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To: Chair & Members of the Climate
Change and Communities Scrutiny
Committee

Contact: Joanne Wilson
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Friday, 20th January 2023

Dear Councillor

CLIMATE CHANGE AND COMMUNITIES SCRUTINY COMMITTEE

You are hereby summoned to attend a meeting of the Climate Change and Communities Scrutiny Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Tuesday, 31st January, 2023 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 on pages 3 and 4.

Yours faithfully

A handwritten signature in black ink, appearing to read "J. S. Fielden".

Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

CLIMATE CHANGE AND COMMUNITIES SCRUTINY COMMITTEE AGENDA

*Tuesday, 31st January, 2023 at 10:00 hours taking place in the
Council Chamber, The Arc, Clowne*

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	<u>PART A - FORMAL</u>	
1.	Apologies for Absence	
2.	Urgent Items 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.	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes To consider the minutes of the last meeting held on 15 th November 2022.	5 - 9
5.	List of Key Decisions and Items to be Considered in Private <i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information. NB: 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>	10
6.	Health and Wellbeing Framework Update	11 - 17
7.	Carbon Reduction Plan - Monitoring Report	Verbal
8.	Review of Voluntary & Community Sector Grant Allocations: Post-Scrutiny Monitoring (Interim Report)	18 - 35

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| 9. | Review of Council Policy on Sky Lanterns and Helium Balloons:
Executive Response | 36 - 43 |
| 10. | Climate Change and Communities Scrutiny Committee Work
Programme 2022/23 | 44 - 50 |

PART B - INFORMAL

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| 11. | Preparation for Annual Review of the Community Safety
Partnership | |
| 12. | Review work | |

CLIMATE CHANGE & COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Climate Change & Communities Scrutiny Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Tuesday 15th November 2022 at 10:00 hours.

PRESENT:-

Councillor Nick Clarke in the Chair

Members: Councillors Anne Clarke, David Dixon, Evonne Parkin and Jen Wilson (from Minute No CLI38-22/23).

Officers: Matt Finn (Environmental Health Service Manager – Commercial & Environment), Laura Khella (Commissioning and Contracts Officer) and Joanne Wilson (Scrutiny & Elections Officer).

CLI33-22/23 APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor Deborah Watson.

CLI34-22/23 URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

CLI35-22/23 DECLARATIONS OF INTEREST

There were no declarations of interest made.

CLI36-22/23 MINUTES OF MEETING HELD ON 11TH OCTOBER 2022

Moved by Councillor David Dixon and seconded by Councillor Evonne Parkin.

RESOLVED that the Minutes of a Climate Change & Communities Scrutiny Committee held on 11th October 2022 be approved as a correct record.

CLI37-22/23 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 Anne Clarke and seconded by Councillor Evonne Parkin.

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

CLIMATE CHANGE & COMMUNITIES SCRUTINY COMMITTEE

CLI38-22/23

SUSTAINABLE COMMUNITY STRATEGY 2020-23 AND CURRENT PARTNERSHIP DELIVERY – MONITORING UPDATE

The Commissioning and Contracts Officer provided Members with a verbal report covering the draft Annual Report of the Bolsover Partnership. It was noted that the final copy was currently in production by the communications team and would be circulated on completion.

The report covered the period April 2021-March 2022 and all activity completed by the Partnership supported the delivery of the Sustainable Community Strategy objectives.

Key areas of delivery noted were:

- Community Champions – this resulted in four Link Workers operating in each of the market towns.

A key part of their function was delivery of core messages during the Covid pandemic and also to be the ‘face’ of the Council. The scheme resulted in improved relationships with Frasers Group – a major local employer. Following completion of the scheme, which was briefly extended, the partnership team had altered their operations to create a focussed delivery centred on the four market town areas with a lead officer for each.

Four digital displays had also been installed, one in each town centre, to enable key messages and information to reach across the District. It was hoped this would go some way to bridge the digital divide where residents either cannot access or don’t have the skills to access the internet.

Councillor Jen Wilson arrived at this point.

- Bolsover District Skills Audit – this was a District-wide survey completed with external support from Sheffield Hallam University.

The objective was to complete a District-wide Skills Survey to find out about how the social and economic challenges of the area impacted on the training and education needs of residents. It explored the extent to which skills and qualifications were being utilised, as well as attitudes towards and any barriers to participation in employment, training and learning.

One of the core aims was to assess any changes following a smaller scale survey undertaken in 1995. The results were not directly comparable with a previous skills survey, which was limited to the Shirebrook area, covered a smaller sample size, and was completed at a time of high unemployment due to pit closures.

Nevertheless, the results showed that there were significantly more people employed and a lot of interest in training opportunities. It was noted that whilst there were limited numbers benefitting from apprenticeships, this reflected the national picture as the number of opportunities available was lower than the demand for places and this needed addressing at both national and local level.

CLIMATE CHANGE & COMMUNITIES SCRUTINY COMMITTEE

- Community Rail Partnership – this was a new initiative created to work across all the communities benefiting from the Robin Hood Line.

Work had taken place in relation to securing station improvements; prevention of ASB within the station area, multi-sports sessions as diversionary activity; rail safety education programme; and Creswell Heritage Trail. It was hoped the Heritage Trail concept could be developed within the other communities where a station was situated.

- Public Health Locality Funding – the Partnership received an annual allocation to commission local activity.

A notable project was the Raising Aspirations initiative. Whilst this started out at District level, the Partnership now commissioned this work on a countywide basis. 64 students from the District were supported during 2021/22, from Stubbin Wood School, Heritage High School and Tibshelf School. In addition, the targeted work with Stubbin Wood pupils giving work experience opportunities within Leisure Services, was very well received and provided vital employability skills to those involved.

Furthermore, there was I-Venture, which was an international citizenship programme where the young people benefitting would go to South Africa in July 2023. Delivery of this project had been delayed due to the pandemic but the resilience of the young people involved had been commendable.

A Scrutiny Member queried what link there was to the schools in light of the Skills Audit completed so any subsequent work was joined up. The Commissioning and Contracts Officer noted that the Derbyshire Careers Hub was the main link between schools and employers. The Raising Aspirations programme used labour market information to direct the young people to possible career pathways. She agreed to follow-up on the links with local schools in relation to the Skills Audit.

