

## Overview Committee

**Thursday, 23 November 2023 at 10:30**

**County Hall, West Bridgford, Nottingham, NG2 7QP**

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### AGENDA

- |   |  |          |
|---|--|----------|
| 1 | Minutes of last meeting held on 7 September 2023                     | 3 - 6    |
| 2 | Apologies for Absence  |          |
| 3 | Declarations of Interests by Members and Officers:- (see note below) |          |
| 4 | Financial Monitoring Report Period 5 2023-24                         | 7 - 26   |
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| 6 | Price Review of Charges Made for School Meals - Call-in Request      | 45 - 62  |
| 7 | Scrutiny Work Programmes   | 63 - 120 |

### Notes

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Sara Allmond (Tel. 0115 977 3794) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

**COUNCILLORS**

Boyd Elliott (Chairman)  
Glynn Gilfoyle (Vice-Chairman) - **apologies**

Steve Carr  
Jim Creamer  
Kate Foale  
Roger Jackson  
Eric Kerry  
Nigel Moxon

John Ogle  
Philip Owen  
Francis Purdue-Horan  
Dave Shaw - **apologies**  
Sam Smith

**SUBSTITUTE MEMBERS**

Councillor Mike Pringle (substitute for Councillor Glynn Gilfoyle)  
Councillor John Wilmott (substitute for Councillor Dave Shaw)

**OFFICERS**

Sara Allmond	Advanced Democratic Services Officer
Martin Elliott	Senior Scrutiny Officer
Rhys Attwell	Democratic Service Officer
Nigel Stevenson	Service Director, Finance, Infrastructure and Improvement

**1. MINUTES OF THE LAST MEETING HELD ON 29 JUNE 2023**

The minutes of the meeting held on 29 June 2023, having been circulated to all Members, were taken as read and confirmed and signed by the Chair.

**2. APOLOGIES FOR ABSENCE**

- Councillor Glynn Gilfoyle (other reasons) was substituted by Councillor Mike Pringle
- Councillor Dave Shaw (other reasons) was substituted by Councillor John Wilmott

**3. DECLARATIONS OF INTERESTS**

None.

#### **4. REVIEW OF THE RECOMMISSIONING OF THE NOTTINGHAMSHIRE HEALTHY FAMILIES PROGRAMME – ESTABLISHMENT OF A JOINT SCRUTINY WORKING GROUP**

The Chairman introduced a report that proposed the establishment of a joint scrutiny working group on the re-commissioning of the Nottinghamshire Families Programme.

Members of the Committee made comments and asked the following questions:

- In response to questions on the membership of the working group, it was explained that the proposal was that the Chairmen of each of the Adult Social Care and Public Health Select, the Children and Families Select and the Health Scrutiny Committees would be appointed to the working group along with another member from each committee and these would be selected to ensure proportionality across the political groups of the Council.
- In response to questions about the scope of the proposed joint scrutiny working group, members were advised that the request to set up the working group had been made by Cabinet following the outcome of the call-in of the original decision that had been made on the re-commissioning of the Healthy Families Programme. It was noted that the review would look at what the new programme could look like in the future. Members were assured that the issue of safeguarding would be within the remit of the review.
- In response to questions about how health visitor services would be commissioned within the service, members were advised that this would be part of the whole service being commissioned, that was being reviewed. Members were advised that should they wish to look at the performance of a particular service at a later date that could be dealt with as a separate piece of work.
- Concerns were raised about how the scrutiny process was working in relation to Cabinet involvement in requesting matters for review, and in scoping reviews. Members were advised that the request for the working group to be established to consider the re-commissioning of the service was made by Cabinet following a call-in of the decision on the re-commissioning of the Healthy Families Programme.
- Members were assured that whilst the scrutiny review, and its broad objectives had been requested by Cabinet, Cabinet had not been involved in the development of the detailed scope.

#### **RESOLVED 2023/013**

- 1) That a joint scrutiny working group be established on the re-commissioning of the Nottinghamshire Healthy Families Programme.

- 2) That the membership of the review group comprises of the Chairman of the Adult Social Care and Public Health Select Committee, the Chairman of the Children and Families Select Committee and the Chairman of the Health Scrutiny Committee, plus one other member from each committee. with the overall membership of the group includes members from all political groups.
- 3) That a report detailing the findings of the review group be submitted to a future meeting of the Overview Committee for consideration.
- 4) That the proposed scope for review of the re-commissioning of the Nottinghamshire Healthy Families Programme be approved.

## **5. SCRUTINY ANNUAL REPORT 2022/23**

The Chairman introduced the Scrutiny Annual Report 2022/23. The report provided a summary of the work of the Overview Committee and the three select committees during 2022/23.

In response to questions raised by members, the Chairman advised that Scrutiny at the Council was still in its early stages of development and that 2022/23 had been its first year of implementation since the change of governance arrangements that had been introduced in May 2022. The Chairman noted that the Centre for Governance and Scrutiny were currently supporting the Council by undertaking an independent review of scrutiny arrangements and would be making recommendations on how the Council's Scrutiny function could be developed further.

### **RESOLVED 2023/014**

That the Scrutiny Annual Report 2022/23 be endorsed and referred to Full Council for consideration.

## **6. WORK PROGRAMMES**

The Chair introduced the report, that set out the proposed work programme for Overview Committee for 2023/24 along with the work programmes for the Adult Social Care and Public Health, Children and Families and Place Select Committees for 2023/24.

### **RESOLVED 2023/015**

- 1) That the Overview Committee work programme be approved.
- 2) That the Adult Social Care and Public Health Select Committee work programme be approved.
- 3) That the Children and Families Select Committee work programme be approved.
- 4) That the Place Select Committee work programme be approved.

- 5) That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the Overview Work Programme, in consultation with the relevant Cabinet Member(s) and senior officers, subject to the required approval by the Chairman of Overview Committee.

The meeting closed at 11.29am

**CHAIRMAN**

## **REPORT OF THE CABINET MEMBER FOR FINANCE**

### **FINANCIAL MONITORING REPORT: PERIOD 5 2023/24**

#### **Purpose of the Report**

1. This report is to provide an update to Overview Committee on the current financial monitoring process and provide a copy of the Period 5 2023/24 report.

#### **Budget monitoring**

2. The Council approved the 2023/24 budget at its meeting on 9 February 2023. As with previous financial years, progress updates are closely monitored and reported to management, the Cabinet Member for Finance or Cabinet each month.
3. Cabinet receives budget monitoring reports on a quarterly basis, with the Cabinet Member for Finance and the Corporate Leadership Team receiving monthly monitoring information. A copy of the detailed timetable for the production of budget monitoring information is set out below:

Period	Period End	Data available	Input and approval	Approval complete	DLT reports to Corporate	CLT	Finance Member Briefing	Cabinet
1	30/04/2023	02/05/2023	7	11/05/2023	22/05/2023	30/05/2023	05/06/2023	
2	31/05/2023	01/06/2023	7	09/06/2023	20/06/2023	27/06/2023		20/07/2023
3	30/06/2023	03/07/2023	7	11/07/2023	20/07/2023	01/08/2023	14/08/2023	
4	31/07/2023	01/08/2023	7	09/08/2023	18/08/2023	29/08/2023	11/09/2023	
5	31/08/2023	01/09/2023	7	11/09/2023	20/09/2023	03/10/2023		09/11/2023
6	30/09/2023	02/10/2023	7	10/10/2023	19/10/2023	31/10/2023	09/11/2023	
7	31/10/2023	01/11/2023	7	09/11/2023	20/11/2023	28/11/2023	04/12/2023	
8	30/11/2023	01/12/2023	7	11/12/2023	19/12/2023	26/12/2023		08/02/2024
9	31/12/2023	02/01/2024	7	10/01/2024	19/01/2024	30/01/2024	05/02/2024	
10	31/01/2024	01/02/2024	7	09/02/2024	20/02/2024	27/02/2024	04/03/2024	
11	29/02/2024	01/03/2024	7	11/03/2024	19/03/2024	26/03/2024		25/04/2024
12	31/03/2024	01/04/2024	7	OUTTURN REPORTING				

4. The budget monitoring report, published on the Council's website, sets out the financial position for the revenue budget, the anticipated year-end forecast, the capital programme and

treasury management activity. Also included will be the explanation of major variances, the action that management is taking to control any committee overspend, together with any virements or capital programme amendments and requests from contingency.

5. The quarter end budget monitoring report will also include performance analysis on accounts payable, accounts receivable and procurement activities.
6. In addition, the Section 151 Officer provides regular briefings throughout the year to all Members on the financial performance of the Council.
7. In accordance with the published timetable, Cabinet considered the Period 5 monitoring report at its meeting on the 9 November 2023. This report is attached at Appendix A for Committee members to consider.

### **Other Options Considered**

8. This report sets out the process for monitoring the annual budget throughout the year and provides an opportunity for Committee to consider the Period 5 2023/24 financial monitoring report.

### **Reasons for Recommendation/s**

9. To provide information to Overview Committee on the Council's approach to budget monitoring throughout the year.

### **Statutory and Policy Implications**

10. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

11. There are no direct financial implications arising from this report.

### **Data Protection and Information Governance**

12. A full Data Processing Impact Assessment has been done and the contract contains all the relevant clauses

## **RECOMMENDATIONS**

- 1) That Overview Committee notes the established processes for monitoring the budget.
- 2) That Overview Committee consider and comment upon the Period 5 2023/24 financial monitoring report.

**Councillor Richard Jackson**  
**Cabinet Member for Finance**



**For any enquiries about this report please contact:**

Nigel Stevenson – Service Director Finance, Infrastructure & Improvement

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**Constitutional Comments (GR 08/11/2023)**

13. Pursuant to the Nottinghamshire County Council Constitution, this committee has the delegated authority to receive this report and make any recommendation contained within it.

**Financial Comments (NS 19/10/2023)**

14. There are no specific financial implications arising directly from this report.

**Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

**Electoral Division(s) and Member(s) Affected**

- All



**REPORT OF THE SERVICE DIRECTOR – FINANCE, INFRASTRUCTURE AND  
IMPROVEMENT**

**FINANCIAL MONITORING REPORT: PERIOD 5 2023/2024**

**Purpose of the Report**

1. To provide the Cabinet with a summary of the budget monitoring position as at Period 5.
2. Seek approval for a variation to the capital programme.

**Information and Advice**

**Background**

3. Full Council approved the 2023/24 budget at its meeting on 9 February 2023. As with previous financial years, progress updates will be closely monitored and reported to management, the Cabinet Member for Finance or Cabinet each month.

**Summary Revenue Position**

4. The table below summarises the revenue budgets for each portfolio for the forthcoming financial year. An overspend of £0.7m is currently projected against the budget approved by Full Council in February 2023. In light of this adverse variance and the significant levels of uncertainty and financial challenge facing the Council over the medium term, the key message to effectively manage budgets and, wherever possible, deliver in-year savings is being reinforced.
5. Early indications are that the projected forecasts at Period 6 are broadly in line with the financial position set out in this report.

**Table 1 – Summary Revenue Position**

Forecast Variance as at Period 4	Portfolio	Annual Budget £'000	Actual to Period 5 £'000	Year-End Forecast £'000	Latest Forecast Variance £'000	Percentage Variance to Annual Budget
1,394	Children & Families	180,710	67,174	181,450	740	0.41%
3,866	Adult Social Care & Public Health	264,173	97,423	268,502	4,329	1.64%
9,710	Transport & Environment	123,445	26,136	132,448	9,003	7.29%
511	Communities	19,308	2,557	19,752	444	2.30%
17	Economic Development & Asset Management	25,817	15,071	25,840	23	0.09%
(523)	Deputy Leader & Transformation	3,886	1,340	3,347	(539)	(13.87%)
(162)	Finance	19,831	6,593	19,621	(210)	(1.06%)
44	Personnel	27,645	12,270	27,815	170	0.61%
<b>14,857</b>	<b>Net Portfolio (under)/overspend</b>	<b>664,815</b>	<b>228,564</b>	<b>678,775</b>	<b>13,960</b>	
(15,834)	Central items	(57,549)	(24,740)	(73,383)	(15,834)	
-	- Schools Expenditure	33	-	33	-	
2,530	Contribution to/(from) Traders	(685)	(1,617)	1,587	2,272	
<b>1,553</b>	<b>Forecast prior to use of reserves</b>	<b>606,614</b>	<b>202,207</b>	<b>607,012</b>	<b>398</b>	
-	- Transfer to / (from) Corporate Reserves	(4,340)	-	(4,340)	-	
103	Transfer to / (from) Departmental Reserves	(10,643)	(1,438)	(10,331)	312	
-	- Transfer to / (from) General Fund	-	-	-	-	
<b>1,656</b>	<b>Net County Council Budget Requirement</b>	<b>591,631</b>	<b>200,769</b>	<b>592,341</b>	<b>710</b>	

## Portfolio Variations

### Children & Families (£0.7m overspend, 0.41% of net portfolio budget)

6. The Children and Families portfolio is currently reporting a forecast overspend of £0.7m. This is mainly due to a £1.6m overspend in the Commissioning and Resources Division as an influx of Independent Fostering Agency placements earlier in the year has resulted in an overspend of £2.2m on the Looked After Children budget offset by a £0.6m forecast underspend against the Internal Foster Care budget. In addition a £0.6m forecast underspend has been reported against the Social Worker staffing budget and a further £0.3m net forecast underspends across a range of other Children and Families budgets.

### Adult Social Care & Public Health (£4.3m overspend, 1.64% of net portfolio budget)

7. The Adult Social Care and Public Health portfolio is currently reporting a forecast overspend of £4.3m that is mainly attributed to a forecast overspend in Living Well and Ageing Well services (£6.2m) offset by an underspend in Direct and Provider services (£0.9m), the Maximising Independence Service (£0.5m) and a range of other budgets (£0.5m).
8. The £6.2m forecast overspend in Living Well and Ageing Well services is as a result of overspends identified in Long-Term Care, Homecare, Direct Payments and Predicted Needs offset by additional joint funding income, client contributions and anticipated savings.

9. The forecast underspend against the Direct and Provider Services budgets (£0.9m) and the Maximising Independence Service budgets (£0.5m) are mainly due to staffing vacancies.

### **Transport & Environment (£9.0m overspend, 7.29% of net portfolio budget)**

10. The Transport and Environment portfolio is currently reporting a forecast overspend of £9.0m. This is mainly attributed to forecast overspends in the Home to School and Special Educational Needs and Disability (SEND) Transport budgets (£8.0m) as well as a £1.0m forecast overspend against the Highways budget.
11. There is a forecast overspend of £1.8m against Home to School Transport budgets. This is due primarily to a forecast overspend of £1.5m on mainstream activity that is based on predicted increases in demand for the service as the number of pupils travelling is expected to rise along with the distances they need to travel. In addition, the service is experiencing increased contract inflation over and above that anticipated in the budget.
12. There is also a forecast overspend of £6.4m on SEND Transport. Transport operators have been awarded a 2% inflationary increase, however, a number of providers report that it is not possible to run the service due to contract pressures arising from factors such as wage settlements and fuel increases. It is expected that there will be significant cost increases as the re-tendering of contracts progresses. In addition, this area has also predicted significant growth in pupil numbers resulting from Education Health and Care Plans and the number of medical needs that are now included in the assessment. This increase in demand and costs on SEND Transport is being experienced by other similar councils.
13. The £1.0m forecast overspend in Highways Services is due to a £1.0m forecast overspend against the VIA East Midlands Contract as the impact of higher than expected inflationary increases are being borne by VIA. For both the Home to School and SEND Transport budgets, significant work across the Place and Childrens and Families Departments is underway to review in-year spend and identify mitigations and efficiencies to reduce the forecast overspends. This work is also focused on mitigating potential budget pressures in future years.

### **Deputy Leader & Transformation (£0.5m underspend, 13.87% of net portfolio budget)**

14. The Deputy Leader and Transformation portfolio is currently reporting a forecast underspend of £0.5m. This relates to vacancies in the Transformation Delivery Team, the Strategic Insight Unit and the Portfolio Office teams.

### **Traded Services (£2.3m overspend)**

15. As set out in previous financial monitoring reports, Traded Services were affected in 2022/23 by the impact of the pay award, the revised living wage and by significant inflation, particularly on food costs. These pressures continue into 2023/24 as a forecast overspend of £1.8m is currently being reported against the Schools Catering Service. The price charged per meal is currently insufficient to recover full costs. It should be noted that this position could worsen depending on inflation and the final 2023/24 pay award.
16. In addition, the Cleaning and Landscape Services are reporting a forecast overspend of £0.4m mainly as a result of expected pay award and National Living Wage estimates being updated.

17. Whilst the Schools Catering Service and the Cleaning and Landscape Service aim to mitigate inflationary pressures and move towards a balanced budget, it is unlikely to recover all indirect expenditure which will result in some costs having to be met from the Council. A Traders Resilience Reserve has been established to mitigate these pressures and is available to meet these expected costs.

#### **Central Items (£15.8m underspend)**

18. Central Items primarily consists of interest on cash balances and borrowing, together with various grants, contingency and capital charges.
19. Interest projections (both payable and receivable) fluctuate depending on expectations in relation to future rates and anticipated slippage on the capital programme. The current forecast prudently suggests a net underspend on interest of £5.0m. However, the latest Treasury Management insight suggests that, with the prevailing inflationary economic climate, further changes in interest rates are likely which will in turn generate further returns on deposits. As such, there is potential for this underspend to increase as the Council progresses through the financial year.
20. Several non-ringfenced grants sit centrally, however values are not normally confirmed until after the budget is set in February of each year. As such, the Council takes a prudent approach in estimating amounts to be received, specifically those which sit outside the Local Government settlement. One area of particular volatility relates to Section 31 Business Rates relief funding which is provided to offset any potential deficits created by additional business rate reliefs awarded by the Government. Such reliefs were expanded during the pandemic and funding has increased to compensate for correspondingly lower income from the Collection Fund. This has resulted in an additional £10.8m to be applied to Business Rates funding in 2023/24 and the implications of this increase will be factored into the range of assumptions that inform the progress of the Medium-Term Financial Strategy (MTFS).
21. The Council's budget includes a base contingency budget of £5.0m to cover redundancy costs, slippage of savings and other potential unforeseen events. Also, further demand and inflationary pressures have been identified that have a degree of uncertainty with regard to likelihood, value and profiling. Foremost amongst these items is the unsettled pay award for 2023/24 and an additional provision of £11.0m has been made within contingency to fund these pressures. The Cabinet, Cabinet Member for Finance or the Section 151 Officer are required to approve the release of contingency funds.

