

Date: 9th October 2017

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 the Council Chamber, The Arc, Clowne on **Tuesday 17th October 2017 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 – Governance, Solicitor to the Council and Monitoring Officer

To: Chairman and Members of the Healthy, Safe, Clean and Green Communities Scrutiny Committee

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HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE
AGENDA

Tuesday 17th October 2017 at 1000 hours in the Council Chamber,
The Arc, Clowne

Item No.	<u>PART A – FORMAL</u>	Page No.(s)
	<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 meeting held on 19 th September 2017.	3 to 4
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>	5 to 10
6.	Work Plan 2017/18	To Follow
	<u>PART B – INFORMAL</u>	
	The formal meeting of the Improvement 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.	Environmental Enforcement Review	

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Tuesday 19th September 2017 at 1000 hours.

PRESENT:-

Members:- Councillors J.E. Bennett, Mrs P.A. Cooper, H.J. Gilmour, C. Moesby, T. Munro, K.F. Walker and D.S. Watson.

Officers:- L. Cheong (Scrutiny Officer (Acting)) and A. Bluff (Governance Officer).

Councillor S. Peake in the Chair

0231. APOLOGY

An apology for absence was received on behalf of Councillor T. Cannon.

0232. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

0233. DECLARATIONS OF INTEREST

There were no declarations of interest made.

0234. MINUTES – 24TH JULY 2017

It was noted that the Minutes of a meeting held on 24th July 2017 were titled incorrectly as 'Minutes of a Customer Service and Transformation Scrutiny Committee' and should have been headed 'Minutes of a Healthy, Safe, Clean and Green Communities Scrutiny Committee'.

Minute Number 0126 – Corporate Plan Targets Performance Update

A Member raised that with regard to Performance Target H12 – *Annually undertake 10 local environmental enforcement and educational initiatives in targeted areas to deal with dog fouling, littering or flytipping*, an enforcement/educational initiative had not yet been delivered at Barlborough but was due to be delivered on 20th September 2017.

Moved by Councillor J.E. Bennett and seconded by Councillor S. Peake

RESOLVED that subject to the above amendments the Minutes of a Healthy, Safe, Clean and Green Communities Scrutiny Committee be approved as a correct record.

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

0235. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Moved by Councillor H.J. Gilmour and seconded by Councillor C.R. Moesby
RESOLVED that the List of Key Decisions and items to be considered in Private document be noted.

0236. ENVIRONMENTAL ENFORCEMENT REVIEW – TO APPROVE THE FINAL DRAFT SCOPING DOCUMENT

Committee considered the draft scoping document for the Environmental Enforcement Review.

A discussion took place and Members agreed the scoping document.

Moved by Councillor H.J. Gilmour and seconded by Councillor T. Munro
RESOLVED that the Committee's Scoping document for Environmental Enforcement Review be approved.

0237. WORK PLAN 2017/2018

Committee considered their Work Plan which would be updated with items raised at this meeting.

- The Council's Dog Warden to be invited to attend the Committee's meeting on 17th October to answer Member's questions regarding enforcement in relation to dog fouling.

The meeting concluded at 1030 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: 6th October 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 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 dates for meetings of Executive in 2017/18 are as follows:

2017 - 6th November
 4th December

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
<p>Chesterfield and District Crematorium Delivery Options</p> <p>To look at delivery options</p>	Executive	November 2017	Report of Councillor B Murray-Carr - Portfolio Holder for Community Safety and Street Services	Report of Joint Crematorium Committee	Yes – involves revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more.	Private – relates to the Council's financial or business affairs
<p>Konica Multi Functional Devices Direct Award Contract</p> <p>To receive tenders</p>	Executive	November 2017	Report of Councillor B Watson – Portfolio Holder for Neighbourhood Services	Report of Joint ICT Manager	Yes – involves revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more.	Private – relates to the Council's financial or business affairs
<p>Medium Term Financial Plan</p>	Executive	November 2017	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

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Medium Term Financial Plan	Executive	November 2017	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
Streetscene Service Delivery Arrangements - Access To Private Un-adopted Residential Carriageways Arrangements to indemnify the Council when travelling on new development estates roads not adopted by the Highway Authority	Executive	November 2017 – January 2018	Report of Councillor B Murray-Carr - Portfolio Holder for Community Safety and Street Services	Assistant Director - Streetscene	Yes – Likely to affect all wards in the District	Open
Contract Extension – Mobile Wardens	Executive	November 2017	Report of Councillor M Dooley – Portfolio Holder for 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	Open

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
					expenditure of £150,000 or more.	