Bolsover Community & Voluntary Support – the contract with Bassetlaw Community & Voluntary Service had been extended to further develop the Bolsover Support Service. The organisation's staff continued to work with local groups and forums.

- Business Growth Fund – 9 businesses were supported during 2021/22.
- Building Resilience Programme – this work continued and a summary of the last twelve months was included in the report.
- Bolsover Homes Social Value Report – this work was completed by Woodhead Construction prior to the company ceasing to trade, and gave a clear example of how the Council would be able to create more detailed analysis reports using the Loop software.
- Bolsover District Statistical Insight – it was noted how the District had improved GVA whilst still having lower than average wages and qualification levels. The change in GVA was attributed to an increase in hours worked and an increase in higher value firms within the area.

CLIMATE CHANGE & COMMUNITIES SCRUTINY COMMITTEE

It was queried what the difference was between wage levels of those resident in the District compared to those working in the District, as this could be an indication as to the skill level/quality of local employment options.

Members had a general discussion regarding how the District was in a catch-22 situation where there was not enough sufficiently skilled people but equally the businesses requiring those skills were based out of the area, meaning those with the skills needed to commute. This was in turn affected by poor transport links both within the District and out to neighbouring conurbations. This was significantly limiting access to employment and training for those who could not drive/afford to run a car.

Moved by Councillor Anne Clarke and seconded by Councillor Evonne Parkin.

RESOLVED that the monitoring update be noted.

CLI39-22/23 REVIEW OF COUNCIL POLICY ON SKY LANTERNS AND HELIUM BALLOONS

The Scrutiny & Elections Officer introduced the item reminding Members of the work completed at recent meetings. This report was the final report to be submitted to Executive in December.

Members were reminded that due to the lack of national legislation in relation to the issue, the Council had no powers of enforcement and the creation of a Charter would be more of a statement of intent to add to the national lobbying on the issue.

The Environmental Health Service Manager (Commercial & Environment) also confirmed that the core outcome would be to show local leadership on the issue rather than create a local legislative change. The Council could however add to the national campaign through their lobbying recommendation.

Moved by Councillor Nick Clarke and seconded by Councillor Jen Wilson.

RESOLVED that (1) the Committee endorses the recommendations of the review as outlined in section 2 of the report,

(2) the report be presented to Executive for approval, in accordance with the Scrutiny Committee Terms of Reference – Part 3.6 (3) of the Constitution,

(3) if approved by Executive, monitoring of the recommendations by Committee takes place over a twelve month period via the PERFORM system with an update report to Committee at the end of the monitoring period.

(Scrutiny & Elections Officer)

CLIMATE CHANGE & COMMUNITIES SCRUTINY COMMITTEE

CLI40-22/23

WORK PROGRAMME 2022/23

Committee considered their proposed work programme for 2022/23. It was noted that an additional informal meeting had been arranged for the 25th November to further discuss carbon reduction work. Members discussed a number of issues they wished to raise in the meeting.

Moved by Councillor David Dixon and seconded by Councillor Anne Clarke

RESOLVED that the Work Programme 2022/23 be approved and noted.

(Scrutiny & Elections Officer)

The meeting concluded at 10:58 hours.



List of Key Decisions and items to be considered in private

The latest version of the Forward Plan can be found here:

<https://committees.bolsover.gov.uk/mgListPlans.aspx?RPId=1147&RD=0&bcr=1>

Members should contact the officer whose name appears on the List of Key Decisions for any further information.

NB: 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.

Bolsover District Council

Meeting of the Climate Change & Communities Scrutiny Committee on 31st January 2023

Health and Wellbeing Framework Update

Report of the Portfolio Holder – Corporate Governance

Classification	This report is Public
Report By	Peter Wilmot, HR Business Partner, Extension 2425 and peter.wilmot@bolsover.gov.uk
Contact Officer	As above

PURPOSE/SUMMARY OF REPORT

To inform and update the Scrutiny committee on the Council's progress on promoting and engaging Health and Wellbeing for employees.

REPORT DETAILS

1. Background

- 1.1 To inform and update the Scrutiny committee on the Council's progress on promoting and engaging Health and Wellbeing for employees, in accordance with the Committee's terms of reference.

2. Details of Proposal or Information

- 2.1 The Employee Health & Wellbeing Framework was agreed in October/November 2017 at Bolsover District Council. It describes how employees will be supported to ensure a healthy, motivated and high performing workforce to achieve the Council's aims and priorities. A copy of the 2022 Framework is attached at Appendix One. The Council has replaced the previous joint HR service and now has its own combined HR and Payroll function as of December 2022 and will be making health and wellbeing a key priority.
- 2.2 A key feature of the Framework is the action plan on the final page of the document which details the three key aims, namely:
 - Create a Healthy Work Environment
 - Develop a supportive Workplace Culture
 - Encourage employee engagement in healthy lifestyles
- 2.3 Work is continuing with the Senior Leadership Team, Service Managers and employees to ensure steps are being taken to achieve the above aims. A number

of significant activities have taken place and these are outlined in the following paragraphs.

- 2.4 The Council's revised Employee Health and Wellbeing Framework 2022 is attached at appendix 1 and this sets out the 3 main pillars of wellbeing - Physical, Mental and Financial and how the Council contributes to employees wellbeing at work, some of which are set out below.

Health & Wellbeing Initiatives

There have been a number of initiatives undertaken including:

- Access to an Employee Assistance Programme offering 24/7 telephone and on-line support to employees covering a range of topics, including confidential telephone counselling.
- Health Checks offered to employees
- Occupational Health, Counselling, Physiotherapy and Eye examinations
- Procurement of a new Occupational Health Provider
- Resilience Briefing Sessions
- Mental Health Training
- Flu vaccinations (59 vouchers issued)
- Covid Briefings
- Covid-19 Guidance
- Agile Working Policy & Briefings
- Health & Wellbeing Notice Boards at all sites
- Promotion of Work Well initiatives and information (including H&W Bulletin)
- Facilitating access to Council Leisure facilities

2.5 Employee Sickness Absence

A key indicator of employee health and wellbeing is attendance at work. During the last financial year the sickness absence out-turn figure was 8.7 days lost per employee. This was an increase on the previous year and slightly over that of our target of 8.5 days per employee. Due to Covid 19 Pandemic, many additional sickness days were taken (2 days per employee) whilst requirements were in place for employees to self-isolate with some employees not able to work from home.

