



**North East
Derbyshire**
District Council

PLEASE NOTE:

This is not a virtual meeting and is being held in the Council Chamber at Mill Lane

Contact: Damon Stanton
Tel: 01246 217011
Email: damon.stanton@ne-derbyshire.gov.uk
Date: Thursday, 4 November 2021

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

Please attend a meeting of the Communities Scrutiny Committee to be held on **Friday, 12 November 2021 at 1.30 pm in the Council Chamber**, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG.

Yours sincerely

A handwritten signature in cursive script that reads "Sarah Skerby".

Assistant Director of Governance and Monitoring Officer

Members of the Committee

<u>Conservative Group</u>	<u>Labour Group</u>	<u>Liberal Democrat Group</u>
Councillor Lilian Deighton Councillor Roger Hall Councillor Barry Lewis Councillor Kevin Tait Councillor Philip Wheelhouse	Councillor Joseph Birkin Councillor Tony Lacey Councillor Jeff Lilley	Councillor Pam Windley

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 - 7)

To approve as a correct record and the Chair to sign the Minutes of the Communities Scrutiny Committee held on 3 September 2021.

4 Communications Provision for People with Disabilities

To consider a presentation from the Council's Improvement Officer.

5 Scrutiny Review

a. Approval of Project Plan and Timetable (Pages 8 - 13)

b. Consideration of any Documentation (Page 14)

6 Forward Plan of Executive Decisions

To consider the Forward Plan of Executive Decisions. Please note, the most up-to-date Forward Plan of Executive Decisions can be accessed via the following link:-

<https://democracy.ne-derbyshire.gov.uk/mgListPlans.aspx?RPId=1137&RD=0&bcr=1>

7 Scrutiny Work Programme (Pages 15 - 19)

To consider the Work Programme for the Communities Scrutiny Committee 2021/2022.

8 Additional Urgent Items (if any)

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

9 Date of Next Meeting

The next meeting of the Communities Scrutiny Committee will be held on Friday, 10 December 2021 at 1.30 pm.

We speak your language



North East
Derbyshire
District Council

Polish

Mówimy Twoim językiem

Urdu

ہم آپ کی زبان بولتے ہیں

Romanian

Vorbim limba dumneavoastră

Chinese

我们会说你的语言



If you require this agenda in **large print** or another format
please call us on **01246 217753** Text No: 07800 00 24 25



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.

COMMUNITIES SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY, 3 SEPTEMBER 2021

Present:

Councillor Kevin Tait (Chair)

Councillor Joseph Birkin
Councillor Lilian Deighton

Councillor Nigel Barker
Councillor Philip Wheelhouse

Also Present:

J Barry	
M Liddy	Community Safety & Enforcement Manager
L Pepper	Housing Options Team Leader
T Rush	Environmental Enforcement Team Leader
S Veerman	Overview and Scrutiny Manager
D Stanton	Governance Officer

CSC/ Apologies for Absence

21/2

1-22 Apologies for absence had been received from Councillors R Hall, B Lewis, J Lilley and P Windley.

CSC/ Declarations of Interest

22/2

1-22 Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

There were no Declarations of Interests.

CSC/ Minutes of Last Meeting

23/2

1-22 RESOLVED – That the Minutes of the Formal Communities Scrutiny Committee meeting held on 5 March and the Informal Communities Scrutiny Committee meetings held on 14 May and 2 July 2021 were approved.

CSC/ Scrutiny Review

24/2

1-22 The Committee welcomed the Environmental Enforcement Team Manager to the meeting to give an overview of the out of hours enforcement provided by the Council's Environmental Health Service.

Members heard that in the Environmental Health Team officers did carry out out of hours enforcement on a number of issues such as envirocrime, environmental protection, housing and public health, licensing, and commercial but it was generally reactive, dependant of staff availability and based on demand. The officer informed the Committee that the service had received over 5000 requests in 2021 but it was not clear how many of those

would have benefited from an out of hours arrangement and further analysis of the data may be required.

The officer explained that there were a number of benefits to having an out of hours service which included a deterrent so residents were less likely to commit offences; it was easier to gather evidence for a range of offences; it resulted in better customer service and reduced demand and workload on staff during their working day. Members also noted that working with the Rangers at Bolsover District Council had proved useful.

