



Nottinghamshire County Council

Policy Committee

Date: Wednesday, 23 May 2012
Time: 10:30
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

- 1 Appointment of Chairman and Vice-Chairman** **1-2**
To note the appointment by the County Council of Councillor Mrs Kay Cutts as Chairman of the Committee and Councillor Martin Suthers OBE as Vice-Chairman
- 2 To note the Membership of the Committee as follows:-** **1-2**

Councillors

Reg Adair Philip Owen
Joyce Bosnjak Alan Rhodes
Richard Butler Kevin Rostance
Steve Carroll June Stendall
John Clarke Andy Stewart
John Cottee Martin Suthers OBE
Mrs Kay Cutts Brian Wombwell
Richard Jackson Martin Wright
Stan Heptinstall MBE Jason Zadrozny
Mick Murphy
- 3 Apologies for Absence** **1-2**
Details
- 4 Declarations of Interest** **1-2**
(a) Personal
(b) Prejudicial
- 5 To note the notes of the last Cabinet meeting held on 18th April 2012** **3 - 8**
Details
- 6 Terms of Reference** **9 - 12**
Details
- 7 Policy Framework and Policy Library** **13 - 16**
Details

8	<u>Implementing Localism Policy</u> Details	17 - 24
9	<u>Olympic Torch Relay Community Fund</u> Details	25 - 28
10	<u>Work Programme</u> Details	29 - 38

CABINET



**Nottinghamshire
County Council**

**NOTES OF THE MEETING HELD ON
WEDNESDAY 18th APRIL 2012
(11.00 AM – 11.57 AM)**

MEMBERSHIP Councillors

Mrs Kay Cutts	(Leader)
Martin Suthers OBE	(Deputy Leader)
Reg Adair	(Finance & Property)
Richard Butler	(Environment & Sustainability)
John Cottee	(Culture & Community)
Richard Jackson	(Transport & Highways)
Mick Murphy	(Community Safety)
Philip Owen	(Children & Young People's Services)
Kevin Rostance	(Adult Social Care and Health)
Andy Stewart	(Personnel & Performance)

Deputy Cabinet Members (Non-Voting)

Councillors

A	Allen Clarke	(Children's Social Services)
A	Keith Girling	(Culture & Community)
	Lynn Sykes	(Youth Services)
	Stuart Wallace	(Adult Social Care & Health)

Also in Attendance

Councillor John Allin	Councillor Geoff Merry
Councillor Chris Barnfather	Councillor Carol Pepper
Councillor Joyce Bosnjak	Councillor Alan Rhodes
Councillor Steve Carroll	Councillor S Smedley MBE JP
Councillor John Clarke	Councillor June Stendall
Councillor Jim Creamer	Councillor Parry Tsimbiridis
Councillor VH Dobson	Councillor Les Ward
Councillor Stephen Garner	Councillor Chris Winterton
Councillor Kevin Greaves	Councillor Martin Wright

Officers in Attendance

Mick Burrows	(Chief Executive)
Claire Dixon	(Member Support)
Chris Holmes	(Democratic Services)
Jayne Francis-Ward	(Assistant Chief Executive)
Tim Gregory	(Environment and Resources)
Marie Lewis	(Policy Planning & Corporate Services)

Lyndsey Parnell	(Member Support)
John Slater	(Children, Families & Cultural Services)
Michelle Welsh	(Member Support)
Jon Wilson	(Adult Social Care, Health & Public Protection)

1. NOTES

The notes of the last meeting held on 14th March 2012 were agreed as a true and correct record and signed by the Leader.

2. APOLOGIES FOR ABSENCE FROM CABINET AND DEPUTY CABINET MEMBERS

An apology for absence was received from Councillor Allen Clarke who was on other County Council business – Adoption Panel and Councillor Keith Girling.

3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Martin Suthers OBE declared a personal interest in agenda item 7 – Voluntary and Community Sector Grant Aid Allocations for 2012-15 as he was a member of the Nottingham Playhouse Board.

Councillor John Cottee declared a personal interest in agenda item 7 – Voluntary and Community Sector Grant Aid Allocations for 2012-15 as he was a member of the Nottingham Playhouse Board.

Councillor John Allin declared a personal interest in agenda item 7 - Voluntary and Community Sector Grant Aid Allocations for 2012-5 as he was a trustee of Our Centre.

