

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
27 th June 2017	Part A - Formal	<ul style="list-style-type: none"> • Selection of Scrutiny Review – Prioritising the work plan 	Scrutiny Officer	
24 th July 2017 <i>(originally scheduled for 1st August 2017)</i>	Part A - Formal	<ul style="list-style-type: none"> • Quarter 1 – Performance Update. 	Kath Drury, Information, Engagement and Performance Manager	
		<ul style="list-style-type: none"> • Approve scope for Environmental Enforcement Review. 	Scrutiny Officer	
19 th September 2017	Part A – Formal	<ul style="list-style-type: none"> ○ Environmental Enforcement Review – Approval of Scope 	Scrutiny Officer	
	Part B – Informal	<ul style="list-style-type: none"> • Review work: Environmental Enforcement ○ 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

Date of Meeting	Items		Lead Officer	Notes
17 th October 2017	Part A - Formal	<ul style="list-style-type: none"> Work Pan 2017/18 	Scrutiny Officer	
	Part B - Informal	<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 	Sharon Gillott, Env Health Manager Kevin Shillito and Deborah Cartwright, Principal Solicitors Scrutiny Officer	
14 th November 2017	Part A - Formal	<ul style="list-style-type: none"> Quarter 2 – Performance Update 	Kath Drury, Information, Engagement and Performance Manager	
		<ul style="list-style-type: none"> Homelessness Briefing 	Diane Bonsor, Housing Needs Manager	
19 th December 2017	Part A – Formal	<ul style="list-style-type: none"> Draft Licensing Policy – Taxi Licensing Policy Review 	Kevin Shillito, Principal Solicitor	
		<ul style="list-style-type: none"> LEQS NI195 District Cleanliness Monitoring 	Steve Jowett, Streetscene & Waste Services Manager	
	Part B – Informal	<ul style="list-style-type: none"> Review work: Environmental Enforcement 	Scrutiny Officer	
30 th January 2017	Part A – Formal	<ul style="list-style-type: none"> Preparation for Annual Review of the Community Safety Partnership. 	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.
	Part B – Informal	<ul style="list-style-type: none"> Review work: Environmental Enforcement 	Scrutiny & Elections Officer	Follow-up evidence; agreement of further action.

Date of Meeting	Items		Lead Officer	Notes
27 th February 2017	Part A - Formal	<ul style="list-style-type: none"> Quarter 3 – Performance Update 	Kath Drury, Information, Engagement and Performance Manager	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.
		<ul style="list-style-type: none"> Annual Review of Community Safety Partnership. 	Deborah Whallett, Housing Enforcement Manager & Jo Selby, Community Safety Officer	
	Part B – Informal	<ul style="list-style-type: none"> Review Work – Environmental Enforcement 	Tommy Rush – Environmental Enforcement Team Leader Scrutiny & Elections Officer	Information on Flytipping; case study examples on enforcement; follow-up to questions raised on 30 th January.
20 th March 2017	Part A - Formal	<ul style="list-style-type: none"> Homelessness – update on new approach at BDC to meet new legislative duty. 	Di Bonsor, Housing Needs Manager	
	Part B – Informal	<ul style="list-style-type: none"> Review Work – Finalisation of Draft Report 	Scrutiny & Elections Officer	
1 st May 2017	Part A - Formal	<ul style="list-style-type: none"> Quarter 4 – Performance Update 	Kath Drury, Information, Engagement and Performance Manager	
		<ul style="list-style-type: none"> Review of Environmental Enforcement (Draft) 	Scrutiny & Elections Officer	
	Part B - Informal	<ul style="list-style-type: none"> To be determined 		

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

v.4 14.11.17 LC

v.5 30.11.17 LC

v6 15.02.18 JW