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**North East  
Derbyshire**  
District Council

## **PLEASE NOTE:**

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Our Ref: DS/AJD  
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Date: Friday, 17 September 2021

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

Please attend a meeting of the Growth Scrutiny Committee to be held on **Monday, 27 September 2021 at 1.00 pm in the Council Chamber**, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG.

Yours sincerely

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

Joint Head of Corporate Governance and Monitoring Officer

### **Members of the Committee**

<b><u>Conservative Group</u></b>	<b><u>Labour Group</u></b>	<b><u>Independent Group</u></b>
Councillor Michelle Emmens Councillor Anthony Hutchinson Councillor Alex Platts Councillor Michael Roe Councillor Philip Wright	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 2 August 2021.

## **4 Procurement**

Discussion on procurement arrangements within the Authority with the Head of Finance and the Procurement Manager.

## **5 Dronfield Development**

To consider a verbal update and presentation on progress of this development from the Director of Economic Growth & Development and the Senior Regeneration Officer & Urban Designer.

## **6 Discussion on Assets**

To discuss management of assets with the Facilities and Contracts Manager.

## **7 In House Services**

To discuss In House Services with the Director of Operations & Head of Paid Service.

## **8 Scrutiny Review**

To consider suggestions from Members and select a topic for the Scrutiny Review.

## **9 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>

**10 Work Programme** (Pages 7 - 11)

To consider the Work Programme for the Growth Scrutiny Committee 2021/22 and review the proposed workload.

**11 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.

**12 Date of Next Meeting**

The next meeting of the Growth Scrutiny Committee will be held on Monday, 22 November at 1.00 pm.

## We speak your language

**Polish**  
*Mówimy Twoim językiem*

**Romanian**  
*Vorbim limba dumneavoastră*

**Urdu**  
ہم آپ کی زبان بولتے ہیں

**Chinese**  
我们会说你的语言



North East  
Derbyshire  
District Council



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## GROWTH SCRUTINY COMMITTEE

### MINUTES OF MEETING HELD ON MONDAY, 2 AUGUST 2021

#### **Present:**

Councillor N Barker (in the Chair)

Councillor John Funnell  
Councillor Michael Roe

Councillor Lee Hartshorne

#### **Also Present:**

S Gordon	HR & OD Manager
J Green	HR Officer
D Parker	Joint Housing Strategy & Intelligence Officer
D Stanton	Governance Officer
S Veerman	Overview and Scrutiny Manager

#### **GSC/10/ 21-22** Election of Chair

In the absence of the Chair and Vice Chair, the Committee elected a Chair for the meeting.

RESOLVED – That Councillor N Barker be elected Chair for this meeting of the Growth Scrutiny Committee.

#### **GSC/11/ 21-22** Apologies for Absence

Apologies for absence had been received from Councillors S Cornwell, M Emmens, A Hutchinson and P Wright.

#### **GSC/12/ 21-22** Declarations of Interest

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 Interest.

#### **GSC/13/ 21-22** Minutes of Last Meeting

RESOLVED – That the Minutes of the Informal Growth Scrutiny Committees held on 26 April and 28 June 2021 were agreed as a correct record and signed by the Chair.

#### **GSC/14/ 21-22** Apprenticeships

Members received a presentation from the HR & OD Manager which provided them with an overview of apprenticeships at North East Derbyshire District Council. The Committee heard that apprenticeships/trainees had been used at

the Council since its inception, and that the apprenticeship levy was introduced in April 2017. The Council had also approved an Apprenticeship Strategy in November 2017. An apprentice was anyone over the age of 16 who combined working with studying and was paid at least the minimum wage.

Members heard about the routes into the apprenticeship scheme, which included existing employees learning on the job, internships, new starters, and career graded trainee posts. The Committee was also presented with statistics surrounding apprenticeships both at NEDDC and nationally.

Members also heard directly about the experiences of HR Officer Jodie Green, who had joined the Council as an HR apprentice.

The HR & OD Manager informed the Committee that new starter roles were assessed on a job-by-job basis as to whether they could be included in the apprenticeship scheme. Members enquired about retention levels and the costs to the Council for new apprentices resigning after completing their courses. It was stated that retention levels were high. An Apprentice is not required to pay back any training costs if they left the Authority within two years. Only employees whose training was funded from the corporate budget can be asked to sign a learner agreement which compelled them to pay back any training costs if they left the Authority within two years.

The update was concluded by outlining the opportunities offered to existing employees through the Leadership Programme provided by Sheffield Hallam University, and the next steps which included career fairs, the Kickstart Scheme, and links with universities.

RESOLVED – That the update be noted.

**GSC/15/  
21-22**     **Housing Strategy**

The Joint Housing Strategy and Intelligence Officer was present at the meeting to discuss the Council's Housing Strategy 2021-24.

Members heard that the Strategy set out the Council's three key strategic housing priorities:

- Increasing housing growth and promoting home ownership;
- Improve existing housing; and
- Protect the most vulnerable in our communities.

The Committee noted that the emerging Local Plan 2014-2034 had set a target of 330 new homes for each year of the Plan. A range of housing statistics were also presented which included information from the ONS on housing growth in the District. Members heard, for example, that the average house price was £220,500, and that the current number of households was 43,070 (projected to increase to 48,202 by 2035).

The Committee discussed affordable housing and the First Homes Scheme which offered homes to first time buyers at a price 30% less than the market

value. The Officer informed Members that the Council was able to set local criteria for the First Homes Scheme to ensure that existing residents in North East Derbyshire benefited. It was stated, however, that this could only last for up to three months after the property was placed on the market.

