

Date: 22nd June 2015

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Dear Sir or Madam

You are hereby summoned to attend a meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee of the Bolsover District Council to be held in Chamber Suites 1 and 2, The Arc, Clowne on **Tuesday 30th June 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 Healthy, Safe, Clean and Green Communities Scrutiny Committee

ACCESS FOR ALL

If you need help understanding this document or require a larger print or translation, please contact us on the following telephone number:-

 **01246 242529** **Democratic Services**
Minicom: 01246 242450 **Fax: 01246 242423**



Tel 01246 242424 **Fax** 01246 242423 **Minicom** 01246 242450
Email enquiries@bolsover.gov.uk **Web** www.bolsover.gov.uk
Chief Executive Officer: Wes Lumley, B.Sc. F.C.C.A.



**HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY
COMMITTEE AGENDA**

**Tuesday 30th June 2015 at 1000 hours in Chamber Suites 1 and 2, The
Arc, Clowne**

Item No.		Page No.(s)
	<u>PART A – FORMAL</u>	
	<u>PART 1 OPEN ITEMS</u>	
1.	<u>Apologies for Absence</u>	
2.	<u>Urgent Items of Business</u>	
	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.	<u>Declarations of Interest</u>	
	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.	Minutes of a meeting held on 26 th May 2015	3 to 6
5.	List of Key Decisions & 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>	7 to 12
6.	Environmental Education and Enforcement Arrangements – Briefing from Assistant Director – Streetscene and Environmental Health Officer	13 to 22
7.	Selection and Scoping of Scrutiny Review	23 to 25
8.	Work Plan	26 to 27
	<u>PART B – INFORMAL</u>	
	The formal meeting of the Healthy, Safe, Clean and Green Communities 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.	Scrutiny Review Work	

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee held in Chamber Suites 1 and 2, The Arc, Clowne on Tuesday 26th May 2015 at 1100 hours.

PRESENT:-

Members:-

Councillor S. Peake in the Chair

Councillors J.E. Bennett, G. Buxton, T. Cannon, H.J. Gilmour, E. Hall, C.R. Moesby, T. Munro and D. Watson

Officers:-

C. Millington (Scrutiny Officer) and A. Brownsword (Governance Officer).

Also in attendance (until Minute No. 0025) was M. Chambers ((Principal Health Manager – Public Health) Derbyshire County Council (DCC) – Public Health)

0019. APOLOGIES

There were no apologies for absence.

0020. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

0021. DECLARATIONS OF INTEREST

There were no declarations of interest.

0022. ORDER OF BUSINESS

Due to the Principal Health Manager – Public Health (DCC) being present, the Chair consented to a change in the order of business.

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

0023. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Moved by Councillor E. Hall and duly seconded

RESOLVED that the List of Key Decisions and Items to be Considered in Private, be noted.

0024. INTRODUCTION TO HEALTH SCRUTINY – PUBLIC HEALTH, DERBYSHIRE COUNTY COUNCIL

The Principal Health Manager – Public Health (DCC) delivered a presentation which gave Members an introduction to Health Scrutiny.

The presentation looked at:

- An overview of Public Health support in Bolsover District
- Public Health Support
- Health and Wellbeing in Bolsover District
- Scrutiny of Health and Wellbeing
- Identifying Issues for Scrutiny

The Principal Health Manager – Public Health (DCC) also circulated a document which gave an overview of the health profile in Bolsover District. It was noted that there were currently more resources in Bolsover District as need was greater. In addition, there were a number of countywide initiatives such as the smoking cessation programme. It was important to focus on lifestyle, but a wider view was needed.

The life expectancy gap was narrowing, but there were still issues in the area around skills, confidence and self harm, with extra pressures on young people.

The Department of Public Health Annual Report on Mental Health had covered the need to focus on prevention and resilience, with a need to involve schools. Members felt that education of both children and parents regarding Mental Health was important.

The Principal Health Manager – Public Health (DCC) explained that the data gave a snapshot of concerns including obesity and diabetes. GCSE levels were showing an increase after 10 years of work. A data mapping exercise had been carried out by the Partnership Team which was proving useful. Members noted that there was no mention of post 16 education.

