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To: Chair & Members of the Growth  
Scrutiny Committee

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Tuesday, 10 March 2020

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, 18th March, 2020 at 10:00 hours.

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



Joint Head of Corporate Governance & Monitoring Officer



**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, 18th March, 2020 at 10:00 hours in the Council Chamber, The Arc, Clowne*

Item No.	<u>PART 1 – OPEN ITEMS</u>	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 26 <sup>th</sup> February 2020.	3 - 8
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>	9 - 14
6.	<b>Post-Scrutiny Monitoring: Review of Income Generation - Final Report.</b>	15 - 37
7.	<b>Work Programme 2019/2020</b>	38 - 43
	<b><u>PART B – INFORMAL</u></b>	
	The formal meeting of the Growth 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.	<b>Review Work</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 26<sup>th</sup> February 2020 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor Jenny Wilson in the Chair

Councillors Derek Adams, Tricia Clough, David Dixon, Chris Kane, Tom Kirkham and Graham Parkin.

Officers:- Kath Drury (Information, Engagement & Performance Manager), Grant Galloway (Director of Development), Joanne Wilson (Scrutiny & Elections Officer) and Alison Bluff (Governance Officer).

### **0679. APOLOGIES**

Apologies for absence were received on behalf of Councillors Jim Clifton, Peter Roberts and Liz Smyth (Portfolio Holder for Economic Development).

### **0680. URGENT ITEMS OF BUSINESS**

There were no urgent items of business to consider.

### **0681. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

### **0682. EXTRAORDINARY MINUTES – 22<sup>ND</sup> JANUARY 2020**

Moved by Councillor David Dixon and seconded by Councillor Chris Kane  
**RESOLVED** that the Minutes of an Extraordinary Growth Scrutiny Committee held on 22<sup>nd</sup> January 2020 be approved as a correct record.

### **0683. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE**

Committee considered the List of Key Decisions and items to be considered in private document.

Moved by Councillor Graham Parkin and seconded by David Dixon

## GROWTH SCRUTINY COMMITTEE

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

### **0684. CORPORATE PLAN TARGETS PERFORMANCE UPDATE – OCTOBER 2019 TO DECEMBER 2019 (QUARTER 3 – 2019/20)**

Committee considered a report which provided the Quarter 3 outturns (October 2019 to December 2019) for the Corporate Plan 2019-2020, which sat under the 'unlocking our growth potential' aim as of 31<sup>st</sup> December 2019.

There were 7 targets in total, with 5 targets being on track; 1 target had been achieved in Quarter 3 and 1 target was on Alert (i.e. it may not achieve its intended outcome).

The target achieved in Quarter 3 was **G05 - *Through the Bolsover North East Derbyshire LEADER Approach collectively support the creation of 40 sustainable jobs in the combined programme area by December 2020.*** The programme had closed nationally to new applications on 30th September 2019 and no further applications would be considered. Due to several individual projects cost savings, the amount contracted/claimed by the 37 approved projects totalled £1,233,675.63 from an original award of £1,248,695.88. Within the Quarter, support had been given to promoting other RDPE funds now available but managed centrally by the RPA and D2N2 and monitoring was ongoing. 68.82 jobs created.

The target on Alert was **G11 - *Through a programme of targeted refurbishment bring 10 empty private sector properties back into use per annum.*** To date, no properties had been brought back into use. However, 7 properties were in the process of being brought back into use and once these were completed, should create 12 units of accommodation.

It was queried if a new target would be created in relation to G11 above. The Information, Engagement & Performance Manager noted that this was covered in more detail in the next item of business on the agenda.

Moved by Councillor Derek Adams and seconded by Councillor Tricia Clough  
**RESOLVED** that the report be noted.

### **0685. DEVELOPMENT OF NEW PERFORMANCE FRAMEWORK TO SUPPORT THE VISION FOR 2019 TO 2023**

Committee considered a report which gave Scrutiny the opportunity to help develop a new performance framework to support the Council's ambition statement for 2019 – 2023.

Members suggested that the following additions, highlighted in bold below, be added;

In response to a Member's query, the Information Engagement & Performance Manager confirmed that anyone who used the Council's services was considered a customer.

## GROWTH SCRUTINY COMMITTEE

### **Our Priorities - Customers:**

- Improving health and wellbeing and increasing participation in sport and leisure activities

Include wording in relation to **raising awareness of Healthy Eating.**

- Transforming services through the use of technology

A Member raised concern that due to an ageing population, the Council should consider the 'over use' of technology. The Information, Engagement & Performance Manager replied that the Council should not assume that all older people were uncomfortable with technology. Part of the Council's Digital Strategy was to raise awareness for everyone and the Council could provide awareness workshops for all ages to improve their skills and knowledge in technology so they could access all services. Currently, when the Council was looking to introduce new technology or to make any significant changes to Council services which impacted on people, Equality Impact Assessments (EIAs) were carried out. This was to ensure that the Council did not discriminate against any equality group. Every 6 months, for check and balance, mini-reviews were carried out on EIAs to ensure that they were as expected to be and also for any experience/feedback received from customers.

