

To: Chair & Members of the Growth Scrutiny  
Committee

The Arc  
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Clowne  
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Tuesday, 8th October 2019

Dear Councillor

**GROWTH SCRUTINY COMMITTEE**

You are hereby summoned to attend a meeting of the Growth Scrutiny Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday, 16th October 2019 at 10.00 am.

Register of Members' Interests - 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 from page 2 onwards.

Yours faithfully



Jo



**Bolsover**  
District Council

**We speak your language**  
Polish **Mówimy Twoim językiem**  
Slovak **Rozprávame Vaším jazykom**  
Chinese **我们会说你的语言**

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or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.



## GROWTH SCRUTINY COMMITTEE AGENDA

Wednesday, 16th October 2019 at 10.00 am in the Council Chamber, The Arc,  
Clowne

Item No.	<b><u>PART A - FORMAL</u></b>	Page No.(s)
1.	<b>Apologies For Absence</b>	
2.	<b>Urgent Items of Business</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>Declarations of Interest</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.	<b>Minutes</b>  To consider the minutes of the last meeting held on 18 <sup>th</sup> September 2019.	3 - 5
5.	<b>List of Key Decisions and Items to be Considered in Private</b>  <i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information. <b>NB:</b> If Members wish to discuss an exempt report under this item, the meeting will need to move into exempt business and exclude the public in accordance with the Local Government (Access to Information) Act 1985 and Local Government Act 1972, Part 1, Schedule 12a for that part of the meeting only).</i>	6 - 10
6.	<b>Scrutiny Work Programme 2019/20.</b>	11 - 16
	<b><u>PART B - INFORMAL</u></b>	
7.	<b>Review Work - Briefing from Partnerships Team.</b>	

## **GROWTH SCRUTINY COMMITTEE**

Minutes of a meeting of the Growth Scrutiny Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Wednesday 18<sup>th</sup> September 2019 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor Jenny Wilson in the Chair

Councillors Derek Adams, Tricia Clough, David Dixon, Christopher Kane, Tom Kirkham, Graham Parkin, Peter Roberts and James Watson.

Officers:- Joanne Wilson (Scrutiny & Elections Officer) and Alison Bluff (Governance Officer).

At the start of the meeting, Councillor James Watson advised the Chair that he would be recording the meeting.

### **0298. APOLOGIES**

Apologies for absence were received on behalf of Councillors Jim Clifton and Tom Munro.

### **0299. URGENT ITEMS OF BUSINESS**

There were no urgent items of business to consider.

### **0300. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

### **0301. MINUTES – 7<sup>TH</sup> AUGUST 2018**

Moved by Councillor James Watson and seconded by Councillor David Dixon

**RESOLVED** that the Minutes of a Growth Scrutiny Committee meeting held on 7<sup>th</sup> August 2019.

### **0302. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE**

Moved by Councillor Tricia Clough and seconded by Graham Parkin

**RESOLVED** that the List of Key Decisions and items to be considered in private be noted.

## **GROWTH SCRUTINY COMMITTEE**

### **0303. POST SCRUTINY MONITORING: REVIEW OF INCOME GENERATION – INTERIM REPORT**

Growth Scrutiny Committee had agreed to undertake a Review of Income Generation as part of their 2017/18 work programme following consideration of a range of topics suggested at the Annual Scrutiny Conference.

Committee agreed the scope of the Review early in 2017/18 but made further refinements in January 2018 which allowed Members to re-focus on assessing how the Council had generated income to date and identified new ways of increasing income to the Council. Committee agreed to continue the review into 2018/19 to ensure a full investigation was completed.

The aims of the review were;

- to consider what has already been done to generate income
- to consider what other authorities have done to generate income
- to make recommendations on ways for the authority to generate income

A number of areas of investigation had been incorporated into the Transformation Plan 2018 and Committee acknowledged that there was now a specific route for delivery of initiatives via the Transformation Governance Group. Committee had requested officers involved to look at the initiatives identified as a priority for further exploration over the twelve month monitoring period.

Committee had agreed 11 recommendations which would hopefully assist the Council in identifying new investments and mechanisms for income generation. Executive had approved the recommendations and the report acknowledged progress to date by officers implementing them.

To date 1 out of the 11 recommendations had been achieved. 7 had commenced and were on track to complete by their target dates. 3 had not yet commenced as they were dependent on the completion of other work. Details regarding progress and actions relating to the recommendations were included in an appendix to the report.

