

## **HEALTHY SAFE CLEAN & GREEN COMMUNITIES SCRUTINY COMMITTEE**

Minutes of a meeting of the Healthy Safe Clean & Green Communities Scrutiny Committee of the Bolsover District Council held on Tuesday, 15 December 2020 at 10:00 hours.

### **PRESENT:-**

Members:-

Councillor Anne Clarke, Vice-Chair in the Chair

Councillors, Rose Bowler, Tom Munro, Evonne Parkin and Janet Tait.

Officers:- Sara Gordon (HR and OD Manager), Bronwen MacArthur-Williams (Health and Safety Manager), Amar Bashir (Improvement Officer), Joanne Wilson (Scrutiny and Elections Officer), and Alison Bluff (Governance Officer).

Also in attendance at the meeting was Councillor Nick Clarke (Portfolio Holder - Carbon Reduction Efficiencies).

### **HEA17-20/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors David Downes, Sandra Peake and Deborah Watson.

### **HEA18-20/21 URGENT ITEMS OF BUSINESS**

There was no urgent business to be considered at the meeting.

### **HEA19-20/21 DECLARATIONS OF INTEREST**

There were no declarations made at the meeting.

### **HEA20-20/21 MINUTES**

Moved by Councillor Anne Clarke and seconded by Councillor Evonne Parkin  
**RESOLVED** that the minutes of a meeting of the Healthy, Safe, Clean & Green Communities Scrutiny Committee held on 6<sup>th</sup> October 2020 be approved as a true and correct record.

### **HEA21-20/21 LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE DOCUMENT**

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

Moved by Councillor Anne Clarke and seconded by Councillor Tom Munro  
**RESOLVED** that the List of Key Decisions and items to be considered in private document be noted.

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### HEA22-20/21 CORPORATE AMBITIONS PERFORMANCE UPDATE - JULY TO SEPTEMBER 2020 (Q2 - 2020/21).

Committee considered a report in relation to the Quarter 2 outturns (July to September 2020) for the Council's Ambition Performance Framework 2020-2024 targets and relevant supporting service indicators.

The report explained that there were 13 targets in total. Eight were on track, one target had previously been achieved, one target was not currently able to be reported on and three targets had been affected by Covid-19. For the service indicators of which there were 12 in total, five had positive outturns, four had been affected by Covid-19, two had a negative outturn and one was within target.

Appendix 1 to the report set out the details of each target and the progress to date.

Committee discussed the target ENV03 – *Achieve a combined recycling and composting rate of 50% by March 2023* and considered whether further scrutiny of recycling rates was required. Cllr Nick Clarke, Portfolio Holder – Carbon Reduction Efficiencies reported that bringing the recycling collections in-house was being explored. He also reported that Covid-19 had impacted on refuse and recycling collections.

Committee discussed the target ENV04 – *Sustain standards of litter cleanliness to ensure 96% of streets each year meet an acceptable level as assessed by Local Environment Quality Surveys*. Members commented that they often observed more litter than this report suggested there was. The Scrutiny and Elections Officers explained that the quarterly performance figures had been based on physical surveys for particular areas and would not necessarily provide an accurate reflection for the whole of the District. The details of the areas surveyed for this quarter would be circulated to the Committee. A question was raised about what action could be taken with the owners of premises where litter was an issue. The Scrutiny and Elections Officer confirmed that information regarding what enforcement action was available in respect of litter would be circulated to the Committee.

Moved by Councillor Anne Clarke and seconded by Councillor Tom Munro  
**RESOLVED** that the outturns against the Council's Ambition 2020-2024 targets and relevant service indicators be noted.

### HEA23-20/21 HEALTH AND WELLBEING STRATEGY - MONITORING UPDATE AND IMPACT OF COVID-19.

The HR and OD Manager presented a summary of Health and Wellbeing at the Council over the past year, including the impact of Covid-19.

The HR and OD Manager reported that the Health and Wellbeing Framework had been refreshed and rolled out at the beginning of the year. A Health & Wellbeing Bulletin had been issued together with improved information on the Council's intranet and Work Well notice boards. Nutrition and Menopause workshops had been held and there were further events planned for the year ahead but the Covid-19 pandemic had impacted on the planned programme.

At the start of the pandemic business continuity plans and priority services had been initiated. Key workers had been provided with authorisation to travel. Emails had been

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sent to all staff to keep them updated and Temporary Workplace Measures had been put together and implemented on 26 March 2020. These measures were then refreshed on 6<sup>th</sup> April, 22<sup>nd</sup> May, 14<sup>th</sup> July and 9<sup>th</sup> November 2020. Some staff had been redeployed to work in the Community Support Team and some staff from Leisure had been furloughed.

The HR and OD Manager reported that 127 employees had worked from home, 26 had been shielding (long-term), 28 employees had self-isolated for seven days, 32 employees had self-isolated for 10 days, 59 employees had self-isolated for 14 days. As a large number of staff had been working from home since the start of the pandemic a home working survey had been undertaken as well as a Display Screen Equipment workplace assessment questionnaire for all employees working at home. Individual circumstances had been taken into consideration when looking at remote working options and the flexitime bandwidth had been extended to allow for more flexibility.

A new agile working policy had been approved at Council on 9<sup>th</sup> December 2020 and there would be regular reviews of working arrangements going forward.

The Committee wished to place on record its thanks for all the work that had taken place to support the workforce through this very difficult time. This work had ensured that staff were safe and could continue to provide Council services.

In answer to a question, the HR and OD manager confirmed that the workplace assessment questionnaire had covered common issues with setup and equipment, which had been considered and acted upon by managers where necessary.

The Health and Safety Manager briefed the Committee on the Covid-19 arrangements that had been put in place in respect of working in the workplace. Rotational attendance of staff in the office had been put in place where possible to decrease contact between staff members and risk assessments had taken place and relevant protocols put in place. A consistent message to work at home had been given, in line with government guidance. For those staff who had to work in the office, distance markers had been placed throughout and screens had been provided where there was minimal space between desks. Sanitising stations, which included wipes and sanitising gel had also been provided. Good hygiene practice had been promoted and face coverings could be worn, although they were not mandatory.

Other measures that had been taken included, facilities management displaying posters at entrances to show the maximum capacity for each office area, and the Health and Safety Team had been conducting ad-hoc covid-19 adherence inspections to ensure compliance. The team had also been meeting trade union representatives regularly to ensure adherence to guidance was being maintained and to keep unions up to date with any emerging issues.

Moved by Councillor Anne Clarke and seconded by Councillor Tom Munro  
**RESOLVED** that the Committee note the monitoring update regarding the Health and Wellbeing Strategy and the impact of Covid-19.

### HEA24-20/21      SCRUTINY COMMITTEE WORK PROGRAMME 2020/21

Committee considered its Work Programme for the remainder of 2020-2021.

Moved by Councillor Ann Clarke and seconded by Councillor Rose Bowler

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**RESOLVED** that the Work Programme be noted.

The meeting concluded at 11:08 hours.