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

The Principal Health Manager – Public Health (DCC) noted that the data circulated was not a comprehensive list and was only a small part. There was a need to ensure that local information and resources were in the right place. What local issues needed to be addressed and what resources were available. The scope of any review needed to be clear on the role of Members.

Moved by Councillor S. Peake and seconded by Councillor C. Moesby
RESOLVED that the presentation of the Principal Health Manager – Public Health (DCC) be noted.

0025. **SELECTION OF SUBJECT FOR SCRUTINY REVIEW – TO AGREE THE SUBJECT FOR SCRUTINY REVIEW FROM THE SHORTLIST PRODUCED AT THE ANNUAL SCRUTINY CONFERENCE**

The Scrutiny Officer noted that there had been issues raised in the previous item which could form the basis of a review, however more work was needed prior to a decisions being made. The three main issues were: Men’s Life Expectancy, Self Harm and Education in Primary Schools regarding Mental Health.

Prior to a decision being made further investigation into what education and prevention measures were currently being carried out and how effective those measures were, would need to be made.

The Principal Health Manager – Public Health (DCC) noted that the Partnership Team had recently carried out a data mapping exercise which would contain a lot of relevant information.

Moved by Councillor S. Peake and seconded by Councillor C. Moesby
RESOLVED that further investigation into the possible subjects for review be carried out and reported to the next meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee.

(Scrutiny Officer)

The Principal Health Manager – Public Health (DCC) left the meeting

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

0026. SCOPING THE SCRUTINY REVIEW – TO CARRY OUT A SCOPING EXERCISE ON THE CHOSEN SUBJECT FOR SCRUTINY REVIEW AND COMPLETE THE SCOPING DOCUMENT

The Scrutiny Officer explained that as the subject for review would not be chosen until the following meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee, the item should be deferred.

Moved by Councillor J.E. Bennett and seconded by Councillor H.J. Gilmour
RESOLVED that the item be deferred until the next meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee

(Scrutiny Officer/Governance Officer)

0027. MANAGING A SCRUTINY REVIEW – CENTRE FOR PUBLIC SCRUTINY SKILLS BRIEFING

The Scrutiny Officer presented the briefing for Members information. The Briefing gave details on how to plan a scrutiny review.

Moved by Councillor H.J. Gilmour and seconded by Councillor J.E. Bennett
RESOLVED that the report be noted.

0028. HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE WORKPLAN

The Scrutiny Officer presented the workplan and explained that review work would make up the bulk of Committee work. An Annual Review of Community Safety would be carried out as this was a statutory obligation. Any new policies that fell within the Committee's remit would also be brought for information.

Moved by Councillor S. Peake and seconded by Councillor C. Moesby
RESOLVED that the workplan be noted.

The meeting concluded at 1215 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>						

BDC - Healthy, Safe, Clean and Green Scrutiny Meeting – 30th June 2015

Briefing on Enforcement and Education arrangements between Street Scene and Environmental Health

Sharon Gillott, Environmental Health Manager

During the year the Joint Environmental Health Service has continued to work closely with Street Scene and Community Safety to ensure that enforcement, education and cleansing of fly tipping, litter and dog fouling is coordinated so as to be as effective as possible.

The Environmental Enforcement, Cleansing and Education Group meets bi-monthly to facilitate this close working and the terms of reference for this group are attached at **Appendix A**. This Group reports directly to the Patch Management Group

A number of educational initiatives have been organised across the District to raise public awareness of the impact that fly tipping, dog fouling and littering has on others and the environment. E.g. The Stumps at Clowne, Highview Road at South Normanton. The events so far scheduled for 2015/16 to meet the Corporate Plan Target are attached at **Appendix B**.

All incidents are investigated where evidence of the offenders may be identified and CCTV is deployed in fly tipping hotspots across the District. This proactive action by the Council has resulted in the public reporting more incidents to the Council.