Sickness Absence Summary – 2017-2022

	2017/18	2018/19	2019/20	2020/21	Current Year 2021/22	Current Year Costs 2021/22
Quarter One	2.00	2.23	1.85	1.50	1.91	£81,917.94
Quarter Two	2.12	1.86	1.84	1.35	2.31	£91,025.58
Quarter Three	2.38	2.52	2.43	1.14	2.29	£85,306.37
Quarter Four	2.80	2.09	1.68	1.58	2.19	£84,857.65
Overall Outturn	9.3	8.7	7.8	5.57	8.7	£343,107.54

Reasons for Absence – 2017-2021

	2018/19	2019/20	2020/21	2021/22
Qtr 1	1. Stress/Depression 2. Other Musc.Skeletal 3. Other	1. Viral Infection 2. Other Musc. Skeletal 3. Other	1. Stress/Depression 2. Other 3. Headaches/Migraines	1.Stress/Depression 2. Other Musc Skeletal 3.Operations/Hospital
Qtr 2	1. Stress/Depression 2. Other Musc Skeletal 3. Other	1. Stress/Depression 2. Other Musc. Skeletal 3. Chest/Respiratory	1. Operations/Hospital 2. Other-Musc Skeletal 3. Stress/Depression	1. COVID 19 Symptoms 2.Other Musc.Skeletal 3.Stress/Depression
Qtr 3	1. Other Musc.Skeletal 2. Operations/Hosp 3. Stress/Depression	1. Stress/Depression 2. Chest/Respiratory 3. Other Musc. Skel	1. Other Musc. Skel 2. Stress/Depression 3.COVID19 Symptoms	1.Stress/Depression 2.COVID19 Symptoms 3.Other Musc.Skeletal
Qtr 4	1. Ops/Hospital 2. Stress/Depression 3. Viral	1. Stress/Depression 2. COVID19 Symptoms 3. Other Musc. Skel	1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital	1.COVID19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression
Outturn	1. Other Musc Skel 2. Stress/Depsn 3. Back Problems	1. Stress/Depression 2. Other Musc. Skel 3. Operations/Hospital	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1. COVID19 Symptoms 2. Stress/Depression 3. Other Musc.Skeletal

Over the reporting year (21/22), BDC has had 53 long-term cases, last year there were 42 cases (2020/21).

Over the reporting year (21/22), BDC has had 436 short-term cases, last year there were only 203 cases (2020/21).

2.6 Actions currently being taken to address sickness absence:

- HR Link Officers have been working directly with Service Managers and providing monthly sickness analysis reports.
- Action Plans produced for service areas to assist Managers in awareness of actions required and support needed for employees concerned.
- Work has been undertaken on provision of more in depth analysis of sickness absence patterns and trends for Heads of Service
- Regular review of Occupational Health Provision
- Regular sickness absence management training each quarter

2.7 Organisational Development

Organisational Development covers a range of work that contribute to employee health & wellbeing these include:

- Workplace Culture
- Work Environment
- Employee Engagement & Experience
- Workforce Development
- Recruitment & Retention
- Employee Health & Wellbeing

2.8 There are a wide range of different activities being undertaken across the Council that fall under the above work and result in varying levels of success.

2.9 The approach to Organisational Development enables the Council to:

- Make better use of professional expertise through collaboration
- Bring together all strands of organisational development with a view to building towards next year's employee survey and ongoing workforce development
- Bring together relevant key Officers to discuss ideas, feedback and proposals relevant to organisational development
- Build on the Council's commitment to Organisational Development

2.10 **Summary**

As evidenced above significant work has been undertaken in recent years to attempt and develop and positively progress employee health and wellbeing. However, it is recognised there is still further work to be done. The importance of Health and Wellbeing for employees at Bolsover District Council is very much recognised by the HR and Payroll Manager and HR Business Partner, both recognise they have a responsibility to deliver on the three pillars of health and wellbeing and will endeavour to play a key role in supporting the wellbeing of others.

3. Reasons for Recommendation

- 3.1 Sections 3.6 and 4.3 of the Bolsover District Council Constitution states that the Climate Change & Communities Scrutiny Committee should oversee the development and delivery of the Health and Wellbeing Strategy as part of the Budget and Policy Framework.

4. Alternative Options and Reasons for Rejection

- 4.1 There are no reasons for rejection. The Constitution requires the Committee to oversee this area of service delivery as part of their Terms of Reference (section 3.6 of the Constitution).

RECOMMENDATION(S)

1. That Committee Members note the progress update.

Approved by Councillor Duncan McGregor Portfolio Holder for Corporate Governance

IMPLICATIONS:**Finance and Risk:** Yes ☐ No ☒**Details:** As set out in the report

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☐ No ☒**Details:** As set out in the report

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: N/A**Staffing:** Yes ☐ No ☒**Details:** Initiatives associated with Sickness Absence Management, must be in line with the Policy adopted by the Authority.

On behalf of the Head of Paid Service

DECISION INFORMATION**Is the decision a Key Decision?**

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:

Revenue - £75,000 ☐ **Capital - £150,000** ☐☒ *Please indicate which threshold applies*

No

Is the decision subject to Call-In?*(Only Key Decisions are subject to Call-In)*

No

District Wards Significantly Affected

N/A

Consultation:**Leader / Deputy Leader** ☐ **Executive** ☒**SLT** ☐ **Relevant Service Manager** ☐**Members** ☒ **Public** ☐ **Other** ☐

Details:

Links to Council Ambition: Customers, Economy and Environment.

None directly but the Health and Wellbeing of Council staff ensures that the Council is best placed to deliver against the Council Ambitions.

