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**North East
Derbyshire**
District Council

Contact: Tom Scott

Tel: 01246 217045

Email: thomas.scott@ne-derbyshire.gov.uk

Date: Friday, 5 July 2024

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

Please attend a meeting of the Business Scrutiny Committee to be held on **Monday, 15 July 2024 at 3.00 pm in Meeting Rooms 1 & 2**, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG.

Yours sincerely

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

Assistant Director of Governance and Monitoring Officer

Members of the Committee

<u>Labour Group</u>	<u>Conservative Group</u>	<u>Liberal Democrat Group</u>
Councillor Suzy Cornwell – Chair Councillor Clive Fletcher Councillor Christine Gare Councillor Lee Hartshorne Councillor Tony Lacey	Councillor William Jones Councillor Stephen Reed Councillor Richard Spooner	Councillor Pam Windley

For further information about this meeting please contact: Tom Scott 01246 217045

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 5 - 8)

To approve as a correct record and the Chair to sign the Minutes of the Business Scrutiny Committee held on 13 May 2024.

4 Scrutiny - A Practical Overview

Overview of Scrutiny and remit of the Committee.

Joe Hayden, Senior Scrutiny Officer

5 Update on Combined Authority

An update on the Combined Authority – Who's who and NEDDC's role.

Lee Hickin, Managing Director

6 Shop Front Enhancement Scheme

To receive a presentation on the Shop Front Enhancement Scheme.

Kirstin Sykes, Regeneration and Town Centre Officer

7 Cabinet Business (Pages 9 - 14)

To inform Committee of recent and forthcoming Cabinet business.

A digest of Cabinet decisions taken since 23 May 2024. This information is published by Cabinet meeting on the Council's website. Cabinet Agendas, Decisions and Minutes can be viewed at: [Cabinet](#)

The Forward Plan of Executive decisions.

[Plans](#)

These plans are updated to include new business.

Joe Hayden, Senior Scrutiny Officer

8 Policy Development

To contribute to major Policies being considered by the Council.

9 'Horizon Scanning'

To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example.

10 Work Programme (Pages 15 - 20)

To consider the Committee's Work Programme.

Joe Hayden, Senior Scrutiny Officer

11 Reflection on the Council Plan

To reflect on what the Committee had done to help the Council achieve the goal of making the District a Great Place for our Community.

12 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.

13 Date of Next Meeting

The next meeting of the Business Scrutiny Committee is scheduled to take place on 16 September 2024 at 3.00 pm.



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BUSINESS SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON MONDAY, 13 MAY 2024

Present:

Councillor Suzy Cornwell (Chair) (in the Chair)

Councillor Stephen Clough (Vice-Chair)

Councillor Christine Gare
Councillor Tony Lacey

Councillor Lee Hartshorne
Councillor Richard Spooner

Also Present:

D Johnson	Assistant Director - Property, Estates and Assets
A Bashir	Improvement Officer
J Hayden	Senior Scrutiny Officer
T Scott	Governance and Scrutiny Officer
I Stoddart	Digital Connectivity Manager (Derbyshire County Council)

BSC Apologies for Absence

41/2

3-24 Apologies for absence were received from Councillors C Fletcher and S Reed.

BSC Declarations of Interest

42/2

3-24 There were no interests declared at this meeting.

BSC Minutes of Last Meeting

43/2

3-24 RESOLVED – That the Minutes of the Business Scrutiny Committee held on 26 February 2024 were approved as a correct record and signed by the Chair.

BSC Internet Connectivity across the District

44/2

3-24 The Digital Connectivity Manager (Derbyshire County Council) delivered a presentation to Members providing further information on digital connectivity and internet access across North East Derbyshire. The presentation included a number of maps and graphs which set out superfast and fibre coverage, broadband availability, mobile phone coverage and projects to increase internet speed in certain areas. The presentation also detailed the Digital Connectivity Strategy, which was currently being developed by County Council and would be approved in the coming months.

Members referred to incidents in Dronfield where power cuts had occurred and there had been no backup power sources for the mobile phone masts. The Digital Connectivity Manager assured Members that new types of phone masts were being installed to prevent this happening again.