Other actions that the Council takes to deal with Dog Fouling/Littering and Fly Tipping:

- (1) Proactive patrolling of area on foot and in vehicles
- (2) Wearing of high visibility tabards stating 'Dog Fouling Patrol'
- (3) PR events promoting responsible dog ownership and offering free microchipping, with information on littering and fly tipping
- (4) Issuing of Fixed Penalty Notices
- (5) Following up of intelligence received re alleged offences in line with Enforcement Policy
- (6) Giving out of free poop scoop bags
- (7) Spray signs on pavements 'Pick up or Pay up'
- (8) Putting up signage on street furniture, i.e. lamp posts

- (9) On large recreational areas spray dog faeces in biodegradable paint to highlight the problem and put up signs in the immediate area explaining to people what we have done and why to raise awareness of the problem
- (10) Give talks to schools / groups on responsible dog ownership
- (11) Leaflet drops in problem areas warning of dog fouling patrols
- (12) Issue of press releases and publish the outcome of prosecutions to raise awareness. **See two examples at Appendix C**

Appendix A

Environmental Enforcement, Cleansing and Educational Group Terms of Reference

Aim:

To effectively coordinate the Council's actions against the incidence of dog fouling, littering and fly tipping by the use of statutory enforcement powers, cleansing, educational initiatives and publicity.

Purpose:

The group consist of officers from Environmental Health, Street Scene and Community Safety. By meeting together the group are able to share intelligence from service requests and complaints which assist in the planning of initiatives and enforcement approaches which focus resources on the areas of greatest need. The group will continuously review its actions and share learning and experience with the aim of ensuring the Council offers the highest quality services to our customers.

Scope of group:

1. To coordinate work to ensure effective and efficient action is taken to deal with dog fouling, littering and fly tipping in the areas of Bolsover and North East Derbyshire District Council's.
2. To share information and intelligence on complaints and service requests regarding dog fouling, littering and fly tipping.
3. To consider Elected Member concerns and requests.
4. To endeavour to improve the Council's performance and subject to available resources, operate to best practice standards.
5. To share success and achievements including the release of press articles and appropriate publicity.
6. To identify gaps where policies and procedures are needed and, where appropriate, contribute to the development of these.
7. To foster good quality joint working internally, externally and across the two Authorities.

8. To keep the group informed of changes in the law, guidance and working practices that impact on enforcement activities.

The Group will endeavour to meet bi-monthly, and report to the Patch Management Working Group.

Sharon Gillott - Environmental Health Manager

Joint Environmental Health Service, Bolsover and North East Derbyshire DC

Reviewed May 2015

Appendix B – Educational initiatives scheduled

Corporate Plan Target: Annually undertake 10 local environmental enforcement and educational initiatives in targeted areas to deal with dog fouling, littering or fly tipping.

10 in North East Derbyshire District Council and 10 in Bolsover District Council area (20 in total)

Initiatives scheduled for 2015/16

Bolsover	Event		North East Derbyshire	Event
MAY 2015				
16th May 2015 Saturday Attended by AG	Pinxton Parish Fun Day, PR event Contact: Selina Waltho CVP Coalfields Community Organiser 07860 785963			
JUNE 2015				
22nd June 2015, 10am – 1pm Monday Attended by	Pear Tree Estate, Shirebrook Contact: AG, Alison Loydall CVP Coalfields Community Organiser 07860 785946		24th June 2015, 10am – 4pm Wednesday Attended by	Grassmoor Country Park Contact: AG / Ian Stafford Derbyshire Countryside Rangers
23rd June 2015, 10am – 4pm Tuesday Attended by	Pleasley Pit Country Park Contact: AG / Ian Stafford Derbyshire Countryside Rangers			
28th June 2015	Bolsover Gala Day, Hornsicroft			

Sunday	Park, PR event			
Attended by AG/SJ	Contact: Janet Woodhead, janet930@aol.com			
JULY 2015				
7th July 2015 Tuesday	PDSA Pet Check / Microchipping / responsible dog ownership – Bolsover		4th July 2015 Saturday	Clay Cross Gala Day, Sharley Park
Attended by	Contact: Emma Robinson PDSA 01952 797291		Attended by AG/SJ	Contact: Dawn Kershaw, Parish Clerk , Clerk [Clerk@claycross.gov. uk]
10th July 2015 Friday	PDSA Pet Check / Microchipping / responsible dog ownership – The Hub, South Normanton		8th July 2015 Wednesday	PDSA Pet Check / Microchipping / responsible dog ownership – Eckington
Attended by			Attended by	Contact: Emma Robinson PDSA 01952 797291
			9th July 2015 Thursday	PDSA Pet Check / Microchipping / responsible dog ownership – Sharley Park, Clay Cross
			Attended by	Contact: Emma Robinson PDSA 01952 797291
AUGUST 2015				
SEPTEMBER 2015				
5th September 2015 Saturday	Rhubarb Farm, Langwith, Annual Show			
Attended by	Contact: Jenny Street 07527-929- 592			