A Member suggested that the heading could be - **transforming services through education and the use of technology.**

- Reduce the % of current rent arrears against annual rent debit to 5% by March 2021 and maintain thereafter
- Reduce the level of former tenants arrears by 5% through early intervention and effective monitoring

The Scrutiny & Elections Officer advised Members that an end of year report in relation to the above 2 targets would be presented to Members at a Budget Scrutiny Committee.

- Implement an agile working programme within Environmental Health to increase efficiency and effectiveness by 31<sup>st</sup> March 2021

It was agreed that this target required clarification to see how it would be measured.

The Scrutiny & Elections Officer advised that the Customer Service & Transformation and the Healthy Safe Clean & Green Scrutiny Committees had identified gaps in detail in relation to Council housing emergency repairs, satisfaction with disability adaptations, general satisfaction with Council housing, the housing allocations process and the housing waiting list (some of these may be service level rather than corporate level). Further, from a targets point of view, Partnership activity and health & wellbeing had also been identified as a gap. The Information, Engagement & Performance Manager confirmed that she had relayed these to the Head of Partnerships and Transformation and these were being looked at.

### **Our Priorities - Economy:**

A Member raised that this Committee had previously discussed the Council having an Industrial Strategy for the District and also an identity of where the Council fitted

## GROWTH SCRUTINY COMMITTEE

in. He noted that an area around East Midlands Airport was being promoted as a logistics hub in the UK but they were around 20,000 jobs short. There was much logistic warehousing in the District, so there may be potential for those jobs to be redistributed within our area. Committee had also discussed automation and green energy companies and the Council could have priorities in relation to what kind of industries and how it wanted to be perceived within the wider UK industrial strategy. Also the new skills that were needed in the District and the Council's role in these.

- Supporting Enterprise: maintaining and growing the business base

A Member felt that the Council should help new start-up business in the District. Particularly innovative businesses and the businesses using new technologies, which were part of the Council's industrial strategies. In relation to partnerships, the Council could look further into its partnerships with D2N2 and also at explicit partnerships with universities, AMRC or other funding bodies.

- Prepare and adopt a Tourism Strategy by July 2020

A Member suggested that the Council could own and rent out holiday lets to aid the Tourism Strategy. For example, there were 3 council owned properties in Bolsover Town Centre which Members felt were ideal for use as holiday lets.

- Working with D2N2 and FE/HE partners to facilitate growth of the local skills base by 2023

A Member felt there should be a reference to secondary schools with regard to developing entrepreneurial skills.

- Through the Derbyshire Business Rates Retention Pilot grant scheme improve 40 shops fronts in Shirebrook town centre by 2020

The Scrutiny & Elections Officer advised that this target was specific to Shirebrook as it related to the Building Resilience Programme.

- To add minimum of 5 new names to the register each Custom Self Build year (from November to October)

It was confirmed that this was a Government initiative which the Council had committed to support.

### Our Priorities - Environment

- Reducing our carbon footprint and supporting residents and businesses to reduce their footprint

A Member suggested that **use of public transport** be added into the above priority and more emphasis on enforcement.

A Member suggested that **energy usage** also be included and residents be encouraged to take up grants, for example, for solar panels.

## GROWTH SCRUTINY COMMITTEE

- Co-ordinate and facilitate car parking patrols outside schools within the District, working with Derbyshire County Council, Police and Education partners by 31<sup>st</sup> June 2020

Members raised concern regarding the issue of parked cars 'idling' outside schools. They also noted that illegal parking took place in all towns and villages throughout the District and not just outside schools. The Information, Engagement & Performance Manager replied that this target had been included further to a successful car parking patrol pilot carried out at a school where awareness had been raised with parents on the impact on the environment from idling car emissions and also on the safety for school children.

The Information, Engagement & Performance Manager left the meeting.

### **0686. SCRUTINY COMMITTEE WORK PROGRAMME 2019/20**

Committee considered their Work Programme 2019/20.

The Scrutiny & Elections Officer noted that Members had previously received the draft Sustainable Community Strategy 2006-20 document for their consideration and comment back to the Partnership Team. An update on achievements in 2006-20 and the new draft Strategy would be presented to Members before the end of this Municipal year.

The Scrutiny & Elections Officer noted that she and the Assistant Director of Development were currently working on a report in relation to Members comments and concerns raised at the January meeting regarding the private rented sector.

Moved by Councillor Chris Kane and seconded by Councillor David Dixon  
**RESOLVED** that the report be noted.

### **0687. EXCLUSION OF THE PUBLIC**

Moved by Councillor Chris Kane and seconded by Councillor Graham Parkin  
**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

### **0688. BOLSOVER HOMES PARAGRAPH 3**

The Director of Development provided a verbal update to Members in relation to the new 4 year framework for delivering social housing in the District under Bolsover Homes (previously B@Home).

## **GROWTH SCRUTINY COMMITTEE**

The Number of houses to be built under Bolsover Homes would be dependent on the target in the Council's new ambition. However, this would potentially be more than the 100 properties target over the previous 4 years. A number of schemes in the District had already been identified.

The new framework agreement had recently been out to tender and independently appraised. A report to approve the contractor would be presented to the meetings of Executive in March and Council in April 2020.