## **Requests for Contingency**

22. There has already been a call on the 2023/24 contingency budget from requests that have been approved which total £1.0m.

Table 1 assumes that the remaining contingency budget will be utilised in full for future requests.

## **Progress with Savings**

23. Full Council on 9 February 2023 approved savings of £8.7m for delivery in 2023/24, with further savings identified for the period 2024-26. The progress of the Council's current savings programme, alongside mitigations against pressures, are being monitored regularly. Those savings currently at risk or experiencing obstacles are set out below.
24. Projects to mitigate the growth in external residential placements – pressure mitigation of £3.7m for 23/24 is currently at risk. In-year forecasting continues to suggest in-year mitigations are at risk, primarily due to continued reduction in available internal fostering capacity and a greater proportion of children placed in residential care.
25. The £1.1m Aging Well Strength Based saving in the Adult Social Care and Public Health portfolio continues to be at risk of non-achievement in 2023/24. A diagnostic conducted by the Council's Strategic Insight Unit (SIU) concluded that the target is not deliverable, based on current assumptions, due to 43% increased size of average homecare package and 5% increase in unit cost since the business case was approved in 2018/19. Therefore, new proposals have to now be designed to mitigate the in-year risk in to meet further targets for the next two years.
26. Officers will continue to monitor the deliverability of individual schemes and targets as part of the budget monitoring process.
27. When the Council approved the 2023/24 Budget in February 2023, it was on the premise that identified savings and pressure mitigations would be delivered in 2023/24 and in future years. It has recently been agreed by the Corporate Leadership Team that no write-off of these savings or mitigations would be approved and that departments would be required to identify alternative savings or mitigations to ensure delivery of a balanced budget.
28. The Council is proud of its sound financial management and history of service delivery within the limited financial resources available. It is important that the Council continues to deliver a balanced budget in 2023/24 which will enable it to undertake the planned transformation and change programmes to deliver a financial sustainable Council over the medium-term. Consequently, as in prior years, the message of financial restraint wherever possible remains.

## **Main Areas of Risk within the 2023/24 Budget**

29. As reported previously, there are a number of significant continuing risks and uncertainties associated with the current environment that local authorities are operating within, both in the short and medium terms. The main financial risks faced by the Council are as follows:-

- The cost pressures factored into the Council's budget may not be sufficient to meet the underlying cost and demand pressures that actually arise, particularly with regard to increased demand for Adults and Children's Social Care Services, Transport Services, the impact of the National Living Wage and agreement of the pay award.
- The COVID19 pandemic coupled with effects of the UK leaving the European Union has had a significant impact on the availability of staffing resource particularly in the social care sector as recruiting and retaining care staff across social care services remains difficult. Staff shortages have also been experienced in catering, facilities management and waste services.
- Whilst the Council is somewhat protected from immediate inflation on direct energy costs through the advanced purchasing arrangement with Crown Commercial Services, wider inflationary pressures driven by energy costs could have a detrimental impact across a whole range of service areas.
- Fuel prices are volatile with potential for contracts to become unaffordable for the Council or unviable for some service providers.
- If planned savings are delayed or are found to be undeliverable this will have a significant impact on the Council's ability to deliver on its approved budget.
- The 2023/24 Settlement reflected a one-year settlement only. As a result, estimated future increases in Government grants that are set out in the MTFS may not be in line with future announcements.

30. Similarly to other councils, it should be recognised that the Council is managing its budget whilst balancing all of these risks. Constantly realising these changing risks placed upon the budget is demonstrated by the changing year-end forecast. As such it should be recognised that the Council are using a variety of strategies and management actions to try and stay within the budget, including managing vacancy levels, managing contracts, reviewing variations and identifying actions and interventions that may lead to amending service or managing future demand.

## **Balance Sheet**

### **General Fund Balance**

31. Cabinet approved the 2022/23 closing General Fund Balance of £36.8m on 20 July 2023. This balance represents 6.2% of the net budget requirement.



## Capital Programme

32. Table 2 summarises changes to the gross Capital Programme for 2023/24 since approval of the original Programme in the Budget Report (Council 09/02/23):

**Table 2 – Revised Capital Programme for 2023/24**

	2023/24	
	£'000	£'000
Approved per Council (Budget Report 2023/24)		156,217
Variations funded from County Council Allocations : Net slippage from 2022/23 and financing adjustments	13,504	
		13,504
Variations funded from other sources : Net variation from 2022/23 and financing adjustments	(2,086)	
		(2,086)
<b>Revised Gross Capital Programme</b>		<b>167,635</b>

33. Table 3 shows actual capital expenditure to date against the forecast out-turn at Period 5.

Portfolio	Revised Capital Programme £'000	Actual Expenditure to Period 5 £'000	Forecast Outturn £'000	Expected Variance £'000
Children & Families	61,042	22,457	61,042	-
Adult Social Care & Public Health	781	269	781	-
Transport & Environment	67,112	10,877	60,017	(7,095)
Communities	3,866	603	3,846	(20)
Economic Devt & Asset Mngt	19,232	2,674	18,932	(300)
Finance	12,841	3,467	6,125	(6,716)
Personnel	84	-	84	-
Contingency	2,677	-	2,677	-
<b>Total</b>	<b>167,635</b>	<b>40,347</b>	<b>153,504</b>	<b>(14,131)</b>

## Transport & Environment

34. In the Transport and Environment portfolio capital programme, a forecast underspend of £7.1m has been identified. This is mainly due to re-profiling of £6.6m required against the Bus Services Improvement Programme. This is to ensure that sufficient time is given, in 2023/24, to engage with stakeholders and complete public consultation. In addition, re-profiling of £0.3m has been identified against the Trees for Climate programme to reflect the current status of the project.

## Finance

35. In the Finance portfolio capital programme, a forecast underspend of £6.7m has been identified. This is mainly due to reported underspends against the Microsoft Enterprise Agreement (£2.7m) and the Computer Equipment Replacement Programme (£3.8m).

## Variations to the Capital Programme

36. Under the Council's governance arrangements, the Section 151 officer has approved a number of variations to the capital programme as set out in the following paragraphs.

## Children & Families (C&F)

37. **Clayfields House** - The Children and Families portfolio have been successful in securing £0.4m of external funding from the Department for Education. This Secure Children's Home capital funding will enable the service to install a new, improved minder alert system at Clayfields House. The Children and Families portfolio capital programme has been varied by £0.4m to reflect the additional external funding secured.

## Transport and Environment (T&E)

38. **Flood Alleviation & Drainage** – The Council has been successful in securing Environment Agency capital funding relating to Local Levy for Gotham Flood Alleviation (£30k) and Woodborough National Flood Management (23/24 £82k and 24/25 £40k). The T&E portfolio capital programme has been varied by £152k to reflect the additional external funding secured.

39. **Externally Funded Bus Improvements** – The Council has been successful in securing £0.2m of external funding to carry out further improvements to the Bus Service. The T&E portfolio capital programme has been varied by £0.2m to reflect the additional external funding secured.

40. **Bus Service Improvement Programme** – As part of the Period 5 capital monitoring exercise it has been identified that the Bus Services Improvement Programme needs to be re-profiled to ensure sufficient time is given, in 23/24, to engage with stakeholders and complete public consultation. The DfT has given permission for this capital grant to slip. The T&E portfolio capital programme has been varied by £6.6m to reflect the revised spend profile of this programme.

41. **Transforming Cities Fund (TCF)** - The Council has been successful in securing £0.2m of developer contributions to part fund the A612 Footway Improvement project in Colwick which is part of the TCF. The T&E portfolio capital programme has been varied by £0.2m to reflect the additional external funding secured.

42. **Trees for Climate** - As part of the Period 5 capital monitoring exercise it has been identified that the Trees for Climate budget will need to be re-profiled to reflect the current status of the project. The T&E portfolio capital programme has been varied by £0.3m to reflect the revised spend profile of the project.

## Finance

43. **Computer Equipment Replacement Programme (CERP)** - As part of the Period 5 capital monitoring exercise slippage of £3.8m has been identified against the CERP capital budget. As existing stocks of equipment is largely sufficient to cover 23/24 requirements it is proposed that £3.8m of funding is slipped into future financial years. The Finance portfolio capital programme has been varied by £3.8m to reflect the slippage identified in the CERP.

44. **EcoSystem Project** - As part of the Period 5 capital monitoring exercise a variation of £2.0m has been identified against the EcoSystem capital budget. After further review of the project, costs originally classed as capital expenditure have now been re-classified as revenue expenditure. The revised budget phasing is £1.5m in 23/24 and £0.7m in 24/25. The Finance portfolio capital programme has been varied by £2.0m to reflect the updated position for the Ecosystem project.

## Additional Capital Variation Request

45. **Microsoft Enterprise Agreement (MEA)** – As part of the Period 5 capital monitoring exercise a forecast underspend of £2.7m has been identified against the MEA project. Following a review of the contract, costs have been confirmed for the current and future years. This contract is funded from borrowing and, as such, it is proposed that Cabinet approve a variation to the capital programme to reduce the MEA budget down by £2.7m.

**It is proposed that the Finance portfolio capital programme is varied down by £2.7m to reflect the lower than expected costs required to fund the MEA project.**

## Financing of the Approved Capital Programme

46. Table 4 summarises the financing of the overall approved capital programme for 2023/24

**Table 4 – Financing of the Approved Capital Programme for 2023/24**

Portfolio	Capital Allocations £'000	Grants & Contributions £'000	Revenue £'000	Reserves £'000	Gross Programme £'000
Children & Families	6,205	54,587	200	50	61,042
Adult Social Care & Public Health	43	640	-	98	781
Transport & Environment	16,198	45,256	414	5,244	67,112
Communities	2,928	885	20	33	3,866
Economic Devt & Asset Mngt	15,816	2,947	-	469	19,232
Finance	8,564	-	-	4,277	12,841
Personnel	84	-	-	-	84
Contingency	2,677	-	-	-	2,677
<b>Total</b>	<b>52,515</b>	<b>104,315</b>	<b>634</b>	<b>10,171</b>	<b>167,635</b>

47. It is anticipated that borrowing in 2023/24 will increase by £8.6m from the forecast in the Budget Report 2023/24 (Council 09/02/23). This increase is a consequence of:

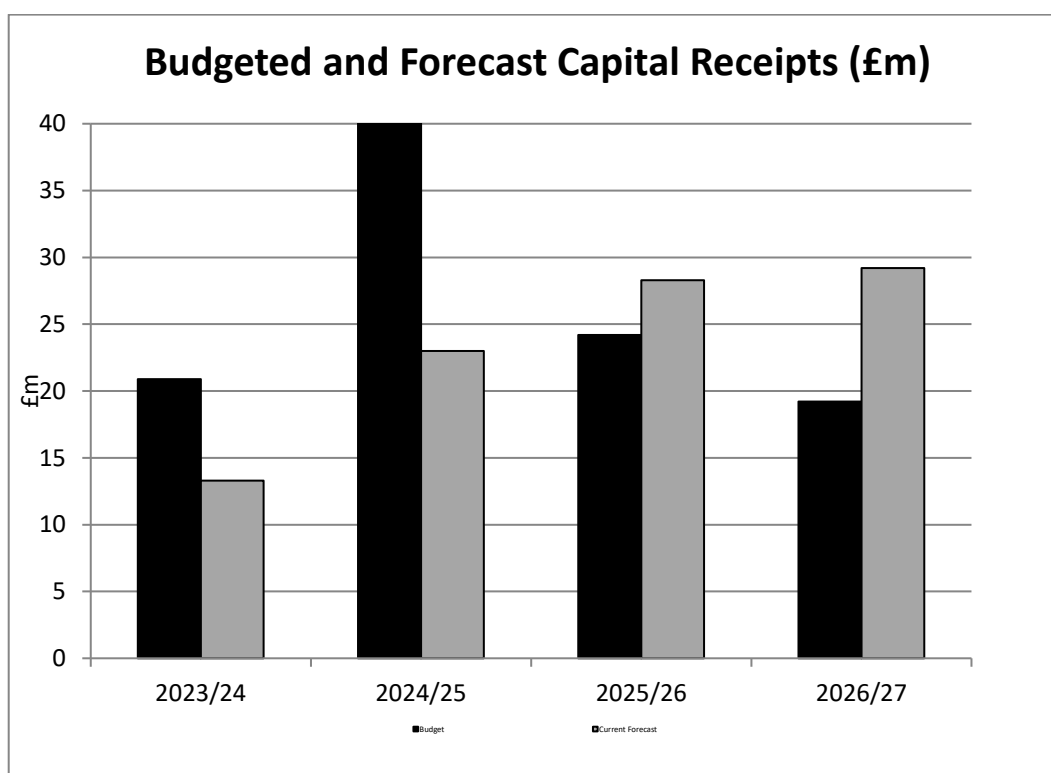
- £13.5m of net slippage of capital allocations from 2022/23 to 2023/24 and financing adjustments funded by capital allocation
- Net slippage in 2023/24 of £4.9m of capital expenditure funded by capital allocation identified as part of the departmental capital monitoring exercise.

### Prudential Indicator Monitoring

48. Performance against the Council's Prudential Indicators is regularly monitored to ensure that external debt remains within both the operational boundary and the authorised limit.

### Capital Receipts Monitoring

49. Anticipated capital receipts are regularly reviewed. Forecasts are currently based on estimated sales values of identified properties and prudently assume a slippage factor based upon a review of risk associated with each property. The chart below shows the budgeted and forecast capital receipts for the four years to 2026/27.



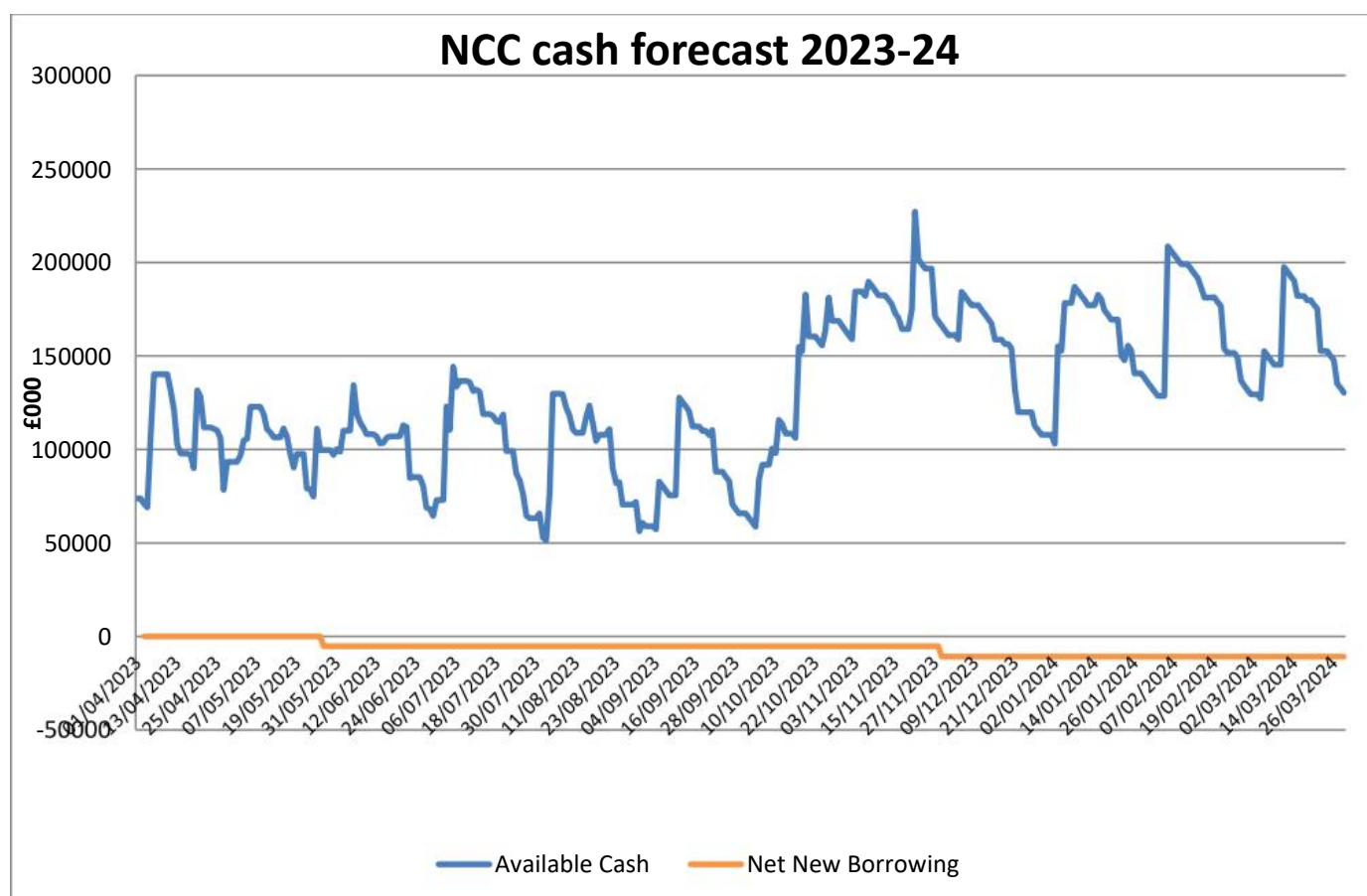
50. The dark bars in the chart show the budgeted capital receipts included in the Budget Report 2023/24 (Council 09/02/23). These capital receipts budgets prudently incorporated slippage, giving a degree of “protection” from the risk of non-delivery.

51. The capital receipt forecast for 2023/24 is £13.3m. To date, capital receipts totalling £0.1m have been received by the Council.

52. The number and size of large, anticipated receipts increase the risk that income from property sales will be below the revised forecasts over the next two years. Although the forecasts incorporate an element of slippage, a delay in receiving just two or three large receipts could result in sales being lower than the forecast.
53. Current Council policy (Budget Report 2023/24), to minimise the impact of the cost of borrowing on the revenue budget, is to use capital receipts to the value approved as part of the 2021/22 Budget Report to set against previous years' borrowing thereby reducing the impact of the Minimum Revenue Provision on the revenue accounts. This will enable excess capital receipts to be used to fund future additional capital investment.