In response to a Member's query regarding replication of the Tangent 'model' at other sites within the District, the Scrutiny & Elections Officer noted that officers were currently looking at what types of businesses were developing in the District and what businesses were demanding, for example, core areas and size of business units etc. The Member suggested that Economic Development officers be invited to a future meeting of Committee to provide Members with information on what the Council's Industrial Strategy was for the District and also reports and/or a representative from the Local Enterprise Partnership and D2N2.

In response to a Member's query regarding Pleasley Vale Mills, the Scrutiny & Elections Officer noted that a funding bid application submitted a few years ago for the refurbishment of Pleasley Vale Mills into a tourist attraction to include overnight accommodation, had been unsuccessful. However, this was being looked at in detail again as there may be more scope for it to go forward due to a Countywide project linking into cycling trails etc.

In response to a Member's query, the Scrutiny & Elections Officer would enquire with officers as to the availability of overnight accommodation across the District.

## **GROWTH SCRUTINY COMMITTEE**

A Member referred to the proposal of a Service Pack which suggested selling services as part of the Transformation Programme and queried if there was a list of services that could be provided. The Scrutiny & Elections Officer replied that officers were currently looking at options across all departments, however, this would be dependent on capacity but suggestions had been Human Resources, Leisure and Legal Services, Grounds Maintenance and Housing Maintenance expertise etc.

Moved by Councillor Peter Roberts and seconded by Councillor Tricia Clough  
**RESOLVED** that (1) the progress against the review recommendations be noted,

(2) the findings of the review be made public in accordance with  
Part 4.5.17(3) of the Council's Constitution,

(3) officers continue to implement the recommendations and submit a final  
report in six months' time highlighting any exceptions to delivery.

Councillor James Watson abstained from voting.

### **0304. SCRUTINY COMMITTEE WORK PROGRAMME 2019/20**

Committee considered their work programme 2019/20.

Moved by Councillor Tricia Clough and seconded by Councillor Chris Kane  
**RESOLVED** that the Work Programme 2019/20 be noted.

Councillor James Watson abstained from voting.

As the meeting was moving into informal business, the Scrutiny & Elections Officer requested Councillor Watson to stop recording.

The formal part of the meeting concluded at 1100 hours and Members then met as a working party to continue their review work. The working party concluded at 1125 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: 13<sup>th</sup> September 2019**

## 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.

Members of Executive are as follows:

Page 7  
Councillor Steve Fritchley - Leader and Portfolio Holder - Policy, Strategy, Resources and Media  
Councillor Duncan McGregor - Deputy Leader and Portfolio Holder - Corporate Governance  
Councillor Mary Dooley - Portfolio Holder - Partnerships and Transformation  
Councillor Clive Moesby - Portfolio Holder - Finance and Resources  
Councillor Sandra Peake Portfolio Holder - Housing and Community Safety  
Councillor Nick Clarke - Portfolio Holder - Environmental Impact  
Councillor Deborah Watson - Portfolio Holder – Street Scene and Environmental Health  
Councillor Liz Smyth - Portfolio Holder – Economic Development

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 also shows the reports intended to be dealt with in private and the reason why the reports are exempt or confidential. Members of the public may make representations to the Joint Head of Corporate Governance & Monitoring Officer about any particular item being considered in exempt and why they think it should be dealt with in public.

The list does not detail *all* decisions which have to be taken by the Executive, only “Key Decisions” and “Exempt Reports”. 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 2019/20 are as follows:**

Monday 16th September 2019	Monday 20th January 2020
Monday 14th October 2019	Monday 10th February 2020
Monday 18th November 2019	Monday 24th February 2020
Monday 16th December 2019	Monday 9th March 2020
	Monday 30th March 2020
	Monday 27th April 2020
	Tuesday 26th May 2020

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>Strategic Alliance Management Team Structure Proposals</b>	Executive	14 <sup>th</sup> October 2019	Report of the Portfolio Holder - Corporate Governance	Joint Chief Executive Officer	Yes – is likely to involve revenue income or expenditure of £75,000 or more	Exempt – Paragraphs 1, 2, 3 and 4
<b>Whitwell Cluster – B@Home Framework</b>	Executive	14 <sup>th</sup> October 2019	Report of the Portfolio Holder – Housing & Community Safety	Property Services Manager	Yes, results in expenditure in excess of £75k	Exempt Paragraph 3
<b>Award of contract for the supply of multi-functional devices (print/copy/scan)</b>	Executive	16 <sup>th</sup> December 2019	Report of the Portfolio Holder – Corporate Governance	Joint Head of Partnerships and Transformation	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

**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**

**16<sup>th</sup> October 2019**

<b>Scrutiny Committee Work Programme 2019/20</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 2019/20.