Councillor Stuart Wallace declared a personal interest in agenda item 5 – Oliver Quibell Infant & Hawtonville Junior Schools Proposed Amalgamation as he was a member of the Governing Body of the school.

SECTION A (KEY DECISIONS INCLUDED IN THE FORWARD PLAN)

4. ADULT AND COMMUNITY LEARNING SERVICE PRIORITIES FOR 2012/13

RESOLVED 2012/19

- 1) That national policy changes in relation to Adult and Community Learning be noted.
- 2) That Adult and Community Learning Service priorities and activity for 2012/3 be approved.
- 3) That expenditure relating to the receipt of a provisional allocation of £2,137,824 from the Skills Funding Agency be approved.
- 4) That approval be given to maintaining the current fee policy for 2012/13.

5. OLIVER QUIBELL COMMUNITY INFANT AND HAWTONVILLE COMMUNITY JUNIOR SCHOOLS, NEWARK - OUTCOME OF PUBLISHED STATUTORY NOTICES

RESOLVED 2012/020

That the implementation of the proposal to amalgamate Oliver Quibell Community Infant and Hawtonville Community Junior Schools, in their existing premises, to form a single local authority maintained 3-11 years Church of England Voluntary Controlled primary school including provision for early years education places, be agreed with effect from 1st September 2012.

6. DISCRETIONARY TRAVEL SCHEME FOR CHILDREN ATTENDING PREFERRED SECONDARY SCHOOLS IN NOTTINGHAMSHIRE

RESOLVED 2012/021

- 1) That the discretionary travel scheme for children attending preferred schools be continued and an incremental role out of the scheme to pupils in each year 7 cohort who meet the qualifying criteria be established with a fully operational scheme across years 7to11 by 2015.
- 2) That financial resources at outlined in the Cabinet report of 14th July 2010 for the continuation of the scheme be confirmed.
- 3) That the scheme continue to be operated by the Transport and Travel Services Group, Environment and Resources Department, using the existing application process and appeals process operated for the statutory home to school transport applications.
- 4) That Children, Families and Cultural Services continue to support and manage the appeals process.

SECTION B (OTHER DECISIONS)

7. VOLUNTARY AND COMMUNITY SECTOR GRANT AID ALLOCATIONS FOR 2012-15

RESOLVED 2012/022

That approval be given to the following grant aid allocations for 2012/3:

Our Centre	£87,523
The Helpful Bureau	£55,800
Women's Aid Integrated Services	£56,042
Nottingham Playhouse	£94,500

8. RECRUITMENT AND RETENTION OF GOVERNORS FINAL REPORT

RESOLVED 2012/023

That a response be provided to the Children and Young People's Committee within 2 months.

9. COMMUNITY SAFETY FUNDING TO THE SAFER NOTTINGHAMSHIRE BOARD AND COMMUNITY SAFETY PARTNERSHIPS IN 2012/13

RESOLVED 2012/024

- 1) That subject to receipt of the Home Office funding of £392,000, approval be given to an allocation of £200,000 from the Community Safety Budget to the Safer Nottinghamshire Board for funding targeted work in the Partnership Priority Areas (PPA) and countywide community safety priorities, giving a total commissioning budget of £592,000.
- 2) That the allocation of 70% of the Safer Nottinghamshire Board's commissioning budget (£592,000) be approved for local commissioning in the 15 Partnership Priority Areas (£27,600 for each one).
- 3) That the Safer Nottinghamshire Board Commissioning Group be authorised to approve 30% (£177,600) of the total £592,000 funding for countywide initiatives.

10. DEVOLVING LOCAL MAJOR TRANSPORT SCHEMES

RESOLVED 2012/025

That the Government's consultation on the proposed devolution of major transport schemes for the next Spending Review period (post 2015) be noted and the response to the formal consultation questions as outlined in paragraph 13 of the report be confirmed.

11. NOTTINGHAMSHIRE COUNTY COUNCIL'S EQUALITY PLAN 2012/3

RESOLVED 2012/026

That the Council's Equality Plan 2012/13 be agreed.

