

## Monitoring of Scrutiny Recommendations - 2017/18

<u>COMMITTEE MAKING RECOMMENDATION</u>	<u>RECOMMENDATION</u>	<u>DATE OF COMMITTEE</u>	<u>TO BE ACTIONED BY</u>	<u>OUTCOMES OF RECOMMENDATI ON</u>
<b>Audit and Corporate Governance</b>	<p>That:</p> <p>1. The service managers for Taxi Licensing, Transport and Health and Safety be invited to a future meeting of the Audit and Corporate Governance Scrutiny Committee to discuss concerns with Members.</p> <p>2. The Taxi Licensing Action Plan Schedule be taken to Licensing Committee for consideration.</p> <p>3. The Committee's work programme be reworked to include Taxi Licensing at the future meeting.</p> <p>4. The Audit and Corporate Governance Scrutiny Committee note the three marginal reports.</p>	18 <sup>th</sup> May, 2017	Internal Audit Consortium Manager	<p>Service Manager invited to 27 July 2017 meeting.</p> <p>Referred to the next scheduled Licensing Committee on ???</p> <p>AD-Finance, Revenues and Benefits to include in the Committee's Work Programme. Complete</p>

<b>Audit and Corporate Governance</b>	1. That the Audit and Corporate Governance Scrutiny Committee considered the draft annual governance statement and made appropriate observations and recommendations prior to the final version being incorporated within the Council's Statement of Accounts.	18 <sup>th</sup> May, 2017	Executive Director – Operations	Complete
	2. That the Audit and Corporate Governance Scrutiny Committee approve the local Code of Corporate governance as set out in Appendix 2 to the report.			Approved – Complete
	3. That the Audit and Corporate Governance Scrutiny Committee having reviewed the effectiveness of the Governance Framework were satisfied that the Council's governance and internal control arrangements were fit for purpose.			Complete
	4. That the Audit and Corporate Governance Scrutiny Committee recommends that a future meeting of the Council be provided with a briefing concerning the Annual Governance Statement and the Local Code of Corporate Governance.			Pending SAMT restructure.
<b>Audit and Corporate Governance</b>	That the Audit and Corporate Governance Scrutiny Committee notes the report and makes any comments that they believe to	18 <sup>th</sup> May, 2017	Executive Director –	Complete

	be appropriate with regards to the attached report which had been considered by Cabinet at its meeting on 10 May 2017.		Operations	
<b>Communities</b>	That the Communities Scrutiny Committee would undertake a Scrutiny Review on the Health and Wellbeing of Older Residents in the District in 2017/18. Following a scoping meeting between the Overview and Scrutiny Manager, the Chair and Vice Chair of the Committee, other relevant Members and the Lead Officers for that service, a draft project plan would be submitted to the Committee for approval.	2 <sup>nd</sup> June, 2017	Overview & Scrutiny Manager	Scoping meeting arranged 12 <sup>th</sup> July, 2017 COMPLETE
<b>Communities</b>	<p>That the Assistant Director – Property &amp; Estates provide the Committee with details of:-</p> <ul style="list-style-type: none"> <li>➤ In the last 10 years how many requests for disposal or acquisitions had been received by the Council; and</li> <li>➤ How many grassed areas of land had been disposed of within the District?</li> </ul>	2 <sup>nd</sup> June, 2017	Assistant Director – Property & Estates	COMPLETE
<b>Organisation</b>	<p>That</p> <p>1) The Assistant Director – HR and Payroll provide a more in depth and concise breakdown of sickness figures including</p>	14 <sup>th</sup> June, 2017	Assistant Director – HR & Payroll/Overview and Scrutiny	Received sent to committee on 20 <sup>th</sup> July, 2017 COMPLETE