	PR Event			

EVENTS YET TO BE PLANNED – (Sept/Oct 2015)

- (1) Shirebrook Market Place on a Tuesday – contact Terry Bielby 07423 458872
- (2) Ashover area
- (3) Creswell Model Village Green
- (4) Dronfield (Marsh Avenue, Jubilee playing fields)
- (5) Barlborough Country Park / Whitwell - Southfield Lane/Clayfields area

Appendix C – example press releases following prosecution



news *release*

12 May 2014

Double Trouble for Fly-Tipper

It was a case of double trouble for a Worksop man who dumped two loads of rubbish on two country lanes in two separate council areas and ended up spending 12-hours in custody and double fine, totalling £1,300.

On 23 August 2013 Bolsover District Council and North East Derbyshire District Council were made aware of a large amount of controlled waste which had been tipped at Syday Lane, Barlborough and Gashouse Lane, Eckington.

At Syday Lane, 2 large suitcases containing clothing, approximately 20 black bags full of clothing, toys and garden waste, wood and household items had been dumped and at Gashouse Lane, around 30 black refuse bags containing clothing, household waste, household effects and documents.

After investigating the fly-tipping and receiving a witness report from a council worker, officers discovered the waste had been carried by Mr Shawn Kassim of Rydell Avenue, Langold. After being summoned to appear in court, Mr Kassim failed to attend a hearing, claiming he was on holiday when the Court wrote to him and did not return until after the hearing had taken place, so a warrant for his arrest was issued.

Bolsover District Council's Cabinet Member for the Environment, Councillor Dennis Kelly said, "Together with North East Derbyshire District Council, we provide a joint Environmental Health service and cases such as this highlight the effective partnership working between the two councils and other departments. We hope this sends out a strong message to others, that offenders will face the full force of the law if they fly tip in our districts and will be arrested if they don't attend court."

In mitigation, Kassim apologised for his actions. He explained that he had been paid £40 to take the waste to the Worksop recycling site, for which he had a permit, but that site had been closed due to a fire. He attempted to take the waste to a site at Dinnington but his

permit was not accepted there. As a result he had decided to dump the waste. Mr Kassim pleaded guilty to two offences of fly-tipping under Section 33 Environmental Protection Act

North East Derbyshire District Council's Cabinet Member for the Environment, Councillor Nick Foster said, "There is simply no excuse for this type of behaviour. We spend huge amounts of money each year to keep our districts' clean and tidy only for people like this to come along and dump their rubbish, just because they can't wait a few days to get rid of it responsibly. Well, we won't tolerate this and are delighted that the Court has seen fit to punish him with this fine."

The District Judge sentenced Mr Kassim to a fine of £860 (2 offences at £430 each) plus



News Release

£400 costs, and a £43 victim surcharge totalling £1303. Mr Kassim reached an agreement to repay the fine and costs at a rate of £200 per month.

ENDS

COUNCIL TACKLES DOG MESS AND LITTERING HEAD ON

A two-day exercise to target a known hot-spot for littering and dog fouling in Clowne has been hailed a success by Bolsover District Council.

Council officials and partner agencies took a high visibility approach around 'The Stumps' during the exercise wearing coloured tabards and actively speaking to people about the problems of dog fouling and litter and what other hazards it brings to the area.

During the two-day exercise, 74 piles of dog mess were picked up along the footpath and over 4,000 poop scoop bags were given out. A large amount of litter was also seen near the Boughton Lane/North Road bridge and action to remove this is currently underway.