Members enquired how the funds for the areas with poor mobile coverage were

found. The Digital Connectivity Manager explained that Central Government had set up a Shared Rural Network with a number of mobile networks to distribute funds towards places with poor coverage, and in terms of North East Derbyshire, Derbyshire County Council used the areas of lowest coverage ('not spots') to identify specific District areas to allocate the funding.

Members were informed that work was currently underway to procure equipment that will test connectivity in areas across the County. This will need to go through the Cabinet at Derbyshire County for approval for funds.

The Digital Connectivity Manager informed Members that he would come back to the Committee with another update once the procurement process for the specialised equipment had taken place, assuming it gets approved. The Chair requested that this be added to the Committee's Work Programme for 2024/25.

RESOLVED –

(1) That the update be noted.

(2) That the Derbyshire County Council Digital Connectivity Strategy be added to the Work Programme 2024/25 for 6 months' time.

BSC Performance Management

45/2

3-24

The Improvement Officer presented a report setting out progress on the strategies underpinning the Council Plan objective 'A great place to work' for the period ending 31 March 2024.

Members were updated on progress under the following objective sub-categories in Appendix 1 of the report:

- 1) Community with a diverse range of commutable employment that match the skills of residents.
- 2) Community with growing commutable employment opportunities.

The Chair did not feel there was enough detail in the report about the things the Council had achieved. The Improvement Officer responded that the Council Plan Objective reports to full Council included more detail.

Members discussed the part of the Appendix which stated "Town Centre retail audits carried out for the four town centres: Clay Cross, Eckington, Dronfield and Killamarsh" and asked to receive more detail on precisely what took place as part of these audits. Members also requested information on if the Council still operated Business Innovation Centres for startup businesses. The Improvement Officer agreed to ask these questions to the Economic Development and Regeneration Manager.

The Chair referred to the Tourism Hospitality Charter and how the Appendix stated it "may not go forward." The Chair requested that she would like to see the Charter (and hear about why it might not go forward) on the Committee's 2024/25 Work Programme.

RESOLVED –

(1) That the update be noted.

(2) That the Tourism Hospitality Charter be added to the Work Programme 2024/25 for a future Committee meeting.

BSC **Cabinet Business**

46/2

3-24

The Senior Scrutiny Officer presented a digest of Cabinet decisions taken since 29 February 2024. The digest set out key information for each decision.

The Senior Scrutiny Officer explained that the digest was now presented in a new format, so that Members are now only seeing decisions made since the last round of Scrutiny meetings.

The Chair stated that the Managing Director would be providing the Committee with an update in July 2024 regarding the Combined Authority.

RESOLVED – That the update was noted.

BSC **Policy Development**

47/2

3-24

The Committee agreed to swap the order of the agenda and have Policy Development before Cabinet Business.

The Assistant Director of Property, Estates and Assets presented the Asset Management Strategy 2024 to Members. He advised that this was an emerging document and work was still to be done to finalise it.

The Chair stated that she liked the layout of the Strategy and that it highlighted the documents to which each area relates to. However, the Chair stated that it would be useful that within the Delivery and Action Plan it showed what parts of the Local Plan each area related to.

The Chair referred to the Figure 1 table and asked for progress updates on some of the documents mentioned. The Assistant Director of Property, Estates and Assets explained that the People Strategy was in place, and the Housing Strategy was in draft form.

Members referred to the ‘Assets in Numbers’ section of the document, and asked if there were any other potential development sites being considered aside from the 50 quoted. The Assistant Director of Property, Estates and Assets advised that the exact number of sites was not yet known, because officers were undertaking a piece of work to find more.

Members referred to the mentions in the document about increasing biodiversity, and felt this appeared in conflict with the “frequent grass cutting” in the ‘Our Assets’ section. The Assistant Director of Property, Estates and Assets agreed to ask Streetscene about this.

Members discussed the asset register and asked if the values of all the individual parcels of land could be disclosed. The Assistant Director of Property, Estates and Assets explained that he didn't think this would be beneficial, as some of the values in the asset register were not the market value and some of the figures used were for capital accounting purposes only. Members also raised the question as to how they could identify Council land within their own ward boundaries. The Assistant Director of Property, Estates and Assets advised that they could access the Council's mapping system (MyMaps) which had a limited amount of information on the parcels of land in Council ownership. Any specific queries in relation to land ownership should be directed to the Estates Team.