The Director of Development noted that wherever possible and with permission of the Chair, he and the Assistant Director of Development would like to regularly attend meetings of this Committee to keep Members up to date with progress on Bolsover Homes and also to provide updates on other areas such as where the Council had been liaising with local industries regarding their requirements for skills and jobs.

The formal meeting concluded at 1140 hours and Members then met as a working party to continue their review work. The working party concluded at 1150 hours.





The Arc  
High Street  
Clowne  
Derbyshire  
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## <sup>6</sup> **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: 28th February 2020**

## 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:

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 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:

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>Provision of Flat Roofing Repairs or Replacement for Bolsover District Council Housing Repairs Section</b>	Executive	9 Mar 2020	Report of the Portfolio Holder for Portfolio Holder - Housing & Community Safety	Mark Dungworth, Strategic Repairs Manager	Key  It is likely to result in the Council making capital savings or incurring capital expenditure of £150,000 or more.	Open
12 <b>LED Lighting Upgrade to The Arc</b>	Executive	9 Mar 2020	Report of the Portfolio Holder for Portfolio Holder - Economic Development	David Broom, Facilities and Contracts Manager	Non-Key	Fully exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Appointment of a contractor to the 4 year New Build framework - Bolsover Homes</b>	Executive	30 Mar 2020	Report of the Portfolio Holder for Councillor Sandra Peake	Ian Barber, Property Services Manager	Key  It is likely to result in the Council making revenue savings or incurring Revenue expenditure of £75,000 or more.	Fully exempt  Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Contact Centre Staffing</b>	Executive	30 Mar 2020	Report of the Portfolio Holder for Portfolio Holder - Partnerships	Matthew Broughton, Joint Head of Partnership and Transformation	Non-Key	Fully exempt  Information relating to any individual. Information which is

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
13			and Transformation			likely to reveal the identity of an individual. 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.
<b>Extreme Wheels Manager (Business Development and Volunteer Programme)</b>	Executive	30 Mar 2020	Report of the Portfolio Holder for Portfolio Holder - Partnerships and Transformation	Wayne Carter, Leisure Operations Manager	Non-Key	Fully exempt  Information relating to any individual. Information which is likely to reveal the identity of an individual.

**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.
- 14 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

18<sup>th</sup> March 2020

<b>Review of Income Generation – Post Scrutiny Monitoring (Final Report)</b>
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### Report of the Chair of Growth Scrutiny Committee

This report is public

#### Purpose of the Report

- To present the Final Post-Scrutiny Monitoring Report on the Review of Income Generation to Growth Scrutiny Committee.

#### 1 Report Details

1.1 The Growth Scrutiny Committee agreed to undertake a Review of Income Generation, as part of the 2017/18 work plan following consideration of a range of topics suggested at the Annual Scrutiny Conference.

1.2 While the Committee agreed the scope of this review early in the municipal year 2017/18, due to changes in staffing internally the review did not progress as planned. As a result we further refined the scope in January 2018, which allowed Members to re-focus on assessing how we had generated income to date and identify new ways of increasing income to the Authority. Due to the changes during 2017/18, Members agreed to continue the review in to 2018/19, to ensure a full investigation was completed.

1.3 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

1.4 There were a number of areas of investigation that have ultimately been subsumed in to the Transformation Plan 2018. Members acknowledged that there will now be a specific route for delivery of these initiatives, via the Transformation Governance Group, and urged those involved to look at the initiatives identified as a priority for further exploration over the twelve month monitoring period.

1.5 The Committee, and subsequently Executive, agreed 11 recommendations which will hopefully assist the Council in identifying new investments and mechanisms for income generation. This report acknowledges progress to date by Officers implementing the recommendations:

- To date 5 out of 11 recommendations have been achieved;

- 2 out of 11 have commenced and are on track to complete by their Target date of March 2020;
- 4 out of 11 are recommended for extension beyond the original Target date of March 2020. These recommendations are dependent on the completion of additional work, see Appendix 2 for further detail.

## **2 Conclusions and Reasons for Recommendation**

- 2.1 Members are required to make their report and findings public, in accordance with Part 4.5.17(3) of the Constitution.
- 2.2 Committee is required to monitor implementation of their recommendations in accordance with Part 3.6(2) of the Constitution.

## **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.

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

- 4.1 There are no alternative options. Members are required to note the service's response to progress against the review recommendations.
- 4.2 Committee is required to monitor implementation of their recommendations in accordance with Part 3.6(2) of the Constitution and as such the report cannot be rejected.

## **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 directly from this report.



## 6 Recommendations

- 6.1 That Members note the progress against the review recommendations.
- 6.2 That Members acknowledge any exceptions to delivery and clarify the additional action required by the service.
- 6.3 That Members make its findings public, in accordance with Part 4.5.17(3) of the Constitution.
- 6.4 That Members agree to the formal extension of the four recommendations identified in Appendix 2.
- 6.5 That a further update against progress is submitted to Committee in twelve months' time, to ensure Members are kept informed of Transformation developments linked to Income Generation and to allow for full implementation of the four recommendations identified for extension.