DOCUMENT INFORMATION	
Appendix No	Title
1	Employee Health & Wellbeing Framework 2022

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>
N/A

BDC – EMPLOYEE WELLBEING FRAMEWORK

Three Pillars – Physical, Mental and Financial Wellbeing - 2022

Operational

- Occupational Health
- Health Surveillance Programme
- 24/7 Employee Assistance Programme
- Sickness Absence Management Policy
- Team Meetings/Tool Box Talks
- Discounted Access to Council Leisure Facilities
- Access to Council Health Referral Programme
- Kaarp Benefits Scheme

Corporate Support

- Workplace Culture
- People Strategy
- Corporate Training
- Agile Working, Family Friendly and Wellbeing Policies
- Mental Health Group
- Wellbeing Hub - Tea & Talk and Social Events

Awareness/Initiatives

- Mental Health Awareness Training
- Employee Wellbeing Training
- Sickness Absence Management Training
- Safeguarding Training
- Time to Talk Day
- Stress Awareness Month
- Financial Wellbeing Advice and Information

Individual - Employee

- One to One Meetings
- Employee Support Plans
- Counselling
- Physiotherapy
- Eye Tests
- Cycle to Work Scheme / Access to Beneden Health
- Flu Jab Vouchers

Bolsover District Council

Meeting of the Climate Change & Communities Scrutiny Committee on 31st January 2023

Review of Voluntary & Community Sector Grant Allocations: Post-Scrutiny Monitoring (Interim Report)

Report of the Chair of Climate Change & Communities Scrutiny Committee

Classification	This report is Public
Report By	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk
Contact Officer	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

- To present Interim Post-Scrutiny Monitoring Report on the recent Review of Voluntary & Community Sector Grant Allocations to Climate Change & Communities Scrutiny Committee.

REPORT DETAILS

1. Background

- 1.1 The Climate Change & Communities Scrutiny Committee agreed to undertake a Review of Voluntary & Community Sector Grant Allocations, as part of the 2021-22 Work Programme.
- 1.2 The suggestion came direct from the Executive and Partnerships Team and Members agreed to consider this alongside other work carried over from the previous year.
- 1.3 The last review of the programme took place in 2013/14. As such the service felt it was timely to review the whole process to ensure it is current; meets the needs of the sector; meets the ambitions of the Council; and if the allocation to any of these organisations needs to alter, given the current climate and anticipated needs emerging in our communities. It was noted that to-date, all organisations have provided an excellent service and incredible value for money based on the evaluation of investments.

- 1.4 Within the process of the review, the Committee acknowledged the potential impact of any changes to the current scheme in terms of the impact on the sector. Following approval by Executive, work has taken place by the Leader's Executive & Partnerships Team with the sector and the organisations concerned.

2. Details of Proposal or Information

- 2.1 The Committee put together twelve recommendations which will hopefully assist the Council in ensuring grant allocations to the voluntary and community sector are transparent; have clear outcomes and monitoring arrangements and meet the current needs of the Council and local residents.
- 2.2 This report acknowledges progress to date by Officers implementing the recommendations.
- 2.3 To date 5 out of 12 recommendations have been achieved, 3 have been extended and 4 are on track but should hopefully complete within the original twelve month monitoring period.

3. Reasons for Recommendation

- 3.1 Members are required to make their report and findings public, in accordance with Part 4.5.17(4) of the Constitution.
- 3.2 Committee is required to monitor implementation of their recommendations in accordance with Part 3.6(1) of the Constitution.
- 3.3 Members must note Executive's response to the review recommendations and agree to review progress on the approved recommendations. A progress report will be submitted in twelve months' time, with any exceptions to expected delivery highlighted.

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(1) of the Constitution and as such the report cannot be rejected.

RECOMMENDATION(S)

1. That Members note the progress against the review recommendations.
2. That Members acknowledge any exceptions to delivery and clarify the additional action required by the service.

3. That Members make its report and findings public, in accordance with Part 4.5.17(4) of the Constitution.
4. That Officers continue to implement the recommendations and submit a final report in six months' time highlighting exceptions to delivery

IMPLICATIONS:

Finance and Risk: Yes ☐ No ☒

Details:

None from this report. Clarification of the revised allocation process and any new grant allocations for 2023/24 will be presented in a future report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☐ No ☒

Details:

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/amended these powers e.g. the Local Government and Public Involvement in Health Act 2007.

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.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: N/A

Staffing: Yes ☐ No ☒

Details:

There are no staffing implications from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? 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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No

District Wards Significantly Affected	All, services commissioned will cover whole District.
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Relevant Service Managers and Portfolio Holder engaged during the review process.

Links to Council Ambition: Customers, Economy and Environment.
The review supports the Corporate Ambition of 'Customers' and the Priorities of 'Actively engaging with partners to benefit our customers' and 'Promoting equality and diversity and supporting vulnerable and disadvantaged people', but does not link directly to any Corporate Targets.

DOCUMENT INFORMATION	
Appendix No	Title
App1.	PSM Review of Voluntary & Community Sector Grant Allocations – INTERIM Original Recommendations from Review and Executive's Response
App2.	PSM Review of Voluntary & Community Sector Grant Allocations – INTERIM Response to Scrutiny Committee on implementation following scrutiny review

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>
Please contact Scrutiny & Elections Officer where further information is required.

EXECUTIVE RESPONSE TO RECOMMENDATIONS OF SCRUTINY REVIEW

Title of Review:	Review of Voluntary & Community Sector Grant Allocations		
Timescale of Review:	August 2021 – April 2022	Post-Monitoring Period:	12 months commencing August 2022. Interim report due January 2023.
Date agreed by Scrutiny:	July 2022	Date agreed by Executive:	August 2022