12. DISPOSAL OF LAND ADJOINING THE INTERNATIONAL CLOTHING CENTRE, ANNESLEY ROAD, HUCKNALL, NOTTINGHAMSHIRE

RESOLVED 2012/027

That approval be given to the disposal of the land outlined on the attached plan and as set out in the exempt paragraph to the report as amended by the addendum.

13. SALE OF THE LINDENS, WOODBOROUGH ROAD, NOTTINGHAM

RESOLVED 2012/028

That approval be given to the sale of The Lindens, Woodborough Road, Nottingham as set out in the exempt appendix to the report.

14. LAND TO THE WEST OF CHURCH STREET, EASTWOOD

RESOLVED 2012/029

That the sale of the land to the west of Church Street, Eastwood be approved, subject to contract to the preferred bidder as set out in the exempt appendix to the report.

15. EXCLUSION OF THE PUBLIC

RESOLVED 2012/030

That the public be excluded for the remainder of the meeting on the grounds that the discussions are likely to involve disclosure of exempt information described in paragraph 3 of the Local Government (Access to Information) (Variation) Order 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

SECTION C (EXEMPT INFORMATION ITEMS)

16. SALE OF THE LINDENS, WOODBOROUGH ROAD, NOTTINGHAM

RESOLVED 2012/031

That the information contained in the exempt appendix be noted.

17. LAND TO THE WEST OF CHURCH STREET, EASTWOOD

RESOLVED 2012/032

That the information contained in the exempt appendix be noted.

18. DISPOSAL OF LAND ADJOINING INTERNATIONAL CLOTHING CENTRE, ANNESLEY ROAD, HUCKNALL

An addendum to the report containing revised conditions was circulated.

RESOLVED 2012/033

That the information contained in the exempt appendix be noted.

CABINET

The Leader commented that this was the last meeting of Cabinet and looked forward to the operation of the new committee system.

The meeting closed at 11.57am.

Leader

NOTE

The decisions contained in these minutes were made on Wednesday 18th April 2012, published on Monday 23th April 2012, and become effective on Tuesday 1st May 2012.

REPORT OF CHIEF EXECUTIVE

TERMS OF REFERENCE OF POLICY COMMITTEE

Purpose of the Report

1. To note the Policy Committee's terms of reference.

Information and Advice

1. Full Council have agreed the following terms of reference for the Policy Committee:-
 - 2.1. The powers and functions set out below are delegated by the Full Council:
 - 2.1.1 All decisions within the control of the Council including but not limited to those listed in the Table below
 - 2.1.2 Policy development and approval except on matters reserved for the Full Council
 - 2.1.3 Review of performance on at least a quarterly basis
 - 2.1.4 Review of day to day operational decisions taken by Officers
 - 2.1.5 Approval of consultation responses relating to the Committee's areas of responsibility
 - 2.1.6 Approval of relevant staffing structures as required
 - 2.2. If any report comes within the remit of more than one committee, to avoid the report being discussed at several committees, the report will be presented and determined at the most appropriate committee. If this is not clear, then the report will be discussed and determined by the Policy Committee.
 - 2.3. As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.
 - 2.4. The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be co-ordinated by a cross-committee project steering group that will report back to the relevant Committee.

Table
Responsibility for ensuring that committees operate under the policy direction of the County Council and for determining policies not reserved to the Full Council
Responsibility for the discharge of all functions and exercise of all powers of the County Council not expressly reserved to the Full Council or to any other part of the County Council by statute or by this Constitution
Responsibility for monitoring and reviewing the overall performance of the Council
Responding to any consultations within the remit of more than one committee as and when required
Responsibility for those functions relating to elections and local democracy which are not reserved to the Full Council
Responsibility for the Council's internal and external communications policy and its implementation
Responsibility for Information Governance including but not limited to Data Protection and Freedom of Information
Responsibility for monitoring and reviewing the Council's customer strategy and any matters dealt with by the Business Services Centre
Responsibility for ensuring the Council meets its equalities duties
Responsibility for ensuring high standards of conduct by the County Council, its Councillors, co-opted members and Officers
Responsibility for the implementation of and revision to all codes of conduct and practice of the County Council
Responsibility for all remaining statutory overview and scrutiny powers except those delegated to a health scrutiny committee
Responsibility for the Council's risk management strategy
Responsibility for reviewing annual reports and inspection reports not within the remit of another committee
Responsibility for approving the recruitment process for any independent members of committees and panels required by statute
Responsibility for the Council's Improvement Programme
Responsibility for Legal Services

Other Options Considered

2. None.

Reason/s for Recommendation/s

3. To inform the Committee of its terms of reference.

Statutory and Policy Implications

4. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

That the report be noted.