	<p>age, disability and any reasonable adjustments provided.</p> <p>(2) That the Administrative Arrangements and Joint Officers Scrutiny Review Action Plan be signed off.</p>		Manager	Review closed. COMPLETE
<b>Organisation</b>	That the Organisation Scrutiny Committee would undertake a Scrutiny Review into the Job Evaluation process in the Council in 2017-2018. Following a scoping meeting between the Overview and Scrutiny Manager, the Chair and Vice-Chair of the Committee, other relevant members and the Lead Officer for that service, a draft project plan would be submitted to the Committee for approval.	14 <sup>th</sup> June, 2017	Overview & Scrutiny Manager	<p>Scoping meeting held 11<sup>th</sup> July, 2017. Project plan sent to Committee for approval.</p> <p>COMPLETE</p>
<b>Growth</b>	<p>That: –</p> <p>(1) The Growth Scrutiny Committee agree in-principle to undertake a Scrutiny Review on either (a) or (b):</p> <p>a) Maximising the use of brownfield sites and protecting the greenbelt</p> <p>b) Tourism into the District in support of growth</p> <p>(2) The feasibility of a Brownfield and Greenbelt Land Scrutiny Review will be assessed taking into account its potential impact on the delivery of the local plan and</p>	15 <sup>th</sup> June, 2017	Members/ Overview & Scrutiny Manager	

	<p>would be the first choice of review.</p> <p>(3) The Committee invite Helen Fairfax – Planning Policy Manager to the next meeting to discuss further review (a).</p> <p>(4) The Committee invite the relevant Tourism Officer(s) to update on Tourism Provision within the District.</p>			<p>Helen Fairfax invited to attend the next meeting on 20<sup>th</sup> July, 2017 COMPLETE</p> <p>Allison Westray Chapman invited to attend the next meeting on 20<sup>th</sup> July, 2017 COMPLETE</p>
<b>Growth</b>	<p>That:-</p> <p>(1) The 2016/17 Growth Summary Report be noted.</p> <p>(2) The Information Engagement and Performance Manager makes enquiries about the target for NNDR arrears collected and provides an update for the Committee.</p>	15 <sup>th</sup> June, 2017	Information, Engagement and Performance Manager	Information supplied COMPLETE
<b>Growth</b>	<p>That:</p> <p>(1) The Committee notes the update on garages.</p> <p>(2) The Committee invites the Director of Property Services and Development –</p>	15 <sup>th</sup> June, 2017	Director of Property Services and Development - Rykneld Homes	To be invited next year to provide update

	Rykneild Homes to give an update on garage sites next year.			
<b>Organisation</b>	That consideration be given to the introduction of an Apprenticeship Charter which Scrutiny would like to consider	19 <sup>th</sup> July, 2017	AD HR& Payroll/HR and Operations & Development Manager	Emailed Steph Barker 3 <sup>rd</sup> August, 2017 COMPLETE
<b>Organisation</b>	That the AD HR and payroll provides the full sickness absence outturn report including percentages to the Committee via the O&S Manager	19 <sup>th</sup> July, 2017	AD HR& Payroll/Overview and Scrutiny Manager	Emailed Steph Barker 3 <sup>rd</sup> August, 2017 Report received and forward to the Committee COMPLETE
<b>Organisation</b>	That the Committee notes the update and continues to monitor sickness absence figures in the Council , including joint officers	19 <sup>th</sup> July, 2017	AD HR& Payroll/Overview and Scrutiny Manager	Emailed Steph Barker 3 <sup>rd</sup> August, 2017 COMPLETE
<b>Organisation</b>	That the Committee look at and scrutinise any job evaluations put forward by HR to ensure staff are being paid correctly and that jobs were being evaluated fairly. That the AD HR and Payroll feed in proposals to the Committee on job evaluation to allow members to discuss a preferred option and feedback where	19 <sup>th</sup> July, 2017	AD HR& Payroll	Emailed Steph Barker 3 <sup>rd</sup> August, 2017  Committee updated by AD on change of circumstances COMPLETE

