive Officer suggested that Growth Scrutiny could keep a watching brief on how well the Council dealt with the management of NNDR arrears as this was a concern with all Members.

'Percentage of all District residents 16-64 claiming Job Seekers Allowance'. Councillor Fritchley noted that although the percentage of residents in the District claiming Job Seeker's Allowance was reducing, house prices were increasing and this could have an impact on the amount of affordable homes in the District. He suggested that Growth Scrutiny could look at information on the quality of jobs as some residents may still be claiming 'in-work' benefits and there would also be the future impact of Universal Credit. The Chief Executive Officer added that it was essential that the Council's Local Plan and policies reflected the need for affordable houses in the District.

A discussion took place regarding identifying the difference between inflation and growth in relation to the Council's assets such as the Tangent and Pleasley Vale.

Moved by Councillor J. Wilson and seconded by Councillor A. Anderson

RESOLVED that the Growth Summary Report for April to September 2017 be noted.

The Information, Engagement & Performance Manager left the meeting.

0391. QUARTERLY GROWTH UPDATE FROM THE CHIEF EXECUTIVE OFFICER

Committee considered a presentation which highlighted some of the achievements made under the current Growth Strategy within the three strategic priorities.

Business relationship management support was ongoing with a range of businesses across the District. The Senior Economic Development Officer had produced a Business Engagement Strategy and the Economic Development & Investment Manager had produced some business literature.

Phase 1 of delivering 153 high quality homes at Brookvale, Shirebrook by Keepmoat, was currently underway and Phase 2 had gone out to the preferred development partner panel to bid for further phases.

In relation to the Council's house building; 92 B@home properties were currently in progress with a further 60 in the pipeline to exceed the 100 property target. The target of bringing 15 empty properties back into use per annum would also be achieved.

Projections were that the target; 'Enable the development of at least 1,000 new properties within the District by March 2019' would be exceeded.

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£5.8m and £2m had been secured from D2N2 and Derbyshire County Council respectively to contribute to a £21m remediation and development scheme for the former Coalite site with potential for circa 1,500 jobs.

Regeneration Frameworks were adopted in January 2017 after consultation and engagement with 117 individuals and 77 organisations. The Authority had supported 'Building Resilience' and 'One Public Estate' and had enabled a Housing Infrastructure Bid through Derbyshire County Council to form the basis of a programme bid to D2N2 LEP.

The Chief Executive Officer chaired the Derbyshire side of the Derbyshire / Nottinghamshire partnership of One Public Estate and provided the meeting with details of recent bids submitted which included £100k for a locality review project in Shirebrook.

One Public Estate would review public sector estates exploring opportunities for more collaborative & integrated public service delivery, sharing space and facilities etc.

Moved by Councillor J. Wilson and seconded by Councillor P. Smith
RESOLVED that the update be noted.

The Chief Executive Officer left the meeting.

0392. UPDATE ON HIGH STREET REGENERATION FROM THE PORTFOLIO HOLDER FOR EFFICIENCY AND BUSINESS DEVELOPMENT

Committee considered a presentation which highlighted some of the work undertaken by the High Streets Working Group, led by Councillor Fritchley, Portfolio Holder for Efficiency and Business Development.

Officers and Members had carried out site visits during the summer months in the four main town centres of the District with a number of aspects being looked at - mainly the potential for each area, current issues which affected the vitality and viability of each area and also the number of empty commercial properties on the high streets.

A programme would be put together with the four anchors being the four town centre priority projects, already agreed with Members from the Regeneration Frameworks, which were currently being costed. Officers would liaise with parish and town councils to put forward other support projects and at the Parish Council Liaison Meeting on Monday 20th November, would also be requested to bring their ideas forward to form a composite bid to the LEP for funding in the New Year.

Members acknowledged that a lot of work had been carried out but emphasised that a coordinated approach was needed between parish and town councils, the District Council and also Derbyshire County Council to deliver the programme.

Moved by Councillor J. Wilson and seconded by Councillor P. Smith
RESOLVED that the update be noted.

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The Strategic Director, K. Hanson, the Assistant Director Economic Growth and the Assistant Director Property and Estates left the meeting.