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
CCCSC21-22 2.1	That further communication takes place as part of the refresh of the allocation scheme to ensure new contracts are aligned to the Council's new Ambitions and Priorities, in order for VCS organisations to submit valid applications.	Greater knowledge and understanding of Council Ambitions and Priorities by VCS partners	Aug 22 - Dec 22	Executive and Partnerships Team	Officer time	Due to a clash in timings of the Ambition refresh and negotiation of annual contracts, the opportunity to refresh existing SLAs was missed. This can easily be rectified as part of the development of the new allocation process. This will also be incorporated in to future allocations post local elections in 2023 when new priorities will start to be developed for 2024 onwards.	Recommendation Approved.
CCCSC21-22 2.2	That as part of any revised allocation scheme, the additional areas outlined in the report are listed as areas the Council wishes to see additional local delivery via grant allocation, and that the	Wider scope to impact of VCS grants following the pandemic and current financial/social impacts.	Aug 22 - Dec 22	Executive and Partnerships Team	Officer time	This can easily be incorporated in to any new scheme developed. It may be that a number of the areas identified	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
	revised scheme remains flexible to accommodate emerging issues.					can be addressed via incorporation to targeted approaches to advice and guidance	
CCCSC21-22 2.3 24	That BDC move to a commissioning process outlining set clear areas of delivery which assist achievement of BDC Ambitions and Priorities, with local organisations able to tender for contracts/SLAs.	<p>Establish an allocation process for VCS grants that eliminates any possible duplication.</p> <p>This should be an annual process allowing flexibility for amendment if required during the delivery and monitoring phase.</p>	Aug 22 - Dec 22	Executive and Partnerships Team	Officer time	The service could accommodate either an application form style scheme or a full commissioning approach and are happy to look to implement whichever solution Members feel would be the best solution. Service experience tells us that a commissioning approach is more robust and allows the greatest flexibility should a contract need	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
						to be varied during the delivery/ monitoring phase.	
CCCSC21-22 2.4 25	That following the review, a consultation process takes place with existing recipients and wider sector on the proposed changes to allocation, as required by the Best Value Guidance.	Compliance with the Councils Best Value Duty and engagement of VCS partners in the development of the new Allocation Scheme.	Jan 2023	Executive and Partnerships Team	Officer time	This would be standard practice by the service for any significant changes to the scheme, and is essential to remain compliant. Ensuring full engagement and buy-in from key contacts in the sector will be crucial to the success of the revised scheme.	Recommendation Approved.
CCCSC21-22 2.5	That the current contract with a VCS Infrastructure provider is extended and integrated in to the wider VCS grants allocation process, to ensure all grants and monitoring are centralised.	Continued support to VCS organisations and streamlined internal monitoring.	July 22	Executive and Partnerships Team	Officer time	This has been completed during the course of the review due to a requirement to address the expiring contract. The current contract has been extended for a further 3yr	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
26						period to allow current infrastructure development to continue. The contract is performance based enabling release of funding based on achievement of agreed outcomes.	
CCCSC21-22 2.6	That other VCS grants from across the Council are incorporated in to the main VCS Grants process, in compliance with the HRA ring-fence where required, to centralise allocation and monitoring, with appropriate involvement of services outside of the Executive and Partnerships team in relation to monitoring of any grants.	Reduced duplication of funding; streamlined monitoring function; improved communication between service areas.	Aug 22 – Mar 23 – development of revised scheme. Monitoring from Apr 23 onwards	Executive and Partnerships Team Assistant Director of Housing Management & Enforcement Finance team	Officer time	While the review has predominantly found duplication linked to Housing services, it will be of greater benefit to ensure this recommendation is widened to all VCS grant allocations council-wide to ensure there is one central process.	Recommendation Approved.
CCCSC21-22 2.7	That the Council clearly define set allocations to a single organisation for the following areas of delivery	Reduced duplication of funding; streamlined monitoring function;	Mar 23	Executive and Partnerships Team	Officer time Revised grant	This can be incorporated as part of the	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
27	to avoid any further chance of duplication: <ul style="list-style-type: none"> • Debt advice/benefits claim support • Employment advice/case support • Housing advice/case work – General housing/homelessness (General Fund) • Housing advice/case work – Council tenants (HRA Fund) 	clearly defined delivery outcomes for grant recipients.		Assistant Director of Housing Management & Enforcement	allocation guidance/criteria	revised scheme developed.	
CCCSC21-22 2.8	That the new process includes a clear section where applicants must declare other funding and evidence there is no duplication.	Reduced chance of duplication of funding.	Jan 23 – Mar 23	Executive and Partnerships Team	Officer time (production/processing of form)	This is undertaken as part of the existing SLA negotiations and would be an essential part of any revised process.	Recommendation Approved.
CCCSC21-22 2.9	That consideration be given to the Council negotiating positions as a representative on the management committee of grant recipients, to ensure there is transparency for the	Greater transparency over spend, monitoring and identification of duplication of funding.	Apr 23 onwards	Executive and Partnerships Team	Officer time Member time	A number of the current organisations in receipt of grant already have a representative of the Executive linked to the organisation.	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
	duration of the grant period.					See current Appointments to Outside Bodies (Executive Functions). This Appointments list can be reviewed once the new grant allocations have been agreed.	
CCCSC21-22 2.10	That Officers ensure the procurement process for a SV calculator tool takes in to account the criteria identified by Members during the review process.	Procurement process meets Members requirements in relation to mitigating potential risks associated with software procurement	May 2022	Executive and Partnerships Team Development Team	Officer time	This was completed during the course of the review with the criteria agreed by Members forming part of the RFQ for the procurement of the evaluation tool.	Recommendation Approved.
CCCSC21-22 2.11	That the Council completes the required procurement process for an improved social value evaluation tool which will support improved analysis and reporting functions, and enable wider use across multiple service areas and by external partners.	Procurement of enhanced social value calculator tool to enable Council to embed social value analysis across all services areas.	May 2022	Executive and Partnerships Team Development Team	Officer time	Procurement process complete in May 2022. Initial training and roll-out of software to commence in July 2022.	Recommendation Approved.
CCCSC21-22 2.12	That performance reports for the VCS allocations be submitted to	Enhanced monitoring of outcomes, greater	Oct 22 onwards	Executive and Partnerships Team	Officer time	Current reporting is via the Bolsover	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
	Executive/Council on a six-monthly basis, with periodic attendance of the individual recipients.	interaction with grant recipients; improved transparency of monitoring within Council governance structure.			VCS partner time (attendance)	Partnership Annual Reports to Executive and Council on a bi-annual basis.	

