

HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE  
AGENDA

**Tuesday 14<sup>th</sup> November 2017 at 9.30am hours in the Council Chamber,  
The Arc, Clowne**

Item No.	<b><u>PART A – FORMAL</u></b>	Page No.(s)
	<b><u>PART 1 OPEN ITEMS</u></b>	
1.	<b><u>Apologies for Absence</u></b>	
2.	<b><u>Urgent Items of Business</u></b>  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.	<b><u>Declarations of Interest</u></b>  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 17 <sup>th</sup> October 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>	To Follow
6.	Corporate Plan Targets Performance Update – July to September 2017 (Quarter 2 – 2017/18).	5 to 10
7.	Homelessness Briefing – Presentation by the Housing Needs Manager.	Presentation
8.	Work Plan 2017/18.	11 to 13
	<b><u>PART B – INFORMAL</u></b>	
	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.	
9.	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 17<sup>th</sup> October 2017 at 1000 hours.

### PRESENT:-

Members:-

Councillor S. Peake in the Chair

Councillors J.E. Bennett, P.A. Cooper, T. Manor, K.F. Walker and D.S. Watson

Officers:-

L. Cheong (Acting Scrutiny Officer) and A. Brownsword (Senior Governance Officer)

### 0311. APOLOGIES

Apologies for absence were received from Councillors T. Cannon, H.J. Gilmour and C.R. Moesby

### 0312. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

### 0313. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 0314. MINUTES – 19<sup>TH</sup> SEPTEMBER 2017

Moved by Councillor K.F. Walker and seconded by Councillor P.A. Cooper  
**RESOLVED** that the minutes of a meeting of the Healthy, Safe, Clean and Green Communities Scrutiny Committee held on 19<sup>th</sup> September 2017 be approved as a true and correct record.

### 0315. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Moved by Councillor S. Peake and seconded by Councillor K.F. Walker  
**RESOLVED** that the List of Key Decisions and Items to be Considered in Private be noted.

## HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE

### 0316. WORK PLAN 2017/18

Moved by Councillor J.E. Bennett and seconded by Councillor P.A. Cooper  
**RESOLVED** that the Work Plan be noted.

The formal meeting concluded at 1004 hours and Members then met as a working party to continue their review work. The working party concluded at 1220 hours.

**Bolsover District Council**

**Healthy, Safe, Clean and Green Communities Scrutiny Committee**

**14<sup>th</sup> November 2017**

**Corporate Plan Targets Performance Update – July to Sept 2017  
(Q2 – 2017/18)**

**Report of the Joint Strategic Director**

This report is public

**Purpose of the Report**

- To report the quarter 2 outturns for the Corporate Plan 2015-2019 targets.

**1 Report Details**

1.1 The attached contains the performance outturn for targets which sit under the 'supporting our communities to be healthier, safer, cleaner and greener' corporate aim as of 30<sup>th</sup> September 2017. (Information compiled on 30/10/17)

1.2 A summary is provided below:

**1.3 Supporting our Communities to be Healthier, Safer, Cleaner and Greener**

- 17 targets in total (4 target previously achieved – H06, H08, H13, H14)
- 13 targets on track
  - H05 – *Support 417 inactive 16+ individuals per year and increase their activity levels to more than 30 minutes of moderate intensity physical activity per week.* Agreed at quarterly Budget & Performance meeting held on 23<sup>rd</sup> October 2017 to recommend to Executive to monitor this target for information only as the funders have changed the criteria for this project which makes meaningful measurement against the original corporate plan target difficult (see appendix for further information).

**2 Conclusions and Reasons for Recommendation**

2.1 Out of the 17 targets, 13 are on track, 4 have been achieved (4 previously).

2.2 This is an information report to keep Members informed of progress against the corporate plan targets noting achievements and any areas of concern.

**3 Consultation and Equality Impact**

3.1 Not applicable to this report as consultation was carried out on the original Corporate Plan.

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

4.1 Not applicable to this report as providing an overview of performance against agreed targets.

#### **5 Implications**

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

No finance or risk implications within this performance report.