	necessary			
<b>Growth</b>	That the AD Economic Growth meets with the Development and Growth Manager CBC to re-establish dialogue and discuss the current tourism provision	20 <sup>th</sup> July, 2017	Assistant Director of Economic Growth	Emailed 3 <sup>rd</sup> August, 2017
<b>Growth</b>	<p>(1) A Scrutiny Review be undertaken on Tourism and Growth in order to assess:</p> <ul style="list-style-type: none"> <li>➤ The effectiveness of the current Tourism Strategy</li> <li>➤ The promotion of tourism in the district</li> </ul> <p>(1)The value for money of tourism services</p> <p>(2)The O&amp; S Manager to distribute the previous Tourism Scrutiny Review report to the Committee</p>	20 <sup>th</sup> July, 2017	Overview and Scrutiny Manager	<p>Actioned COMPLETE</p> <p>Emailed to Committee COMPLETE</p>
<b>Growth</b>	<p>(1)That the O&amp;S Manager ask the Chief Executive to update the Committee on devolution and alternative funding streams</p> <p>(2) The O&amp;S Manager amend the work programme to include the items raised in the meeting</p>	20 <sup>th</sup> July, 2017	Overview and Scrutiny Manager	Agreed with Joe Bradley that will be added to the presentation on 9 <sup>th</sup> November, 2017 Amended

				COMPLETE
<b>Communities</b>	That the Facilities and Contracts Manager discuss the concerns raised n Security and Health & Safety with the Health and Safety Officers	21 <sup>st</sup> July, 2017	Facilities and Contracts Manager	Emailed 4 <sup>th</sup> August, 2017 and sent copy of minutes. 11 <sup>th</sup> December, 2017 requested update. Provided 31/1Ongoing
<b>Communities</b>	Requests that the AD Street scene and the Grounds Maintenance Manger attend a future meeting to discusses concerns over the complaints received for Street scene	21 <sup>st</sup> July, 2017	Overview and Scrutiny Manager/ AD Street scene/ Grounds Maintenance and Cleansing Manager	Emailed Steve Brunt/D Mitchell 4 <sup>th</sup> August, 2017 Agreed will attend 22 <sup>nd</sup> September, 2017 meeting COMPLETE
<b>Communities</b>	Requests a written response from AD Leisure on the details of the complaints received for Dronfield Sports Centre to allow further analysis	21 <sup>st</sup> July, 2017	Overview and Scrutiny Manager/ AD Leisure	Due 4 <sup>th</sup> October, 2017 - received  COMPLETE
<b>Communities</b>	<ul style="list-style-type: none"> <li>hat the Committee would carry out a review of Domestic Abuse for 2017/18 and the Overview and Scrutiny Manager would arrange a scoping meeting</li> </ul>	21 <sup>st</sup> July, 2017	Overview and Scrutiny Manager	Scoping meeting arranged 24 <sup>th</sup> August, 2017 COMPLETE



<b>Communities</b>	<ul style="list-style-type: none"> <li>• hat the Community Safety Partnership/Safer Neighbourhoods Team be invited to a future meeting to discuss combating the availability of drugs in the district</li> </ul>	21 <sup>st</sup> July, 2017	Overview and Scrutiny Manager	Faye Green/SNT attended at 22 <sup>nd</sup> September, 2017 Committee COMPLETE
<b>Audit and Corporate Governance</b>	<p>(1)The ACG Scrutiny Committee notes the report from KPMG, the Council's External Auditor</p> <p>(2)The Committee approve the letter of representation and authorise the Chair of the Committee and the Chief Financial Officer to sign the letter on behalf of the Council</p>	27 <sup>th</sup> July, 2017	Assistant Director – Finance, Revenues and Benefits	Complete  Letter signed by the Chair - Complete
<b>Audit and Corporate Governance</b>	<p>(3)The Committee approve the audited Statement of Accounts</p> <p>(4)Delegated powers be granted to the CFO following consultation with the ACG committee to agree any changes which may be necessary in order to ensure the finalisation of the external audit currently being concluded by the Councils external auditors KMPG and to ensure the completion of the Statement of Accounts</p>	27 <sup>th</sup> July, 2017	Assistant Director – Finance, Revenues and Benefits	Complete  Delegated powers granted to the Chief Finance Officer - Complete
<b>Audit and Corporate Governance</b>	Arlingclose be invited to the Committee's November meeting to talk about the	27 <sup>th</sup> July, 2017	Assistant Director –	Cecilie Booth from Arlingclose

