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**North East
Derbyshire**
District Council

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Date: Friday, 26 June 2020

To: **Members of the Growth Scrutiny Committee**

Please attend a meeting of the Growth Scrutiny Committee to be held on **Monday, 6 July 2020 at 10.00 am**. The meeting will be held through virtual meeting software. Access credentials to the meeting will be sent to you under separate cover.

Yours sincerely

A handwritten signature in black ink that reads "Sarah Steuberg".

Joint Head of Corporate Governance and Monitoring Officer

Members of the Committee

| <u>Conservative Group</u> | <u>Labour Group</u> | <u>Independent Group</u> |
|--|--|---------------------------------|
| Councillor Pat Antcliff Councillor Michelle Emmens Councillor Anthony Hutchinson Councillor Richard Welton Councillor Nick Whitehead | Councillor Nigel Barker Councillor Suzy Cornwell Councillor Lee Hartshorne | Councillor John Funnell |

For further information about this meeting please contact: Damon Stanton 01246 217011

AGENDA

1 Apologies for Absence

2 Declarations of Interest

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

3 Minutes of Last Meeting (Pages 4 - 6)

To approve as a correct record and the Chair to sign the Minutes of the Growth Scrutiny Committee held on 8 June 2020.

4 Growth Strategy

To consider an update on progress from the Director of Growth & Economic Development.

5 Scrutiny Review - Tourism - Business and Non Business (Pages 7 - 9)

Scoping of Review, including Scene Setting.

6 Forward Plan of Executive Decisions - 15 May 2020 to 15 June 2020 (Pages 10 - 12)

To consider the Forward Plan of Executive Decisions – 15 May to 15 June 2020.

7 Work Programme (Pages 13 - 17)

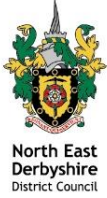
To consider the Work Programme for the Growth Scrutiny Committee 2020/21 and review the proposed workload.

8 Additional Urgent Items

To consider any other matter which the Chair of the Committee is of the opinion should be considered as a matter of urgency.

9 Date of Next Meeting

The next meeting of the Growth Scrutiny Committee is scheduled to take place on Monday, 7 September 2020 at 1.00 pm.



North East
Derbyshire
District Council

We speak your language

Polish

Mówimy Twoim językiem

French

Nous parlons votre langue

Spanish

*Hablamos su
idioma*

Slovak

*Rozprávame Vaším
jazykom*

Chinese

我们会说你的语言

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please call
us on

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217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

GROWTH SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON MONDAY, 8 JUNE 2020

Present:

Councillor Anthony Hutchinson (Chair) (in the Chair)
Councillor Michelle Emmens (Vice-Chair)

Councillor Pat Antcliff
Councillor Suzy Cornwell
Councillor Lee Hartshorne
Councillor Nick Whitehead

Councillor Nigel Barker
Councillor John Funnell
Councillor Richard Welton

Also Present:

G Callingham Director of Growth and Economic Development
N Calver Governance Manager
D Stanton Governance Officer
S Veerman Overview and Scrutiny Manager

GSC/1/20-21 Apologies for Absence

There were no apologies received at this meeting.

GSC/2/20-21 Declarations of Interest

There were no declarations declared at this meeting.

GSC/3/20-21 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Growth Scrutiny Committee held on 27 February 2020 be approved as a correct record and signed by the Chair.

GSC/4/20-21 Remit of the Committee

The Overview and Scrutiny Manager detailed a number of key points in relation to Scrutiny at North East Derbyshire District Council (NEDDC). Members were provided with the Terms of Reference for the Growth Scrutiny Committee, Communities Scrutiny Committee, Organisation Scrutiny Committee, and the Audit and Corporate Governance Scrutiny Committee. Members were reminded that the Committee's Terms of Reference provided the basis for the Committee's remit.

The Committee noted that the Overview and Scrutiny Manager was responsible for three Scrutiny Committees at the Council, and that on some occasions, particular issues could fall within the functions of two or more Scrutiny Committees. It was stated that at this point, it would be up to the Chairs' to decide which Committee would be best suited to review that particular topic. Members heard that, for example, Housing Management was within the remit of the Communities Scrutiny

Committee, but Housing Strategy was within the remit of the Growth Scrutiny Committee.