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

No legal implications within this performance report.

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

No human resource implications within this performance report.

#### **6 Recommendations**

6.1 That progress against the Corporate Plan 2015-2019 targets be noted.

#### **7 Decision Information**

<b>Is the decision a Key Decision?</b> (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
<b>District Wards Affected</b>	Not applicable
<b>Links to Corporate Plan priorities or Policy Framework</b>	Links to all Corporate Plan 2015-2019 aims and priorities

#### **8 Document Information**

<b>Appendix No</b>	<b>Title</b>
1.	Corporate Plan Performance Update – Q2 July to Sept 2017
<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)	
All details on PERFORM system	
<b>Report Author</b>	<b>Contact Number</b>
Kath Drury, Information, Engagement and Performance Manager	01246 242280

**Bolsover District Council**  
**Corporate Plan Targets Update – Q2 July to September 2017**

**Aim – Supporting our Communities to be Healthier, Safer, Cleaner and Greener**

Key Corporate Target	Directorate	Status		Progress	Target Date
H 01 - Deliver a minimum of 8000 hours of positive activity through community based culture and leisure engagement per year.	Transformation	On track		Q2 - At this stage of the year the target figure is 4000 hours, actual performance to date is 6024 - substantially exceeding target.	Sun-31-Mar-19
H 02 - Increase participation/attendances in leisure, sport, recreation, health, physical and cultural activity by 3,000 per year.	Transformation	On track		Q2 - Target for year to date is 150,000 attendances. Actual to date is 179,900 - well ahead in quarter 2 exceeding expectations.	Sun-31-Mar-19
H 03 - Deliver a health intervention programme which provides 900 adults per year with a personal exercise plan via the exercise referral scheme.	Transformation	On track		Q2 – As of 30/09/17 we have seen 542 clients at a number of different locations including Go Active @ The Arc, Shirebrook Leisure Centre and Welbeck Road Doctors Surgery.  (BDC is commissioned to deliver a health intervention programme by County Public Health. The scheme covers two programmes, the Derbyshire Integrated Wellbeing Approach and Bolsover Wellness Plus. A combined figure of 1000 referrals has been set from these two programmes).	Sun-31-Mar-19
H 04 - Tackle childhood obesity through the delivery of a child focused health intervention programme to all Key Stage 2 year groups by the end of each academic year.	Transformation	On track		Q2. Quarter 2 of the current financial year sees the Five:60 programme's first term of the new academic year with a new tranche of pupils. The programme will be delivered to all key stage 2 pupils within the 28 schools in the Bolsover Schools Sports Partnership	Sun-31-Mar-19

Key Corporate Target	Directorate	Status	Progress	Target Date
<p>H 05 - Support 417 inactive 16+ individuals per year &amp; increase their activity levels to more than 30 minutes of moderate intensity physical activity per week.</p>	<p>Transformation</p>	<p>On Track</p>	<p>This project runs for a different period to the corporate plan period. The project update position (year 3 Q3: 820 individuals 'engaged' during the project period (Dec 2014 to September 2017).  'Engaged' refers to individuals who officer has consulted with, signposted to activities or who have tried activities.</p> <p>Additional outcome targets have been set for the stages 2 and 3 of the project. (No outturn target has been set for year 3 of the project). These are:</p> <ol style="list-style-type: none"> <li>1. Establish a community group that identifies and controls ownership of a local health issue.</li> <li>2. Create a shared vision for the identified health issue</li> <li>3. Facilitate the group to mobilise positive change of the health issue</li> </ol> <p>Current groups include:</p> <ul style="list-style-type: none"> <li>- Creswell Boxing Fitness - Community owned fitness class.</li> <li>- Nature Explorers - Voluntary led family walking group.</li> <li>- Community Fishing - voluntary led initiative to enable people to take up fishing independently.</li> <li>- Whitwell FC - Working with club to work with the community in order to grow members and volunteers based on what is important to them.</li> <li>- Community Allotment - Enabling local people with a passion for growing and gardening to utilise the allotment space donated to the community.</li> </ul> <p><b>As funders have changed this project during the course of the corporate plan period and it no longer reflects the original corporate plan target – it was agreed at the</b></p>	<p>Sun-31-Mar-19</p>