Mick Burrows
Chief Executive

For any enquiries about this report please contact:

Chris Holmes
Telephone 0115 9773714

Constitutional Comments

5. As the report is for noting only, no constitutional comments are required.

Financial Comments (PS 2/5/12)

6. There are no financial implications arising directly from this report.

Background Papers

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.

Reports to County Council – 29 March 2012 and 17 May 2012 (published).

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE LEADER OF THE COUNCIL**POLICY FRAMEWORK AND POLICY LIBRARY****Purpose of the Report**

1. This report is to advise Policy Committee on progress towards achieving the strategic plan commitments for implementing a policy framework and a policy library.

Information and Advice

2. The County Council's ambitions, values and priorities are set out in the Strategic Plan for 2010 – 2014.
3. Priority E of the Strategic plan is for the Council 'to be financially robust and sustainable.' The key actions to be taken to deliver this priority includes a requirement to:
 - Implement a corporate policy framework to ensure all policies are aligned with council priorities.
 - Establish a council wide policy and strategy database.
4. Reporting of progress delivering these requirements falls within the responsibility of the Policy Committee.

Policy Framework

5. The County Council's Policy Framework provides a structure for the key documents that establish the principles that the organisation will follow in developing and providing services and achieving the Strategic Visions for Nottinghamshire.
6. The Policy Framework is set out in the constitution and was adopted as part of the change in governance arrangements approved by County Council on 17 May 2012.
7. The Framework provides a consistent basis for policy management across all of the Council and a hierarchy for the County Council's policies, strategies, plans, procedures and guidance. This replaces the previous disparate approach with the authority operating to a number

of different policy frameworks both corporately and across departments.

8. The Framework sets out that the Council's policies will be developed by Members and supported by a plan for implementation of a policy or delivery of a strategy.
9. Progress and achievements will be reported against these plans to provide transparency and to ensure that policies are implemented and that strategies are delivered.
10. Advice and support will be provided on the review of existing policies and on the development of new policies to ensure that they are consistent with the policy framework, the Council's strategic vision and other policies.

Policy Library

11. The Strategic Plan requires that all of the Council's policies and strategies be accessed from a single policy and strategy database. This requirement has also been enshrined in the constitution as part of the policy framework.
12. The development of a policy library provides a single point for Members, officers, the public and partners to access the key documents governing the County Council and is consistent with the Authority's commitment to transparency.
13. The policy library has been under development for a number of months. A trial version is currently available on the County Council's Intranet and steps are being taken to populate this with all of the Council's policies, strategies, procedures and guidance.
14. Once complete the Library will be made available on the public website. Duplicates of policies contained on pages on the intranet and website will be removed. Links will then be provided directly to the policy library, ensuring that Members, officers, the public and partners always have access to the most up to date version or reducing the risk of reliance of out of date documentation.
15. It is proposed that Members of the policy committee be provided with a demonstration of the policy library.

Other Options Considered

16. None.

Reason/s for Recommendation/s

17. The development of the Policy Framework and the Policy Library supports the delivery of the Strategic Plan and the Council's commitment to transparency and openness.

Statutory and Policy Implications

18. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

It is recommended that

1. progress in achieving the strategic plan commitments is noted.

Councillor Kay Cutts
Leader of the Council

For any enquiries about this report please contact: Matthew Garrard, Policy Team Manager T: (0115) 9772892 E: matthew.garrard@nottsc.gov.uk

Constitutional Comments (SG 15/05/2012)

19. Because this report is for noting only no Constitutional Comments are required.

Financial Comments (MA 14/5/12)

20. There are no financial implications arising directly from this report.

Background Papers

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.

