

**GROWTH SCRUTINY COMMITTEE  
AGENDA**

**Wednesday 23<sup>rd</sup> January 2019 at 1000 hours**  
**in the Council Chamber, The Arc, Clowne**

<b>Item No.</b>		<b>Page No.(s)</b>
	<b>PART 1 – OPEN ITEMS</b>	
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 28 <sup>th</sup> November 2018.	3 to 6
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>	7 to 13
6.	Update on Sustainable Community Strategy 2006 – 20; Monitoring Report 2012 – 2018.	Presentation
7.	Scrutiny Committee Work Programme 2018/19.	14 to 19
	<b><u>PART B – INFORMAL</u></b>	
	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 – Review of Income Generation (Final Draft).	



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: 7<sup>th</sup> December 2018**

## 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, Joint Head of Service for Corporate Governance, Solicitor to the Council & Monitoring Officer at this address or by email to [sarah.sternberg@bolsover.gov.uk](mailto:sarah.sternberg@bolsover.gov.uk). The list can also be accessed from the Council’s website at [www.bolsover.gov.uk](http://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  
Councillor S.W. Fritchley  
Councillor H.J. Gilmour  
Councillor D. McGregor – Deputy Leader  
Councillor B.R. Murray-Carr  
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

Joint Head of Service for Corporate Governance, Solicitor to the Council & 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) **REVENUE**

- (a) Results in the Council making Revenue Savings of £75,000 or more; or
- (b) Results in the Council incurring Revenue Expenditure of £75,000 or more

(2) **CAPITAL**

- (a) Results in the Council making Capital Income of £150,000 or more; or
- (b) Results in the Council incurring Capital Expenditure of £150,000 or more

(3) 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 dates for meetings of Executive for 2018/19 are as follows:**

2019 - 7<sup>th</sup> January  
18<sup>th</sup> February  
4<sup>th</sup> March  
1<sup>st</sup> April

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

<b>Matter in respect of which a decision will be taken</b>	<b>Decision Maker</b>	<b>Date of Decision</b>	<b>Documents to be considered</b>	<b>Contact Officer</b>	<b>Is this decision a Key Decision?</b>	<b>Is this key decision to be heard in public or private session</b>
<b>Medium Term Financial Plan</b>	Executive	7 <sup>th</sup> January 2019	Report of Councillor B. Watson - Portfolio Holder for Finance & Resources and Sustainable Energy	Joint Head of Finance and Resources	Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Exempt – Paragraph 3
<b>Medium Term Financial Plan</b>	Executive	7 <sup>th</sup> January 2019	Report of Councillor B. Watson - Portfolio Holder for Finance & Resources and Sustainable Energy	Joint Head of Finance and Resources	Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Open
<b>Safe and Warm Works to Queens Court, Creswell</b>	Executive	7 <sup>th</sup> January 2019	Report of Cllr J Ritchie – Portfolio Holder for Property and Commercial Services	Joint Head of Property and Commercial Services	Yes– involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Open

<b>Matter in respect of which a decision will be taken</b>	<b>Decision Maker</b>	<b>Date of Decision</b>	<b>Documents to be considered</b>	<b>Contact Officer</b>	<b>Is this decision a Key Decision?</b>	<b>Is this key decision to be heard in public or private session</b>
<b>Land Sale – Mill Lane, Bolsover</b>	Executive	7 <sup>th</sup> January 2019	Report of Cllr J Ritchie – Portfolio Holder for Property and Commercial Services	Joint Head of Property and Commercial Services	Yes– involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Exempt – Paragraph 3
<b>Award of contract to supply UPVc external doors and windows to Council housing.</b>	Executive	7 <sup>th</sup> January 2019	Report of H.J. Gilmour – Portfolio Holder for Housing and Community Safety	Joint Head of Housing and Community Safety.	Yes - involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Yes
<b>Award of contract to provide void cleaning to Council housing.</b>	Executive	7 <sup>th</sup> January 2019	Report of H.J. Gilmour – Portfolio Holder for Housing and Community Safety	Joint Head of Housing and Community Safety.	Yes - involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Yes