Key Corporate Target	Directorate	Status		Progress	Target Date
				<b>Budget and Performance meeting on 23/10/17 to recommend to Executive that this target be monitored for information only.</b>	
H 07 - Assist partners in reducing crime by delivering 12 Crime Cracking events in the community each year.	Operations	On track		<p>Q2 - 5 Crime Cracking events held this quarter engaging with approximately 250 people:</p> <p>13.07.17 - CVP Eats and Treats event at the Post Mill Centre, South Normanton  15.07.17 - Friends of New Bolsover Big Lunch Picnic at Carr Vale Park  12.08.17 - Emergency Services Day at the Post Mill Centre, South Normanton  08.09.17 - Public Health SHIP event on Shirebrook Market Place  27.09.17 - Residents reassurance/awareness event at St Michael's Drive, South Normanton</p> <p>Year to date: 6 events held</p>	Sun-31-Mar-19
H 09 - Achieve a combined recycling and composting rate of 49% by March 2019.	Operations	On track		<p>Q2 - It is estimated 4,113tonnes of recyclable\compostable waste will be collected between July to September 2017 yielding a combined recycling rate of 48.1% (estimated based on 2016 data). The information will be updated when qualified WDF data is available at ending December 2017</p> <p>(Q1Actual - 4,335tonnes of recyclable\compostable waste was collected between April to June 2017 yielding a combined recycling rate of 46.9%).</p>	Sun-31-Mar-19
H 10 - Sustain standards of litter cleanliness to ensure 96% of streets each year meet an acceptable level as assessed by	Operations	On track		<p>Q2 - LEQS's established 3% of streets and relevant land surveyed for litter fell below grade B cleanliness standards resulting in 97% meeting the target standard. Combined Q1 &amp; Q2 figures indicate that 1.5% have fallen below the required</p>	Sun-31-Mar-19



Key Corporate Target	Directorate	Status		Progress	Target Date
Local Environment Quality Surveys (LEQS).				standard resulting in 98.5% meeting the standard and achieving the 96% overall target.	
H 11 - Sustain standards of dog fouling cleanliness to ensure 98% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys (LEQS).	Operations	On track		Q2 - LEQS's established 0% of streets and relevant land surveyed for dog fouling fell below grade B cleanliness standards resulting in 100% meeting the target standard. Combined results for Q1 & Q2 have resulted in a combined 100% meeting the target over this period.	Sun-31-Mar-19
H 12 - Annually undertake 10 local environmental enforcement and educational initiatives in targeted areas to deal with dog fouling, littering or fly tipping.	Growth	On track		Q2 - Seven enforcement/educational initiatives were delivered during the second quarter. One at Creswell, one at Carr Vale, one at Langwith, one at Bolsover, two at Shirebrook and one at Barborough  Target achieved for 2017/18 – 11 initiatives undertaken.	Sun-31-Mar-19
H 15 - Reduce energy use in sheltered housing schemes by 10% by March 2019.	Operations	On track		Q2 - Work at Victoria House is underway. An Open Day for residents and local councillors went well and showcased the development. Architects are surveying future schemes.  2016 / 17 Baseline for annual gas usage for 1 year is 3.9 million Kwh	Sun-31-Mar-19
H 16 - Replace each year 200 gas fired back boilers in our Council houses with more efficient 'A' rated combi boilers.	Operations	On track		Q2 Fitted the following numbers of boilers 49 fitted by BDC operatives 104 fitted by contractor Year to date 153	Sun-31-Mar-19
H 17 - To deliver the Building Resilience Programme by September 2019	Growth	On Track		Q2 Two members of the programme team have been recruited with the final post at interview stage. The seven strands of activity are progressing with internal and external delivery partners and the evaluation process has been finalised.	Sep-19