Nottinghamshire County Council Strategic Plan 2010 - 2014
Nottinghamshire County Council Constitution

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE DEPUTY LEADER OF THE COUNCIL

IMPLEMENTING THE LOCALISM POLICY

Purpose of the Report

1. This report is to consider a Plan for the implementation of the Council's Localism Policy and key actions.

Information and Advice

2. The Council's Strategic Plan for 2010-14 has a specific objective to embrace Localism as part of the priority to foster aspiration, independence and personal responsibility.
3. The County Council is also committed to ensuring that:
 - local people can make decisions about their lives and where they live
 - communities are involved in the way services are shaped and delivered
 - communities can be proud of their local area and residents can help to keep their local areas clean, tidy and safe
4. The Council's Localism Policy was agreed by County Council on 26 January 2012 to progress these commitments and to prepare for new statutory requirements arising from The Localism Act 2011.
5. County Council required an Implementation Plan to be developed and delivered to ensure achievement of the principles and commitments set out in the Policy. This approach is also consistent with the Policy Framework requirement that Council policies to be supported by a plan for implementation.

Localism Policy – Implementation Plan

6. Localism is about encouraging individuals to contribute to their local communities and empowering communities so that they can achieve their ambitions for the place where they live. The County Council has been working towards this agenda for some time and a summary of achievements was reported to Members in September 2011.
7. The County Council agreed a Localism Policy on 26 January 2012 to coordinate the County Council's efforts to embrace Localism, to secure further achievements of the

Strategic Plan objectives and to prepare for new statutory requirements arising from The Localism Act 2011

8. The Policy sets out that the commitment to Localism will be achieved:
 - through **open, responsive and accountable public services** – sharing information and data so that the public can understand the services that they receive and influence decisions about them - so that they better reflect communities' needs.
 - by **enabling and empowering individuals** – making it easier for individuals to contribute to services and to get things done in their community.
 - by **enabling and empowering communities** – working with parish/town councils and other representative groups to improve the quality and responsiveness of local services, which are accessible, accountable, sustainable, provide value for money and benefit the community.
9. The Policy sets out a number of key actions to deliver each of these commitments, including delivering an Implementation Plan to ensure that the principles and commitments set out in the Policy are achieved.
10. A draft Implementation Plan is outlined at Appendix 1. The Plan provides a coherent overview of activities across a number of separate work streams to implement the Localism Policy and sets out the key activities to ensure that the commitments set out in the Policy are achieved.
11. The Plan includes a brief summary of the status of activity to date along with future planned work. It is proposed that further progress on the implementation of Localism be reported to the Policy Committee.
12. The development of the policy and the implementation plan have been informed by engagement with Members of the County Council, parish/town councils, the voluntary and community sector and others. Further engagement will be required to implement the Plan.

Other Options Considered

13. Comments made by stake holders have been considered as part of the development of the Plan.

Reason/s for Recommendation/s

14. The Council's Refreshed Strategic Plan for 2010-14 has a specific action to embrace Localism. Both the County Council's Localism Policy and the Policy Framework set out in the Constitution have a specific requirement to develop a plan for the implementation of Council policies.
15. The adoption of an Implementation Plan provides a coherent approach for the authority to meet the principles, commitments and actions set out in the Localism Policy.

Statutory and Policy Implications

16. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

- 1) It is recommended that Policy Committee approve the implementation plan for the Council's Localism Policy.

Councillor Martin Suthers OBE
Deputy Leader of the Council

For any enquiries about this report please contact: Matthew Garrard, Policy Team Manager
T: (0115) 9772892 E: matthew.garrard@nottsc.gov.uk

Constitutional Comments (SG 15/05/2012)

17. The Committee is the appropriate body to decide the issues set out in this Report.

Financial Comments (MA 14/5/12)

18. Any costs associated with the implementation plan will need to be contained within existing budget resources.

Background Papers

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.

Nottinghamshire County Council Localism Policy
The Localism Act 2011
Feedback from parish and town council seminars