	current strategy in place and to discuss where this could be expanded		Finance, Revenues and Benefits	attended ACG on 16 November 2017 to present the Treasury Management Update - Complete
<b>Audit and Corporate Governance</b>	(1)That the Committee note the update on the three marginal reports and updated action plans and implementation schedules (2)Requested the AD – Planning and Environmental Health attends the next meeting of the ACG committee	27 <sup>th</sup> July, 2017	Assistant Director – Finance, Revenues and Benefits	Complete  James Arnold requested to attend ACG on 28 September 2017.
<b>Organisation</b>	(1)That the O&S Manager capture the discussion of the framework by the Committee itemising more clearly what initiatives are considered Reward, Recognition or Retention and what should be provided to employees as of right (2)That the O&S Manager to research what initiatives other local authorities and private sector companies offered to staff	13 <sup>th</sup> September, 2017	Overview and Scrutiny Manager	COMPLETE– emailed to Committee  COMPLETE– Information considered by Committee on 1 <sup>st</sup> November, 2017

<b>Growth</b>	CANCELLED	14 <sup>th</sup> September, 2017		
<b>Communities</b>	That the Communities Scrutiny Committee requests that the AD Streetscene follow up the reply letter from DCC including the issues raised by the Committee	22 <sup>nd</sup> September,20 17	Assistant Director of Streetscene	Request sent and AD emailed DCC. Response received and Committee updated COMPLETE
<b>Audit and Corporate Governance</b>	That the Licensing Transformation presentation be sent to members of the Committee	28 <sup>th</sup> September, 2017	Assistant Director Finance, Revenues and Benefits	James Arnold in attendance along with Ken Eastwood and Kevin Rowland. Presentation sent to all ACG Committee members - Complete
<b>Organisation</b>	NONE	1 <sup>st</sup> November, 2017		
<b>Growth</b>	(1)That the project plan and timetable for the Scrutiny review be approved (2)That the Economic Development and Growth Manager be invited to the next meeting	9 <sup>th</sup> November, 2017	Overview and Scrutiny Manager	Invite sent. COMPLETE
<b>Growth</b>	Officers from the Communications Team	9 <sup>th</sup> November,	Overview and	Communications

	and the relevant officer from BDC be invited to the meeting	2017	Scrutiny Manager	officers invited and accepted No specific officer in post Chair advised COMPLETE
<b>Growth</b>	Customer Services Excellence Invite – email details to members of the Committee	9 <sup>th</sup> November, 2017	Overview and Scrutiny Manager	Details sent to the Committee for information COMPLETE
<b>Audit and Corporate Governance</b>	<ul style="list-style-type: none"> <li>NONE</li> </ul>	16 <sup>th</sup> November, 2017		
<b>Communities</b>	That the Senior Governance Officer report back to the Committee on information on the List of Key Decisions on the Provision of Area Housing	17 <sup>th</sup> November, 2017	Senior Governance Officer - Acting	Committee updated. The decision has been withdrawn from the List. COMPLETE
<b>Organisation</b>	<ul style="list-style-type: none"> <li>NONE</li> </ul>	10 <sup>th</sup> January, 2018		
<b>Communities</b>	<ul style="list-style-type: none"> <li>That Members of the Committee review the attached Policy documents and provide comments for consideration by the Licensing Committee</li> <li>Licensing should report any safeguarding suspicions to the Police</li> <li>With regards to overseas applicants</li> </ul>	12 <sup>th</sup> January, 2018	Principal Solicitor	Sent to Principal Solicitor 30 <sup>th</sup> January, 2018  Response Awaited