## 7 Decision Information

<p><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</i> <input type="checkbox"/>  <i>Capital - £150,000</i> <input type="checkbox"/>  <i>NEDDC: Revenue - £100,000</i> <input type="checkbox"/>  <i>Capital - £250,000</i> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	No
<p><b>Has the relevant Portfolio Holder been informed</b></p>	Yes
<p><b>District Wards Affected</b></p>	N/A
<p><b>Links to Corporate Plan priorities or Policy Framework</b></p>	<p>Aim: Unlocking our Growth Potential  Priorities: Supporting Enterprise;  Unlocking Development Potential;  Enabling Housing Growth</p> <p>Aim: Transforming Our Organisation  Priorities: Making the best use of our assets;  Ensuring financial sustainability and increasing revenue streams</p>

8 **Document Information**

Appendix No	Title
1.	Review of Income Generation – Original Service and Executive Response
2.	Review of Income Generation – Action Plan
<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 documents related to the Review of Income Generation. Please contact Scrutiny & Elections Officer where further information is required.	
Report Author	Contact Number
Joanne Wilson, Scrutiny & Elections Officer	2385

**Original Recommendations from Review and Executive's Response**

<b>PERFORM Code</b>	<b>Recommendation</b>	<b>Desired Outcome</b>	<b>Target Date</b>	<b>Lead Officer</b>	<b>Resources</b>	<b>Service Response</b>	<b>Executive Response</b>
19 GSc17-19 1.1	That a feasibility study is considered in relation to the replication of The Tangent 'model' at other sites within the District, for both the generation of additional rental income and provision of additional support to the SME sector.	Additional provision for the SME sector within the District resulting in increased NNDR, employment and training opportunities.	March 2020	Joint Head of Property & Commercial Services	Officer time.  Potential to deliver via Transformation Plan 2018.	Timescales look achievable. The Council may have to purchase land, which is not a barrier but an added cost.	Recommendation Approved.
GSc17-19 1.2	That a feasibility study is considered in relation to the development of a dedicated conference/civic function facility, for the generation of additional income (both rental and return on investment).	Additional income from rental income, civic events and return on investment. Improved community facilities	March 2020	Joint Head of Property & Commercial Services	Officer time.  Potential to deliver via Transformation Plan 2018.	We have two sites, The Arc and The Tangent. The suggestion would be to review these sites first.	Recommendation Approved.
GSc17-19 1.3	That the Transformation Governance Group give due consideration to the schemes suggested by Leisure and others in relation to potential Leisure developments/ investments at Pleasley Vale and the surrounding area, which	Increased income generation; further; improvements to health and wellbeing offer to residents and	March 2020	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	Officer time.  Potential to deliver via Transformation Plan 2018.	Officers acknowledge Members ideas for development and will take this on board when developing plans for submission to the	Recommendation Approved.

<b>PERFORM Code</b>	<b>Recommendation</b>	<b>Desired Outcome</b>	<b>Target Date</b>	<b>Lead Officer</b>	<b>Resources</b>	<b>Service Response</b>	<b>Executive Response</b>
	have been put forward as an option for delivery in the revised Transformation Programme.	customers; increased tourism footfall and overnight stays.				Transformation Governance Group.	
GSc17-19 1.4  20	That the feasibility of a permanent Business Improvement/Engagement post be considered to further secure the future growth of the PVOAC site, in line with other Business Improvement posts within Leisure Services.	Increased income generation to ensure site remains self-financing and further sustainability to the future of the site.	March 2020	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	Officer time  Leisure staffing budget – could be self-financing from increased business generated.	Officers acknowledge Members ideas for development and will take this on board when developing plans for submission to the Transformation Governance Group, in conjunction with recommendation 1.3.	Recommendation Approved.
GSc17-19 1.5	That the feasibility of a permanent post for Extreme Wheels covering business improvement and volunteering be considered, pending analysis of the achievements via the temporary post.	Maintaining increased income and engagement levels, further expanding the profile of the service.	March 2020	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	Officer time  Requires mainstream staffing budget or extension of grant funding.	Current funding is secured to the start of Sept 2019. The process for securing continuation funding will start in June 2019 to ensure current programmes have a smooth	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
						transition in their current form.	
GSc17-19 1.6  21	That a Corporate Marketing Strategy is produced to reflect a revised approach to marketing the commercial services of the Council.	Improved coordination to marketing of Council services, leading to increased income generation.	March 2020	Communications, Marketing & Design Manager	Officer time	We do not have a Marketing Strategy currently, more a Media Pack that outlines what we have available in terms of placing adverts, sponsorship opportunities and hiring rooms. We also have an Advertising and Sponsorship Policy and both these documents need updating to reflect the new Transformation Programme.	Recommendation Approved.
GSc17-19 1.7	That the feasibility of the initiative proposed with the Transformation Plan 2018 for a 'Services Pack', being taken forward as a priority – to include Parishes/VCS organisations; residents and businesses.	Increased income generation, improved coordination to marketing of Council services.	March 2020	Joint Head of Corporate Governance & Monitoring Officer/ Communications, Marketing & Design Manager	Officer time	Awaiting outcome of Services Review through Transformation Governance Group, before any work can commence on this.	Recommendation Approved.