Electoral Division(s) and Member(s) Affected

All

	Localism Policy Commitment	Implementation Options	Activity	Issues, approach and resources	Responsible	Completion
Open, responsive and accountable public services - sharing information and data so that the public can understand the services that they receive and influence decisions about them, so that they better reflect communities' needs.						
a	Share data on the commissioning of our public services, including transparency about our spending, contracts and tenders where appropriate.	This information should be obtainable through a single point of access on the County Council website – a transparency hub – and work should be undertaken to deliver this. The provision of this information will be checked to ensure that the Council is as open as possible (within any necessary restrictions) and that opportunities for greater use of maps will be explored.	Develop single point of access web page as part of "the Council" section of the website	Work to undertaken alongside refresh of the County Council website.	Digital Group	Sep-12
			Make copies of FOI releases available	Officer time required to publish information may be offset by decrease in repeat requests for information	Corporate Strategy Group	Sep-12
b	Share information on the delivery of our public services including policies and procedures for the operation of services, performance reporting, satisfaction and customer feedback.		Develop a Policy Library	Progressing as part of Strategic Plan commitment	Corporate Strategy Group	Sep-12
			c	Shape our services to meet the needs of our customers through community participation in the planning and delivery of our public services	The Public Engagement Policy adopted in December 2005 be reviewed to ensure that this commitment is met consistently across the authority. A report will be provided to Members to inform the review setting out relevant information including national policy implications such as open commissioning, changes service needs such as the addition of public health, the engagement requirements placed on our partners in particular the NHS and engagement with local councils and groups.	Research best practice in local government and other public sector bodies such as NHS
Identify any changed service needs eg public health, joint consultation	Consultation will be required with County Council Managers to gather this data	Communications				Aug-12
Analyse any future needs based on national policy such as open commissioning	Implications of national policy are regularly monitored and can be fed into this policy review	Corporate Strategy Group				Aug-12
Review existing policy with regard to these needs and propose appropriate options	Can be prioritised as part of ongoing programme of policy review	Communications				Nov-12
d	Ensure that key service commissioning decisions are taken by Elected Members who can hold public service providers to account for delivering on their obligations to service users.	The necessary action to achieve this commitment will be delivered through the changes to governance arrangements				

	Localism Policy Commitment	Implementation Options	Activity	Issues, approach and resources	Responsible	Completion
Enabling and empowering individuals - making it easier for individuals to contribute to services and to get things done in their community.						
e	Champion the contribution that local people make through volunteering and ensure that individuals are able to volunteer to support the delivery of appropriate public services	Develop a council-wide volunteering strategy to pull together best practice from across the authority, develop a consistent one council approach to volunteering in Council services and bring co-ordination to the way that the Council celebrates and encourages volunteering by employees and residents.	Specific Plan for developing and implementing strategy to be prepared and carried out	Can be prioritised as part of ongoing programme of policy review/ development and contained within existing resources. Specific issues to be considered as part of development/approval process for the Strategy	Safer and Engaged Communities Group	Oct-12
		Explore possible Right to Use County Council assets for volunteering	Identify possible assets	Resource, risk and insurance issues to be considered as part of exploration of possible policy area	Corporate Strategy Group	Nov-12
			Consider service, risk, insurance and contracting issues			Jan-13
f	Help local people to become more active in their communities by removing unnecessary barriers and rules to allow individuals to take action where they live	Identify policies, procedures and guidance that inadvertently restrict or are perceived to restrict the ability of individuals to take action in their community (eg street parties, snow clearance etc), consider possible revisions and publicise changes.	Develop a consistent style for publicising changes, linked to the Council's policy commitments to remove barriers	Work to be contained within existing resources	Communications	Sep-12
			Identify possible areas for revision	Work to be contained within existing resources	Corporate Strategy Group	Feb-13
		Introduce a "report bureaucracy" facility on the County Council website	Add to website and determine process to manage requests	Work to be contained within existing resources	Digital Group	Sep-12
g	Support the development of a sustainable voluntary and community sector in Nottinghamshire that can help local people to volunteer in the community	Implementation of the Grant Aid Strategy and Volunteering Strategy	Business plan development and activity required by relevant strategies	Work to be contained within existing resources	Safer and Engaged Communities Group	Dec-12
		Consider as part of the restructure of Policy, Planning and Corporate Services - Safer and Engaged Communities Group				
h	Encourage past and present County Council employees to volunteer in the community and provide support to those that choose to	see e - council-wide volunteering strategy to pull together best practice from across the authority, develop a consistent one council approach to volunteering in Council services and bring co-ordination to the way that the Council celebrates and encourages volunteering by employees and residents.				