The Environmental Enforcement Team Manager clarified that the Housing Public Health Team would investigate noise and lighting complaints from residential properties. If this regularly occurred out of hours then customers would be asked to fill in a diary, and if officers deemed the behaviour to be unreasonable they would take the appropriate action. The Committee discussed fixed penalty notices (FPN's) and prosecutions.

The Community Safety and Enforcement Manager (BDC) was also present at the meeting to discuss the out of hours service provided by Bolsover District Council.

Members heard that the Community Enforcement Rangers (previously known as CAN Rangers) provided a service to the public of Bolsover between the hours of 8am until midnight – 7 days a week, 365 days a year. The Rangers assisted with a wide ranging number of issues including anti-social behaviour, environmental crime, crime prevention, out of hours repairs and emergencies (housing), and PSPO enforcement. It was stated that for the financial year (April 20 – April 21) the Rangers had dealt with 6,740 jobs. They had also assisted and supported other Council services to provide vital functions during the Pandemic.

The Committee heard about a number of enforcement actions where the Rangers had worked well with external partners such as the police. There had been, for example, issues with street drinking in Shirebrook which had resulted in a Public Space Protection Order (PSPO) being issued.

Members noted that the Rangers were able to gather evidence which could be used for enforcement action. It was stated that in doing this, evidence could be gathered 'out of hours', whilst at NED the service relied on diaries which were completed by residents.

The Committee discussed the vehicles used by the Rangers. The Community Safety and Enforcement Manager (BDC) clarified that they had access to 6 vehicles including a mobile CCTV unit for night time patrols.

Members heard that a range of training was offered to the Rangers, including first aid and legal training. This was reviewed on an annual basis. The Rangers had also established a strong rapport with external partners such as the police. Members were informed that the police were highly supportive of the service. There was also a multi-agency ASB Tasking meeting that took place to enhance the various partnerships. The Rangers assisted with a variety of housing tenancy management issues, taking pressure off the

workload of the housing team at BDC.

The Committee discussed the budget for the Rangers and whether a similar service could be considered at NEDDC. The officer informed Members that there was a £271,000 annual budget. The cost, however, was mitigated when considering the savings the Rangers made to other services. In this context, Members discussed a potential partnership with BDC.

The Environmental Enforcement Team Manager clarified the investigative process in regards to fly tipping. It was stated that there was a three day turnaround time for reports of fly tipping in the District.

Members scoped the Committee's Scrutiny Review. The Committee agreed to interview officers from Rykneld Homes in regards to their housing wardens and out of hours service to tenants. The Committee also requested further information on shared staff within the Streetscene service and to speak to the Head of Streetscene.

RESOLVED – That the update be noted

CSC/ Housing Update

25/2

1-22

The Housing Options Manager was present at the meeting to give an overview of the Council's homelessness service.

The presentation outlined a number of important elements that oversaw the service including a history of homeless legislation; what homelessness was; the Homelessness Reduction Act 2018; and how the Authority responded to homeless residents.

The Committee also heard about a number of initiatives that supported homeless people in North Derbyshire. These included the North Derbyshire Homeless Pathway, which was for single people over the age of 18 living in North East Derbyshire, Chesterfield and Bolsover. There was also 'call B4 you serve' which offered advice to landlords and aimed to prevent homelessness by solving problems before a notice was served.

Members noted that demand for the service increased significantly during the Pandemic. The Government had called for all homeless people to be brought into accommodation in March 2020, and as a result a hotel was block booked for three months. It was stated that the homelessness out of hours service had received over 600 calls last year. There had been 113 placements in emergency housing in 2020/21, compared with just 37 placements in 2018/19.

The Housing Options Manager concluded the presentation by outlining some positives from a very challenging year for the service, which included the development of a county wide homeless strategy and £142,000 in next steps funding from the Government.

The Committee were informed that there were no known current rough sleepers in North East Derbyshire. There was, however, four known rough sleepers in Chesterfield who had links to the District.

RESOLVED – That the update be noted.

CSC/ Forward Plan of Executive Decisions

26/2

1-22 AGREED – That the Forward Plan of Executive Decisions be noted.

CSC/ Scrutiny Work Programme

27/2

1-22 AGREED – That the Work Programme be noted.

CSC/ Additional Urgent Items (if any)

28/2

1-22 There were no urgent items discussed at this meeting.