Bolsover District Council's Cabinet Member for the Environment, Councillor Dennis Kelly said, "The amount of dog mess and litter we picked up shows there is a problem in this area, that's why we decided to tackle it head on and go out and speak to people walking along the footpath.

"We took a high visibility approach as we wanted people to come up and talk to us about the problems and understand what actions we are taking to deal with it. Those we spoke to were all very supportive and we feel we got our message out there."

This is one of many enforcement exercises the Council has been undertaking recently as they continue their commitment to tackling the problem hot spots around the District.

If you notice or want to report any dog fouling issues please visit www.bolsover.gov.uk or telephone 01246 242424.

END

Date issued: 18 November 2014

BOLSOVER DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT

SCRUTINY REVIEW SCOPE

<u>NAME OF COMMITTEE:</u>	<u>SCRUTINY OFFICER:</u> Claire Millington
SUBJECT TO BE REVIEWED	
MEMBERSHIP	Cllrs;
DIRECTOR	
REASON(S) FOR THE REVIEW	
IDENTIFY APPROPRIATE CORPORATE PLAN AIMS, PRIORITIES AND TARGETS	CORPORATE PLAN AIM – PRIORITY –
TERMS OF REFERENCE	•
AIMS AND OBJECTIVES OF REVIEW	<i>Aim:</i> <i>Objectives:</i>
KEY ISSUES	

TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement			
Interim Report/ Recommendations			
Finish			
Report			

METHOD(S) OF REVIEW:	
IMPLICATIONS: (legislative, regulatory, etc)	
DOCUMENTARY EVIDENCE: (Internal/External)	
STAKEHOLDERS	RELEVANT PORTFOLIO HOLDER MUST BE INVOLVED IN THE REVIEW
CONSULTATION/ RESEARCH:	
SITE VISITS	
<u>SCRUTINY REVIEW OUTCOMES</u>	
CONCLUSIONS:	
RECOMMENDATIONS:	

DRAFT REPORT SENT TO DIRECTOR & ANY RELEVANT OFFICERS FOR COMMENT:	
DRAFT REPORT CONSIDERED BY PORTFOLIO HOLDER:	
SIGNED OFF BY COMMITTEE/CHAIR:	
SIGNED OFF BY SCRUTINY MANAGEMENT BOARD:	
REVIEW OF PROCESS/COMMENTS:	
EXECUTIVE CONSIDERED:	
OUTCOME:	
FOLLOW UP:	
DATE:	

Healthy, Safe, Clean and Green Communities Scrutiny Committee

Work Plan – 2015-16

Date of Meeting	Items	Lead Officer	Notes
26th May 2015	<ul style="list-style-type: none"> • Introduction to Health Scrutiny • Managing a Scrutiny Review – CfPS skills briefing • Selection of Scrutiny Review subject • Scoping Scrutiny Review 	<p>Mandy Chambers, DCC</p> <p>Claire Millington</p> <p>Claire Millington</p>	
30th June 2015	<ul style="list-style-type: none"> • Environmental Enforcement work between Streetscene and Environmental Health • Selection of Scrutiny Review Subject 	<p>Steve Brunt – Assistant Director Streetscene, Steve Jowett - Joint Streetscene & Waste Services Manager and Sharon Gillott – Environmental Health Manager</p>	
28th July 2015	<ul style="list-style-type: none"> • Introduction to Corporate Plan Targets. • Review Work 	<p>Jane Foley, Joint Assistant Director of Customer Service and Transformation.</p> <p>Mandy Chambers, Public Health, DCC</p>	
22nd September 2015			
20th October 2015			

17th November 2015	<ul style="list-style-type: none"> • Half year Performance Update 	Kath Drury/Jane Foley	Half year instead of quarterly as the Corporate Plan isn't due to be agreed until July 2015.
15th December 2015			
19th January 2016			
16th February 2016	<ul style="list-style-type: none"> • Quarter 3 Performance Update 	Kath Drury/Jane Foley	
15th March 2016			
19th April 2016	<ul style="list-style-type: none"> • Annual Crime and Disorder Review 		In accordance with the Police and Crime Act 2010.
24th May 2016	<ul style="list-style-type: none"> • Quarter 4 Performance Update 	Kath Drury/Jane Foley	