<b>PERFORM Code</b>	<b>Recommendation</b>	<b>Desired Outcome</b>	<b>Target Date</b>	<b>Lead Officer</b>	<b>Resources</b>	<b>Service Response</b>	<b>Executive Response</b>
GSc17-19 1.8  22	That Executive considers a more targeted approach is taken to the marketing of our services, with the creation of an additional resource – a Commercial/Marketing Officer, with a specific remit for co-ordinating income generation via services to residents/businesses.	Increased income generation, improved coordination to marketing of Council services.	March 2020	Joint Head of Partnerships & Transformation/ Joint Head of Corporate Governance	Officer time, feasibility study/business case for post, staffing budget (explore self-financing options)	Members' comments have been taken on board. Given the current initiative in the Transformation Plan 2018 to complete a programme of service reviews, a preferred option would be to review existing resources in the first instance. This may result in a new post but may also lead to revised delivery from existing resources.	Recommendation Approved.
GSc17-19 1.9	That Budget Scrutiny Committee give due consideration to future revisions to the Treasury Management Strategy (as required by the Budget & Policy Framework) and ensure that the new Corporate Investment	That the Strategies adopted by the Authority remain fit for purpose and compliant.	May 2019 onwards	Head of Finance & Resources/ Scrutiny & Elections Officer	Officer/ Member time	Agreed. The Strategies will be considered by the Committee on an annual basis unless changes are required more frequently.	Recommendation Approved.

<b>PERFORM Code</b>	<b>Recommendation</b>	<b>Desired Outcome</b>	<b>Target Date</b>	<b>Lead Officer</b>	<b>Resources</b>	<b>Service Response</b>	<b>Executive Response</b>
	Strategy is sufficient to allow the Authority to generate the required return on investments.						
23 GSc17-19 1.10	That the Transformation Governance Group considers the initiative within the Transformation Plan 2018, to develop the overnight stay offer within the District, as a priority for further feasibility/development planning.	Increased capacity for overnight stays, increased tourism footfall, potential income generation if progressed as an investment opportunity.	March 2020	Joint Head of Property & Commercial Services	Officer time.  Potential to deliver via Transformation Plan 2018.	Identification of an end user/operator should be the first stage in the process. Without an operator the overnight stay offer will be difficult to deliver. This may be something that can be considered as part of Leisure's facility at Pleasley Vale.	Recommendation Approved.
GSc17-19 1.11	That the Transformation Governance Group considers the initiatives from Housing & Community Safety and Others in relation to Private Rents and residential property within the Transformation Plan 2018, as a matter of priority for feasibility and implementation.	Increased income generation, improved quality of private rented sector.	March 2020	Joint Head of Housing & Community Safety	Officer time.  Potential to deliver via Transformation Plan 2018.	The aim is to develop sites that are considered unsuitable for open market sale, ensuring development of underused land and an increase in properties for the private rented sector. This would	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
24						require the creation of a wholly owned company. This could also incorporate purchase of individual properties via auction to add to the private rented stock created via the company.	



**RESPONSE TO SCRUTINY COMMITTEE ON IMPLEMENTATION FOLLOWING SCRUTINY REVIEW**

<b>Title of Review:</b>	Review of Income Generation					
<b>Timescale of Review:</b>	September 2017 – January 2019.		<b>Post-Monitoring Period:</b>	12 months commencing March 2019. Interim report due September 2019.		
<b>Date agreed by Scrutiny:</b>	February 2019.		<b>Date agreed by Executive:</b>	March 2019.		
<b>Total No. of Recommendations and Sub Recommendations</b>  25	<b>Achieved</b>	5	<b>On track</b>	2	<b>Extended</b>	4
	<b>Achieved (Behind target)</b>	0	<b>Overdue</b>	0	<b>Alert</b>	0
	<b>Not Started</b>	0				

**Key Achievements:**

- Feasibility study for an additional industrial site commissioned, viability and site location(s) to be determined.
- An assessment of current BDC conference/meeting provision has shown there is insufficient demand to be an income generator for the authority. Viability of a Civic function facility still to be determined as part of wider asset appraisals.
- Recommendation GSc17-19 1.5 is due to complete as planned in March 2020, pending final approval by Executive.
- Recommendation GSc17-19 1.7 is due to complete as planned in March 2020, pending final approval by Executive Members.
- In relation to Recommendation GSc17-19 1.8, staffing structures have been reviewed and this considered/addressed resource for income generation. The new Directorate of Development will take this area of work forward.
- At the Budget Scrutiny Committee in January 2019, Members considered the revised Treasury Management Strategy 2019/20-2022/23, the Capital Strategy 2019/20-2022/23, and a refreshed Corporate Investment Strategy 2019/20-2022/23 which enabled the authority to meet new requirements of the Statutory Guidance on Local Government Investments (3<sup>rd</sup> Edition) (Statutory Investment Guidance) issued by the Ministry for Housing, Communities and Local Government. All three documents were reconsidered in January 2020 for the new period of 2020/21-2023/24.