Members had a wide ranging discussion on section 106 agreements and how the funds were used in the local community to support population growth. The Committee agreed that the Planning and the Housing Strategy Teams could work more closely together to better utilise the funding available.

There was a consensus that the empty homes strategy and the partnership with E-ON had worked well. The Committee noted that the Authority was the first in the country to enter into a partnership with the energy provider. The Strategy outlined that 15 empty homes would be brought back into use every year.

Members raised concerns that there could be a large number of evictions following the expiration of Coronavirus Regulations that protected tenants. The Officer advised that the Council was well prepared and would be ready to offer advice and support to anyone who was under the threat of eviction.

The Committee discussed the Right to Buy Scheme and the Council's 'right of first refusal'. This entitled the Authority to buy back a property purchased through the Right to Buy Scheme if it returned to the market within 10 years.

Members also heard about rough sleeping in the District, and the success of the Authority in re-housing people at the start of the Pandemic.

RESOLVED – That the update be noted.

**GSC/16/  
21-22**     **In-House Services**

The Overview and Scrutiny Manager informed Members that this item had been deferred to the next meeting.

**GSC/17/  
21-22**     **Forward Plan of Executive Decisions**

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

**GSC/18/  
21-22**     **Work Programme**

AGREED – That the Work Programme be noted.

**GSC/19/  
21-22**     **Additional Urgent Items**

There were no additional urgent items at this meeting of the Growth Scrutiny Committee.

**GSC/20/  
21-22**     **Date of Next Meeting**

The next meeting of the Growth Scrutiny Committee would take place on Monday 27 September 2021 at 1pm.

## GROWTH SCRUTINY WORK PROGRAMME 2021/22

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

<b>2<sup>nd</sup> August,2021</b>	Apprenticeships	Review	<ul style="list-style-type: none"> <li>To consider a presentation from the Human Resources Manager on Apprentices</li> </ul>	Sara Gordon – Human Resources Manager –
	Housing Strategy	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the new Housing Strategy</li> </ul>	Di Parker – Joint Housing Policy and Intelligence Officer -
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committees' work programme</li> </ul>	Sue Veerman Overview and Scrutiny Manager
<b>27th September, 2021</b>	Procurement	Review	<ul style="list-style-type: none"> <li>To discuss Procurement Arrangements within the Authority</li> </ul>	Jayne Dethick HoS- Finance and Sandy Williams – Procurement Manager
	Dronfield Development	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider an update on progress of this development</li> </ul>	Gill Callingham Director and Bryan Harrison
	Discussion on Assets	Review	<ul style="list-style-type: none"> <li>Management of Assets</li> <li>Mill Lane</li> </ul>	David Broom – Facilities and Contracts Manager will be in attendance
	In House Services	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>General discussion on this topic</li> </ul>	Lee Hickin – Director of Operations & Head of Paid Services
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>To select Review topic and scope it</li> </ul>	Committee



	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committees' work programme</li> </ul>	Sue Veerman Overview and Scrutiny Manager
<b>22nd November, 2021</b>	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Approval of Review Project Plan and Timetable</li> </ul>	Committee
	Previous Review	Review	<ul style="list-style-type: none"> <li>To consider progress on the Business Centres and Industrial Units review</li> </ul>	
<b>Date to be confirmed?</b>	Rykneld Homes	Review	<ul style="list-style-type: none"> <li>To discuss future developments of Rykneld Homes</li> </ul>	
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Interviews</li> </ul>	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committees' work programme</li> </ul>	Sue Veerman Overview and Scrutiny Manager

<b>24<sup>th</sup> January, 2022</b>	Growth Strategy	Monitor and challenge	<ul style="list-style-type: none"> <li>To discuss progress on implementation of the Growth Strategy</li> </ul>	Portfolio Holder and Director of Economic Growth and Development
	Scrutiny Review	Monitor and challenge	<ul style="list-style-type: none"> <li>Interviews</li> </ul>	
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Committee's Work Programme</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
<b>14<sup>th</sup> March, 2022</b>	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Interviews</li> </ul>	
	Scrutiny Review	Review	<ul style="list-style-type: none"> <li>Triangulation of Evidence</li> </ul>	Committee
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager

	Scrutiny Work Programme	Consultee, monitor and	<ul style="list-style-type: none"> <li>To consider the Committee's Work Programme</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
9 <sup>th</sup> May, 2022	One Public Estate	Monitor and Review challenge	<ul style="list-style-type: none"> <li>To receive a presentation on progress of One Public Estate</li> </ul>	Head of Economic Development and Housing
	Previous Review	Review	<ul style="list-style-type: none"> <li>To consider progress on the implementation of the Tourism – Business and Non Business Scrutiny Review</li> </ul>	Gill Callingham – Director of Economic Development
	Partnership Activities in Support of Growth	Monitor and challenge	<ul style="list-style-type: none"> <li>To consider an update on the work of the Partnership Team</li> </ul>	Steve Lee- Strategic Partnership Co-Ordinator
	Scrutiny Review Report	Review	<ul style="list-style-type: none"> <li>To finalise the Scrutiny Review Report</li> </ul>	Committee
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> <li>To monitor the implementation of previous committee and review recommendations</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Forward Plan of Executive Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider the Forward Plan of Executive Decisions</li> </ul>	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> <li>To consider whether the Committees' work programme has been completed at year end</li> </ul>	Sue Veerman - Overview and Scrutiny Manager