

# Topic Suggestion Form

Please return this form to:

Scrutiny and Elections Officer, Governance, Bolsover District Council, The Arc, High Street, Clowne, Chesterfield, Derbyshire, S43 4JY. Please contact the office if you require advice on 01246 242385 or [joanne.wilson@bolsover.gov.uk](mailto:joanne.wilson@bolsover.gov.uk)

Name: Executive

Please list up to two suggestions below:

Criteria for evaluating and prioritising suggested topic	Topic No.1
<b>What topic are you suggesting and the possible review title e.g. Review of. ...</b>	Review of the Council's Adapted Accommodation
<b>Does this issue have a potential impact on one or more section(s) of the population?</b>	This will impact on both family housing and older persons housing for those requiring adapted accommodation.
<b>Does this topic relate to a specific geographical area or the whole District?</b>	Whole District
<b>Is the issue strategic and significant?</b>  (Include reference to how it contributes to the delivery of the Council's priorities)	The Council has various duties under current legislation in relation to provision of housing for the identified sections of the population, including working in partnership with Derbyshire County Council, health services and other public agencies.  Ensuring that we have the correct policies and processes in place to manage existing stock and provision of new additional stock is vital due to the population demographics.
<b>Will the scrutiny activity add value to the Council's, and/or its partners' overall performance?</b>  (Include reference to current issues with service dissatisfaction/ under performance/complaints)	This area is not currently being reviewed but has been identified as an area that needs investigation. It is therefore timely to engage Scrutiny in this process.
<b>Is it likely to lead to effective outcomes?</b> (E.g. improve value for money, increase income, make savings)	Yes reviewing existing policies, processes, and stock management will ensure that this service area is fit for purpose.

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<p><b>Will scrutiny involvement be duplicating some other work?</b></p> <ul style="list-style-type: none"> <li>• <b>Is this function currently being reviewed? (E.g. via Internal Audit/ Service Review)</b></li> </ul>	<p>No, as stated above this is recently identified as an area for investigation and review.</p>
<p><b>Is it an issue of concern to partners and stakeholders?</b></p>	<p>Due to the Councils partnership working in providing adapted accommodation to households within the District it is vital that we have the right policies and processes in place.</p>
<p><b>Is the topic an issue of community concern?</b></p> <ul style="list-style-type: none"> <li>• <b>Has it been raised by residents in your ward?</b></li> </ul>	<p>Yes, recent applications for adapted accommodation, particularly for families have brought in to question our approach to stock management and how we ensure we meet service demand.</p>
<p><b>Are there adequate resources available to do the scrutiny activity well?</b></p>	<p>Yes there is technical support available from the service area.</p>
<p><b>Is the scrutiny activity suggested timely?</b></p> <ul style="list-style-type: none"> <li>• <b>Has this subject been reviewed in the last 3 years? If so when, what was the outcome and what would a further review achieve or how would it make an impact?</b></li> </ul>	<p>Yes, due to recent concerns over stock it is important to take an opportunity to review while new Bolsover Homes sites area in development. This topic has not been reviewed in the last 3 years.</p>

<b>Method of Delivery – support to Scoping of Review</b>	<b>Topic No.1</b>	
<b>Is there Statutory Responsibility for the area in question, i.e. planning enforcement?</b>	Yes the Council has duties within current legislation.	
<b>How could the public be engaged?</b> e.g. survey, discussion group or co-opted onto a Panel	Possible engagement with existing tenants in adapted accommodation or those currently applying – to be assessed further.	
<b>Please tick one of the boxes to your right to identify which type of review your topic is suitable for:</b>	<b>In depth review (up to 6 months)</b>	✓
	<b>Mini review (1-2 meetings) – formal report to Committee with recommendations agreed on the day/at the subsequent meeting.</b>	
	<b>Update Presentation or Report to the Scrutiny Committee to support development of future review topic (low priority issue)</b>	