RESPONSE TO SCRUTINY COMMITTEE ON IMPLEMENTATION FOLLOWING SCRUTINY REVIEW					
Title of Review:	Review of Voluntary & Community Sector Grant Allocations				
Timescale of Review:	August 2021 – April 2022		Post-Monitoring Period:	12 months commencing August 2022. Interim report due January 2023.	
Date agreed by Scrutiny:	July 2022		Date agreed by Executive:	August 2022	
Total No. of Recommendations and Sub Recommendations	Achieved	5	On track	4	Extended 3
	Achieved (Behind target)	0	Overdue	0	Alert 0
<u>Key Achievements:</u> <ul style="list-style-type: none"> The contract with the existing VCS Infrastructure provider has been extended for a further 3yr period. The SV calculator tool was procured as planned, with Member input, and is being trailed among a small number of officers across departments. Performance reports continue to be produced on a six-monthly basis and will now incorporate presentation by the CEO of BCVS to Council on an annual basis. A VCS consultation took place as part of Better Bolsover event, this will shape the further development of the revised commissioning and allocations over the coming months. 					
<u>Reasons for non-implementation of Recommendations:</u> <ul style="list-style-type: none"> 3 recommendations are currently extended to allow for completion of the design of the commissioning process and to ensure all required consultation and negotiation with VCS partners takes place prior to the new financial year. 4 recommendations are currently on track for completion in line with the launch of the new VCS grant allocations. 					

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Resources	Progress/Action
CCCSC21-22 2.1	That further communication takes place as part of the refresh of the allocation scheme to ensure new contracts are aligned to the Council's new Ambitions and Priorities, in order for VCS organisations to submit valid applications.	Executive and Partnerships Team	Aug 22 - Dec 22			Officer time	Mid to end January organisations will be aligned with the Council's new Ambitions and Priorities.
CCCSC21-22 2.2	That as part of any revised allocation scheme, the additional areas outlined in the report are listed as areas the Council wishes to see additional local delivery via grant allocation, and that the revised scheme remains flexible to accommodate emerging issues.	Executive and Partnerships Team	Aug 22 -Dec 22			Officer time	The revised schemes will utilise the commissioning process established to identify need current and emerging.
CCCSC21-22 2.3	That BDC move to a commissioning process outlining set clear areas of delivery which assist achievement of BDC Ambitions and Priorities, with local organisations able to tender for contracts/SLAs.	Executive and Partnerships Team	Aug 22 - Dec 22			Officer time	The revised schemes will utilise the commissioning process established to identify need current and emerging. Including any additional or new allocations the council may wish to add to the existing budget.

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Resources	Progress/Action
CCCSC21-22 2.4	That following the review, a consultation process takes place with existing recipients and wider sector on the proposed changes to allocation, as required by the Best Value Guidance.	Executive and Partnerships Team	Jan 2023	October 2022		Officer time	17 th October as part of a wider CVS event “Better Bolsover” about how the VCS could influence commissioners for future investment. Actions arising from the event and feedback from Stakeholders are to be taken forward with BCVS over the coming months.
CCCSC21-22 2.5	That the current contract with a VCS Infrastructure provider is extended and integrated in to the wider VCS grants allocation process, to ensure all grants and monitoring are centralised.	Executive and Partnerships Team	July 22	July 2022		Officer time	Completed This was completed during the course of the review due to a requirement to address the expiring contract. The current contract has been extended for a further 3yr

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Resources	Progress/Action
33							period to allow current infrastructure development to continue. The contract is performance based enabling release of funding based on achievement of agreed outcomes
CCCSC21-22 2.6	That other VCS grants from across the Council are incorporated in to the main VCS Grants process, in compliance with the HRA ring-fence where required, to centralise allocation and monitoring, with appropriate involvement of services outside of the Executive and Partnerships team in relation to monitoring of any grants.	Executive and Partnerships Team Assistant Director of Housing Management & Enforcement Finance team	Aug 22 – Mar 23 – development of revised scheme. Monitoring from Apr 23 onwards			Officer time	Working with lead officers: ongoing
CCCSC21-22 2.7	That the Council clearly define set allocations to a single organisation for the following areas of delivery to avoid any further chance of duplication:	Executive and Partnerships Team	Mar 23			Officer time Revised grant allocation	Working with lead officers: ongoing

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Resources	Progress/Action
34	<ul style="list-style-type: none"> Debt advice/benefits claim support Employment advice/case support Housing advice/case work – General housing/homelessness (General Fund) Housing advice/case work – Council tenants (HRA Fund) 	Assistant Director of Housing Management & Enforcement				guidance/criteria	
CCCSC21-22 2.8	That the new process includes a clear section where applicants must declare other funding and evidence there is no duplication.	Executive and Partnerships Team	Jan 23 – Mar 23			Officer time (production/processing of form)	Information relating to this will be incorporated within the monitoring.
CCCSC21-22 2.9	That consideration be given to the Council negotiating positions as a representative on the management committee of grant recipients, to ensure there is transparency for the duration of the grant period.	Executive and Partnerships Team	Apr 23 onwards			Officer time Member time	This will form part of the Member appointments to outside bodies following the Election in May.
CCCSC21-22 2.10	That Officers ensure the procurement process for a SV calculator tool takes in to account the criteria identified by Members during the review process.	Executive and Partnerships Team	May 2022	May 2022		Officer time	This was completed during the course of the review with the criteria agreed by Members

PERFORM Code	Recommendation	Lead Officer	Target Date	Completion Date	Status	Resources	Progress/Action
		Development Team					forming part of the RFQ for the procurement of the evaluation tool.
CCCSC21-22 2.11	That the Council completes the required procurement process for an improved social value evaluation tool which will support improved analysis and reporting functions, and enable wider use across multiple service areas and by external partners.	Executive and Partnerships Team Development Team	May 2022	May 2022		Officer time	Procurement process complete in May 2022. Initial training and roll-out of software to commence in July 2022.
CCCSC21-22 2.12	That performance reports for the VCS allocations be submitted to Executive/Council on a six-monthly basis, with periodic attendance of the individual recipients.	Executive and Partnerships Team	Oct 22 onwards	Oct 22 onwards		Officer time VCS partner time (attendance)	Performance monitoring reports are currently produced six-monthly and it is proposed the CEO of BCVS is invited to present to full council on an annual basis to cover the position of the CVS sector and on behalf the recipients identified.