CSC/ Date of Next Meeting

29/2

1-22 The next meeting of the Communities Scrutiny Committee will take place on Friday, 22 October 2021 at 1.30 pm.

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT

DRAFT PROJECT PLAN

<u>NAME OF COMMITTEE:</u> COMMUNITIES SCRUTINY	<u>SCRUTINY OFFICER:</u> Damon Stanton
SUBJECT TO BE REVIEWED	Out of Hours Service
REASON(S) FOR THE REVIEW	<ul style="list-style-type: none"> • To ensure the Councils out of hours service is fit for purpose and is providing an appropriate provision for our residents needs
IDENTIFY APPROPRIATE CORPORATE OBJECTIVES	<ul style="list-style-type: none"> • Delivering high quality cost-effective services by engaging with our residents, our partners and our staff • Enhancing our residents quality of life • Protecting and promoting the Character of our District
TERMS OF REFERENCE	<ul style="list-style-type: none"> • To investigate the case for introducing an out of hours service in Environmental Services
AIMS AND OBJECTIVES OF REVIEW	<ul style="list-style-type: none"> • To understand any current provision of an out of hours service the Council provides • To investigate the benefits and potential issues of introducing an out of hours service

	<ul style="list-style-type: none"> • To establish whether there is demand from our residents for this type of service • To identify any improvements that can be made
KEY ISSUES	<ul style="list-style-type: none"> • Is there a need for the service • How might an Out of Hours service work • Comparison with the Can Rangers Service - Bolsover District Council • Costs of implementation • Staffing provision • Barriers to success

TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement	3 rd September, 2021		
Finish	20 th May, 2022		
Report	June 2022		

METHOD(S) OF REVIEW:	<ul style="list-style-type: none"> • Stakeholder Interviews • Review of relevant documentation
-----------------------------	--

	<ul style="list-style-type: none"> • Benchmarking with other Councils
IMPLICATIONS: (Legislative, regulatory, etc.)	
DOCUMENTARY EVIDENCE: (Internal/External)	<ul style="list-style-type: none"> • Scene setting presentations from The Environmental Enforcement Team Leader (NEDDC) and Community Safety & Enforcement Manager (Bolsover) • Any relevant Policy and Procedure documents • Service Requests (Bolsover) • Data from website/ customer feedback • Benchmarking Information - other Authorities
WITNESSES:	<ul style="list-style-type: none"> • Environmental Enforcement Team Leader (NEDDC) - Thomas Rush • Community Safety & Enforcement Manager (Bolsover) - Matt Liddy • Environmental Health Managers -Matt Finn & Sam Bentley • Head of Street scene - Steve Brunt

	<ul style="list-style-type: none"> Rykneld Homes - Housing Wardens -Heather Summers?
CONSULTATION/ RESEARCH:	
SITE VISITS	

<u>PROJECT OUTCOMES</u>	
CONCLUSIONS:	
RECOMMENDATIONS:	
CABINET CONSIDERED:	
OUTCOME:	
FOLLOW UP:	

REVIEW OF PROCESS/COMMENTS:	
SIGNED OFF BY CHAIR:	
DATE:	

Communities Scrutiny Review - Draft Timetable
Out of Hours Service

DATE OF MEETING	ITEMS TO BE COVERED
3rd September, 2021	<ul style="list-style-type: none"> • Scene Setting by Lead Officer – Environmental Enforcement Team Leader (NEDDC) and Community Safety and Enforcement Manager (BDC)
12th November, 2021	<ul style="list-style-type: none"> • To consider and agree the Project Plan and Timetable • Members to consider the questions they want to ask stakeholders at interview or through questionnaire • Consider Relevant Documentation: <ul style="list-style-type: none"> ➤ Data/feedback from Environmental Health Team
10th December, 2021	<ul style="list-style-type: none"> • Interviews: <ul style="list-style-type: none"> ➤ Environmental Health Officers – Matt Finn and Sam Bentley ➤ Head of Street scene – Steve Brunt
11th February, 2022	<ul style="list-style-type: none"> • Interviews: <ul style="list-style-type: none"> ➤ Rykneld Homes –(Housing Wardens) -Heather Summers • Any Benchmarking information – other Councils
1st April, 2022	<ul style="list-style-type: none"> • To consider the review evidence gathered to formulate recommendations
20th May, 2022	<ul style="list-style-type: none"> • Consider draft report and finalise
?, 2022	<ul style="list-style-type: none"> • Report submitted to Cabinet