## Treasury Management

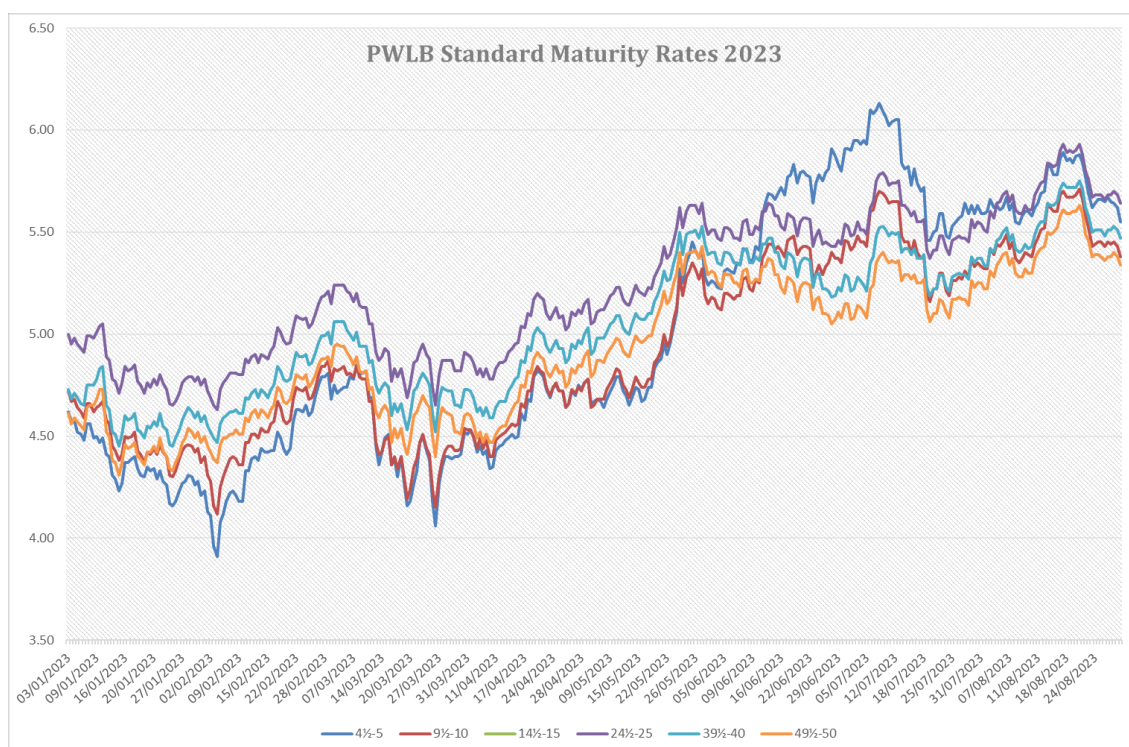
54. Daily cash management aims for a closing nil balance across the Council's pooled bank accounts with any surplus cash invested in accordance with the approved Treasury Management Policy. Cash flow is monitored by the Senior Accountant (Pensions & Treasury Management) with the overall position reviewed quarterly by the Treasury Management Group (TMG).
55. The cash forecast chart below shows the estimated cash flow position for the financial year 2023/24. Cash inflows are typically higher at the start of the year due to the front-loading receipt of Central Government grants, and the payment profile of precepts. Cash outflows, in particular capital expenditure, tend to increase later in the year, and the chart below reflects this. Also, expected borrowing in support of capital expenditure is not included in the forecast. The chart thereby helps highlight the points in the year when such borrowing will be necessary, and it is monitored daily so that treasury management staff can act comfortably in advance of the cash being required, the aim being to maintain adequate but not excessive liquidity.



56. The chart above gives the following information:

<b>Available cash</b>	Surplus cash (invested in call accounts, money market funds, or held at Barclays Bank) or a shortfall of cash indicating a need to borrow.
<b>Net new borrowing</b>	New loans taken during the year net of principal repayments on existing borrowing.

57. The Treasury Management Strategy for 2023/24 identified no need to borrow over the course of the year to (a) fund the capital programme, (b) replenish internal balances and to (c) replace maturing debt. This is because the Council intends to make use of its cash balances to temporarily finance its capital expenditure and will borrow long-term at a later date. Public Works Loan Board (PWLB) interest rates continue to be monitored closely to allow changes - or potential changes - in rates to feed into decisions on new borrowing. The Council remains able to take advantage of the PWLB 'certainty rate' which is 0.2% below the standard rates, although recent rate rises have somewhat nullified the benefit of this. The chart below shows the movement in standard PWLB maturity rates over the course of 2023 to date.



58. Borrowing decisions will take account of a number of factors including:

- expected movements in interest rates
- current maturity profile
- the impact on revenue budgets and the medium-term financial strategy
- the treasury management prudential indicators.

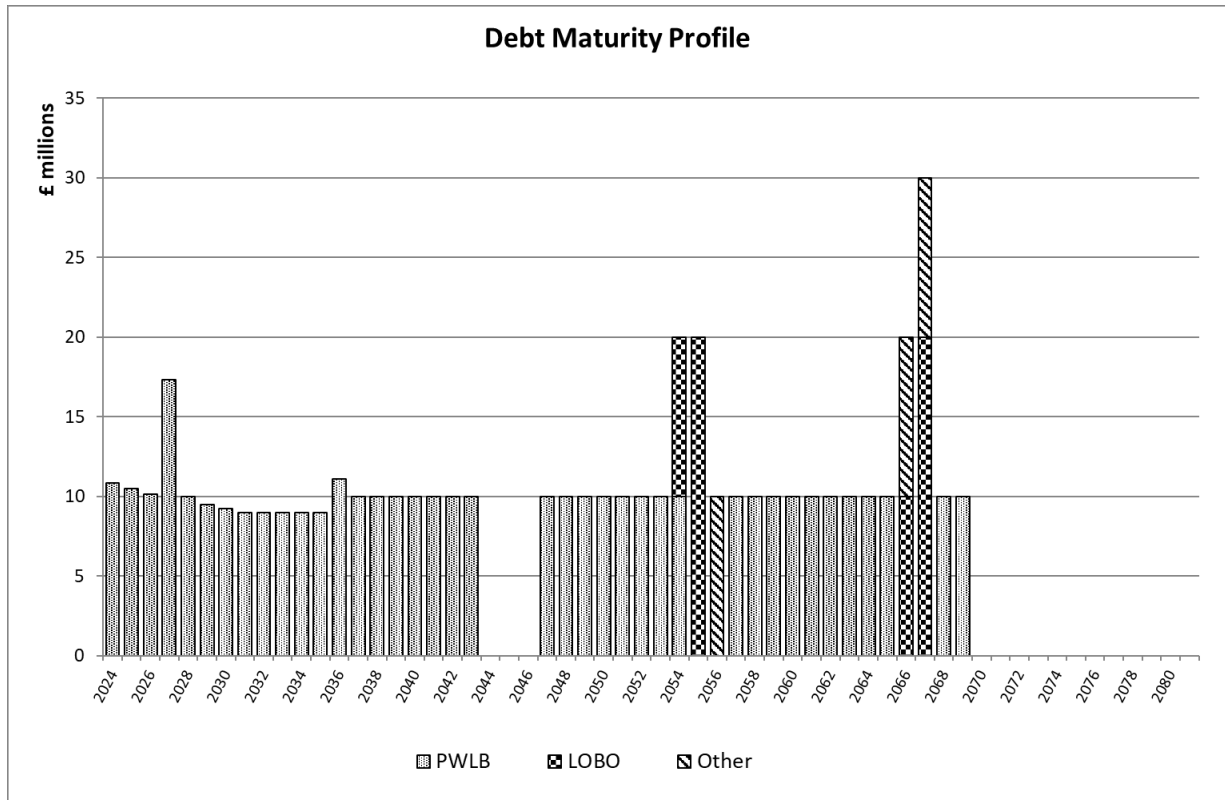
59. The maturity profile of the Council's debt portfolio is shown in the chart below. The PWLB loans are reasonably well distributed and have a maximum duration of 50 years. When deciding on the lengths of future loans the Council will factor in any gaps in its maturity profile, with a view to minimising interest rate risk, but will consider this alongside other financial factors.

60. Long-term borrowing was also obtained from the market some years ago in the form of 'Lender's Options, Borrower's Options' loans (LOBOs). These loans are treated as fixed rate loans (on the basis that, if the lender ever opts to increase the rate, the Council will repay the



loan) and were all taken at rates lower than the prevailing PWLB rate at the time. However, LOBOs could actually mature at various points before then, exposing the Council to some refinancing risk.

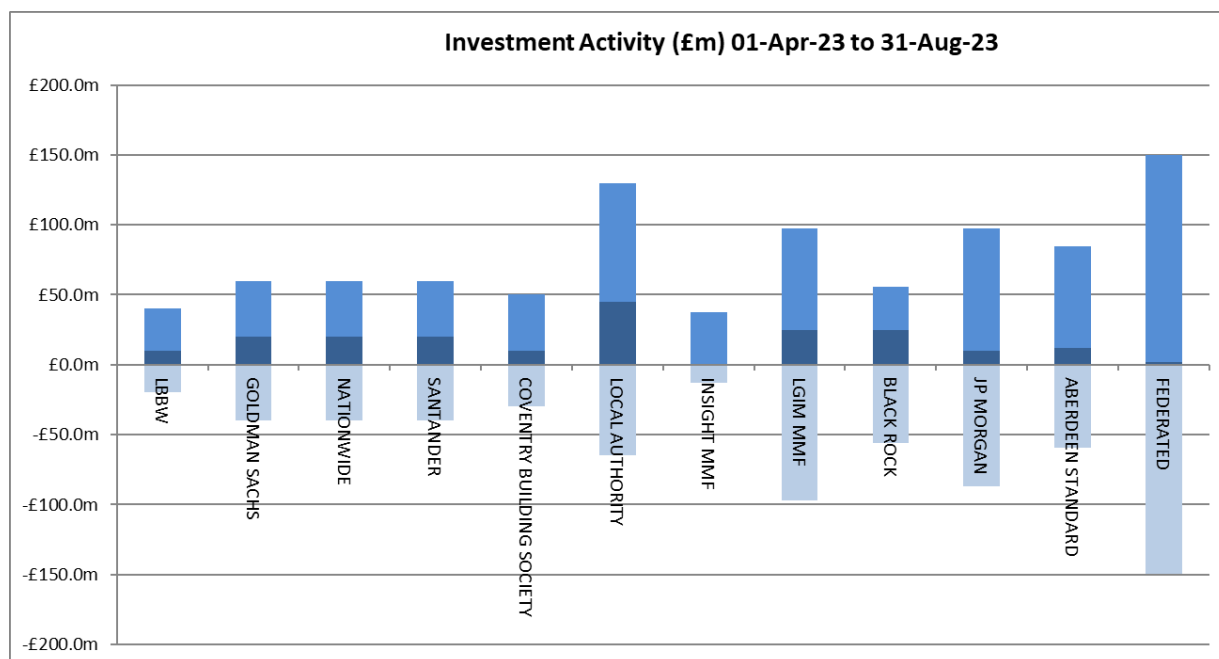
61. The 'other' loans shown in the chart consists of fixed-term loans from Barclays Bank.



62. The investment activity for 2023/24 to date is summarised in the chart and table below. Outstanding investment balances totalled approximately £199m at the start of the year and £226m at the end of August.

	Total B/f £000	Total Raised £000	Total Repaid £000	Outstanding £000
LBBW	10,000	30,000	-20,000	20,000
GOLDMAN SACHS	20,000	40,000	-40,000	20,000
NATIONWIDE	20,000	40,000	-40,000	20,000
SANTANDER	20,000	40,000	-40,000	20,000
COVENTRY BUILDING SOCIETY	10,000	40,000	-30,000	20,000
LOCAL AUTHORITY	45,000	85,000	-65,000	65,000
INSIGHT MMF	0	37,800	-12,800	25,000
LGIM MMF	25,000	72,150	-97,150	0
BLACK ROCK	25,000	30,850	-55,850	0
JP MORGAN	10,050	87,300	-86,750	10,600
ABERDEEN STANDARD	12,150	72,150	-59,300	25,000
FEDERATED	1,600	148,150	-149,750	0
	<b>198,800</b>	<b>723,400</b>	<b>-696,600</b>	<b>225,600</b>





63. As part of the Council's risk management processes all counterparty ratings are regularly monitored and lending restrictions changed accordingly.

## Statutory and Policy Implications

64. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## Other Options Considered

65. To informally brief the Cabinet and not publish a report. By noting the latest position as a formal decision, this enables the Council to be more transparent and for all County Councillors and the public to be kept informed of the latest position in a timely manner, so this option is discounted.

## Reasons for Recommendations

66. To enable the Cabinet to be fully informed of the latest position with the Council's budget and for that information to be made publicly available.

## RECOMMENDATIONS

1) For the Cabinet to:-

- Note the individual portfolio revenue budgets for 2023/24.
- Note the summary of capital expenditure to date, year-end forecasts and variations to the capital programme.
- Approve the variation to the capital programme.
- Note the Council's Balance Sheet transactions.

### **Nigel Stevenson Service Director – Finance, Infrastructure and Improvement**

For any enquiries about this report please contact:

Keith Palframan, Group Manager, Financial Strategy and Compliance

Tamsin Rabbitts - Senior Accountant, Pensions and Treasury Management

### **Constitutional Comments (GR 29/09/2023)**

67. Pursuant to the Nottinghamshire County Council Constitution the Cabinet has the delegated authority to receive this report and make the recommendations contained within it.

### **Financial Comments (GB 28/09/2023)**

68. The financial implications are stated within the report.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- 'None'

### **Electoral Division(s) and Member(s) Affected**

- 'All'

**REPORT OF THE CABINET MEMBER FOR FINANCE****BUDGET UPDATE REPORT****Purpose of the Report**

1. This report is to provide an update to Overview Committee on the budget development process for 2024/25.

**Budget Update**

2. The Council approved the 2023/24 budget at its meeting on 9 February 2023. As with previous financial years, progress updates are closely monitored and reported to management, the Cabinet Member for Finance or Cabinet each month.
3. In accordance with the Budget and Policy Framework Procedure Rules, Cabinet at its meeting on 9 November 2022 considered the Council's current and medium-term financial position (MTFS) and the ongoing measures to tackling the predicted budget deficit over the medium-term. This report is attached at Appendix A.
4. The report set the Council's approach to the Budget challenges, the linkages to the Nottinghamshire Plan as well as identifying the background and difficulties that local government sector and Nottinghamshire County Council is facing in establishing its budget for next year.
5. The attached report identifies the processes that have been undertaken in creating the budget, together with the emerging pressures, both from demand for our services and inflation, the measures we have in place to mitigate future rising pressures, assumptions, and the risks behind the assumptions in the MTFS.
6. Finally, the report set out the continued update process to the MTFS, the measures that are being explored and the key milestones for the construction of the 2024/25 Budget.

**Budget Framework**

7. The Council's budget framework set out the process for Cabinet in establishing the annual budget, including the consultation process, where and when Overview Committee can consider Cabinet's initial budget options. It also indicated the initial deadline of the 8 February in any financial year for Cabinet to submit to Council for its consideration in relation to the following financial year. A previous report to this Committee identified the learning from the

first budget established under the new governance arrangements. Consequently, the date for Full Council to approve the annual budget is now 22 February 2024 with a greater time between the meeting of Overview Committee, Cabinet and Full Council to allow consideration of recommendations from Overview Committee.

8. The Full Council is responsible for the approval of the Annual Budget. The Council's Cabinet is responsible for its implementation by discharging executive functions in accordance with it.
9. In accordance with the Budget and Policy Framework Procedure Rules, Cabinet will recommend to Full Council the proposed revenue and capital budget for the forthcoming financial year, inclusive of council tax to be levied.
10. The Full Council will be responsible for approving the annual budget, which must be approved by the end of February each year.

### **Other Options Considered**

11. This report sets out the budget update and sets out the process for construction of the Budget for 2024/25. It gives an opportunity for the Committee to consider the budget, and the current assumptions in the MTFS.

### **Reasons for Recommendation/s**

12. To provide information to Overview Committee on the Council's approach to the budget setting process and the current assumptions behind the budget. It also provides the opportunity for the Committee consider the assumptions in the MTFS.

### **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

14. There are no direct financial implications arising from this report.

### **Data Protection and Information Governance**

15. A full Data Processing Impact Assessment has been done and the contract contains all the relevant clauses

## **RECOMMENDATIONS**

That Overview Committee:

- 1) Notes the significant challenges presented by the financial landscape the Council operates within.
- 2) Notes the process in establishing the Council's budget for 2024/25.
- 3) Considers and comments upon the current assumptions that have been made in updated Council's Medium-Term Financial Strategy.

**Councillor Richard Jackson**  
**Cabinet Member for Finance**

**For any enquiries about this report please contact:**

Nigel Stevenson – Service Director Finance, Infrastructure & Improvement  
[nigel.stevenson@nottsc.gov.uk](mailto:nigel.stevenson@nottsc.gov.uk)

#### **Constitutional Comments (GR 08/11/2023)**

16. Pursuant to the Nottinghamshire County Council Constitution, this committee has the delegated authority to receive this report and make any recommendation contained within it.

#### **Financial Comments (NS 19/10/2023)**

17. The attached Cabinet report identified the financial implications. There are no specific financial implications arising directly from this report.

#### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

#### **Electoral Division(s) and Member(s) Affected**

- All



## **REPORT OF THE CABINET MEMBER FOR FINANCE**

### **BUDGET UPDATE REPORT**

#### **Purpose of the Report**

1. To highlight the Council's current and medium-term financial position.
2. To underline ongoing measures to tackling the predicted budget deficit.