The Assistant Director of Property, Estates and Assets informed the Committee that he would be presenting something to the Asset Management Board regarding Member consultation, and he would update the Committee on this after the Board meeting.

RESOLVED – That the update was noted.

BSC **Work Programme**

48/2

3-24

The Senior Scrutiny Officer presented the draft Work Programme 2023/24 for the Committee to consider. The Work Programme had now come to the end of the municipal year, and the Senior Scrutiny Officer explained that the Committee must confirm the Programme has been completed.

Members were informed that at the end of the Work Programme document, there were a list of suggested topics for the Committee to include in its new Work Programme, which would be discussed further with the Chair and Vice Chair, and then presented to the Committee for approval.

RESOLVED – That the Work Programme 2023/24 be approved and signed off.

BSC **Reflection on the Council Plan**

49/2

3-24

The Chair asked Members to reflect on if the work of the Committee at the meeting had added value to the Council Plan objectives.

The Chair also asked the Committee to reflect on how Members wished to approach the issue of Connectivity in the future, and what the Committee would ask the Digital Connectivity Manager (Derbyshire County Council) at future meetings. The Chair agreed to discuss this with the Senior Scrutiny Officer.

BSC **Additional Urgent Items**

50/2

3-24

None.

BSC **Date of Next Meeting**

51/2

3-24

The next meeting of the Business Scrutiny Committee was scheduled to take place in the new Municipal Year.

CABINET DECISIONS 2024/25

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
23 May 2024	People Strategy 2024 <i>Relevant to Services Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet approved the adoption of the People Strategy 2024	Developing our people and our organisation is integral to the successful delivery of our Council Plan and strategic ambitions. We aim to provide an environment that produces a positive employee experience and through this helping us to further attract, develop and retain more people, talented and loyal people, at all levels throughout the organisation.
23 May 2024	Council Plan Objectives – Update January to March 2024 <i>Relevant to All Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet noted the progress against the Council Plan 2023-2027 objectives.	This is an information report to keep Members informed of progress against the Council Plan objectives.
23 May 2024	North East Derbyshire UK Shared Prosperity Fund – Update <i>Relevant to Business Scrutiny</i>	Councillor J Barry, Portfolio Holder for Growth & Assets	Non Key & Open	That Cabinet noted the content of the report.	To note progress of the activity funded by UK Shared Prosperity Fund.
23 May 2024	Risk Management Strategy 2024 <i>Relevant to Services Scrutiny</i>	Councillor P R Kerry, Deputy Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet approved the adoption of the new/reviewed Risk Management Strategy and Action Plan 2024.	The Council is committed to maintaining, developing and actively monitoring the operation of a formal and systematic approach to Risk Management.

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
23 May 2024	Adaptations Policy <i>Relevant to Communities Scrutiny</i>	Councillor N Barker, Leader of the Council & Portfolio Holder for Strategic Leadership & Finance	Non Key & Open	That Cabinet endorsed the amendments to the Adaptations Policy.	The Policy complies with legislation and provides a framework for administering adaptations funded through the HRA. The policy amendments are in line with the Local Government & Social Care Ombudsman decision and is based on legislation and case law.
23 May 2024	Decision on the Shirland and Higham Parish Neighbourhood Plan <i>Relevant to Environment Scrutiny</i>	Councillor S Pickering, Portfolio Holder for Environment & Place	Non Key & Open	(1) That Cabinet accepted the Examiner's report and recommended modifications to the Plan as set out in the Decision Statement at Appendix 1 in their entirety and the Plan, as amended, is taken forward to a referendum within the Parish as outlined in the report. (2) That Cabinet requires the Managing Director to exercise his existing delegation to make the Shirland and Higham Parish Neighbourhood Plan, if more than half of those voting in the referendum vote in favour of the Neighbourhood Plan.	The Shirland and Higham Neighbourhood Plan has been subject to examination by an independent examiner. The Examiner's view is that subject to specified modifications, the Plan meets the Basic Conditions and other relevant legal requirements. Officers have considered each of the recommendations made in the Examiner's report and agree with the Examiner's findings in all cases.