- With regard to overnight stay provision, a refreshed Tourism Strategy is currently in production and going through consultation with key stakeholders. This is due to come to Scrutiny in May 2020, prior to final approval by Executive. As part of this process, visitor accommodation has been analysed in relation to current quantities.

**Reasons for non-implementation of Recommendations:**

- Work is ongoing to determine the strategic direction of Pleasley Vale Mills. Once, the strategic direction is identified, greater consideration can be given to the development of the Outdoor Activity Centre.
- Delivery of recommendation GSc17-19 1.4, is dependent on the outcome of GSc17-19 1.3.
- Delivery of recommendation GSc17-19 1.6 is subject to the completion of GSc17-19 1.7 in the first instance as this will determine services which can be marketed and the need/scope of a more detailed Strategy.
- With regard to recommendation 1.11, Legal advice has been sought in relation to a Housing company and talks are underway with Dragonfly to investigate and develop a company structure and business plan. Further work is planned with additional updates to Scrutiny planned as the project progresses.

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
27 GSc17-19 1.1	That a feasibility study is considered in relation to the replication of The Tangent 'model' at other sites within the District, for both the generation of additional rental income and provision of additional support to the SME sector.	Joint Head of Property & Commercial Services	March 2020	March 2020	Achieved		Officer time.  Potential to deliver via Transformation Plan 2018.	<p><u>September 2019</u> Officers are working on pulling together a document which looks at the business case for providing a light industrial unit facility, similar to Phase 2 of The Tangent which will look at build costs, land value, rental income, operating costs and demand.</p> <p><u>March 2020</u> Development feasibility for one industrial site has been commissioned.</p> <p>This includes architectural drawings, which will help to determine viability.</p> <p>Additional sites identified.</p>
GSc17-19 1.2	That a feasibility study is considered in relation to the	Joint Head of Property &	March 2020	March 2020	Achieved		Officer time.	<u>September 2019</u>

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
28	development of a dedicated conference/civic function facility, for the generation of additional income (both rental and return on investment).	Commercial Services					Potential to deliver via Transformation Plan 2018.	<p>Based on the experience within the department of running 2 Business Centres with conference facilities, we are starting to pull together information on demand and income along with researching what facilities are already available in the District.</p> <p><u>March 2020</u> Following an assessment of current provision for conferences, demand for such a facility is limited, generating £15,000 per annum income for The Tangent (used 5 days per week 40-45 weeks of the year).</p> <p>Unless grant funded to a high intervention rate, this would make the scheme an unviable income generator for the</p>

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
29								<p>Council at this present time.</p> <p>In relation to provision of Civic facilities this will be taken in to consideration as part of future assessments of BDC assets and further implementation via the Commercial Property Investment Strategy.</p>
GSc17-19 1.3	That the Transformation Governance Group give due consideration to the schemes suggested by Leisure and others in relation to potential Leisure developments/ investments at Pleasley Vale and the surrounding area, which have been put forward as an option for delivery in the revised Transformation Programme.	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	March 2020  <i>Revised date TBC</i>		Extended		Officer time.  Potential to deliver via Transformation Plan 2018.	<u>September 2019</u> The Transformation Governance Group considers all Transformation Project suggestions. A project brief has been developed, in coordination with DCC, for Executive's consideration, to fund consultancy work to develop a business case to support investment in expanding the mix and appeal of Pleasley

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
30								Vale Outdoor Activity Centre.  <u>March 2020</u> Work is ongoing to determine the strategic direction of Pleasley Vale Mills. Once, the strategic direction is identified, greater consideration can be given to the development of the Outdoor Activity Centre.
GSc17-19 1.4	That the feasibility of a permanent Business Improvement/Engagement post be considered to further secure the future growth of the PVOAC site, in line with other Business Improvement posts within Leisure Services.	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	March 2020  <i>Revised date TBC</i>		Extended		Officer time  Leisure staffing budget – could be self-financing from increased business generated.	<u>September 2019</u> This is awaiting the outcome of GSc17-19 1.3.  <u>March 2020</u> This is awaiting the outcome of GSc17-19 1.3.
GSc17-19 1.5	That the feasibility of a permanent post for Extreme Wheels covering business improvement and volunteering be considered, pending analysis of the	Joint Head of Partnerships & Transformation/ Leisure Operations Manager	March 2020		On track		Officer time  Requires mainstream staffing budget or extension of grant funding.	<u>September 2019</u> Not yet commenced. A Leisure Service review is currently underway through the Transformation Programme which will

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
	achievements via the temporary post.							consider the suggestion amongst other things.  <u>March 2020</u> Executive report to be considered in March.
GSc17-19 1.6  31	That a Corporate Marketing Strategy is produced to reflect a revised approach to marketing the commercial services of the Council.	Communications, Marketing & Design Manager	March 2020  <i>Revised date TBC</i>		Extended		Officer time	<u>September 2019</u> The Transformation Group is currently collating information on 'selling services' across the Council to provide a more holistic approach where we can offer a package of services rather than ad-hoc ones. Once this has been completed a marketing pack can be designed to advertise our services and give to potential clients.  This recommendation is subject to the completion of GSc17-19 1.7 in the first instance as this will determine services