#### **Information and Advice**

##### **The Council Approach to Budget Challenges**

3. The two, main key drivers of budget pressures affecting the Council are rising demand and inflation. In order to tackle these challenges, the Authority must focus on finding more cost-effective ways to deliver services and take action to manage levels of demand for the most acute and expensive services.
4. By doing this, we aim to protect and enhance key services as far as possible, to help improve the lives of local people, and mitigate the impacts of inflation to protect residents from bearing the brunt of these increased costs.
5. To ensure Council budgets and local services are sustainable for the long term, the Council must rethink the way that services are delivered and focus on earlier interventions, supporting people to remain independent and living within their home, family and community.
6. The Council is currently undertaking numerous service transformation programmes, aimed at improving the levels and efficacy of 'prevention' services. These programmes are supporting residents to reduce the numbers of people needing the most acute and expensive services, with the aim of reducing demand on care in particular to sustainable levels.
7. Over time, the intention is to shift spending more towards these prevention and community-based services, helping more children and adults to live independently, supported by families and communities, with lower levels of need for expensive care interventions. This work will particularly focus on improving services in those most disadvantaged communities, where the demand is highest.
8. At the Full Council meeting held on 25 November 2021, the Council approved The Nottinghamshire Plan 2021-31: Healthy, Prosperous, Green. This ambitious, new plan sets out the strategic vision for the future of Nottinghamshire and the local authority.

9. The activity in the Nottinghamshire Plan is built around achieving a bold 10-year vision for a 'healthy, prosperous and greener future for everyone'. The plan will focus on:
- Improving health and well-being in all our communities
  - Growing our economy and improving living standards
  - Reducing the County's impact on the environment
  - Helping everyone access the best of Nottinghamshire.
10. These are broad themes that will build resilience in our communities into the future and are supported by nine ambitions which will act as a framework for all County Council activity:
- Helping our people live healthier, more independent lives
  - Supporting communities and families
  - Keeping children, vulnerable adults and communities safe
  - Building skills that help people to get good local jobs
  - Strengthening businesses and creating more good-quality jobs
  - Making Nottinghamshire somewhere people love to live, work and visit
  - Attracting investment in infrastructure, the economy and green growth
  - Improving transport and digital connections
  - Protecting the environment and reducing our carbon footprint
11. A tenth ambition – 'A forward-looking and resilient Council' – outlines the Council's plans to strengthen processes, systems and ways of working that enable the whole organisation to deliver efficient and effective services for Nottinghamshire's people and communities.
12. The Plan sets out what the County Council will do over the next ten years to achieve these ambitions as well as how it will measure progress and success. The Plan also details the Council's on-going journey of improvement as we continue to deliver services in a responsive, efficient, financially sustainable and forward-looking way.

### **The Medium-Term Financial Strategy**

13. The Medium-Term Financial Strategy (MTFS) is a four-year rolling strategy which sets the framework for how the council plans to use its financial resources to fund the activities required to deliver on the council's priorities. The MTFS informs the annual budget process and assists the Council in meeting the legal requirement to set a balanced budget each year.
14. The MTFS brings together the key areas which affect the Authority's Revenue and Capital budgets and plans for these over the medium-term. The key objectives of the MTFS are as follows:-
- To ensure that effective financial planning and management contributes to the Authority's achievement of its strategic ambitions,
  - To ensure that the Council is financially resilient, stable and sustainable for the future,
  - To forecast the resources available to the Council and to plan for the changes in the level of these resources over the life of the Strategy.



- To estimate the expenditure requirements over the life of the Strategy to ensure value for money is achieved and resources are utilised where outcomes are measurable and have real impact.

## Financial Context

15. In recent years, the main drivers of pressure on the Council's budget have related to inflation and rising costs (including wage rises) and to increased demand for local government services. The impact upon the Council's finances, as a result of the increase in overall costs, is being replicated across the country.
16. The strategic and financial planning for 2024/25 is being undertaken within the context of continued uncertainty because of the on-going conflict in Ukraine and its impact in relation to global energy and food supplies. In addition, the continuing consequences of inflationary pressures have impacted on both the cost of delivering services and the demand for services as households and communities continue to struggle with the associated cost of living.
17. Consumer Price Inflation (CPI) in the UK economy stood at 6.7% in August 2023 and September 2023 and the Bank of England Monetary Policy Report – August 2023 forecasts inflation to decrease to around 5% in quarter 4 of 2023, to keep falling in 2024 but not reach the 2% target until early 2025. At its meeting on 21 September 2023, the Bank of England's Monetary Policy Committee maintained the Bank Rate of interest at 5.25%, the highest level since February 2008.
18. The risks arising from escalating inflation, which is also impacting household incomes, was recognised in the Annual Budget Report to Full Council in February 2023. Additional reserves were set aside in the risk-based General Fund reserve with regard to inflationary pressures, increased on-going risks in Children's and Adults Service and inherent challenges faced specifically in the social care market following the pandemic.
19. The Council closely monitors developments across the local government landscape and takes account of the financial issues being reported by other authorities. There have been a number of Councils that have recently issued or warned of issuing Section 114 notices. This serves to highlight the underlying fragility and lack of resilience within the wider local government sector. Whilst some of the issues that plague Local Authorities are specific in nature (e.g. exposure to commercial risk, excessive levels of borrowing, Equal Pay Claims) it is the Section 151 Officer's focus to ensure that the issues faced by those councils at risk are not replicated in Nottinghamshire by a failure to set a robust and sustainable budget.
20. The Council is not immune to this overall decline in financial resilience across the sector and continues to face significant financial and service delivery pressures across its services as set out elsewhere in this report. It is therefore important to continue to work with partners across the sector to lobby Government for adequate and sustainable levels of funding for local government as a whole.
21. The County Council continues to be a part of nationally determined local government pay bargaining arrangements. These are negotiated by the National Joint Council made up from national employers and the recognised trade unions. The Pay Award for 2023/24 is still to be

confirmed and further announcements about the National Living Wage are expected. The outcome of these discussions will indicate the extent of any additional pressures in the MTFS.

22. There are a wide range of assumptions that have been made in relation to expenditure and income over the remainder of this financial year. The Corporate Leadership Team and the Cabinet Member for Finance receives monthly reports, whilst Cabinet receives quarterly reports on outturn forecasts throughout the year.
23. The current projected capital programme outturn for 2023/24 is £154.8million. As part of the budget setting process a review of the capital programme will be undertaken.
24. The provisional Local Government Settlement for 2024/25 is due to be announced in late December 2023, after which the Medium-Term Financial Strategy (MTFS) will be updated and reported to Full Council as part of the 2024/25 Annual Budget Report. At that stage, should the Government announce a one-year settlement as per previous years, the clear view of funding for 2024/25 will be offset by considerable funding uncertainty for the final three years of the MTFS. This will continue to be the case until announcements regarding the longer-term future of local government financing are forthcoming.

### **Budget Consultation – Rising to the Challenge**

25. The production of the Council's budget is undertaken in accordance with the requirements of the Council's Constitution.
26. A key element of the Council's budget setting process is consultation with stakeholders.
27. The consultation went live on the 29 September 2023 and closes on the 12 November 2023. The survey sets out how the council spends its allocated budget and asks people for their views about our services and their priorities.
28. The consultation will be made available through a range of channels including:
  - Nottinghamshire County Council website
  - local and regional media
  - social media, including Twitter, Facebook and Instagram
  - email bulletins to the Council's subscribers
  - and in print at Libraries.
29. We will also be sharing our consultation with our partners, including groups representing the business community and other relevant stakeholders including the trade unions at Central Joint Consultative and Negotiating Panel (JCNP).
30. Building on the positive response from last years' survey, consideration has been given to how the 2023 Budget Survey could be further developed, this has included a thorough review by Overview Committee.
31. Cabinet will take account of the consultation when drawing up firm proposals to the Council. Results will be communicated after the consultation has ended on the council's website.

## February 2023 Budget Position

32. When the Council's budget was approved in February 2023 the funding shortfall identified for the three years to 2026/27 totalled £30.8million. This financial position is shown in Table 1 below:-

**Table 1 – Medium-Term Financial Strategy as at February 2023**

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Net Budget Requirement	591.6	612.1	644.9	656.2
<b>Financed by :</b>				
Business Rates	128.0	130.3	130.3	130.3
Revenue Support Grant	8.1	8.1	8.1	8.1
Council Tax	396.5	411.1	426.3	442.0
Adult Social Care Precept	58.0	62.6	62.6	62.6
Collection Fund Surplus / (Deficit)	1.0	-	-	-
<b>Total Funding</b>	<b>591.6</b>	<b>612.1</b>	<b>627.3</b>	<b>643.0</b>
<b>Funding Shortfall</b>	<b>-</b>	<b>-</b>	<b>17.6</b>	<b>13.2</b>
<b>Cumulative Funding Shortfall</b>	<b>-</b>	<b>-</b>	<b>17.6</b>	<b>30.8</b>

## The Council's Current Financial Position

33. As reported to this Cabinet meeting, as at Period 5, the Council is reporting a forecast overspend of £0.7m in the current financial year. This out-turn is comprised of a net £14.0m portfolio overspend mainly as a result of forecast overspends in SEND and Home to School Transport and Adult Social Care and Health services. This forecast overspend is offset by underspends in central items such as interest and Section 31 Business Rates relief.

34. There are a number of on-going risks that are also set out in the Period 5 Financial Monitoring Report. As such, the financial position will be kept under close review for the remainder of the financial year and reported to Cabinet or the Cabinet Member for Finance according to the budget monitoring timetable.

## Main Risks

35. Within the MTFS a number of assumptions are made with regard to a wide variety of factors including future Council Tax policy, Business Rates income and Government Grant levels. Any variation from these assumptions has implications for the level of resources available to the Council.

The following key risks must also be managed in order to deliver our budget strategy: -

- **Economic Risks** – underlying risks caused by the aftermath of global energy and fuel inflation and associated cost of living crisis compounded by national economic issues. The Monetary Policy Committee meeting in September 2023 resulted in the Bank of England holding interest rates at 5.25% following fourteen consecutive increases in an

attempt to lower the levels of inflation. Further increases are possible in the coming months until material progress has been made in returning inflation to the sustainable target of 2%.

CPI inflation is now expected to fall from 6.7% in August to around 5% by the end of 2023 with forecasts suggesting it will remain in excess of the 2% target through 2024 before falling back in line in early 2025. Consequently, without a commensurate increase in financial resources, the spending power of the Council will become further eroded until inflation falls back to the Bank of England's target.

- **Risks to Funding** – Indication of Government's future spending plans covering the period from 1st April 2024 won't be known until the Autumn Statement 2023 is delivered with more definitive information being disseminated as part of the Provisional Local Government Settlement announcement in late-December. Consequently, the spending intentions for local government could differ from assumptions contained in the MTFS. Any differences will, in turn, impact on the level of resources available to the Council. Furthermore, there remain uncertainties around Business Rates reform, the Government's Fair Funding review, how the Government's Levelling Up policies will support local authorities in the future and also the Government's intentions for the future funding of social care.
- **Employer Offer Pay Award** -. The employer offer in respect of the 2023/24 pay award for NJC staff is a flat £1,925 increase up to pay point 43 and an 3.88% uplift above. This has not yet been agreed and we await the outcome of further discussions. The offer itself exceeds the current budget however there is provision within the contingency budget to meet any shortfall. The Pay Award for 2024/25 is still to be discussed, and we also await further announcements about the National Living Wage. The outcome of these discussions will indicate the extent of any additional pressures in the MTFS.
- **Demand and demography Risk** - This Medium-Term Financial Strategy contains risks surrounding the estimation of demand and demographic pressures within services such as Adult Social Care and Children's Services, including determination of key income budgets that rely on the number of users of a service and risk that inflation on the cost of demand and demography will be higher than assumed in the MTFS.
- **Political Landscape** - The Prime Minister, Rishi Sunak, took office in October 2022. In January 2023 he outlined his five key priorities for 2023: to halve inflation this year; to grow the economy and create better paid jobs; to reduce the national debt, to cut NHS waiting lists and to pass new laws to stop small boats. The focus on these priorities inevitably impacts on the Government's expectations of the role of local government and the areas for which funding is made available. The next general election can be held no later than 28th January 2025 and this contributes to the uncertainty with regard to both the current and a future Government's spending plans with regard to Local Government.

## Revisions to the MTFS

36. The following sections of the report set out the revisions that have been made to the MTFS since the 2023/24 Budget Report was agreed at Full Council in February 2023.
37. **Grant Funding** – Section 31 Business Rates funding is received from Government to compensate Local Authorities for the costs of business rates reliefs introduced by the Government and increases to the Business rates multiplier being capped at CPI rather than RPI. As detailed in the latest Budget Monitoring report, this is an area of particular volatility following the expansion of such reliefs during the pandemic. It is predicted that reliefs will continue together with compensation and the latest information prudently suggests that an additional £14.0m can be applied to Business Rates funding in 2024/25.
38. **Interest and Borrowing** – A strategy to limit borrowing to that which was already approved by Full Council in February 2022 was set out in the 2023/24 Budget Report. As well as restricting the impact on the on-going revenue budget with respect to the Minimum Revenue Provision it also minimises associated interest payable by the Council. In addition, recent increases to interest rates announced by the Bank of England Monetary Policy Committee have raised the amount of interest received by the Council. Following review, a prudent decision has been taken to reduce interest budgets by £5m.
39. **Pay Award** - The existing MTFS includes pay award assumptions of 4.5% in 2024/25 and 2% in 2025/26 and 2026/27. Given the current and forecast levels of inflation, it is proposed that an additional 1.0% is included in the MTFS for the 2025/26 financial year, this equates to an additional pay pressure of £2.2m per annum from 2025/26.
40. **Pressures and Inflation** - As part of the budget setting process, departments have been asked to justify existing pressures and inflation that are approved in the current approved MTFS. In addition, they have been asked to consider uncertainties not previously reflected in the budget planning assumptions. It is important to note that, as a result of transformation activities that have taken place across the Council, a number of mitigation measures have been identified which lessen the impact of the identified pressures. The increase in pressures and inflation bids received by Departments to 2026/27 totals £46.7m. Total pressures and inflation to 2026/27 now stands at £116.5m, a detailed breakdown can be seen in Appendix A.
41. Appendix A shows that demand pressures have increased by £25.5m in 2024/25 mainly due to a forecast increase of £10.5m in the Children and Families portfolio which reflects growth in Looked After Children and Social Work staffing. In addition, there is a forecast increase of £9.1m in the Transport and Environment Portfolio which reflects growth in transport services (£8.7m) and also the Communities Portfolio for funding set aside for further work on Traded Services (£3.5m).
42. Appendix A also shows that inflation pressures have increased by £7.8m across the MTFS. It should be noted that the impact on the MTFS with regard to the National Living Wage will be updated following the expected announcement in November 2023 as part of the Autumn Statement.

43. The revised MTFS is shown in Table 2: -

**Table 2 - Revised MTFS**

	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
Year on Year Savings requirement (February 2023 Report)	-	17.6	13.2	30.8
Increase in Service Pressures	25.5	5.1	8.3	38.9
Change in Inflation	3.8	2.4	1.6	7.8
Change in Pay Award assumptions	0.1	2.2	0.1	2.4
Change in Grant Funding	(14.6)	-	-	(14.6)
Amendments to Portfolio base budgets	(1.1)	1.0	-	(0.1)
Changes in Interest and Borrowing	(5.0)	-	-	(5.0)
<b>Revised Shortfall</b>	<b>8.7</b>	<b>28.3</b>	<b>23.2</b>	<b>60.2</b>

NB: For the report to Council in February 2024 the MTFS will be extended to four years.

44. The current projected shortfall for 2024/25 is £8.7m with the 3-year deficit to 2026/27 increasing to £60.2m. Those drivers that influence the level of pressures and inflation that exist within the revised MTFS will be kept under continuous review to advance of formal approval as part of the Annual Budget Report to Full Council in February 2024. Council Tax and Adult Social Care Precept policy decisions will also be reviewed as part of the budget setting process.

### **Inflationary Pressures**

45. **National Living Wage** – Not only does the National Living Wage impact upon the pay award for internal staff but there are also additional costs associated with commissioned services especially in Adult Social Care and Public Health. Each 50p increase on the rate adds approximately £11m to the Council's budget requirement. The National Living Wage announcement is usually made alongside the Autumn Statement.

46. **Services Demand** – The existing pressures within the MTFS are continuing which could require increases in growth and adverse in-year budget variations for Adult and Children's social care services.

47. **Future Years Pay Awards** – As detailed above, the revised MTFS includes a 4.5% pay award in 2024/25, 3.0% in 2025/26 and 2.0% thereafter. Any increases in subsequent years over and above this assumption will further add to the funding gap. In simple terms, each extra 1% would add approximately £2.0m to the Council's budget requirement.

48. **Retention of Children's Social Workers and the Social Care Market** – Adult Social Care market issues are of national concern and most local authorities are experiencing difficulties with ensuring a stable care and support market. There are issues around market resilience,



provider business models, workforce and rates of contractual which may result in pressures over and above what are in the MTFS.

## Financial Planning and Assumptions

49. As set out above, there are a number of on-going risks that impact the budget setting process. All base budgets will continue to be reviewed and the financial planning assumptions that underpin the MTFS will be revisited. Any changes will be detailed in the Draft Annual Budget Report to Cabinet in February 2024 and confirmed at the Full Council meeting later that month.
50. **Council Tax** - The MTFS approved in February 2023 included a 1.99% increase to Council Tax from 2024/25 to 2026/27 with a further 1.00% Adult Social Care Precept factored into 2024/25. Decisions on setting such levels are taken on an annual basis and both Council Tax and Adult Social Care Precept (ASCP) policies will be reviewed. The expectation is that Government Policy will allow councils to raise core Council Tax by 2.99% in 2024/25 in line with the 2023/24 referendum principles, however in subsequent years it is assumed core increases will revert to the historical limit of 1.99% across the MTFS period. It is also assumed there will be an additional precept permissible for Adult Social Care of 2% for 2024/25 in line with the limits allowed in 2023/24. Beyond 2024/25 it is anticipated the precept will not be increased for the rest of the MTFS.
51. **Tax Base** – As new houses are built the Council Tax base increases. Over the last 5 years the growth rate has fluctuated due, in part, to the challenging economic climate. The Council taxbase is predicated on information provided by District and Borough councils which calculates the number of Council Tax band D equivalent residential properties in Nottinghamshire less any discounts and exemptions that must be applied according to statute. Taxbase information will be provided by 15 January 2024 and the MTFS will be updated accordingly to reflect the reported figures. A forecast growth assumption of 1.20% per annum has been factored into the MTFS which translates into £5.5m of Council Tax yield for 2024/25 independent of any additional increase to the Council Tax or ASCP rate. The sensitivity of this assumption in terms of effect on forecast council tax income is as follows:

**Table 3 – MTFS Taxbase Sensitivity**

2024/25	Growth	Taxbase Yield (£m)	Change (£m)
	1.00%	4.5	- 0.9
	1.10%	5.0	- 0.5
Current Assumption	1.20%	5.5	-
	1.30%	5.9	0.5
	1.40%	6.4	0.9
	1.50%	6.8	1.4

52. **Grants** – Assumptions have been made in relation to several core government grants that will be confirmed as part of the Local Government settlement:

- **Social Care Grant** – the Council received £55.4m as part of the 2023/24 Local Government settlement. The current MTFS prudently assumes this level of funding will continue across the MTFS.
- **New Homes Bonus** - Since 2011/12, the Council has received New Homes Bonus which is an incentive grant based on housing growth. In December 2022, the Government announced a review of New Homes Bonus before the Local Government Finance Settlement for 2024/25. Consequently from 2024/25 it is assumed there will be no further payment of New Homes Bonus and as such this grant has been excluded from the remaining period of the MTFS.