**1 Report Details**

- 1.1 The main purpose of the report is to inform members of the meeting programme for the year 2019/20 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 2019/20 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 2019/20
<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

**Growth Scrutiny Committee**

**Work Programme 2019/20**

**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
12 <sup>th</sup> June 2019	Part A – Formal	• Growth Strategy Update Q3 & Q4 2018/19 and Growth Performance Indicators Q3 & Q4 2018/19	Information, Engagement and Performance Manager
		• Quarter 4 – Performance Update	Information, Engagement and Performance Manager
		• Agreement of Work Programme 2019/20	Scrutiny & Elections Officer
	Part B – Informal	• Scoping of Review Work	Scrutiny & Elections Officer
10 <sup>th</sup> July 2019	Part A – Formal	• Member Briefing on HS2	Joint Strategic Director – Place
		• Work Programme 2019/20	Scrutiny & Elections Officer
	Part B – Informal	• Review Work – Scoping of Review	Scrutiny & Elections Officer
7 <sup>th</sup> August 2019	Part A – Formal	• Quarter 1 – Performance Update	Information, Engagement and Performance Manager
		• Work Programme 2019/20	Scrutiny & Elections Officer
	Part B – Informal	• Review Work – Briefing from Economic Development	Scrutiny & Elections Officer
18 <sup>th</sup> September 2019	Part A – Formal	• Post-Scrutiny Monitoring: Review of Income Generation – Interim Report	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
		• Work Programme 2019/20	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work – Document Review	Scrutiny & Elections Officer
<b>16<sup>th</sup> October 2019</b>	<b>Part A – Formal</b>	• Work Programme 2019/20	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work – Briefing from Partnerships Team	Scrutiny & Elections Officer
<b>6<sup>th</sup> November 2019</b>	<b>Part B – Informal</b>	• Review Work – Briefing from LEADER Team	Scrutiny & Elections Officer
<b>20<sup>th</sup> November 2019</b>	<b>Part A – Formal</b>	• Quarter 2 – Performance Update	Information, Engagement and Performance Manager
		• Work Programme 2019/20	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work – Interim Report/Recommendations (Provisional – 1 <sup>st</sup> option)	Scrutiny & Elections Officer
<b>22<sup>nd</sup> January 2019</b> <i>To be approved</i>	<b>Part A – Formal</b>	• Review work – Approval of Final Report (Provisional – 1 <sup>st</sup> option)	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work – Interim Report/Recommendations (Provisional – 2 <sup>nd</sup> option)	Scrutiny & Elections Officer
<b>26<sup>th</sup> February 2020</b>	<b>Part A – Formal</b>	• Growth Strategy Update Q1 & Q2 2019/20 and Growth Performance Indicators Q1 & Q2 2019/20	Information, Engagement and Performance Manager
		• Quarter 3 – Performance Update	Information, Engagement and Performance Manager
		• Review work – Approval of Final Report (Provisional – 2 <sup>nd</sup> option)	Scrutiny & Elections Officer
		• Work Programme 2019/20	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work – Interim Report/Recommendations (Provisional – 3 <sup>rd</sup> option)	Scrutiny & Elections Officer
<b>18<sup>th</sup> March 2020</b>	<b>Part A – Formal</b>	• Update on Sustainable Community Strategy 2006-20	Partnership Team
		• Post-Scrutiny Monitoring: Review of Income Generation – Final Report	Scrutiny & Elections Officer
		• Review work – Approval of Final Report (Provisional – 3 <sup>rd</sup> option)	Scrutiny & Elections Officer
		• Work Programme 2019/20	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	• Review Work (TBC)	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
13 <sup>th</sup> May 2020	Part A – Formal	<ul style="list-style-type: none"> <li>Review work – Executive Response (Provisional)</li> </ul>	Chair/Scrutiny & Elections Officer
		<ul style="list-style-type: none"> <li>Quarter 4 – Performance Update</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Review Work (TBC)</li> </ul>	Scrutiny & Elections Officer