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
32								<p>which can be marketed and the need/scope of a more detailed Strategy.</p> <p><u>March 2020</u> This recommendation is subject to the completion of GSc17-19 1.7 in the first instance as this will determine services which can be marketed and the need/scope of a more detailed Strategy.</p>
GSc17-19 1.7	That the feasibility of the initiative proposed with the Transformation Plan 2018 for a 'Services Pack', being taken forward as a priority – to include Parishes/VCS organisations; residents and businesses.	Joint Head of Partnerships & Transformation / Communications, Marketing & Design Manager	March 2020		On track		Officer time	<p><u>September 2019</u> This project has commenced and is currently liaising with all departments who suggested 'selling services' as part of the Transformation Programme to better understand the service 'offer'.</p> <p><u>March 2020</u> Informal draft of the potential 'Services</p>



PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
								Pack' to be considered by Members in March 2020.
GSc17-19 1.8  33	That Executive considers a more targeted approach is taken to the marketing of our services, with the creation of an additional resource – a Commercial/Marketing Officer, with a specific remit for co-ordinating income generation via services to residents/businesses.	Joint Head of Partnerships & Transformation	March 2020	February 2020	Achieved		Officer time, feasibility study/business case for post, staffing budget (explore self-financing options)	<p><u>September 2019</u> Not commenced yet, awaiting outcome of GSc17-19 1.6 and 1.7 and the Communications Team review.</p> <p><u>March 2020</u> Staffing structures have just been reviewed and considered/addressed resource for income generation. The new Directorate of Development will take this area of work forward.</p>
GSc17-19 1.9	That Budget Scrutiny Committee give due consideration to future revisions to the Treasury Management Strategy (as required by the Budget & Policy Framework) and ensure that the new Corporate Investment	Head of Finance & Resources/ Scrutiny & Elections Officer	May 2019 onwards	May 2019	Achieved		Officer/ Member time	<p><u>September 2019</u> At the Budget Scrutiny Committee in January 2019, Members considered the revised Treasury Management Strategy 2019/20-2022/23, a refreshed Corporate Investment</p>

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
34	Strategy is sufficient to allow the Authority to generate the required return on investments.							<p>Strategy 2019/20-2022/23 which enabled the authority to meet new requirements of the Statutory Guidance on Local Government Investments (3<sup>rd</sup> Edition) (Statutory Investment Guidance) issued by the Ministry for Housing, Communities and Local Government. These documents will be received annually prior to the approval of the revised budgets. In addition, a new Commercial Property Investment Strategy was also considered which clarifies our specific approach in this area.</p> <p><u>March 2020</u> All three financial strategy documents were reconsidered in January 2020 for the new period of 2020/21-2023/24.</p>

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
GSc17-19 1.10  35	That the Transformation Governance Group considers the initiative within the Transformation Plan 2018, to develop the overnight stay offer within the District, as a priority for further feasibility/development planning.	Joint Head of Property & Commercial Services	March 2020	March 2020	Achieved		Officer time.  Potential to deliver via Transformation Plan 2018.	<p><u>September 2019</u> This is part of the Transformation Programme and needs to be jointly looked at with Leisure as there is a desire for them to deliver an overnight stay offer within the District.</p> <p><u>March 2020</u> A refreshed Tourism Strategy is currently in production and going through consultation with key stakeholders. This is due to come to Scrutiny in May 2020, prior to final approval by Executive. As part of this process, visitor accommodation has been analysed in relation to current quantities. This has shown that the AirBNB sector is growing within the District.</p> <p>Options for further hotel development are</p>

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
36								<p>contained within the Clowne Garden Village development. Further sites just outside the District boundary which also involve sites earmarked for hotel developments include Markham Vale; Peak Resort in Chesterfield; Pleasley in Mansfield (new housing/employment site just outside boundary) and Gulliver's Kingdom at Rother Valley.</p> <p>We have identified a property in Bolsover which we are looking to turn into a holiday let. Currently looking at conversion costs and potential income.</p>
GSc17-19 1.11	That the Transformation Governance Group considers the initiatives from Housing & Community	Joint Head of Housing & Community Safety/ Joint	March 2020		Extended		Officer time.  Potential to deliver via	<u>September 2019</u> A Commercial Property Investment Strategy has been developed to

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Status	Resources	Progress/ Action
37	Safety and Others in relation to Private Rents and residential property within the Transformation Plan 2018, as a matter of priority for feasibility and implementation.	Strategic Director – Place					Transformation Plan 2018.	<p>consider investment to increase income in relation to purchase and sale of land and property. The current focus is on continued development of B@Home and the Joint Venture Company. Sites have been identified for Phase 2 of B@Home and also Phase 2 of the Joint Venture Business Plan.</p> <p><u>March 2020</u> With regard to recommendation 1.11, Legal advice has been sought in relation to a Housing company and talks are underway with Dragonfly to investigate and develop a company structure and business plan.</p>