53. **Reserves** – a robust reserve strategy underpins the delivery of the MTFS however it is acknowledged that the use of reserves does not represent a sustainable solution to budget management. The Council will once again be targeting reserves to allow time for more transformative approaches to be developed and implemented. Reserves provide a short-term fix, but their use only delays the requirement for a permanent solution. The Council also needs to maintain an appropriate level of reserves to guard against unforeseen events.

54. The MTFS approved in February 2023 included the planned use of earmarked reserves totalling £24.1m in 2024/25 to achieve a balanced position. A review of all reserves has already been undertaken and the results will be presented as part of the budget approval process. As previously reported, in recent years additional reserves were set aside in the risk-based General Fund reserve with regard to inflationary pressures, increased on-going risks in Children's and Adults Services and challenges faced specifically in the social care market following the pandemic. The balance on the General Fund at 31<sup>st</sup> March 2023 was £36.9m and the Section 151 Officer is required to recommend a level of proposed General Fund balance in 2024/25 that is regarded as acceptable cover for any reasonable level of unforeseen events.

55. **Savings and Ancillary Levy** – Previously approved savings totalling £3.3m are included within the MTFS. A further ancillary levy of £2.0m across Departments has been included in 2024/25.

## **Transformation and Change**

56. The Annual Delivery Plan 2023/24 that was reported to Cabinet in April 2023 set out that the Council will be working collaboratively both across the Council and with partners to continue the development of our cross-cutting transformation programmes. This will help us to test new and improved ways of working, service delivery and systems. It will also create the conditions to enable us to deliver co-ordinated and integrated transformation and make a difference for the County's communities and residents.

57. A further action as part of wider organisational development, was to refine and reshape our portfolio of cross-cutting transformation programmes, to ensure the organisation is fit for purpose and has the capacity to deliver the Nottinghamshire Plan over the longer term.

58. There has been good progress on reviewing the corporate transformation portfolio, as per the commitment in the Nottinghamshire Plan Annual Delivery Plan for 2023/24 (Action 10.11) to align with the Council's strategic aims and ambitions. The Council has moved to a whole organisation portfolio approach, seeking to make change activity connected and visible. The governance has been refreshed to create clear line of sight and accountability for transformation across the organisation.



59. Delivery has been reported via the Annual report (available from the Council website) which provides a summary of what we have delivered, working together as one council, during 2022-23. A progress update on the 2023/24 plan will be presented to Overview Committee and Cabinet.
60. The above paragraphs set out the progress of the MTFS and impact on the budget gap. Assumptions will continue to be updated as we progress through the budget setting process. Final Local Government Finance Settlements and grant announcements are expected in January 2024 but the key date above all else is the Council meeting on 22 February 2024 and prior to that the Cabinet meeting on 8 February 2024. The report to Cabinet will set out the Council's final budget proposals in order to set a balanced budget for 2024/25.

### **Budget 2024/25 Key Milestones**

61. The key milestones associated with the 2024/25 budget setting process are set out in the table below:-

<b>Activity / Meeting</b>	<b>Date</b>
Budget Consultation Commences	29 September 2023
Budget Consultation Concludes	11 November 2023
Autumn Statement	22 November 2023
Budget Update Report to Overview Committee	23 November 2023
Provisional Local Government Settlement	Mid December 2023
Final Local Government Settlement	Early January 2024
Tax Base Information from District	15 January 2024
Overview Committee	25 January 2024
Draft Budget Report to Cabinet	8 February 2024
Full Council - Annual Budget Report 2024/25	22 February 2024

### **Equalities Impact Assessment**

62. When setting the budget, the Council must be mindful of the potential impact on service users.
63. The Equality Act 2010 imposes an obligation on Members to have due regard to protecting and promoting the welfare and interests of persons who share a relevant protected characteristic (age; disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation).
64. An initial high-level Equality Impact Assessment (EIA) in relation to the Council's proposed Revenue Budget Report 2024-25 will be undertaken at a corporate level to identify any potential areas where there is a significant risk of adverse impact. This will outline the overall likely impacts upon different groups based on those areas which may have been identified for savings. Where a significant risk of adverse impact is identified this would then be subject to a full Equality Impact Assessment process prior to Cabinet decisions on individual services.
65. As set out above, this is an initial high-level assessment recognising potential future impacts. In tackling a budget deficit whilst ensuring continued value for money as the Council delivers

its priorities, the Council will in future need to consider budget savings. Any resulting savings may result in reductions or changes to frontline services, which directly affect the people of Nottinghamshire. Many of the Council's services are targeted at particular groups including older people, people with disabilities, children and younger people and families. These services command the largest parts of the Council's budget. Detailed savings options are yet to be determined and if implemented are likely to be subject to more detailed consultation on the specific proposals

66. The initial EIA will also reflect upon the ongoing work to develop a cumulative impact analysis and to consider the linkages between the Council's budget savings and those being made elsewhere in Government and by other public sector partners.

## **Statutory and Policy Implications**

67. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Other Options Considered**

68. This report provides an update of the Budget together with confirming the approach to reviewing the budget for 2024/25.

## **Reasons for Recommendations**

69. To underline the current challenges of the financial landscape and budget position and outline the measures in place to rise to these challenges.

## **RECOMMENDATIONS**

1) It is recommended that Cabinet:-

- Notes the significant challenges presented by the current financial landscape and the measures being developed to address these challenges as part of the preparatory work for the 2024/25 budget proposals.

**Councillor Richard Jackson**  
**Cabinet Member for Finance**

## **Constitutional Comments (GR 12/10/2023)**

70. Pursuant to the Nottinghamshire County Council Constitution the Cabinet has the delegated authority to receive this report.

## **Financial Comments (GB 04/10/2023)**

71. The financial implications are set out within the report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

## **Electoral Division(s) and Member(s) Affected**

- All

## Summary of Budget Pressures

Approved February 2023

Revised Proposals

	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000		2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000	Change £000
<b>Children &amp; Families</b>										
Non Looked After Children Placements	-	183	-	183		750	230	237	1,217	1,034
Demographic Pressures - Edn, Health & Care Plans (ICDS)	188	209	231	628		268	209	230	707	79
Growth in External Placements for LAC	700	700	700	2,100		7,913	3,813	3,813	15,539	13,439
Education Psychology Service	291	-	-	291		474	108	49	631	340
Social Work Staffing	(1,047)	-	-	(1,047)		1,430	(1,290)	-	140	1,187
Looked After Children and Leaving Care Service	216	124	-	340		-	-	-	-	(340)
<b>Subtotal Children &amp; Families Pressures</b>	<b>348</b>	<b>1,216</b>	<b>931</b>	<b>2,495</b>		<b>10,835</b>	<b>3,070</b>	<b>4,329</b>	<b>18,234</b>	<b>15,739</b>
<b>Adult Social Care &amp; Public Health</b>										
Care Package Demand for Adults Aged 18-64 Years	2,933	484	484	3,901		1,081	706	2,891	4,678	777
Care Package Demand for Adults Aged 65 and Over	(1,260)	(530)	-	(1,790)		(360)	680	1,680	2,000	3,790
Vacancy rate temp Adj	1,000	-	-	1,000		1,000	-	-	1,000	-
Preparing for Adulthood - Workforce	-	-	-	-		2,746	228	452	3,426	3,426
ASCH Day Service Fleet Recharge	-	-	-	-		600	100	100	800	800
<b>Subtotal Adult Social Care &amp; Public Health Pressures</b>	<b>2,673</b>	<b>(46)</b>	<b>484</b>	<b>3,111</b>		<b>5,067</b>	<b>1,714</b>	<b>5,123</b>	<b>11,904</b>	<b>8,793</b>
<b>Transport and Environment</b>										
Mainstream Home to School Contracts - Growth	-	-	-	-		1,740	400	400	2,540	2,540
SEND Transport Growth	950	950	950	2,850		7,890	2,000	700	10,590	7,740
Waste PFI Contract Growth	100	100	100	300		100	100	100	300	-
Green Spaces Maintenance	(235)	-	-	(235)		(235)	-	-	(235)	-
Increase in Highway Infrastructure Asset	-	-	-	-		400	60	60	520	520
<b>Subtotal Transport and Environment Pressures</b>	<b>815</b>	<b>1,050</b>	<b>1,050</b>	<b>2,915</b>		<b>9,895</b>	<b>2,560</b>	<b>1,260</b>	<b>13,715</b>	<b>10,800</b>
<b>Communities Pressures</b>										
Trading Services	-	-	-	-		3,500	-	-	3,500	3,500
<b>Subtotal Communities Pressures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>3,500</b>	<b>-</b>	<b>-</b>	<b>3,500</b>	<b>3,500</b>
<b>Total Pressures</b>	<b>3,836</b>	<b>2,220</b>	<b>2,465</b>	<b>8,521</b>		<b>29,297</b>	<b>7,344</b>	<b>10,712</b>	<b>47,353</b>	<b>38,832</b>
<b>Children &amp; Families Inflation</b>										
National Living Wage - External	104	68	40	212		130	73	55	258	46
Basic Fostering Allowance	162	170	178	510		157	99	102	358	(152)
Contract Cost Inflation	3,769	2,396	2,396	8,561		4,093	2,693	2,888	9,674	1,113
AEM Increase in Partner Contribution	-	-	-	-		295	-	-	295	295
<b>Subtotal Children &amp; Families Inflation</b>	<b>4,035</b>	<b>2,634</b>	<b>2,614</b>	<b>9,283</b>		<b>4,675</b>	<b>2,865</b>	<b>3,045</b>	<b>10,585</b>	<b>1,302</b>
<b>Adult Social Care &amp; Public Health Inflation</b>										
Fair Price for Care	4,000	3,000	3,000	10,000		4,000	3,000	3,000	10,000	-
National Living Wage - External	14,943	8,055	8,055	31,053		14,943	8,055	8,055	31,053	-
<b>Subtotal Adult Social Care &amp; Public Health Inflation</b>	<b>18,943</b>	<b>11,055</b>	<b>11,055</b>	<b>41,053</b>		<b>18,943</b>	<b>11,055</b>	<b>11,055</b>	<b>41,053</b>	<b>-</b>
<b>Economic Development and Asset Management Inflation</b>										
Schools PFI Inflation	120	120	120	360		120	120	120	360	-
Corporate Energy Costs Inflation	429	-	-	429		452	26	28	506	77
<b>Subtotal Economic Development and Asset Management Inflation</b>	<b>549</b>	<b>120</b>	<b>120</b>	<b>789</b>		<b>572</b>	<b>146</b>	<b>148</b>	<b>866</b>	<b>77</b>
<b>Transport and Environment Inflation</b>										
Local Bus Contracts	90	90	90	270		90	90	90	270	-
Mainstream Home to School Contracts	210	210	210	630		645	330	225	1,200	570
SEND Transport Inflation	300	300	300	900		1,175	1,200	950	3,325	2,425
Highways Energy	350	300	300	950		350	300	300	950	-
Waste PFI Contract Inflation	1,305	1,305	1,305	3,915		1,410	1,410	1,410	4,230	315
Contract Cost Inflation - VIA	680	680	680	2,040		2,115	1,420	815	4,350	2,310
Contract Cost Inflation - Inspire	475	450	450	1,375		694	690	722	2,106	731
Contract Cost Inflation - Country Parks	30	30	30	90		125	40	40	205	115
<b>Subtotal Transport and Environment Inflation</b>	<b>3,440</b>	<b>3,365</b>	<b>3,365</b>	<b>10,170</b>		<b>6,604</b>	<b>5,480</b>	<b>4,552</b>	<b>16,636</b>	<b>6,466</b>
<b>Total Inflation</b>	<b>26,967</b>	<b>17,174</b>	<b>17,154</b>	<b>61,295</b>		<b>30,794</b>	<b>19,546</b>	<b>18,800</b>	<b>69,140</b>	<b>7,845</b>
<b>Total Pressures &amp; Inflation</b>	<b>30,803</b>	<b>19,394</b>	<b>19,619</b>	<b>69,816</b>		<b>60,091</b>	<b>26,890</b>	<b>29,512</b>	<b>116,493</b>	<b>46,677</b>

New Bid

**REPORT OF THE MONITORING OFFICER****PRICE REVIEW OF CHARGES MADE FOR SCHOOL MEALS - CALL-IN  
REQUEST****Purpose of the Report**

1. To advise Overview Committee of two call-in requests that were submitted in relation to the decision taken by the Cabinet Member for Communities on the Price Review of Charges made for School Meals.
2. The Council's Constitution states that the Monitoring Officer will submit a report at the next available meeting of the Overview Committee giving details of a request for a call-in of a decision that was refused and the reasons for that refusal.

**Information**

3. Call-in is a mechanism for Councillors to use where a decision being made by the Executive needs to be revisited due to a perceived procedural error. Call-in should only be used in exceptional circumstances subject to the procedures set out in the Council's Constitution.
4. The Council operates a pre-call-in procedure. This pre call-in process is intended to seek to resolve issues and explore alternative action that may avoid the need for a call-in. This procedure is detailed in Appendix 2 of the Overview and Select Committee Procedure Rules of the Council's Constitution:

*2. Members considering submitting a formal call-in notice are required to discuss the nature of their concerns with the relevant decision maker and the Leader or their nominee to determine if alternative action may be possible to avoid the need for call-in and optimise the efficiency of decision making for the benefit of the Council and the inhabitants of its area. This discussion process is referred to as the pre-call-in procedure and may be amended and further developed by Overview Committee.*

*3. If the concerns of members cannot be resolved by the pre-call-in procedure, call-in may be used where Members have evidence which suggests that the relevant executive decision maker did not take a relevant decision in accordance with the decision-making principles set out in Section 1 of the Constitution, to the extent that they fall within the permitted grounds for call-in.*

5. On 13 September 2023 a letter was submitted to the Monitoring Officer by Councillor Purdue-Horan as lead signatory on behalf of Independent Alliance members requesting that the pre

call-in process be commenced in relation to the decision that had been made by the Cabinet Member for Communities on 7 September 2023, published on the decision log on 11<sup>th</sup> September, on the Price Review of Charges made for School Meals. A copy of the letter is attached at **Appendix 1**.

6. On 14 September a letter was submitted to the Monitoring Officer by Councillor Welsh as lead signatory on behalf of Labour Group members requesting that the pre call-in process be commenced in relation to the same decision. A copy of this letter is attached at **Appendix 2**.
7. Pre call-in meetings were held on 9<sup>th</sup> and 16<sup>th</sup> October with the lead signatories who had raised concerns in relation to the processes surrounding the decision-making on the Price Review of Charges made for School Meals. These meetings were facilitated by the Corporate Director and involved the Cabinet Member for Communities, as the decision maker, the Cabinet Member for Business Management, as the Leader's nominee, the relevant Corporate Director and Service Director from the Place Department. These meetings provided the opportunity for members to receive a response to their questions and discuss the issues raised in more detail.
8. Both the lead signatories were provided separately with copies of the Equality Impact Assessment and notes from the meeting which they had attended before determining whether the pre call- in process had addressed concerns sufficiently to avoid the need for a call-in. In the event that members wished to proceed with a call-in hearing, the Monitoring Officer requested that the lead signatories provide details of any outstanding matters from the original requests in order to determine whether there were any residual matters which would meet the requirements set out in the Constitution for a call-in to be considered by Overview Committee.
9. Whilst there was acknowledgement that the matters had been discussed, residual matters which signatories to the call-in requests felt the pre-call-in process had not adequately addressed were identified. These can be summarised under the following headings. Consultation and taking of professional advice from officers; compliance with the law and respect for human rights; the equality impact assessment; the approach to calculation of the price increase; the comparator set out in the report to "benchmark" the Council's position.
10. The Monitoring Officer gave careful consideration to the residual matters identified and subsequently wrote to the lead signatories confirming that the residual matters as identified did not meet the requirements as set out in the Constitution for a call-in to be considered by Overview Committee. Copies of these emails setting out the reasons for this are attached at **Appendix 3 and 4**.

### **Other Options Considered**

11. As detailed in the Council's Constitution it is required that the Monitoring Officer submits a report to the next available meeting of the Overview Committee that provides details on a request for a call-in of a decision that was refused and the reasons for that refusal.

### **Reasons for Recommendation**

12. To ensure Overview Committee is updated of the Call-in requests received and the reasons why they did not meet the permitted grounds for Call-in specified in the Constitution'?

## **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

14. There are no direct financial implications arising from the recommendations in this report.

## **RECOMMENDATION**

- 1) That Overview Committee notes the call-in requests that were made in relation to the decision taken by the Cabinet Member for Communities on the Price Review of Charges made for School Meals and the reasons of the Monitoring Officer for refusing these requests.

### **MARJORIE TOWARD**

### **MONITORING OFFICER AND SERVICE DIRECTOR CUSTOMER, GOVERNANCE AND EMPLOYEES**

#### **For any enquiries about this report please contact:**

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## **Constitutional Comments (HD 15/11/2023)**

15. Overview Committee is the correct committee to receive this report in accordance with the requirements of the Constitution.