<b>Matter in respect of which a decision will be taken</b>	<b>Decision Maker</b>	<b>Date of Decision</b>	<b>Documents to be considered</b>	<b>Contact Officer</b>	<b>Is this decision a Key Decision?</b>	<b>Is this key decision to be heard in public or private session</b>
<b>Award of contract to provide damp investigations and associated remedial work.</b>	Executive	7 <sup>th</sup> January 2019	Report of H.J. Gilmour – Portfolio Holder for Housing and Community Safety	Joint Head of Housing and Community Safety.	Yes - involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Yes
<b>Tender Award for provision of creative improvements project</b>	Executive	7 <sup>th</sup> January 2019	Report of Cllr M Dooley – Portfolio Holder for Partnership and Transformation	Joint Head of Economic Development	Yes – involves revenue expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Exempt

## **SCHEDULE**

### **SCHEDULE 12A**

#### **ACCESS TO INFORMATION: EXEMPT INFORMATION**

##### **PART 1**

##### **DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
  2. Information which is likely to reveal the identity of an individual.
  3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
  4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
  5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
  6. Information which reveals that the authority proposes –
    - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
    - (b) To make an order or direction under any enactment.
  7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
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**Bolsover District Council**

**Growth Scrutiny Committee**

**23<sup>rd</sup> January 2019**

<b>Scrutiny Committee Work Programme 2018/19</b>
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**Report of the Scrutiny & Elections Officer**

This report is public

**Purpose of the Report**

- To provide members of the Scrutiny Committee with an overview of the meeting programme of the Committee for 2018/19.

**1 Report Details**

- 1.1 The main purpose of the report is to inform members of the meeting programme for the year 2018/19 and planned agenda items (Appendix 1).
- 1.2 This programme may be subject to change should additional reports/presentations be required, or if items need to be re-arranged for alternative dates.
- 1.3 Review Scopes will be submitted agreed within Informal Session in advance of the designated meeting for Member approval to ensure that there is sufficient time to gather the information required by Members and to enable forward planning of questions.
- 1.4 Members may raise queries about the programme at the meeting or at any time with the Scrutiny & Elections Officer should they have any queries regarding future meetings.

**2 Conclusions and Reasons for Recommendation**

- 2.1 This report sets the formal Committee Work Programme for 2018/19 and the issues identified for review.
- 2.2 The Scrutiny Programme enables challenge to service delivery both internally and externally across all the Corporate Plan Ambitions.
- 2.3 Part 3.6(2) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

### **3 Consultation and Equality Impact**

- 3.1 All Scrutiny Committees are committed to equality and diversity in undertaking their statutory responsibilities and ensure equalities are considered as part of all Reviews. The selection criteria when submitting a topic, specifically asks members to identify where the topic suggested affects particular population groups or geographies.
- 3.2 The Council has a statutory duty under s.149 Equality Act 2010 to have due regard to the need to advance equality of opportunity and to eliminate discrimination.
- 3.3 As part of the scoping of Reviews, consideration is given to any consultation that could support the evidence gathering process.

### **4 Alternative Options and Reasons for Rejection**

- 4.1 There is no option to reject the report as Part 3.6(2) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

### **5 Implications**

#### **5.1 Finance and Risk Implications**

- 5.1.1 None from this report.

#### **5.2 Legal Implications including Data Protection**

- 5.2.1 In carrying out scrutiny reviews the Council is exercising its scrutiny powers as laid out in s.21 of the Local Government Act 2000 and subsequent legislation which added to/amended these powers e.g. the Local Government and Public Involvement in Health Act 2007.

#### **5.3 Human Resources Implications**

- 5.3.1 None from this report.

### **6 Recommendations**

- 6.1 That Members note this report and the Programme attached at Appendix 1. All Members are advised to contact the Scrutiny & Elections Officer should they have any queries regarding future meetings.