## Bolsover District Council

### Growth Scrutiny Committee

18<sup>th</sup> March 2020

<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

<p><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:</p> <p><i>BDC: Revenue - £75,000 <input type="checkbox"/></i>  <i>Capital - £150,000 <input type="checkbox"/></i></p> <p><i>NEDDC: Revenue - £100,000 <input type="checkbox"/></i>  <i>Capital - £250,000 <input type="checkbox"/></i></p> <p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  (Only Key Decisions are subject to Call-In)</p>	No
<p><b>Has the relevant Portfolio Holder been informed</b></p>	N/A
<p><b>District Wards Affected</b></p>	N/A
<p><b>Links to Corporate Plan priorities or Policy Framework</b></p>	All

## 8 Document Information

Appendix No	Title
1.	Work Programme 2019/20
<p><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)</p>	
<p>Previous versions of the Committee Work Programme.</p>	
Report Author	Contact Number
Joanne Wilson, Scrutiny & Elections Officer	2385

Report Reference –



**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	<ul style="list-style-type: none"> <li>Growth Strategy Update Q3 &amp; Q4 2018/19 and Growth Performance Indicators Q3 &amp; Q4 2018/19</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Quarter 4 – Performance Update</li> </ul>	Information, Engagement and Performance Manager
	Part B – Informal	<ul style="list-style-type: none"> <li>Agreement of Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
10 <sup>th</sup> July 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Scoping of Review Work</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Member Briefing on HS2</li> <li>Work Programme 2019/20</li> </ul>	Joint Strategic Director – Place Scrutiny & Elections Officer
7 <sup>th</sup> August 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Review Work – Scoping of Review</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Quarter 1 – Performance Update</li> <li>Work Programme 2019/20</li> </ul>	Information, Engagement and Performance Manager Scrutiny & Elections Officer
18 <sup>th</sup> September 2019	Part A – Formal	<ul style="list-style-type: none"> <li>Review Work – Briefing from Economic Development</li> </ul>	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> <li>Post-Scrutiny Monitoring: Review of Income Generation – Interim Report</li> </ul>	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
		<ul style="list-style-type: none"> <li>Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>Review Work – Document Review</li> </ul>	Scrutiny & Elections Officer
<b>16<sup>th</sup> October 2019</b>	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>Review Work – Briefing from Partnerships Team</li> </ul>	Scrutiny & Elections Officer
<b>6<sup>th</sup> November 2019</b>	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>Review Work – Briefing from LEADER Team</li> </ul>	Scrutiny & Elections Officer
<b>20<sup>th</sup> November 2019</b>  42	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>Briefing from D2N2 Local Enterprise Partnership</li> </ul>	D2N2/ Acting Head of Economic Development/ Joint CEO
		<ul style="list-style-type: none"> <li>Corporate Plan Targets Performance Update – July to September 2019 (Q2 – 2019/20)</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Growth Report Update – April 2019 to September 2019</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Development of new performance framework to support the vision for 2019-2023</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>Review Work</li> </ul>	Scrutiny & Elections Officer
<b>22<sup>nd</sup> January 2020</b>	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>Private Rented Sector Housing – Review of BDC role and responsibilities and partnership working</li> </ul>	Acting Joint Head of Economic Development/ Joint Empty Properties Officer/ Action Housing/ Environmental Health Manager
		<ul style="list-style-type: none"> <li>Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>Review Work – Interim Report/Recommendations (Provisional – 1<sup>st</sup> option)</li> </ul>	Scrutiny & Elections Officer
<b>26<sup>th</sup> February 2020</b>	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>Corporate Plan Targets Performance Update – October to December 2019 (Q3 – 2019/20)</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Development of new performance framework to support the vision for 2019-2023</li> </ul>	Joint Strategic Director – Place Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>Briefing on Bolsover Homes (Exempt)</li> </ul>	Director of Development

Date of Meeting	Items for Agenda		Lead Officer
		<ul style="list-style-type: none"> <li>• Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>• Review Work – Interim Report/Recommendations</li> </ul>	Scrutiny & Elections Officer
<b>18<sup>th</sup> March 2020</b>	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>• Post-Scrutiny Monitoring: Review of Income Generation – Final Report</li> </ul>	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> <li>• Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>• Review Work</li> </ul>	Scrutiny & Elections Officer
<b>13<sup>th</sup> May 2020</b>	<b>Part A – Formal</b>	<ul style="list-style-type: none"> <li>• Review of Current and Future External Funding – Approval of Final Report</li> </ul>	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> <li>• Draft Tourism Strategy</li> </ul>	Assistant Director of Development/ Tourism & Town Centre Officer
		<ul style="list-style-type: none"> <li>• Update on Sustainable Community Strategy 2006-20 and revised Sustainable Community Strategy 2020-23</li> </ul>	Partnership Team
		<ul style="list-style-type: none"> <li>• Corporate Plan Targets Performance Update – January to March 2020 (Q4 – 2019/20)</li> </ul>	Information, Engagement and Performance Manager
		<ul style="list-style-type: none"> <li>• Work Programme 2019/20</li> </ul>	Scrutiny & Elections Officer
	<b>Part B – Informal</b>	<ul style="list-style-type: none"> <li>• Review Work</li> </ul>	Scrutiny & Elections Officer

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