## **Finance Comments (NS 15/11/2023)**

16. As this report is regarding the outcome of a call-in request there are no specific financial implications regarding this process. However, there are financial implications to the County Council caused by the delay in implementing the recommendations from the decision report the call-in refers to. This is estimated to be approximately £50,000 per month.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- [Report to the Cabinet Member for Communities – 7 September 2023](#)
- [Decision Record Sheet](#)

## **Electoral Division(s) and Member(s) Affected**

- All



This matter is being dealt with by:  
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 Reference:  
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13.09.23

Dear Ms Toward, Councillors Bradley, Cottee, Elliot and Gilfoyle,

**RE: Pre Call In - Price Review of Charges made for School Meals.**

I am writing to inform you that it is the intention of the signatories of this letter to initiate the Council's pre-call-in procedure regarding a Delegated Decision published at 2.46pm on 11<sup>th</sup> September relating the Price Review of Charges made for school meals.

The purpose of this letter is therefore both to begin the pre-call-in procedure, as per section 51 of the Constitution, to outline our areas of concern, and to indicate our intention to proceed with a Call-In, should the outcome of the pre-call-In process leave these concerns unresolved.

The decision to increase school meal prices by 40p a day comes amid a cost-of-living crisis. According to the charity - the Child Poverty Action Group, it is estimated that according to the current rules, 800,000 children are living in poverty who are not eligible for free school meals. This is because to be eligible for free school meals, a household on universal credit in England must earn less than £7,400 a year (after tax and not including benefits), regardless of the number of children in the family. This low threshold means that many children from working families in poverty aren't entitled to free school meals, despite being unable to meet the costs. These are the very pupils who will be adversely impacted by this decision and this point was not detailed in the sector equality duty section of the report. We have no evidence that it was considered by the decision-maker and we believe it will have a disproportionate impact on children from households who just lose out on free school meals.

We believe that the Key Decision Report is misleading. It states, "...for context, it is understood that Derbyshire County Council will be increasing its paid school meal price to £3.25." It doesn't point out that our nearest neighbour Nottingham City Council charges £2.50 a meal, North Yorkshire County Council charge £2.58 a meal and Leicester City Council charge £2.30 a meal.

The rise in school meal costs is also contrary to the Nottinghamshire Plan 2021-2031 – "A healthy, prosperous and greener future for everyone." How, charging parents more for free school meals can lead to a prosperous future is preposterous.

There is no evidence in the report that there was any consultation with schools over the price rise – with Councillor Tracey Taylor, Nottinghamshire County Council's Cabinet Member for Children and Families telling the press, "We have contacted all of the schools we provide meals to since the beginning of the new term, this includes emails and letters, as well as speaking to the majority of schools via phone to ensure they are aware of these changes and can pass on this information to parents and guardians where relevant." This is not consulting with schools, it is informing them of the decision. Unbelievably, Nottinghamshire County Council waited until after the start of the academic year to announce the rises.

Further to this, paragraph 21 of the report states, "The proposed recommendations represent a careful balance between recovering as much cost incurred by the Council as possible, while seeking to provide high quality, value for money services to meet the needs of users and customers." We do not believe that a 15.7% increase in price is value for money – especially when you consider that inflation is dropping and according to Bank of England estimates, inflation will be down to 5% by the end of the year.

Based on this – we invoke our constitutional right to call this decision in for further scrutiny,

Your faithfully,



**Councillor Francis Purdue-Horan**

**Additional Call-In Signatories:**



**Councillor Andy Meakin**



**Councillor John Wilmott**



**Councillor Elizabeth Williamson**



**Councillor Steve Carr**



**Councillor Debbie Darby**



**Councillor Jason Zadrozny**



**Councillor Michelle Welsh**  
Labour Group County Councillor  
Nottinghamshire County Council  
County Hall  
West Bridgford  
Nottingham  
NG2 7QP

**0115 9772465**  
[cllr.michelle.welsh@nottscc.gov.uk](mailto:cllr.michelle.welsh@nottscc.gov.uk)

**Marjorie Toward,**  
**Councillor Ben Bradley MP,**  
**Councillor John Cottee,**  
**Councillor Boyd Elliot,**  
**Councillor Glynn Gilfoyle**  
Nottinghamshire County Council  
County Hall  
Loughborough Road  
NG2 7QP

Delivered via Email

14<sup>th</sup> September 2023

**Pre-Call In: SCHOOL MEALS – CHARGES TO SCHOOLS**

Dear Marje and Cllrs Bradley, Cottee, Elliot and Gilfoyle,

I am writing to inform you as the relevant Proper Officer, Leader, Cabinet Member and Overview and Scrutiny Chairs, that it is the intention of the signatories of this letter to initiate the Council's Call-In procedure for a Decision taken on Thursday 7<sup>th</sup> September regarding the increase to school meal prices.

The purpose of this letter is therefore both to action the pre-call-in procedure, as per page 110 of the Council Constitution, to outline our areas of concern, and to indicate our intention to proceed with a Call-In, should the outcome of this Pre-Call-In process leave concerns unresolved.

As outlined in the Constitution, we seek to Call-In this decision under the following principles:

- a. Compliance with the law;
- b. proportionality (i.e., the action must be proportionate to the desired outcome);
- c. due consultation and the taking of professional advice from officers;
- d. respect for human rights;

and

- f. where required by law or this Constitution, describing options considered and giving reasons for the decision

I have included further detail under each principle below:

#### **A. Compliance with the law**

The Decision, added to the current Forward Plan on 6<sup>th</sup> July 2023 states:

*“To seek approval for new prices for school meals to be charged for the new academic year from 1st September 2023.”*

The Decision Taken record states:

*“To seek approval for new prices for school meals to be charged for the new academic year from 16 October 2023.”*

Paragraph 46 on page 73 of the Council Constitution states:

*“Notice that a Key Decision is to be taken will be published at least 28 days in advance in the Forward Plan, subject to the Access to Information Rules in Section 2.”*

It is evident from the above that the decision taken is not the decision published in the Forward Plan.

I refer below to the following regulations found in The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000:

Under ‘Publicity in connection with key decisions’, regulation 12b states:

*“that a plan (to be known as the “forward plan”) containing particulars of the matters in respect of which those decisions are to be made, will be prepared on a monthly basis by the local authority”*

As aforementioned, it is evident that the particulars of the matters in respect of this decision were not commensurate with the particulars in the Forward Plan.

Under ‘General exception’, regulation 15 states:

*“Where the inclusion of a matter on the forward plan is impracticable and the matter would be a key decision, that decision shall only be made—*

*(a) where the proper officer has informed the chairman of the relevant overview and scrutiny committee or, if there is no such person, each member of the relevant overview and scrutiny committee by notice in writing, of the matter about which the decision is to be made;”*

I request to see evidence of the Proper Officer contacting the Chairman of the overview and scrutiny committee in writing to inform that the key decision was to be amended, and that this communication was made after the publication of the Forward Plan and prior to the Decision Taken.

**B. Proportionality (i.e., the action must be proportionate to the desired outcome)**

Paragraph 26 of the Report states:

*“At the end of July 2023, the Council forecast an overspend for the Service for 2023-24 of £2.18m. The increase in the prices proposed in paragraph 6. are expected to increase income in 2023/24 by approximately £232,900.”*

This decision does not account for the remaining £1,947,100 forecast overspend and the report does not indicate how this overspend will be accounted for.

This decision appears to be disproportionate in that it will only partially address the forecast overspend, and does not make clear what other measures will be taken to address the overspend.

I request confirmation the additional decisions are set to be taken to address this forecast overspend, what they are likely to be, and why they have not been referred to in this report.

**C. Due consultation and the taking of professional advice from officers;**

Paragraph 7 of the Decision report states:

*“For context, it is understood that Derbyshire County Council will be increasing its paid school meal price to £3.25, and Universal Free School Meals to £2.53.”*

I am aware of other neighbouring Local Authorities charging significantly less than both Derbyshire and Nottinghamshire County Councils and this report does not make clear whether this information was also provided to the Cabinet Member to make an informed decision.

I would like confirmation from the Leader and Cabinet Member as to whether this information has been provided to them by officers, and that if so, this decision was made in full knowledge that other Local Authorities have made the decision to prioritise affordable meals for children at school.

**D. Respect for human rights**

The United Kingdom has a long and proud history of respecting human rights.

We are an inaugural member of the United Nations and a signatory to the Universal Declaration of Human Rights.

The right to food is recognized in the declaration as part of the right to an adequate standard of living.

Article 25.1 of the Universal Declaration of Human Rights states:

*“Everyone has the right to a standard of living adequate for the health and well-being of him/herself and of his/her family, including food, clothing, housing and medical care and necessary social services, and the right to security in the event of unemployment, sickness, disability, widowhood, old age or other lack of livelihood in circumstances beyond his/her control.”*

The UK is a signatory to the International Covenant on Economic, Social and Cultural Rights (ICESCR) treaty, adopted by the General Assembly Resolution 2200A (XXI) on 3 January 1976.

The 'right to adequate food' is listed in Part 3 Article 11 of the ICESCR treaty.

On 12 May 1999, the UN Committee on Economic, Social and Cultural Rights adopted General Comment 12 'The right to adequate food'.

the introduction to General Comment 12 states:

*"The human right to adequate food is recognized in several instruments under international law."*

Paragraph 4 states:

*"adequate food is indivisibly linked to the inherent dignity of the human person and is indispensable for the fulfilment of other human rights enshrined in the International Bill of Human Rights."*

Paragraph 6 states:

*"The right to adequate food is realized when every man, woman and child, alone or in community with others, have physical and economic access at all times to adequate food or means for its procurement."*

The above outline expressly that every individual child has an inalienable right to access, at all times, adequate food or the means for its procurement, and that this right is indivisibly linked and essential to the fulfilment of other human rights enshrined in International law via the numerous treaties of which the United Kingdom is signatory to.

I request confirmation that this decision was taken in the full knowledge that it will make access to adequate food or the means of its procurement more difficult for children.

#### **F. Where required by law or this Constitution, describing options considered and giving reasons for the decision**

Paragraph 20 of the report refers to '*Other options specifically considered*'. Of the three options listed, the option to reallocate funds from other areas of Council spending to prioritise the wellbeing of children was considered.

I request confirmation from the Leader and Cabinet Member whether they had considered this option and why it was not included as an option in the report.

It is also not clear from the report as to the reasoning of how an increase of specifically 15.7% was reached, as this is higher than inflation and pending pay award increases referenced.

I request further information on how the figure of 15.7% has been reached.

I wait in expectation that the issues raised above will be acknowledged in your response.

Sincerely,



**Councillor Michelle Welsh**  
**Labour Group Lead Spokesperson for Children & Families**

**Additional Call-In Signatories**



**Councillor Mike Pringle**  
**Labour Group Deputy Leader**



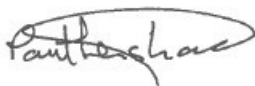
**Councillor Anne Callaghan**  
**Labour Group (Lead Spokesperson –  
EDAM & Communities)**



**Councillor Errol Henry**  
**Labour Group (Business Manager)**



**Councillor Penny Gowland**  
**Labour Group Member (Lead  
Spokesperson – Transport)**



**Councillor Paul Henshaw**  
**Labour Group (Lead Spokesperson –  
ASCPH)**



**Councillor Sybil Fielding**  
**Labour Group Member**





**From:** Marjorie Toward  
**Sent:** 07 November 2023 14:50  
**To:** Councillor Michelle Welsh  
**Subject:** School meal prices

Dear Councillor Welsh,

I write further to your response to my email dated 20<sup>th</sup> October in relation to the pre call-in discussion which took place on 16<sup>th</sup> October with Councillors Cottee and Barnfather, and the relevant Corporate and Service Directors, to discuss the questions and issues you had raised in relation to the decision on the price of school meals for schools who purchase the Council's meals service.

Thank you for setting out in your email the outstanding issues from the matters raised in your original pre call-in letter. I have now been able to give the outstanding points consideration to determine whether the residual issues meet the requirements set out in the Constitution for a Call-in to be considered by Overview Committee.

The first areas referenced in your email are compliance with the law and what is described as respect for human rights.

In relation to legal compliance, you have referred to the 2012 Local Authorities (Executive Arrangements) (Meetings and Access to information) Regulations 2012. This is also referenced in the notes from the meeting. The 2012 Regulations require a document to be published 28 clear days before a key decision is made. At our Council, and many others, that document is called the "Forward Plan". The Forward Plan therefore must state "the matter in respect of which the decision is to be taken" which in this case is the fixing of the pricing for school meals. The documents referred to in each Forward Plan entry do not themselves have to be made available or published 28 days in advance of a key decision being made.

The entry on the Forward Plan in relation to this decision references the report from the Interim Service Director to the Cabinet Member, Communities, as the relevant documentation for consideration. This report referred specifically in paragraphs 23 and 24 to the public sector equality duty and set out a summary of the relevant points which were discussed with and considered by the Cabinet Member in reaching a decision. These paragraphs also indicate that an Equality Impact Assessment had been completed. This matter is covered in some detail in the notes from the pre call-in discussion.

The paperwork provided shows that the Equality Impact Assessment was approved on 5<sup>th</sup> September and the decision made by the Cabinet Member on 7<sup>th</sup> September 2023. The decision was published on the delegated decision log on 11<sup>th</sup> September. I understand that the Equality Impact Assessment was not formally published on the relevant section of the Council's Public Website until October as there was a backlog in publishing Equality Impact Assessments which has now been cleared. However, the Equality Impact Assessment was available for inspection on request from 5<sup>th</sup> September and its existence and contents are clearly and transparently referenced in the decision making report. Furthermore the Cabinet Member and officers have provided a detailed account of how the equality impacts were considered by the Cabinet Member in some detail on more than one occasion before and when making the decision.

My understanding of the law and obligations under the public sector equality duty are that discussion and consideration is required of the potential equality impacts for those with protected characteristics, as defined by legislation, so that due regard can be had to those impacts in making a decision. I believe that most Councils use an Equality Impact Assessment or similar tool to facilitate and record this process but the completion of an Equality Impact Assessment Proforma it is not a specific legal requirement. Socio economic status or poverty, whilst important, are not protected characteristics under equalities legislation. In this case, these factors and the potential impact on vulnerable children if schools chose to pass the price increase onto parents were discussed and given

consideration by officers and the decision maker before a decision on the price increase to schools was made. The report and Equality Impact Assessment clearly identify that the cohort of most vulnerable children, namely those in receipt of free school meals, are not financially affected by the increase in prices to schools and are protected from this.

On the issue of human rights, the relevant law in the UK is the Human Rights Act 1998 under which there is no specific right to adequate food. Therefore I am not aware that any relevant human rights, as defined by statute, were engaged by this decision.

The next area referred to in your email is consultation and the taking of advice from officers. As you have identified, the Equality Impact Assessment on page 2 does reference the requirement for a detailed impact assessment and consultation. Whereas page 7 says that no consultation is required. It is my understanding from speaking to those concerned that officers and the Cabinet Member making the decision were clear that statutory consultation was not required in these circumstances. I am told that in order to be able to complete the proforma it is necessary to tick the box on page 2 saying that an Equality Impact Assessment and subsequent consultation is required. Managers have told me in ticking this box on page 2 of the Equality Impact Assessment they were referring to engagement and dialogue with schools. The approach is set out in the decision making report itself, including describing discussions with schools about actions to mitigate the impact of the price increase. I think the Equality Impact Assessment Proforma could have been clearer on this point but the report itself is clear and goes into some detail about the dialogue and engagement which took place over a significant period. I am happy to take forward the learning from this case to amend the proforma itself and provide further guidance to officers in completing such documentation in the future.

The information about Derbyshire County Council is provided and referred to as “context” to the decision the Cabinet Member was considering. I cannot see any reference to this being considered as a substitute for consultation. I would reiterate there is no statutory requirement for formal consultation in these circumstances as regards the actual decision made. The decision was in respect of the price charged to schools who purchase school meals from the Council as a discretionary traded service. The duty sits with schools to provide school meals not the Council. Schools are at liberty to choose how they provide school meals and how much they charge parents who are not in receipt of free school meals and could choose not to pass the costs onto parents in full or in part. Whilst the Council has engaged and had discussions with schools, there is no legal requirement to formally consult schools as customers of a traded service about the price for meals charged to schools. Families can choose whether to purchase meals from schools, or make alternative arrangements, and do not purchase meals directly from the Council.

Having considered all of the above information I am of view that these residual matters do not meet the requirements as set out in the Constitution for a Call-in to be considered by Overview Committee.

Regards,  
Marje

Marjorie Toward | Service Director Customers, Governance and Employees and Monitoring Officer  
Chief Executive's Department | Nottinghamshire County Council  
County Hall | Loughborough Road | Nottingham | NG2 7QP  
Tel: 0115 9774404

**From:** Marjorie Toward  
**Sent:** 09 November 2023 09:14  
**To:** Councillor Francis Purdue-Horan  
**Subject:** School Catering Prices

Dear Councillor Purdue-Horan,

I write further to my email dated 26<sup>th</sup> October in relation to the pre call-in discussion which took place on 9<sup>th</sup> October with Councillors Cottee and Barnfather, and the relevant Corporate and Service Directors, to discuss the questions and issues you had raised in relation to the decision on the price of school meals for schools who purchase the Council's meals service.

In my email I summarised what I thought appeared to be the remaining outstanding issues from your original pre-call-in request in light of your email dated 23 October and asked you to clarify if I had misunderstood anything. Since that time, I understand that you have received further information, being the notes of the meeting on 9<sup>th</sup> October, but as you have not come back to me with any further response to my email of 26 October I assume that my summary of the outstanding issues was accurate.

On that basis I have now been able to give the outstanding points consideration to determine whether the residual issues meet the requirements set out in the Constitution for a Call-in to be considered by Overview Committee.

- **Consultation**

It is my understanding from speaking to those concerned that officers and the Cabinet Member making the decision were clear that statutory consultation was not required in these circumstances. The approach to engagement and dialogue with the schools is set out in the decision making report, including describing discussions with schools about actions to mitigate the impact of the price increase. The report itself is clear and goes into some detail about the dialogue and engagement which took place over a significant period. This was reflected in the discussions with the Cabinet Member, Communities, Councillor Barnfather and senior officers.

The decision is for the Council's discretionary commercial operation to determine an appropriate charging regime for any school which wishes to buy meals from its service. You have been provided with information about dialogue and engagement which took place with schools and the report confirms that there was consultation with the Cabinet member for Children and Families.

I am satisfied that there was no further obligation to enter into formal consultation in setting these charges. The duty to provide school meals falls on Schools and it is then a matter for them whether to purchase the commercial school meals service from the Council.