Healthy, Safe, Clean and Green Communities Scrutiny Committee

Work Plan – 2017 – 2018

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

Corporate Aim: Supporting our Communities to be Healthier, Safer, Cleaner and Greener

Date of Meeting	Items	Lead Officer	Notes
27th June 2017	<ul style="list-style-type: none">• Selection of Scrutiny Review• Prioritising the work plan		
24th July 2017 <i>(originally scheduled for 1st August 2017)</i>	<ul style="list-style-type: none">• Quarter 1 – Performance Update.• Approve scope for Environmental Enforcement Review.	Kath Drury, Information, Engagement and Performance Manager	
19th September 2017	<ul style="list-style-type: none">• Review work: Environmental Enforcement<ul style="list-style-type: none">○ Questionnaire for Members○ Benchmarking: develop questions for other authorities – dog fouling, litter, fly tipping		<ul style="list-style-type: none">○ Questionnaire sent to BDC Members, relevant DCC Members and Parish Clerks on 27 September 2017.○ Benchmarking questions developed – telephone research to be carried out by the Chair and Vice Chair○ ‘Hot spot’ site visits planned for 27 October

17th October 2017	<ul style="list-style-type: none"> • Review work: <ul style="list-style-type: none"> ○ Dog Warden and Env Health Manager ○ Enforcement Powers, Evidential and Public Interest standards ○ Findings from surveys and benchmarking, if available 	<p>Sharon Gillott, Env Health Manager</p> <p>Kevin Shillito and Deborah Cartwright, Principal Solicitors</p> <p>Scrutiny Officer</p>	
14th November 2017	<ul style="list-style-type: none"> • Quarter 2 – Performance Update • Homelessness Briefing 	<p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Diane Bonsor, Housing Needs Manager</p>	<p>See email sent to DB dated 4/7/2017. LGA report on Council Innovation and learning in Housing our Homeless Households circulated to Members on 10th July 2017.</p>
19th December 2017	<ul style="list-style-type: none"> • Draft Licensing Policy 	<p>Kevin Shillito, Principal Solicitor</p>	
30th January 2017	<ul style="list-style-type: none"> • Preparation for Annual Review of the Community Safety Partnership. 	<p>Scrutiny Officer</p>	<p>Agree set of questions to provide to Housing Enforcement Manager/Community Safety Officer in advance of the next meeting. See 2017 questions as a starting point.</p>

27th February 2017	<ul style="list-style-type: none"> • Quarter 3 – Performance Update • Annual Review of Community Safety Partnership. 	<p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Deborah Whallett, Housing Enforcement Manager & Jo Selby, Community Safety Officer</p>	<p>Do not include any other items on this agenda. Performance first at 9.30 am and then rest of the meeting dedicated to the annual review.</p>
20th March 2017	<ul style="list-style-type: none"> • 		
1st May 2017	<ul style="list-style-type: none"> • Quarter 4 – Performance Update 	<p>Kath Drury, Information, Engagement and Performance Manager</p>	

Healthy, Safe, Clean and Green Communities Scrutiny Committee Membership (10 Members)

Councillors; - Sandra Peake (Chair), Hilary Gilmour (Vice-Chair), Toni Bennett, Dexter Bullock, Tracey Cannon, Pat Cooper, Clive Moesby, Tom Munro, Ken Walker, Deborah Watson.

Item to include in work plan from Scrutiny Conference

v.2 13.09.17 LC

v.3 11.10.17 LC