Members were informed that Scrutiny was a mechanism in which Council performance could be monitored. That included monitoring performance, monitoring action plans, being alerted to service information, and monitoring Cabinet decisions. The Committee heard that following a Scrutiny Review it could make a series of recommendations to Cabinet. It was stated, however, that Scrutiny could not make decisions or policies.

Members heard that the Work Programme was not a set document, but a work in progress. The Overview and Scrutiny Manager explained that it was usual practice for the Committee to choose a review topic, which would make the basis for the Work Programme. This would be an in-depth review, and evidence would be gathered for the majority of the municipal year. There was also the option for spotlight reviews.

At this point, Councillor P Antcliff joined the Virtual Meeting.

GSC/5/20-21 Selection of Scrutiny Review Topic

Members had a wide ranging discussion on a variety of possible review topics. The Committee discussed a previous review by the Communities Scrutiny Committee on Homelessness and enquired about the recommendations and the progress being made on them.

The Overview and Scrutiny Manager informed the Committee that the Coronavirus Pandemic had disrupted progress on those recommendations and that a Director was due to report back to the Committee in due course.

Members discussed the Growth Strategy and welcomed the newly appointed Director of Growth and Economic Development. The Director of Growth and Economic Development agreed to bring further information about the progress of the Growth Strategy back to the next meeting.

Members agreed that it was vital the Committee had a focus on the local economy, so that there could be a bounce back following the Coronavirus Pandemic. The Committee discussed the importance of the District's tourist hotspots, such as the 5 Pitts Trail and the National Cycle Route, and hoped that all neighbouring Councils would work together to improve tourism.

Members agreed that it was vital the Committee scrutinised the economic of the Pandemic, and the Overview and Scrutiny Manager informed Members on a number of ways that this could be done. There was a consensus that there should be a particular focus on the recovery of tourism and non-tourism business.

GSC/6/20-21 Draft Work Programme 2020/21

The Overview and Scrutiny Manager reminded Members that there had

been a number of comments in regards to the previous review into Business Centres and Industrial Units. Members were asked if they wanted to continue this work. The Overview and Scrutiny Manager agreed to send out a summary of questions and answers that was submitted in regards to the previous review topic. Members requested that a copy of the original report and recommendations be sent to the Committee, and that a discussion would take place with the Chair outside of the meeting.

AGREED – That the Draft Work Programme be noted.

GSC/7/20-21 Forward Plan of Executive Decisions

AGREED – That the Forward Plan of Executive Decisions – 13 March to 9 April 2020 be noted.

GSC/8/20-21 Additional Urgent Items

There were no urgent items to be discussed at the meeting.

GSC/9/20-21 Date of Next Meeting

Members were informed that due to scheduling issues the next meeting due to take place on Monday, 6 July 2020 at 1.00 pm had been cancelled.

It was hoped that the meeting could be held at 10.00 am on the same day but if necessary an alternative date and time would be communicated to Members through the Governance Team.

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT

DRAFT PROJECT PLAN

| | |
|---|--|
| <u>NAME OF COMMITTEE:</u> Growth Scrutiny Committee | <u>SCRUTINY OFFICER:</u> Sue Veerman |
| SUBJECT TO BE REVIEWED | Tourism - Business & Non Business |
| REASON(S) FOR THE REVIEW | |
| IDENTIFY APPROPRIATE CORPORATE OBJECTIVES | |
| TERMS OF REFERENCE | |
| AIMS AND OBJECTIVES OF REVIEW | |
| KEY ISSUES | |

| TIMESCALE | ESTIMATED | REVISED | ACTUAL |
|---------------------|------------------|----------------|---------------|
| Commencement | | | |
| Finish | | | |
| Report | | | |

| | |
|--|--|
| METHOD(S) OF REVIEW: | |
| IMPLICATIONS: (legislative, regulatory, etc) | |
| DOCUMENTARY EVIDENCE: (Internal/External) | |
| WITNESSES: | |
| CONSULTATION/ RESEARCH: | |
| SITE VISITS | |