0393. WORK PLAN 2017/18

Members commented on the need for Committee to consider the feedback from the Parish Council Liaison Group on Monday 20th November. Also, that Committee receives regular updates in relation to the work of One Public Estate.

The formal meeting concluded at 1200 hours and Members then met as a working party to continue their review work. The working party concluded at 1220 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: 15th December 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 S.W. Fritchley
Councillor B.R. Murray-Carr
Councillor K. Reid
Councillor M.J. Ritchie
Councillor B. Watson

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 revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more is significant.

The remaining dates for meetings of Executive in 2017/18 are as follows:

2018 - 15th January
 19th February
 5th March
 23rd April
 21st 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 |
|--|-----------------------|-------------------------|---|--|---|--|
| Medium Term Financial Plan | Executive | January 2018 | Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Strategic Planning and Regeneration | Assistant Director – Finance and Revenues & Benefits | Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more. | Private – relates to the Council's financial or business affairs |
| Medium Term Financial Plan | Executive | January 2018 | Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Strategic Planning and Regeneration | Assistant Director – Finance and Revenues & Benefits | Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more. | Open |
| Sherwood Lodge Regeneration Scheme | Executive | January 2018 | Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Strategic Planning and Regeneration | Assistant Director – Economic Growth | Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 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 |
|--|-----------------------|-------------------------|--|---|---|--|
| Contract Extension – Alarm Monitoring | Executive | January 2018 | Report of Councillor M. Dooley – Deputy Leader of the Council and Portfolio Holder – People and Places | Assistant Director – Community Safety and Head of Housing (BDC) | Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more. | Open |
| | | | | | | |

Growth Scrutiny Committee

Work Programme – 2017 – 2018

Vision: to enhance and improve the wealth profile, well-being and quality of life for the communities of Bolsover District

Corporate Aim: Unlocking our Growth Potential

| Date of Meeting | Items | Lead Officer | Notes |
|---------------------------------------|--|---|--------------|
| 14th June 2017 | <ul style="list-style-type: none">• Setting the work plan | Scrutiny Officer | |
| 26th July 2017 | <ul style="list-style-type: none">• Quarter 1 – Performance Update• Planning for the future – growth in Bolsover District• Website Demonstration | Kath Drury, Information, Engagement and Performance Manager Portfolio Holder – Efficiency & Business Development Scott Chambers, Communications and Marketing Manager | |
| 20th September 2017 | <ul style="list-style-type: none">• BDC Website – to receive an explanation for the delay in data being available for the new website, resulting in delays to the launch.• Concerns regarding an extension to the target date for the Local Plan submission and the consequences to the authority of an extension | James Arnold – Assistant Director, Planning and Environmental Health James Arnold – Assistant Director, Planning and Environmental Health | |

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|--------------------------------------|---|--|-----------------------------|
| 18th October 2017 | <ul style="list-style-type: none"> • Planning for the future – Growth in Bolsover District. Discussion with the Leader • Business Growth update • Review work | Leader – Strategic Planning and Regeneration | Tourism – what BDC is doing |
| 15th November 2017 | <ul style="list-style-type: none"> • Quarter 2 – Performance Update • Growth Performance Indicators • Quarterly Growth Update • High Street Regeneration update | <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Dan Swaine, CEO</p> <p>Cllr Fritchley</p> | |
| 3rd January 2018 | <ul style="list-style-type: none"> • Update on BDC Business Website • Review work | Scott Chambers, Communications Manager | |
| 31st January 2018 | <ul style="list-style-type: none"> • | | |
| 28th February 2018 | <ul style="list-style-type: none"> • Quarter 3 – Performance Update | Kath Drury, Information, Engagement and Performance Manager | |
| 4th April 2018 | <ul style="list-style-type: none"> • Quarterly Growth Update | Dan Swaine, CEO | |

| | | | |
|--------------------------------|--|--|--|
| 2nd May 2018 | <ul style="list-style-type: none"> • Quarter 4 – Performance Update • Growth Performance Indicators • Quarterly Growth Update | <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Dan Swaine, CEO</p> | |
|--------------------------------|--|--|--|

Growth Scrutiny Committee Membership – 10 Members

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

To be included in the work plan:

- Identifying sites for growth

v2. 11.10.17 LC

v.3 15.12.17 LC