	<p>officers must be satisfied with a Certificate of Good Conduct and this must be accompanied with the Statutory Declaration signed by a person of high standing to corroborate its contents</p> <ul style="list-style-type: none"> <li>The Committee recommends changes to the wording in paragraph 2.3 of the Policy on sexual indecency offences. The wording to be changed throughout this paragraph to read: Applicants with convictions for sexual offences will be refused a licence upon application renewal or review</li> </ul> <p>A licence will not be granted if an applicant has more than one conviction for an indecency offence</p> <p>In addition to the above the Licensing Authority will not grant a licence to any applicant who is currently on the Sex Offenders Register or any other similar Register</p>			
<b>Growth</b>	<ul style="list-style-type: none"> <li>That the documents referred to by the Economic Development and Growth Manager in connection with the Scrutiny Review be made available to the Committee</li> </ul>	18 <sup>th</sup> January, 2018	Overview and Scrutiny Manager	<p>Sent 19<sup>th</sup> January, 2018 to the committee</p> <p>COMPLETE</p>

<b>Audit and Corporate Governance</b>	<ul style="list-style-type: none"> <li>• That the Strategic Partnership Co-ordinator be invited to a future meeting of the Committee to explain the figures in the accounts in relation to activities undertaken by the Partnership Team</li> </ul>	25 <sup>th</sup> January, 2018	Assistant Director – Finance, Revenues and Benefits	
	<ul style="list-style-type: none"> <li>• That the Strategic Partnership Co-ordinator be invited to a future meeting of the Committee to update on the Derbyshire Thriving Families Initiative and Chesterfield and North East Derbyshire Credit Union in relation to the Corporate Plan targets</li> <li>• That the Housing Strategy and Growth Manager be invited to a future meeting to provide an update on Corporate plan targets G12, G13, and G14</li> </ul>	25 <sup>th</sup> January, 2018	Assistant Director – Finance, Revenues and Benefits	
<b>Growth</b>	<ul style="list-style-type: none"> <li>• That the triangulated evidence from the Scrutiny review into Tourism and Growth be included in the Scrutiny Review report</li> </ul>	8 <sup>th</sup> February, 2018	Overview and Scrutiny Manager	COMPLETE – Draft report sent to committee for consideration at their meeting on 5 <sup>th</sup> April, 2018
<b>Communities</b>	<ul style="list-style-type: none"> <li>• That the triangulated evidence from the Scrutiny review into Tourism and Growth be included in the Scrutiny Review report</li> </ul>	23 <sup>rd</sup> February, 2018	Overview and Scrutiny Manager	COMPLETE – Draft report sent to committee for consideration at

				their meeting on 13 <sup>th</sup> April, 2018
<b>Communities</b>	<ul style="list-style-type: none"> <li>That the Communities Scrutiny Committee consider issues around parking as a future topic for Scrutiny in the next municipal year</li> </ul>	23 <sup>rd</sup> February, 2018	Overview and Scrutiny Manager	COMPLETE – on list for future topics in municipal year
<b>Organisation</b>	Cancelled due to snow	28 <sup>th</sup> February, 2018		
<b>Organisation</b> (rearranged from 28 <sup>th</sup> February, 2018)		4 <sup>th</sup> April, 2018		
<b>Growth</b>	<ul style="list-style-type: none"> <li></li> </ul>	5 <sup>th</sup> April, 2018		
<b>Audit and Corporate Governance</b>	<ul style="list-style-type: none"> <li></li> </ul>	12 <sup>th</sup> April, 2018		
<b>Communities</b>	<ul style="list-style-type: none"> <li></li> </ul>	13 <sup>th</sup> April, 2018		
<b>Organisation</b>	<ul style="list-style-type: none"> <li></li> </ul>	18 <sup>th</sup> April, 2018		