Date	Title	Portfolio Holder	Status	Decision	Reasons for Decision
20 June 2024	Environment Scrutiny Committee Review into becoming a 100% Plant Based Council in the Procurement and Provision of Food <i>Relevant to Environment Scrutiny</i>	Councillor C Smith, Chair of the Environment Scrutiny Committee	Non Key & Open	That Cabinet approved the review of the Environment Scrutiny Committee's into becoming a 100% plant-based Council in the procurement and provision of food.	The Review will enable the Council to develop further its Plan Objective as being A Great Place that cares for the Environment. It highlights what the Council is already doing to provide food/drink options to customers and recognises the changing demand for vegan food.
20 June 2024	Corporate Property Estates Maintenance Contract 2023-25 <i>Relevant to Communities Scrutiny</i>	Councillor J Barry, Portfolio Holder for Growth & Assets	Key & Exempt	That Cabinet approved the acceptance of the tender received and to award the contract to Gary Fletcher (Surfacing Ltd).	Agreeing to contract with the identified company will mean that a quality experienced provider can be commissioned to meet the objectives of the contract.



North East Derbyshire
District Council

Forward Plan of Executive Decisions for the period 15 May 2024 – 30 September 2024

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
Assistant Director of Governance & Monitoring Officer

Published on: 15 May 2024

Cabinet members and their responsibilities

Member	Portfolio of responsibilities
Councillor N Barker	Leader and Portfolio Holder for Strategic Leadership & Finance
Councillor P R Kerry	Deputy Leader and Portfolio Holder for Strategic Leadership & Finance
Councillor J Barry	Portfolio Holder for Growth & Assets
Councillor J Birkin	Portfolio Holder for Council Services
Councillor S Pickering	Portfolio Holder for Environment & Place
Councillor K Rouse	Portfolio Holder for Health & Leisure

DECISION TO BE TAKEN	DECISION-MAKER	DATE OF DECISION	KEY DECISION	EXEMPT DECISION (INCLUDING GROUNDS FOR EXEMPTION)	RESPONSIBLE PORTFOLIO HOLDER	RESPONSIBLE OFFICER
DLUHC Productivity Plan <i>Relevant to Services Scrutiny</i>	Cabinet	18 Jul 2024	Non-Key	Open	Councillor Jayne Barry	Director of Growth and Assets

BUSINESS SCRUTINY WORK PROGRAMME 2024/25
MONDAY/15:00HRS
CHAIR: CLLR SUZY CORNWELL
VICE CHAIR: CLLR WILLIAM JONES

AGENDA ITEM	BRIEF DESCRIPTION	LEAD OFFICER/ORGANISATION
Meeting Date: 15 July 2024		
Scrutiny – A Practical Overview	Overview of Scrutiny and remit of the Committee	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To have a clear understanding of the role of Scrutiny</i>	
Update on Combined Authority	An update on the Combined Authority – who’s who and NEDDC’s role	Lee Hickin, Managing Director
	Outcomes: <i>To be better informed on the role of the CA</i>	
Shop Front Enhancement Scheme	To receive a presentation on the Shop Front Enhancement Scheme	Kirstin Sykes, Regeneration and Town Centre Officer - ACCEPTED
	Outcomes: <i>To get an understanding of the Scheme including who has been issued grants and where these are located within the District</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	Outcomes: <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer

	Outcomes: <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 16 September 2024		
"How's business"? Survey	To receive the findings from the recent Audit/Survey	Ann Camus, Economic Development and Regeneration Manager - ACCEPTED
	Outcomes: <i>To get an understanding of any issues/concerns local businesses may have</i>	
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	Outcomes: <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer

	Outcomes: <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 18 November 2024		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
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	Outcomes: <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer

	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 24 February 2025		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
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Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer
	Outcomes: <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 12 May 2025		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance

		Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
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	Outcomes: <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <i>To agree a Work Programme for the year</i>	

NOTES

- Support provided to businesses in the District (Partnerships Team/Econ Dev/HR/Finance/Env Health etc)
- Access to shops (Residents Survey)
- Job opportunities (Residents Survey)
- Growth Strategy – Sept

- Disposal of Land for employment use (linked with asset management strategy)
- Green Skills Project – joint with CBC
- Digital Connectivity Update – check at end of 2024 for update