- **Equality impact assessment**

The decision report referred specifically in paragraphs 23 and 24 to the public sector equality duty and set out a summary of the relevant points which were discussed with and considered by the Cabinet Member in reaching a decision. This matter is covered in some detail in the notes from the pre call-in discussion. The Equality Impact Assessment was available for inspection on request from 5<sup>th</sup> September and its existence and contents are clearly and transparently referenced in the decision making report. You have been provided with a copy of the EqlA and furthermore, the Cabinet Member and officers have provided a detailed account of how the equality impacts were considered by the Cabinet Member in some detail on more than one occasion before and when making the decision.

My understanding of the law and obligations under the public sector equality duty are that discussion and consideration is required of the potential equality impacts for those with protected characteristics, as defined by legislation, so that due regard can be had to those impacts in making a decision. I believe that most Councils use an Equality Impact Assessment or similar tool to facilitate and record this process but the completion of an Equality Impact Assessment Proforma it is not a specific legal requirement. In this case, these factors and the potential impact on vulnerable children if schools chose to pass the price increase onto parents were discussed and given consideration by officers and the decision maker before a decision on the price increase to schools was made. The report and Equality Impact Assessment clearly identify that the cohort of most vulnerable children, namely those in receipt of free school meals, are not financially affected by the increase in prices to schools and are protected from this.

In light of the above, I am satisfied that the decision maker had due regard to the impacts which had been identified in the EqlA when reaching his decision.

- **The approach to calculation of the price increase**

Although you may disagree with the proposed price increase, there is information within the report to explain how the balance was made between the need to seek recovery of costs when providing the commercial school meals service and the impact of seeking a higher level of cost recovery given the current economic climate. There was information in paragraph 6 about how the price was arrived at, driven primarily by inflationary impacts of both food costs and staff wage increases. Paragraphs 8 to 15 explained the way in which the Guaranteed Forecast Price had been arrived at. In paragraph 19 of the report there is information about how price reviews of input costs were reasonably taken into account in reaching the proposed pricing point and other options were considered in paragraph 20. The reasons for the decision section of the report at paragraph 20 summarised the overall approach to seek a careful balance between the competing factors when recommending the proposed pricing to the decision maker. You have also been given further information as part of the dialogue with the decision maker and senior officers.

- **The comparator set out in the report to “benchmark” the Council’s position**

The information about Derbyshire County Council is provided and referred to as “context” to the decision the Cabinet Member was considering. The notes of the meeting on 9<sup>th</sup> October also explain how different factors such as geographical footprint of an area and the amount of subsidy can affect the price charged by any authority and why the Derbyshire price was used for context. It is relevant that this was a decision in respect of the price charged to schools who purchase school meals from the Council as a discretionary traded service. The duty sits with schools to provide school meals not the Council. Schools are at liberty to choose how they provide school meals and how much they charge parents who are not in receipt of free school meals and could choose not to pass the costs onto parents in full or in part. Whilst the Council has engaged and had discussions with schools, there is no statutory requirement to formally consult schools as customers of a traded service about the price for meals charged to schools. Families can choose whether to purchase meals from schools, or make alternative arrangements, and do not purchase meals directly from the Council.

Having considered all of the above information I am of view that these residual matters do not meet the requirements as set out in the Constitution for a Call-in to be considered by Overview Committee.

Regards,  
Marje

Marjorie Toward | Service Director Customers, Governance and Employees and Monitoring Officer  
Chief Executive’s Department | Nottinghamshire County Council  
County Hall | Loughborough Road | Nottingham | NG2 7QP  
Tel: 0115 9774404

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**REPORT OF SERVICE DIRECTOR, CUSTOMERS, GOVERNANCE AND  
EMPLOYEES****SCRUTINY WORK PROGRAMMES****Purpose of the Report**

1. To consider the Committee's work programme.
2. To note the work programmes of the three select committees.

**Information**

3. The attached Overview Committee work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning.
4. Overview Committee maintains an oversight of ongoing and planned work of the three select committees. The attached work programmes of the three select committees assist the management of the committees' agendas, the scheduling of the committees' business and forward planning.
5. The work programmes have been developed using suggestions submitted by committee members, the relevant Cabinet Member(s) and senior officers and has been approved by the Overview Committee. The work programme will be reviewed at each pre-agenda meeting and committee meeting, where any member of the committee will be able to suggest items for possible inclusion.

**Other Options Considered**

6. None

**Reason/s for Recommendation/s**

7. To assist the committee in preparing its work programme and to maintain an Overview of the work of the three select committees.

**Statutory and Policy Implications**

8. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

9. None

## **RECOMMENDATIONS**

- 1) That the Overview Committee work programme be noted.
- 2) That the work programmes of the three select committees be noted.
- 3) That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the work programme, in consultation with the relevant Cabinet Member(s) and senior officers, and subject to the required approval by the Chairman of Overview Committee.

### **Marjorie Toward**

#### **Service Director, Customers, Governance & Employees**

For any enquiries about this report please contact: Martin Elliott, Senior Scrutiny Officer, [martin.elliott@nottsgov.uk](mailto:martin.elliott@nottsgov.uk)

### **Constitutional Comments (HD)**

10. The Committee has the authority to consider the matters set out in this report by virtue of its terms of reference.

### **Financial Comments (NS)**

11. There are no specific financial implications arising from this report.

### **Background Papers and Published Documents**

- None

### **Electoral Division(s) and Member(s) Affected**

- All



## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
<b>7 September 2023</b>	Scrutiny Annual Report 2022/23		To approve the draft Scrutiny Annual Report to be forwarded to Council for consideration.	That the Scrutiny Annual Report 2022/23 be endorsed and referred to Full Council for consideration.
	Healthy Families Programme – Task and Finish Review Scope		To consider the recommendation from Cabinet: “That Overview Committee be requested to establish a joint scrutiny working group comprised of various members of the Adult Social Care and Public Health Select Committee, the Children and Families Select Committee and the Health Scrutiny Committee and to report back Overview Committee. Any recommendations from Overview Committee will then be reported back for consideration before any final decision is taken by Cabinet.”	<ol style="list-style-type: none"> <li>1. That a joint scrutiny working group be established on the re-commissioning of the Nottinghamshire Healthy Families Programme.</li> <li>2. That the membership of the review group comprises the Chairman of the Adult Social Care and Public Health Select Committee, the Chairman of the Children and Families Select Committee and the Chairman of the Health Scrutiny Committee, plus one other member from each committee. with the overall membership of the group includes members from all political groups.</li> <li>3. That a report detailing the findings of the review group be submitted to a future meeting of the Overview Committee for consideration.</li> <li>4. That the proposed scope for review of the re-commissioning of the Nottinghamshire Healthy Families Programme be approved.</li> </ol>

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
<b>7 September 2023</b>	Scrutiny Work Programmes		To approve the Work Programmes of the Overview Committee and the three Select Committees for 2023/24.	<ol style="list-style-type: none"> <li>1. That the Overview Committee work programme be approved.</li> <li>2. That the Adult Social Care and Public Health Select Committee work programme be approved. That the Children and Families Select Committee work programme be approved.</li> <li>3. That the Place Select Committee work programme be approved.</li> <li>4. That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the Overview Work Programme, in consultation with the relevant Cabinet Member(s) and senior officers, subject to the required approval by the Chairman of Overview Committee.</li> </ol>

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
23 November 2023	Budget Monitoring	Cabinet Member - Finance	To receive the latest monitoring report on the 2023/24 Budget.	
	Budget Development 2024/25	Cabinet Member - Finance	To enable members to feed into the development of the Council's 2023/24 Budget.	

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
25 January 2024	Budget 2024/25	Cabinet Member - Finance	To consider and make recommendations to Cabinet on the final draft budget for 2024/25.	
	Nottinghamshire Plan – Annual Delivery Plan 2024/25	Deputy Leader and Cabinet Member - Transformation	To receive and consider the Nottinghamshire Plan – Annual Delivery Plan 2024/25.	
	Healthy Families Programme – Task and Finish Review		To consider the findings of the joint review of the re-commissioning of the Healthy Families Programme carried out jointly by members of the ASC&PH and C&F Select Committees and the Health Scrutiny Committee.	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
14 March 2024				

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
9 May 2024	Nottinghamshire Plan	Deputy Leader and Cabinet Member - Transformation	To receive a progress report on the delivery of the Nottinghamshire Plan.	

**WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE**

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
4 July 2024				

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

### Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Performance reporting and monitoring procedures for Council companies and Category 'A' bodies	Cabinet Member - Finance	To review the reporting procedures surrounding Council companies and Category 'A' bodies.	Is scheduled to be considered by Governance and Ethics Committee. To be considered for scheduling once the item has been to Governance and Ethics Committee.



## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

### Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
April 2023	Cost of Living	All	To investigate how the Council can (taking into consideration its powers, budget and existing budget commitments required for service delivery) potentially mitigate the impact of the cost-of-living crisis on families and individuals in Nottinghamshire.	Scope approved at March 2023 meeting.  Review activity currently being carried out.

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
October 2024	Digital Strategy	Cabinet Member - Transformation	To review the implementation of the Council's new Digital Strategy.	

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Recruitment and retention of Council staff	Cabinet Member - Personnel	To examine how the Council's Human Resource policies impact on the recruitment and retention of staff and to examine how activity in this area can be optimised to support the delivery of the Councils priorities and Council services by the recruitment and retention of high-quality staff.	

## WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE

### Items to be scheduled for 2023/24

Item	Cabinet Member Responsibility	Details	Status
Progress report on the recommendations made from the review of Council office buildings	Cabinet Member for Economic Development and Asset Management	To receive a progress report from the Cabinet Member for Economic Management and Asset Management on the recommendations made from the review of Council office buildings.	To be scheduled during 2023/24
Nottinghamshire Plan Performance Monitoring	Deputy Leader and Cabinet Member – Transformation	To receive a report on current performance against Council Plan Priorities as detailed in the Nottinghamshire Plan.	To be scheduled during 2023/24
Progress report on the recommendations made from the review of Council Consultations and Resident Engagement	Deputy Leader and Cabinet Member – Transformation	To receive a progress report from the Deputy Leader and Cabinet Member – Transformation on the recommendations made from the review of Council Consultations and Resident Engagement.	To be scheduled during 2023/24
Cost of Living Review		To consider the findings of the task and finish review on Cost of Living	To be scheduled during 2023/24

# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
11 September 2023	The Social Care Market	Cabinet Member – Adult Social Care and Public Health	<p>Resolved at October 2022 meeting:</p> <p>“That a further report on Social Care Market Pressures be brought to the September 2023 meeting of the Adult Social Care and Public Health Select Committee to provide members with a progress report on the activities being carried out and on their impact.”</p>	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following issues raised by the Committee in its consideration of the report on the Social Care Market be progressed: <ol style="list-style-type: none"> <li>a) That information on the outcomes of “The Big Conversation” be circulated to members of the committee.</li> <li>b) That further information on the development and use of technological care solutions be circulated to members of the committee.</li> <li>c) That a further progress report on the Social Care Market be brought to a future meeting of the Adult Social Care and Public Health Select Committee, with a focus and at a date to be agreed by the Chairman.</li> <li>d) That a report on the Council’s work to support carers be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.</li> </ol> </li> </ol>

# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

	Health checks	Cabinet Member – Adult Social Care and Public Health	To review the current provision of health checks to enable scrutiny of how outcomes could be improved	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following issues raised by the Committee in its consideration of the report on the NHS Health Check Programme be progressed: <ol style="list-style-type: none"> <li>a) That further consideration should be given on how the uptake of invitations to the NHS Health Check Programme could be increased, especially in areas of Nottinghamshire that are more deprived.</li> <li>b) That further work should be carried out to investigate digital opportunities for the delivery of the NHS Health Check Programme.</li> <li>c) That a further report on the delivery of the NHS Health Check Programme that covers the issues as detailed at a) and (b) above, be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.</li> </ol> </li> </ol>
	Performance, finance and risk update	Cabinet Member – Adult Social Care and Public Health	<p>To provide a progress report on departmental performance, risk and financial situation.</p> <p>To agree how the committee would like to receive and monitor this information in the future.</p> <p style="text-align: center;">Page 78 of 120</p>	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following issues raised by the Committee in its consideration of the report on the Adult Social Care and Public Health Performance, Risks and Financial Position – Quarter 1 2023-4 be progressed: <ol style="list-style-type: none"> <li>a) That a further report on Adult Social Care and Public Health Performance, Risks and Financial Position be brought to the December 2023 meeting of the Adult Social Care and Public Health Select Committee.</li> <li>b) That a task and finish review takes place to investigate the impact and effectiveness of the preventative work that takes place with schools around smoking and vaping.</li> </ol> </li> </ol>

**WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023**

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
<b>4 December 2023</b>	Nottinghamshire Adults Safeguarding Board Annual Report 2022/23 and Plan		<p>To receive the Nottinghamshire Adults Safeguarding Board Annual Report and Plan.</p> <p>To be presented by the Independent Chair with other partners also being invited to attend.</p>	
	Public Health Outcome Framework Indicators	Cabinet Member – Adult Social Care and Public Health	To support the Committee in prioritising areas of public health work for development or scrutiny.	
	Performance, finance and risk update	Cabinet Member – Adult Social Care and Public Health	To provide a progress report on departmental performance, risk and financial situation.	

**WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023**

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
4 March 2024	Suicide Prevention	Cabinet Member – Adult Social Care and Public Health		
	Mental Health Services and support within ASC&PH	Cabinet Member – Adult Social Care and Public Health		
	Performance, finance and risk update	Cabinet Member – Adult Social Care and Public Health	To provide a progress report on departmental performance, risk and financial situation.	
	Day Opportunities Strategy	Cabinet Member – Adult Social Care and Public Health	To consider the findings of the task and finish review on the Day Opportunities Strategy.	



# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
3 June 2024	Discharge to Assess	Cabinet Member – Adult Social Care and Public Health	Resolved at June 2023 meeting:  That a further progress report on the implementation of Discharge to Assess Model and the application of the Discharge to Assess Grant be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.	
	Progress and implementation of Prevention approach	Cabinet Member – Adult Social Care and Public Health	To enable scrutiny of the success of the prevention approach and offer in Adult Social Care.	
	All-Age Carers Strategy	Cabinet Member for Children and Families  Cabinet Member for Adult Social Care and Public Health	To review progress after the strategy has been in place for one year.  Joint item with Children and Families Select Committee	
	Performance, finance and risk update	Cabinet Member – Adult Social Care and Public Health	To provide a progress report on departmental performance, risk and financial situation.	

## WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

### Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Public Health – Community facing activities (including Community Health and Wellbeing Champions)	Cabinet Member – Adult Social Care and Public Health		To be considered for scheduling
E-cigarettes/vaping	Cabinet Member – Adult Social Care and Public Health	Resolved at March 2023 meeting: That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, consider the most appropriate approach for the committee to carry out further work around vaping and tobacco control.	To be considered for scheduling and for how this issue can be considered by members.
Impact of the Covid-19 pandemic on public health	Cabinet Member – Adult Social Care and Public Health	Resolved December 2022 “That the following areas of interest be agreed as areas that would benefit from further and more detailed consideration by the Adult Social Care and Public Health Select Committee: the impact of the Covid-19 pandemic on public health”	To be scheduled for a committee meeting or considered to be the topic for a review during 2023/24.
Substance Misuse	Cabinet Member – Adult Social Care and Public Health	To scrutinise activities around substance misuse.	To be considered for scheduling
Nottinghamshire’s Cost of Care Reports, Adult Social Care Market Sustainability Plan, Market Position Statement and Fee Uplifts	Cabinet Member – Adult Social Care and Public Health	To receive a progress report a year after Cabinet’s approval of the recommendations.	To be scheduled

## WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

Support for Carers	Cabinet Member – Adult Social Care and Public Health	Resolved at September 2023 meeting:  a) That a report on the Council's work to support carers be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.	To be scheduled
NHS Health Check Programme	Cabinet Member – Adult Social Care and Public Health	Resolved at September 2023 meeting:  a) That further consideration should be given on how the uptake of invitations to the NHS Health Check Programme could be increased, especially in areas of Nottinghamshire that are more deprived.  b) That further work should be carried out to investigate digital opportunities for the delivery of the NHS Health Check Programme.  c) That a further report on the delivery of the NHS Health Check Programme that covers the issues as detailed at a) and (b) above, be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.	To be scheduled

# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

## Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
September/ October 2023	Day Opportunities Strategy	Cabinet Member - Adult Social Care and Public Health	<p>Resolved at March 2023 meeting:</p> <ul style="list-style-type: none"> <li>i. That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, considers the most appropriate approach for members of the committee to receive further information and to carry out further scrutiny work on:</li> <li>ii. how the Day Opportunities Strategy will be delivered in a way that ensures equity of access to support for service users across Nottinghamshire.</li> <li>iii. the Implementation Plan that will support the delivery of the objectives of the Day Opportunities Strategy.</li> <li>iv. the processes (including the use of benchmarking information) that will be in place for measuring the success of the Day Opportunities Strategy.</li> <li>v. the use and role of buildings in delivering the objectives of the Day Opportunities Strategy.</li> </ul>	<p>Setting up of review group approved at June 2023 meeting.</p> <p>Scope created. Work to be carried out Autumn 2023. Report to be presented at March 2024 meeting.</p>

			<div>vi. the outcomes of the consultation activity that will be carried out with people who have lived experience of the implementation of the Day Opportunities Strategy and how this will be used to review and develop the service model.</div>	
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# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	<p>Transition of service users from Children and Young People's Services to Adult Social Care Services</p> <p>Joint item with Children and Young People's Select Committee</p>	<p>Cabinet Member – Children and Young People's Services</p> <p>Cabinet Member - Adult Social Care and Public Health</p>	<p>To examine the current procedures surrounding the transition of service users from Children's to Adult Services.</p> <p>To make recommendations on how procedures could be developed to ensure the best possible transition for each service user.</p>	

# WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Preventative work around smoking and vaping.	<p>Cabinet Member – Children and Young People’s Services</p> <p>Cabinet Member - Adult Social Care and Public Health</p>	<p>Resolved at the September 2023 meeting:</p> <p>That a task and finish review takes place to investigate the impact and effectiveness of the</p>	

## WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

### Items for information briefings for committee members

Item	Cabinet Member Responsibility	Details	Status
Adult Social Care Reform	Cabinet Member - Adult Social Care and Public Health	To gain an understanding of how the implementation of the Adult Social Care reforms - set out in People at the Heart of Care - will impact on the Council's delivery of Adult Care Services and on people living in Nottinghamshire.	To be delivered before 31/01/24
Sector-led improvement, Local Authority Self-Assessment and Information Return (LASAIR) and assurance	Cabinet Member - Adult Social Care and Public Health	To receive a briefing on the process and outcomes of local sector-led improvement in Adult Social Care and the department's self-assessment, development of a quality assurance framework and preparation for future inspection by the Care Quality Commission.	To be delivered before 31/01/24
Cost of Living Programmes	Cabinet Member - Adult Social Care and Public Health	To receive a briefing on the uptake and impact of the Cost-of-Living initiatives approved in November 2022 using Public Health Reserves.	



## WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 11 SEPTEMBER 2023

### Items to be scheduled during 2024/25

Item	Cabinet Member Responsibility	Details	Status
Day Opportunities Strategy	Cabinet Member – Adult Social Care and Public Health	Resolved at March 2023 meeting:  That a further progress report on the implementation of the Day Opportunities Strategy be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.	To be scheduled during 2024/25
Social Care Market	Cabinet Member – Adult Social Care and Public Health	Resolved at September 2023 meeting:  That a further progress report on the Social Care Market be brought to a future meeting of the Adult Social Care and Public Health Select Committee, with a focus and at a date to be agreed by the Chairman.  (Focus on recruitment and retention)	To be scheduled during 2024/25



# WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
16 October 2023	Nottinghamshire Safeguarding Children Partnership (NSCP) – Progress Report on Priorities and Annual Report 2022/23	Cabinet Member for Children and Families	<p>Resolved at the December 2022 meeting:</p> <p>That the Independent Scrutineer of the NSCP attends the June 2023 meeting of the Committee to present a report on the current activities of the NSCP and on the progress being made towards its strategic priorities.</p> <p>To receive the NSCP Annual Report.</p>	<p>1) That the Nottinghamshire Safeguarding Children Partnership's 2022/23 Annual Report be noted.</p> <p>2) That the following issues raised by the Committee in its consideration of the Annual Report 2022/23 be progressed:</p> <ul style="list-style-type: none"> <li>a) that the latest report on the on the work being carried out across Nottinghamshire in relation to child exploitation be circulated to the members of the Children and Families Select Committee.</li> <li>b) that the review of safeguarding practice in response to events at Harlow Academy be circulated to the members of the Children and Families Select Committee.</li> </ul> <p>3) That the Nottinghamshire Safeguarding Children Partnership's 2023/24 Annual Report be received at the October 2024 meeting of the Children and Families Select Committee.</p>

## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

	Outcomes and Experiences of Children and Young People with SEND	Cabinet Member for Children and Families	<p>To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023, and to incorporate within this report the new requirements arising from the Government response to the SEND Green Paper – the SEND and Alternative Improvement Plan.</p> <p>Page 92 of 120</p>	<ol style="list-style-type: none"> <li>1) That the report be noted.</li> <li>2) That a further progress report on the implementation of the Special Educational Needs and Disabilities and Alternative Provision be received at the January 2024 meeting of the Children and Families Select Committee.</li> <li>3) That the following issues raised by the Committee in its consideration of the report on Partnership progress in improving the experiences and outcomes for children and young people with special educational needs and disabilities be progressed: <ol style="list-style-type: none"> <li>a) that further information on the types of needs of children and young people with SEND and/or an EHCP across Nottinghamshire be circulated to the members of the Children and Families Select Committee.</li> <li>b) that information detailing the number of EHCP applications made and the number of EHCPs in place across each of districts and boroughs of Nottinghamshire be circulated to the members of the Children and Families Select Committee.</li> <li>c) that the summary documents that detail the activity carried out at previous Nottinghamshire SEND partnership improvement board meetings be circulated to the members of the Children and Families Select Committee.</li> </ol> </li> </ol>
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**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

				d) that the members of the Children and Families Select Committee receive the summary document that is created detailing the activity of future Nottinghamshire SEND partnership improvement board meetings as soon as they are available.
	Pupil Place Planning	Cabinet Member for Children and Families	<p>To receive the response from the Cabinet Member for Children and Families to the resolution made at the March 2023 meeting:</p> <p>That the Cabinet Member, in consultation with officers, gives consideration to how local elected members can be most effectively communicated with and involved with the activity that takes place with academy trusts regarding the pupil place planning.</p>	That the response from the Cabinet Member for Children and Families be noted.
	Outcomes of the Review of Education, Health and Care Plans		To consider the outcomes of the task and finish review of Education, Health and Care Plans.	That the recommendations of the scrutiny task and finish review of Education, Health and Care Plans be endorsed and referred to Cabinet for consideration.
	Elective Home Education/Secondary school place planning review scopes		To approve the scopes for a task and finish review on the revised Elective Home Education Policy and Secondary School Pupil Place Planning	That the proposed scopes for task and finish reviews regarding Elective Home Education and Secondary School Pupil Place Planning be approved.

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose</b>	<b>Resolutions</b>
<b>15 January 2024</b>	Provision of Support to Looked After Children Transitioning Out of the Care System	Cabinet Member for Children and Families	<p>To receive the response from the Cabinet Member for Children and Families to the resolution made at the June 2023 meeting:</p> <p>That the Cabinet Member, in consultation with officers, gives further consideration on how more young people could be encouraged to remain in the care of their foster carer post-18, and to the activity that would also be required to ensure that a sufficient number of foster family placements are also maintained and are available for children and young people who are under 18.</p> <p>Also to cover, as detailed in the resolution at the June meeting.</p> <p>That further information be circulated to members of the Committee on the work being carried out with both residential homes and foster carers to support them in ensuring that the children in their care are not potentially criminalised though being referred to the Police unnecessarily in relation to their behaviour.</p>	

## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 January 2024	Early Years – Provision of Childcare	Cabinet Member for Children and Families	To make recommendations on how the Council can support the provision of, and access to, affordable and accessible childcare across Nottinghamshire.	
	Performance, Finance and Risk Update	Cabinet Member for Children and Families	<p>To provide a progress report on departmental performance, risk and financial position.</p> <p>To agree how the Committee would like to receive and monitor this information in the future.</p>	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member for Children and Families	<p>To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.</p> <p>Page 95 of 120</p>	

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>15 January 2024</b>	Standing Advisory Council on Religious Education (SACRE) – Annual Report	Cabinet Member for Children and Families	To receive the Standing Advisory Council on Religious Education (SACRE) – Annual Report	
	Elective Home Education		To consider the outcomes of the task and finish review of the refreshed Elective Home Education Policy	



**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose</b>	<b>Resolutions</b>
<b>15 April 2024</b>	Sufficiency Strategy for Looked After Children and Care Leavers	Cabinet Member for Children and Families	To examine activity in the delivering of the strategy.  Also to consider the Children's Transformation sub-regional approach to fostering.	
	Holiday Activities and Food Programme (HAF)	Cabinet Member for Children and Families	Resolved at the June 2023 meeting:  That a report on the delivery of HAF be brought to a future meeting of the Committee, with a focus and at a date to be agreed by the Chairman.	
	Pupil Place Planning		To consider the outcomes of the task and finish review of how the Children and Families and Place departments can best work together on projects being implemented to deliver additional school places.	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member for Children and Families	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.	

## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 July 2024	Youth Justice Plan	Cabinet Member for Children and Families	To examine the implementation of the strategy.	
	SEND Provision and Sufficiency	Cabinet Member for Children and Families	Resolved at the December 2022 meeting:  That a progress report on the provision and delivery of additional specialist educational placements be brought to a future meeting of the Committee.	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member for Children and Families	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.	

## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

### Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Government Response to the Independent Review of Children's Social Care in England	Cabinet Member for Children and Families	To consider how the proposals align with Nottinghamshire's current transformation plans around children's social care.	To be considered for scheduling
Small Schools Sustainability Strategy	Cabinet Member for Children and Families		To be considered for scheduling
All-Age Carers Strategy	Cabinet Member for Children and Families  Cabinet Member for Adult Social Care and Public Health	To review progress after the strategy has been in place for one year.	Joint item with the Adult Social Care and Public Health Select Committee
Children's Transformation - Front Door/Family Hubs	Cabinet Member for Children and Families		To be considered for scheduling
Local Authority Approach to Youth Provision in Nottinghamshire	Cabinet Member for Children and Families		To be considered for scheduling

## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

### Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
May 2023	Education, Health and Care Plans (EHCPs)	Cabinet Member for Children and Families	<p>To gain an understanding of the issues and challenges surrounding EHCPs.</p> <p>To gain assurance on the activities planned and taking place to enable the Council to meet statutory targets for the assessment of requests for EHCPs.</p> <p>To examine processes at other authorities and to make recommendations on how the processes surrounding EHCPs could operate to provide the best outcomes for children, young people and their families.</p>	<b>COMPLETED</b> – Recommendations approved at October 2023 meeting. To be considered by Cabinet.

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
September 2023	Elective Home Education	Cabinet Member for Children and Families	Resolved at the October 2022 meeting:  That members of the Committee be involved in the review of the Council's Elective Home Education Policy that is scheduled to take place during 2023.	Scope to be considered at October 2023 meeting.

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
November 2023	Pupil Place Planning	Cabinet Member for Children and Families	Resolved at March 2023 meeting:  That members of the Committee carry out a task and finish review on how the Children and Families and Place departments can best work together on projects being implemented to deliver additional school places.	Scope to be developed. Review to start at the completion of the review of the Elective Home Education Policy.

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	<p>Transition of Service Users from Children and Families Services to Adult Social Care Services</p> <p>(Joint item with the Adult Social Care and Public Health Select Committee)</p>	<p>Cabinet Member for Children and Families</p> <p>Cabinet Member for Adult Social Care and Public Health</p>	<p>To examine the current procedures surrounding the transition of service users from Children's to Adult Services.</p> <p>To make recommendations on how procedures could be developed to ensure the best possible transition for each service user.</p>	Pending

**WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	Provision of Additional Specialist Educational Placements	Cabinet Member for Children and Families	<p>Resolved at the December 2022 meeting:</p> <p>That a task and finish review on the potential locations for the provision of additional specialist educational placements be carried out by members of the Committee.</p>	Pending



## WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 16 OCTOBER 2023

### Items for information briefings for Committee members

Item	Cabinet Member Responsibility	Details	Status
Inspection of Local Authority Children's Services (ILACS) – Ofsted Self-Evaluation	Cabinet Member for Children and Families	ILACS focuses on the local authority functions regarding the help, care and protection of children and young people.	To be circulated twice-yearly

### Items to be scheduled during 2024/25

Item	Cabinet Member Responsibility	Details	Status
Nottinghamshire Safeguarding Children Partnership (NSCP) – Progress Report on Priorities and Annual Report 2022/23	Cabinet Member for Children and Families	Annual item	To be scheduled for October 2024 meeting
Education, Health and Care Plans	Cabinet Member for Children and Families	To receive a progress report on the recommendations of the review of Education, Health and Care Plans.	To be scheduled.

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## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 September 2023	Section 19 Report – Ravenshead Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 report following flooding in Ravenshead	<p>1) That in accordance with Section 19 of the Flood and Water Management Act 2010 and the Council's Lead Local Flood Authority responsibilities, the Section 19 Report – Ravenshead – April 2023, as attached as an appendix to the officer's report, be approved and published.</p> <p>2) That the work (as detailed in the officer's report) that has taken place in response to the flooding incident in Ravenshead in April 2023 be endorsed.</p>
	Safer Nottinghamshire Board – Progress Report	Cabinet Member – Communities	<p>(As the Council's statutory Crime and Disorder Committee) Resolved at the July 2023 meeting:</p> <p>a) That a further report be submitted to the September 2023 meeting of the Place Select Committee that:</p> <ul style="list-style-type: none"> <li>i. acknowledges the commitments of the Motion of Full Council in March 2023.</li> <li>ii. includes information around performance issues under the current strategic priorities of the Nottinghamshire Community Safety Agreement.</li> <li>iii. provides information on the suitability of those assigned to lead on priorities.</li> </ul>	That the report be noted.

# WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 September 2023	HWRC Strategic Review – Task and Finish Review Scope		<p>To approve the scope for the task and finish project on the HWRC Review.</p> <p>Resolved at July 2023 meeting: That a scrutiny task and finish working group be established to carry out further scrutiny on, and to feed into the work being carried out on the review of Household Waste Recycling Centre provision.</p>	That the proposed scope for the Place Select Committee's review around Household Waste Recycling Provision be approved.
	Recycling	Cabinet Member – Transport and Environment	<p>To receive the response from the resolution made at the March 2023 meeting: <i>"That the Cabinet Member for Transport and Environment, in consultation with officers, gives further consideration to what further activities could be carried out through the Joint Waste Management Board to increase recycling rates across Nottinghamshire."</i></p> <p>Page 108 of 120</p>	<ol style="list-style-type: none"> <li>1) That the report be noted.</li> <li>2) That the following issues raised by the Committee in its consideration of the report on the work with the Joint Waste Management Board to increase recycling rates across Nottinghamshire be progressed: <ol style="list-style-type: none"> <li>a) That the delivery of effective communications that encourage residents to recycle should continue to be a key focus of activity for the Nottinghamshire Joint Waste Management Board.</li> <li>b) That information on recycling rates in the districts and boroughs that show the amount of glass collected through kerbside collections as well as at bring sites be circulated to members of the Place Select Committee.</li> <li>c) That information on contamination levels of recycling collected through kerbside collections in the districts and boroughs be circulated to members of the Place Select Committee.</li> <li>d) That the invitation that has been made to all district and borough councillors across Nottinghamshire to visit the Materials Recovery Facility be reaffirmed.</li> </ol> </li> </ol>

# WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 December 2023	Highways Joint Continuous Improvement Plan – Progress Report	Cabinet Member – Transport and Environment	Resolved at January 2023 meeting “That a progress report on the delivery of the Highways Joint Continuous Improvement Plan be brought to the December 2023 meeting of the Place Select Committee.”	
	Electrical Vehicle Charging	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a further progress report on Electric Vehicle Infrastructure be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee. To include information on NCC doorstep and community EV charging schemes	
	Annual Library Plan/Strategy	Cabinet Member - Communities		
	Section 19 Report – Eastwood Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 report following flooding in Ravenshead	

**WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023**

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose/Outcomes</b>	<b>Resolutions</b>
<b>27 March 2024</b>	Climate Change	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting:  “That a further progress report on the implementation on the Council's activities in response to the challenges of Climate Change be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.”.	
	Net Zero Framework	Cabinet Member – Transport and Environment /Economic Development and Asset Management	To scrutinise the framework that will enable all net zero activities to be coordinated and prioritised.	

## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

<b>27 March 2024</b>	Crime and Disorder	Cabinet Member – Communities	To sit as the Council's statutory Crime and Disorder committee to scrutinise delivery of crime and disorder strategies. To meet the requirements of the Crime and Disorder (Overview and Scrutiny) Regulations 2009.	
	Bus Network Review	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a progress report on the Bus Network Review be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	
	Section 19 Reports – October 2023 Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 reports following the flooding in October 2023.	
	Outcomes of the review of Household Waste Recycling Centres		To consider the outcomes of the task and finish review of Household Waste Recycling Centres.	

**WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023**

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose/Outcomes</b>	<b>Resolutions</b>
<b>26 June 2024</b>	Flooding	Cabinet Member – Transport and Environment	To scrutinise the activity that is being carried out around kerbside drainage and other activities to mitigate flooding.	
	Visitor Economy Framework	Cabinet Member – Economic Development and Asset Management	To scrutinise the implementation of the Visitor Economy Framework	
	Access to Digital Services and Digital Inclusion	Cabinet Member – Economic Development and Asset Management	To receive a report on, and to scrutinise activity regarding the Council's activity regarding access to superfast broadband and digital inclusion.	



## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

### Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Details	Status
Waste and Recycling	Cabinet Member – Transport and Environment	Resolved at the January 2023 meeting:  “That once the situation regarding the responsibilities being placed on local councils by Government around the kerbside collection of food waste become clearer, that the Cabinet Member for Transport and Environment gives consideration to how the Council could support the District and Borough Council’s in the provision of collection receptacles.”	To be considered for scheduling once situation around the issue is clearer.
Off-peak travel for armed forces veterans	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a report on the feasibility of introducing free off-peak travel for armed forces veterans in Nottinghamshire be presented at a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	To be scheduled
Lane Rental Scheme	Cabinet Member – Transport and Environment		To be scheduled
Review of Active Travel/Staff Travel	Cabinet Member – Transport and Environment		To be scheduled
Environmental Impact of hybrid working		To gain an understanding of the environmental impact of the Council’s hybrid working strategy.	To be considered for scheduling

## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

### Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
October 2023	HWRC Review	Cabinet Member – Transport and Environment	Resolved at July 2023 meeting.  a) That a scrutiny task and finish working group be established to carry out further scrutiny on, and to feed into the work being carried out on the review of Household Waste Recycling Centre provision.	Scope approved at September meeting,  Review activity taking place during October/November.  Report to be considered by committee March 2024.

**WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	Free School Meals	Cabinet Member - Communities	To gain assurance that the quality of Free School Meals is not being negatively impacted by the increased number of children in receipt of Free School Meals.	

**WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	Inward investment Framework	Cabinet Member – Economic Development and Asset Management	To feed into the development of the framework that will allow inward investment activities to be coordinated and prioritised.	

**WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023**

<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	20mph Pilot Schemes	Cabinet Member – Transport and Environment	Resolved at the January 2023 meeting that the Place Select Committee carries out scrutiny in advance of any decisions taken by the Cabinet Member for Transport and Environment on the location of 20mph speed limit pilot schemes.	

## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

### Items to be scheduled for 2024/25

Item	Cabinet Member Responsibility	Details	Status
Concessionary Travel	Cabinet Member – Transport and Environment	To receive a progress report on the implementation of the recommendations made by the task and finish review.	To be scheduled
FSM – Task and Finish Review		To consider the findings of the task and finish review on FSM.	To be scheduled

## WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 10 NOVEMBER 2023

### Items for information briefings for committee members

Item	Cabinet Member Responsibility	Details	Status
Subsidised Bus Services	Cabinet Member – Transport and Environment	Briefing note to be circulated to members of the committee.	