Bolsover District Council

Meeting of the Climate Change & Communities Scrutiny Committee on 31st January 2023

Review of Council Policy on Sky Lanterns and Helium Balloons: Executive Response

Report of the Chair of Climate Change & Communities Scrutiny Committee

Classification	This report is Public
Report By	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk
Contact Officer	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

- To present to Scrutiny Executive's Response to the completed report for the recent Review of Council Policy on Sky Lanterns and Helium Balloons

REPORT DETAILS

1. Background

- 1.1 During the 2020-21 municipal year, Members of the Healthy, Safe, Clean & Green Communities Scrutiny Committee were made aware of a number of resident concerns in relation to the impact of sky lantern and balloon use, both at specified celebrations such as birthdays/family and community events; Bonfire night and New Year's Eve.
- 1.2 Following referrals from the Customer Standards & Complaints Officer and the Leader of the Council, Members chose to investigate further to establish what the Council could do to mitigate the impacts at a local level.
- 1.3 While Members of Climate Change & Communities Scrutiny could not take this forward during 2021/22 due to workloads, there was a commitment to finish this piece of work and ensure the Council had adequate local policies in place.

2. Details of Proposal or Information

2.1 The aim of the review was:

- To assess the local impact of Sky Lanterns and Helium Balloons and review local Council policy.

2.2 The objectives agreed were:

- Assess national campaigns and neighbouring authorities and consider replicating a similar charter/policy for BDC.
- Assess the scale of the local environmental impact via consultation with both residents and local agencies/groups.

2.3 The key issues identified for investigation were as follows:

- A number of complaints/comments are received per annum from residents in relation to the use of such items and the environmental damage caused. All communications received refer to the national campaigns. Members queried if it was possible to establish evidence of the scale of the issue at a District level using data held by environmental health and legal services.
- A number of national organisations have given weight to a national campaign for legislation changes.

2.4 The Committee put together five recommendations which will hopefully assist the Council in limiting the impact of local use of sky lanterns and helium balloons.

3. Reasons for Recommendation

3.1 Members are required to make their report and findings public, in accordance with Part 4.5.17(4) of the Constitution.

3.2 Committee is required to monitor implementation of their recommendations in accordance with Part 3.6(1) of the Constitution.

3.3 Members must note Executive's response to the review recommendations and agree to review progress on the approved recommendations. A progress report will be submitted in twelve months' time, with any exceptions to expected delivery highlighted.

4 Alternative Options and Reasons for Rejection

4.1 Committee is required to monitor implementation of their recommendations in accordance with Part 3.6(1) of the Constitution and as such the report cannot be rejected.

RECOMMENDATION(S)

1 That Members note Executive's Response to the Review of Voluntary & Community Sector Grant Allocations.

2 That Members make its report and findings public, in accordance with Part 4.5.17(4) of the Constitution.

- 3 That Officers monitor progress on the recommendations and report in six and twelve months' time highlighting exceptions to delivery, in accordance with Part 3.6(1) of the Constitution.

Approved by Executive

IMPLICATIONS:

Finance and Risk: Yes ☐ No ☒

Details:

None from this report. Suggested action for the Council can be contained within existing budgets.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☐ No ☒

Details:

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/amended these powers e.g. the Local Government and Public Involvement in Health Act 2007.

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.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: The creation of a local Charter acts as a statement of the Council's stance in wishing to decrease the environmental impact from sky lanterns and helium balloons on Council land and property.

Staffing: Yes ☐ No ☒

Details:

There are no staffing implications from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? 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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No
District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input checked="" type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Relevant Service Managers and Portfolio Holder engaged during the review process.

Links to Council Ambition: Customers, Economy and Environment.
Ambition: Environment

DOCUMENT INFORMATION	
Appendix No	Title
9.1	Review of the Councils Policy on Sky Lanterns and Helium Balloons – Executive Response

Background Papers <i>(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 Executive you must provide copies of the background papers).</i>
Please contact Scrutiny & Elections Officer where further information is required.

EXECUTIVE RESPONSE TO RECOMMENDATIONS OF SCRUTINY REVIEW			
Title of Review:	Review of Council Policy on Sky Lanterns and Helium Balloons		
Timescale of Review:	December 2020 – October 2022	Post-Monitoring Period:	12 months commencing December 2022. Interim report due June 2023.
Date agreed by Scrutiny:	November 2022	Date agreed by Executive:	December 2022

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
CCCSC22-23 1.1	That a local Charter for BDC outlining our position in relation to Sky Lanterns and Helium Balloons be produced and endorsed by Executive and Council.	That the Council aligns with the approach of neighbouring Councils, outlining a clear stance against the release of sky lanterns and helium balloons on its land and property.	March 2023	Joint Assistant Director of Environmental Health	Officer time	This is deliverable within current service resources.	Recommendation Approved.
41							
CCCSC22-23 1.2	That on agreement of the Charter by Council, notification is sent to the Marine Conservation Society so the Council can be added to the national list of Councils with a ban in place.	That the Council shows clear intent to back the national campaign and is listed alongside other Councils nationally.	March 2023	Joint Assistant Director of Environmental Health	Officer time	This can be completed following endorsement by Council.	Recommendation Approved.
CCCSC22-23 1.3	That on agreement of the Charter by Council, all	That all relevant tenancy agreements,	On renewal.	Joint Assistant Director of Environmental	Officer time	This is deliverable within current service resources. This will require liaison with	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
42	relevant tenancy agreements are reviewed and where necessary a clause added (at their next scheduled revision) to reflect the Council's position in relation to its land and property.	where necessary, reflect the Council's stance in limiting environmental impacts from sky lanterns and released balloons.		Health in consultation with: Assistant Director of Housing Management & Enforcement Business Growth Manager		Estates Management and Housing Management.	
CCCSC22-23 1.4	That advice and guidance be added to the Council's website and appropriate publicity in local publications takes place, following agreement of the Charter by Council.	That the Council adopts an improved approach to awareness raising on this issue, improving knowledge on the risks and directing the public to alternative options.	March 2023	Joint Assistant Director of Environmental Health in consultation with: Communications, Design and Marketing Manager	Officer time	This is deliverable within current service resources.	Recommendation Approved.
CCCSC22-23 1.5	That BDC writes a letter to the Government lobbying for change to national legislation, in line	That the Council aligns with the approach of neighbouring Councils and	March 2023	Portfolio Holder – Environmental Health & Licensing	Member and officer time	This can be completed via support from the Scrutiny & Elections Officer	Recommendation Approved.

PERFORM Code	Recommendation	Desired Outcome	Target Date	Lead Officer	Resources	Service Response	Executive Response
	with the national campaign.	backs the national campaign for legislation to ensure a ban on items such as sky lanterns and helium balloons.					