1.1

	2019	2020	2021
Licensing Act 2003 – Unlicensed Activity/Breach of Condition/General Premises Concerns	38	27	47

1.2

	2019	2020	2021
Domestic bonfire	61	193	78
Domestic accumulation	122	128	83
Domestic noise	212	275	229
Commercial noise	39	44	70
Domestic smoke	29	37	13
Noise from alarms	4	8	3

These figures represent the number of reactive service requests by year, that were raised for officers in Environmental Health to respond to, and are specifically relevant to the type of reactive work an out of hours team may be involved in. Currently we are unable to distinguish how many of these issues arose out of hours.

It does not include proactive work that could be considered such as enviro-crime patrols, as currently officers carry out individual patrols when they can dependant on workloads, but the officers do aim to carry out a team patrol in alternating town centres fortnightly.

An out of hours team could also provide an alternative option for the collection of stray dogs as currently a contractor is used. It is estimated that approximately one dog per month is collected by our out of hours contractor.

COMMUNITIES SCRUTINY WORK PROGRAMME 2021/22
FRIDAY at 1:30 pm

Chair: Cllr Kevin Tait Vice Chair: Cllr Barry Lewis

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
2nd July, 2021	Remit of the Committee		<ul style="list-style-type: none"> Briefing on Scrutiny : <ul style="list-style-type: none"> - setting the scene - the terms of reference for the Committee - How the Committee operates, ways of working– Discussion 	Sue Veerman -Overview and Scrutiny Manager/Committee Members
	Draft Work Programme		<ul style="list-style-type: none"> To discuss 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 the Committees topic for a Scrutiny review Consider what we want to look at Consider stakeholders who we want to see 	Committee Members

	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
3rd September, 2021	Scrutiny Review	Review	<ul style="list-style-type: none"> Scene setting and Scoping for the 2021/22 Scrutiny Review 	Lead Officers – Tommy Rush accepted and Matt Liddy - accepted
	Housing Update	Monitor and challenge	<ul style="list-style-type: none"> To consider recent developments 	Lee Pepper - accepted
	Forward Plan of Executive Decisions	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	Monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Sue Veerman Overview and Scrutiny Manager
12 November, 2021	Communications Provision for people with disabilities	Monitor and challenge	<ul style="list-style-type: none"> To consider a presentation from the officer responsible for equalities 	Amar Bashir - accepted
	Scrutiny Review	Review	<ul style="list-style-type: none"> Approval of Project Plan and Timetable Consideration of any Documentation 	Committee
	Forward Plan of Executive Decisions	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

10th December, 2021	Scrutiny Review	Review	Interviews <ul style="list-style-type: none"> • Steve Brunt – Head of Streetscene 13:30 • Matt Finn & Samantha Bentley - Environmental Health Officers 14:00 	Committee
	Forward Plan of Executive Decisions	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

11th February, 2022	Scrutiny Review	Review	<ul style="list-style-type: none"> Interviews 	
	Previous Scrutiny Review	Review	<ul style="list-style-type: none"> To consider progress against the action plan – Scrutiny Review of Residential Parking 	
	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 Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager
1st April, 2022	Health Partnership Working	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider progress on the Healthy North East Derbyshire Approach 	Tris Burdett - Partnership Officer
	Scrutiny Review	Review	<ul style="list-style-type: none"> Triangulation of evidence – Scrutiny Review 	Members
	Previous Scrutiny Review	Review	<ul style="list-style-type: none"> To consider progress against the action plan – Obesity in Younger Residents 	
	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
20th May, 2022	Community Safety Partnership	Monitor and challenge	<ul style="list-style-type: none"> To review the work of the Partnership 	Faye Green - Community Partnership Manager
	Street scene	monitor and challenge	<ul style="list-style-type: none"> To consider the services performance including recycling 	Steve Brunt, HOS - Street scene
	Draft Scrutiny Review report	Review	<ul style="list-style-type: none"> To agree the draft report for Scrutiny Review 	Committee Members
	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
	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 Committee's Work Programme 	Sue Veerman - Overview and Scrutiny Manager