**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**

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

<p><b>17<sup>th</sup> October 2017</b></p>	<ul style="list-style-type: none"> <li>• Review work: <ul style="list-style-type: none"> <li>○ Dog Warden and Env Health Manager</li> <li>○ Enforcement Powers, Evidential and Public Interest standards</li> <li>○ Findings from surveys and benchmarking, if available</li> </ul> </li> </ul>	<p>Sharon Gillott, Env Health Manager</p> <p>Kevin Shillitto and Deborah Cartwright, Principal Solicitors</p> <p>Scrutiny Officer</p>	
<p><b>14<sup>th</sup> November 2017</b></p>	<ul style="list-style-type: none"> <li>• Quarter 2 – Performance Update</li>   <li>• Homelessness Briefing</li> </ul>	<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 10<sup>th</sup> July 2017.</p> <p>AB emailed DB 021117 as a reminder. DB preparing a presentation covering the new legislation and a few basic information and data for members. To be provided w/c 061117.</p>
<p><b>19<sup>th</sup> December 2017</b></p>	<ul style="list-style-type: none"> <li>• Draft Licensing Policy</li> </ul>	<p>Kevin Shillitto, Principal Solicitor</p>	

<b>30<sup>th</sup> January 2018</b>	<ul style="list-style-type: none"> <li>Preparation for Annual Review of the Community Safety Partnership.</li> </ul>	Scrutiny Officer	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.
<b>27<sup>th</sup> February 2018</b>	<ul style="list-style-type: none"> <li>Quarter 3 – Performance Update</li> <li>Annual Review of Community Safety Partnership.</li> </ul>	<p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Deborah Whallett, Housing Enforcement Manager &amp; Jo Selby, Community Safety Officer</p>	<b>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.</b>
<b>20<sup>th</sup> March 2018</b>	<ul style="list-style-type: none"> <li></li> </ul>		
<b>1<sup>st</sup> May 2018</b>	<ul style="list-style-type: none"> <li>Quarter 4 – Performance Update</li> </ul>	Kath Drury, Information, Engagement and Performance Manager	

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

The Arc  
High Street  
Clowne  
Derbyshire  
S43 4JY

Date: 6<sup>th</sup> November 2017

Dear Sir or Madam

**HEALTHY, SAFE, CLEAN AND GREEN COMMUNITIES SCRUTINY COMMITTEE  
TUESDAY 14<sup>TH</sup> NOVEMBER 2017**

Further to your recently circulated agenda, please now find the following item of business;

Open Items – Agenda Item 5 - List of Key Decisions & Items to be Considered in Private. *(Members should contact the officer whose name appears on the List of Key Decisions for any further information).* Pages 1 to 5.

Yours faithfully



Assistant Director of Governance and Monitoring Officer

To: Chairman and 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 242528**      **Democratic Services**  
**Fax: 01246 242423**



**Tel** 01246 242424    **Fax** 01246 242423  
**Email** [enquiries@bolsover.gov.uk](mailto:enquiries@bolsover.gov.uk)    **Web** [www.bolsover.gov.uk](http://www.bolsover.gov.uk)

CUSTOMER  
SERVICE  
EXCELLENCE





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: 3<sup>rd</sup> November 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](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 – 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 - 4<sup>th</sup> December  
2018 - 15<sup>th</sup> January  
19<sup>th</sup> February  
5<sup>th</sup> March  
23<sup>rd</sup> April  
21<sup>st</sup> 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
<b>Medium Term Financial Plan</b>	Executive	December 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
<b>Medium Term Financial Plan</b>	Executive	December 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
<b>Economic Development Staffing</b>	Executive	December 2017	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
<b>Sherwood Lodge Regeneration Scheme</b>	Executive	December 2017	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
<b>Discretionary Business Rates Relief Scheme</b>	Executive	December 2017	Report of Councillor K. Reid – Portfolio Holder for Corporate Services	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