## 7 Decision Information

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <i>BDC: Revenue - £75,000    <input type="checkbox"/></i> <i>Capital - £150,000    <input type="checkbox"/></i> <i>NEDDC: Revenue - £100,000    <input type="checkbox"/></i> <i>Capital - £250,000    <input type="checkbox"/></i> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	No
<b>Has the relevant Portfolio Holder been informed</b>	N/A
<b>District Wards Affected</b>	All
<b>Links to Corporate Plan priorities or Policy Framework</b>	All

## 8 Document Information

Appendix No	Title
1.	Work Programme 2018/19
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Previous versions of the Committee Work Programme.	
Report Author	Contact Number
Joanne Wilson, Scrutiny & Elections Officer	2385

Report Reference –

**Growth Scrutiny Committee**

**Work Programme 2018/19**

**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**

**Formal Items – Report Key**

Performance Review	Policy Development	Policy/Strategy/ Programme Monitoring	Review Work	Call-In/Review of Executive Decisions	Petition

Date of Meeting	Items for Agenda		Lead Officer
30 <sup>th</sup> May 2018	Part A – Formal	• Agreement of Work Programme 2018/19	Scrutiny & Elections Officer
	Part B – Informal	• Scoping of Review Work	Scrutiny & Elections Officer
		• Review of Income Generation – Draft Final Report	Scrutiny & Elections Officer
27 <sup>th</sup> June 2018	Part A – Formal	• Growth Strategy Update Q3 & Q4 2017/18 and Growth Performance Indicators Q3 & Q4 2017/18 (Deferred Item from 30.05.18)	Information, Engagement and Performance Manager
		• Work Programme 2018/19	Scrutiny & Elections Officer
	Part B – Informal	• Review Work – Review of Income Generation	Scrutiny & Elections Officer
		• Training Session – Analysis/Evidence Interpretation Skills	Monitoring Officer/Legal Team
25 <sup>th</sup> July 2018	Part A – Formal	• Draft Local Enforcement Plan (Planning)	Planning Manager
		• Growth Strategy Update (Presentation)	Joint Head of Economic Development/ Housing Strategy & Growth Manager
		• Work Programme 2018/19	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work – Review of Income Generation (Approaches to Investment)</li> </ul>	Scrutiny & Elections Officer
5 <sup>th</sup> September 2018	Part A – Formal	<ul style="list-style-type: none"> <li>Quarter 1 – Performance Update</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work</li> </ul>	Scrutiny & Elections Officer
3 <sup>rd</sup> October 2018	Part A – Formal	<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work</li> </ul>	Scrutiny & Elections Officer
31 October 2018	Part A – Formal	<ul style="list-style-type: none"> <li>Quarter 2 – Performance Update</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work</li> </ul>	Scrutiny & Elections Officer
28 <sup>th</sup> November 2018	Part A – Formal	<ul style="list-style-type: none"> <li>Growth Strategy Update Q1 &amp; Q2 2018/19 and Growth Performance Indicators Q1 &amp; Q2 2018/19</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work</li> </ul>	Scrutiny & Elections Officer
23 <sup>rd</sup> January 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Update on Sustainable Community Strategy 2006-20</li> </ul>	Partnership Team
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review work – Review of Income Generation (Final Draft)</li> </ul>	Scrutiny & Elections Officer
<u>Extraordinary Meeting</u> 19 <sup>th</sup> February 2019 1:30PM	Part A – Formal	<ul style="list-style-type: none"> <li>Review of Income Generation – Approval of Final Report</li> </ul>	Scrutiny & Elections Officer
27 <sup>th</sup> February 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Quarter 3 – Performance Update</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>CANCELLED</li> </ul>	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
27 <sup>th</sup> March 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Review of Income Generation – Executive Response</li> </ul>	Chair/Scrutiny & Elections Officer
		<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>CANCELLED</li> </ul>	Scrutiny & Elections Officer
24 <sup>th</sup> April 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Work Programme 2018/19</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>CANCELLED</li> </ul>	Scrutiny & Elections Officer