PROJECT OUTCOMES

| | |
|--|--|
| CONCLUSIONS: | |
| RECOMMENDATIONS: | |
| CABINET CONSIDERED: | |
| OUTCOME: | |
| FOLLOW UP: | |
| REVIEW OF PROCESS/COMMENTS: | |
| SIGNED OFF BY CHAIR: | |
| DATE: | |



North East Derbyshire
District Council

Forward Plan of Executive Decisions for the period 15 May 2020 – 15 June 2020

This Forward Plan sets out all of the decisions that are expected to be taken over the next four months by either: (i) The Cabinet, or (ii) an officer on an Executive function of the Council.

Some of the decisions listed in this plan are 'Key Decisions'. A Key Decision is one that is likely to:

- (a) Result in the Council spending or receiving income of over £100,000 revenue or £250,000 capital, or
- (b) Have a significant impact on two or more wards in the Council's area.

At least 28 calendar days' notice must be given before they are due to be taken by the Cabinet or an officer under delegated powers.

The Cabinet can make urgent decisions which do not appear in the Forward Plan. A notice will be published at the District Council Offices and on the Council's website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

The Forward Plan also lists those 'Exempt' Decisions which are going to be taken over the next four months. Exempt Decisions are those decisions which have to be taken in private. This is because they involve confidential or exempt information which cannot be shared with the public.

The contact details for the officers or senior employees responsible for producing the reports and reports for these decisions are included in the plan. Please contact them if you would like more information. If you have any queries about why something is a Key Decision or is going to be taken in private then please contact the Governance Team on 01246 217391 or email: alan.maher@ne-derbyshire.gov.uk.

Published under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Sarah Sternberg: Head of Corporate Governance and Monitoring Officer

Published on: 15 May 2020

Cabinet members and their responsibilities

| Member | Portfolio of responsibilities |
|----------------------------|--|
| Councillor M E Thacker MBE | Leader and Portfolio Holder for Overall Strategic Leadership |
| Councillor A Dale | Deputy Leader and Portfolio Holder for Council Services |
| Councillor C Cupit | Portfolio Holder for Environment |
| Councillor J Kenyon | Portfolio Holder for Transformation and Climate Change |
| Councillor B Lewis | Portfolio Holder for Partnerships & Leisure |
| Councillor P Parkin | Portfolio Holder for Finance |
| Councillor A Powell | Portfolio Holder for Communications and Housing |
| Councillor C Renwick | Portfolio Holder for Economic Growth |

| DECISION TO BE TAKEN | DECISION-MAKER | DATE OF DECISION | KEY DECISION | EXEMPT DECISION (INCLUDING GROUNDS FOR EXEMPTION) | RESPONSIBLE PORTFOLIO HOLDER | RESPONSIBLE OFFICER |
|---|----------------|-------------------|--------------|--|------------------------------|---------------------|
| Medium Term Financial Plan To update Members regarding the current position and to agree the process for securing financial savings whilst maintaining service delivery. | Cabinet | 11 Jun 2020 | Key | Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information) | Councillor Paul Parkin | Jayne Dethick |
| Financial Impact of Covid-19 To update Members on the financial impact of the Covid-19 Outbreak on the Council | Cabinet | 11 Jun 2020 | Non-Key | Fully exempt Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority. | Councillor Paul Parkin | Jayne Dethick |
| Land Sales To consider offer(s) to sell Council owned General Fund land. | Cabinet | Before 4 Sep 2020 | Key | Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information) | Councillor Jeremy Kenyon | Matthew Broughton |