Bolsover District Council

**Meeting of Climate Change & Communities Scrutiny Committee on
31st January 2023**

**Climate Change and Communities Scrutiny Committee Work Programme
2022/23**

Report of the Scrutiny & Elections Officer

Classification	This report is Public
Report By	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk
Contact Officer	Joanne Wilson, Scrutiny & Elections Officer, 01246 242385, joanne.wilson@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

- To provide members of the Scrutiny Committee with an overview of the meeting programme of the Committee for 2022/23.

REPORT DETAILS

1. Background

- 1.1 The main purpose of the report is to inform members of the meeting programme for the year 2022/23 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 submitted will be 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.

- 1.5 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.
- 1.6 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.
- 1.7 As part of the scoping of Reviews, consideration is given to any consultation that could support the evidence gathering process.

2. Details of Proposal or Information

- 2.1 Attached at Appendix 1 is the meeting schedule for 2022/23 and the proposed agenda items for approval/amendment.

3. Reasons for Recommendation

- 3.1 This report sets the formal Committee Work Programme for 2022/23 and the issues identified for review.
- 3.2 The Scrutiny Programme enables challenge to service delivery both internally and externally across all the Council Ambitions.
- 3.3 The Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

4 Alternative Options and Reasons for Rejection

- 4.1 There is no option to reject the report as the Scrutiny functions outlined in Part 3.6(1) of the Council's Constitution requires each Scrutiny Committee to set an annual work plan.

RECOMMENDATION(S)

- 1. That Members review this report and the Programme attached at Appendix 1 for approval and amendment as required. All Members are advised to contact the Scrutiny & Elections Officer should they have any queries regarding future meetings.

IMPLICATIONS:**Finance and Risk:** Yes ☐ No ☒**Details:**

None from this report.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐**Details:**

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.

On behalf of the Solicitor to the Council

Environment:

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: The Committee considers climate change and carbon reduction as part of its core remit.

Staffing: Yes ☐ No ☒**Details:**

None from this report.

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? 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: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No
District Wards Significantly Affected	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Committee Members

Links to Council Ambition: Customers, Economy and Environment.
All

DOCUMENT INFORMATION	
Appendix No	Title
1.	CCCSC Work Programme 2022/23 310123

Background Papers
<i>(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 Executive you must provide copies of the background papers).</i>
Previous versions of the Committee Work Programme.

Climate Change and Communities Scrutiny Committee

Work Programme 2022/23

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
24 May 2022 48	Part A – Formal	• Agreement of Work Programme 2022/23	Scrutiny & Elections Officer
		• Update on Community Woodlands Project	Interim Planning Policy Manager
		• Carbon Reduction Plan – Monitoring Report	Assistant Director of Property Services & Housing Repairs
		• Delivery of Leisure Services post Covid-19 – Impact on provision, budgets and sustainability of service	Leisure Operations Manager
		• Review of Council Policy on Fireworks – Executive Response	Scrutiny & Elections Officer
	Part B – Informal	• Review work: Draft review report and agreement of recommendations	Scrutiny & Elections Officer
12 July 2022	Part A - Formal	• Review of Council's Policy on Sky Lanterns and Helium Balloons	Scrutiny & Elections Officer
		• Work Programme 2022/23	Scrutiny & Elections Officer
	Part B - Informal	• Review work: Review of Voluntary & Community Sector Grant Allocations – Draft Report	Scrutiny & Elections Officer
26 July 2022 (Extraordinary meeting)	Part A - Formal	• Review work: Review of Voluntary & Community Sector Grant Allocations –Final Report	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
11 October 2022 (rearranged from 20 September 2022) 49	Part A – Formal	<ul style="list-style-type: none"> Review of Council’s Policy on Sky Lanterns and Helium Balloons – Briefing from officers 	Environmental Health team
		<ul style="list-style-type: none"> Review of Council Policy on Fireworks: Post-Scrutiny Monitoring (Interim Report) 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Review of Voluntary & Community Sector Grant Allocations – Executive Response 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Work Programme 2022/23 	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> Review work 	Scrutiny & Elections Officer
15 November 2022	Part A – Formal	<ul style="list-style-type: none"> Sustainable Community Strategy 2020-23 and current Partnership delivery – Monitoring Update 	Partnership Team
		<ul style="list-style-type: none"> Review of Council’s Policy on Sky Lanterns and Helium Balloons – Final Report 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Work Programme 2022/23 	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> Review work 	Scrutiny & Elections Officer
25 November 2022	Part B – Informal	<ul style="list-style-type: none"> Carbon Reduction Plan – Member Update 	Assistant Director of Property Services & Housing Repairs
9 December 2022	Part B – Informal	<ul style="list-style-type: none"> Carbon Reduction/Climate Change – Progress assessment 	Scrutiny & Elections Officer
6 January 2023	Part B – Informal	<ul style="list-style-type: none"> Carbon Reduction/Climate Change – Progress assessment 	Scrutiny & Elections Officer

Date of Meeting	Items for Agenda		Lead Officer
31 January 2023 50	Part A – Formal	<ul style="list-style-type: none"> Health and Wellbeing Strategy – Monitoring Update 	HR & OD Manager
		<ul style="list-style-type: none"> Carbon Reduction Plan – Monitoring Report 	Assistant Director of Property Services & Housing Repairs
		<ul style="list-style-type: none"> Review of Voluntary & Community Sector Grant Allocations: Post-Scrutiny Monitoring (Interim Report) 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Review of Council's Policy on Sky Lanterns and Helium Balloons – Executive Response 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Work Programme 2022/23 	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> Preparation for Annual Review of the Community Safety Partnership 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Review work 	Scrutiny & Elections Officer
7 March 2023	Part A – Formal	<ul style="list-style-type: none"> Annual Review of Community Safety Partnership 	Executive Director of Resources/ Head of Housing Management and Enforcement/ Housing Enforcement Manager/ Community Safety Team
		<ul style="list-style-type: none"> Review of Council Policy on Fireworks: Post-Scrutiny Monitoring (Final Report) 	Scrutiny & Elections Officer
		<ul style="list-style-type: none"> Work Programme 2022/23 	Scrutiny & Elections Officer
	Part B – Informal	<ul style="list-style-type: none"> Review Work 	Scrutiny & Elections Officer