GROWTH SCRUTINY WORK PROGRAMME 2020/21
MONDAY AT 1:00 PM
Chair Councillor A Hutchinson
Vice Chair Councillor M Emmens

| MEETING DATE | AGENDA ITEM | SCRUTINY ACTIVITY | WHAT IT WILL COVER | UPDATE/COMMENTS |
|----------------------------|-------------------------------------|----------------------------------|--|--|
| 8 th June, 2020 | Remit of the Committee | | <ul style="list-style-type: none"> • Briefing on Scrutiny: <ul style="list-style-type: none"> - Scene setting - The terms of reference for the Committee - How the Committee operates, ways of working – Discussion | Committee Members / Sue Veerman -Overview and Scrutiny Manager |
| | Draft Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> • To consider items for the draft work programme for the year and any suggested items for inclusion | Committee Members/ Sue Veerman - Overview and Scrutiny Manager |
| | Selection of Scrutiny Review Topic | Review | <ul style="list-style-type: none"> • To consider suggestions for review and select a topic for the Scrutiny Review • Consider what we want to look at • Consider stakeholders who we want to see | Committee Members Items received from officers |
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions | Sue Veerman- Overview and Scrutiny Manager |

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| 6th July, 2020 At 10.00 am | Growth Strategy | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider an update on progress | Gill Callingham - Director |
| | Scrutiny Review | Review | <ul style="list-style-type: none"> Scoping of Review including scene setting | Gill Callingham - Director |
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman Overview and Scrutiny Manager |
| | Scrutiny Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Committees' work programme | Sue Veerman Overview and Scrutiny Manager |
| 7th September, 2020 | Scrutiny Review | Review | <ul style="list-style-type: none"> Approval of project plan Approval of timetable Drafting of questions | |
| | Previous Scrutiny Review – Tourism and Growth | Monitor | <ul style="list-style-type: none"> Scrutiny Review action plan – to consider progress | Julian Cosgrove – Economic Development Manager |
| | Scrutiny Review | Review | <ul style="list-style-type: none"> Documents/Interviews - tbc | |

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|--------------------------------------|-------------------------------------|----------------------------------|---|--|
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman Overview and Scrutiny Manager |
| | Scrutiny Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Committees' work programme | Sue Veerman Overview and Scrutiny Manager |
| 9th November, 2020 | Growth Strategy | Monitor and challenge | <ul style="list-style-type: none"> To discuss the new Growth Strategy | Portfolio Holder and Director of Economic Growth and Development |
| | Review | Monitor and challenge | <ul style="list-style-type: none"> Interviews | |
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman Overview and Scrutiny Manager |
| | Scrutiny Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Committees' work programme | Sue Veerman Overview and Scrutiny Manager |
| 18th January, 2021 | Review | Monitor and challenge | <ul style="list-style-type: none"> Interviews | |
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman - Overview and Scrutiny Manager |

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| | Scrutiny Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Committee's Work Programme | Sue Veerman - Overview and Scrutiny Manager |
| 22nd February 2021 | Partnership Activities in Support of Growth | Monitor and challenge | <ul style="list-style-type: none"> To consider an update on the work of the Partnership Team | Steve Lee- Strategic Partnership Co-Ordinator |
| | Scrutiny Review | Review | <ul style="list-style-type: none"> Triangulation of Evidence | Committee |
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman - Overview and Scrutiny Manager |
| | Scrutiny Work Programme | Consultee, monitor and | <ul style="list-style-type: none"> To consider the Committee's Work Programme | Sue Veerman - Overview and Scrutiny Manager |
| 26 th April, 2021 | | Monitor and challenge | <ul style="list-style-type: none"> TBC | |
| | Scrutiny Review Report | Review | <ul style="list-style-type: none"> To finalise the Scrutiny Review Report | |
| | Monitoring of O&S recommendations | Monitor | <ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations | Sue Veerman - Overview and Scrutiny Manager |
| | | Monitor and Challenge | <ul style="list-style-type: none"> TBC | |

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|--|-------------------------------------|----------------------------------|---|---|
| | Forward Plan of Executive Decisions | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions | Sue Veerman - Overview and Scrutiny Manager |
| | Scrutiny Work Programme | Consultee, monitor and challenge | <ul style="list-style-type: none"> To consider whether the Committees' work programme has been completed at year end | Sue Veerman - Overview and Scrutiny Manager |

Previous Scrutiny Review – Business Centres and Industrial Units