	Localism Policy Commitment	Implementation Options	Activity	Issues, approach and resources	Responsible	Completion
Enabling and empowering communities - working with parish/town councils and other representative groups to improve the quality and responsiveness of local services, which are accessible, accountable, sustainable, provide value for money and benefit the community.						
i	Engage with parish/town councils about changes to local services received by their community	Develop systems for facilitating the Council's engagement with parish and town councils across all services	Develop and operate a single database of parish contact details available from the Intranet	Database should be deliverable within existing resources	Safer and Engaged Communities Group	Sep-12
			Develop a page of information for town and parish councils on the website	Work to undertaken alongside refresh of the County Council website.	Digital Group	Sep-12
		Engagement with parish/town councils to inform future delivery of this commitment, in particular, feedback on the communication and involvement that they currently have with the County Council. Issues arising be addressed through the review of the Public Engagement Policy or other means as appropriate.	Consider software or electronic options for sharing information about Nottinghamshire communities across the Council. To include any	Evaluation of appropriate software may generate future resource requirements which will need to be considered	Safer and Engaged Communities Group	Dec-12
			Work with the Nottinghamshire Association of Local Councils on the most appropriate method of engaging with parish/town councils	Work to be contained within existing resources	Safer and Engaged Communities Group	Sep-12
j	Support communities to set up parish and town councils where the appropriate level of community interest has been reached	Resources be added to the County Council website to provide guidance.	Identify appropriate resources and responsible officers	Resources to published as part of refresh of the County Council website.	Safer and Engaged Communities Group	Sep-12
k	Engage with Community and Neighbourhood Forums or a County Council committee of local Members where there is no parish/town council and insufficient support for establishing one	Consider options with the County Council's Member Forums for engaging with communities where there is no parish/town council	Dialogue with local Members and Member Forums to ascertain appropriate bodies	Work to be contained within existing resources	Safer and Engaged Communities Group	Oct-12
			Develop proposals and report to appropriate body	Work to be contained within existing resources	Safer and Engaged Communities Group	Dec-12

	Localism Policy Commitment	Implementation Options	Activity	Issues, approach and resources	Responsible	Completion
I	Have regard to the views of parish/town councils and appropriate community forums when setting the priorities for local services delivered by the county council	as i - Engagement with parish/town councils to inform future delivery of this commitment, in particular, feedback on the communication and involvement that they currently have with the County Council. Issues arising be addressed through the review of the Public Engagement Policy or other means as appropriate.				
m	Provide options for parish/town councils, community forums and voluntary organisations seeking to deliver local services, through a framework for devolved services	Key Action agreed by County Council on 26 January 2012 - develop a framework for local services, that brings together options available to parish/town councils, community forums and voluntary organisations to provide local services. The Framework is to provide a single consistent approach to make it easier for parish/town councils to work with the County Council.	Develop proposals with Members and report to appropriate body	Work to be contained within existing resources. Development of the Framework will need to consider issues of risk. Decision making process for the framework will need to have regard to possible implications for services	Corporate Strategy Group	Oct-12
		Key Action agreed by County Council on 26 January 2012 to pilot and evaluate a lengthsman scheme	Pilot a lengthsman scheme	Risk and resource considerations set out in decision ER/2012/00078. Consideration will need to be given to preparations for a possible county wide roll out of the scheme.	Transport Policy and Programmes Group	Jul-12
			Evaluate the pilot	Data to inform the evaluation will need to be collected by local councils participating in the pilot, highways and customer services centre.	Transport Policy and Programmes Group and Corporate Strategy Group	Dec-12
n	Provide for parish/town councils to take over small areas of land owned by the County Council where it is surplus to requirements and can be put to community use	Key Action agreed by County Council on 26 January 2012 to prepare a statement on surplus land to include possible initiatives that could be "community use"	Prepare Statement and appropriate processes to meet policy commitment and statutory requirements	Work to be contained within existing resources. Statement will lead to the release of some County Council assets and possible savings in maintenance	Corporate Strategy Group	Sep-12
			Work with Nottinghamshire communities and businesses to develop initiatives	Work to be contained within existing resources	Safer and Engaged Communities Group	Oct-12



REPORT OF THE DEPUTY LEADER

REPORT TITLE - OLYMPIC TORCH RELAY COMMUNITY FUND

Purpose of the Report

1. To inform members of the initiatives being undertaken to provide a lasting legacy of the passage of the Olympic Torch through Nottinghamshire on the 28th June 2012.

Information and Advice

2. A community fund entitled Knots in Notts has been established to encourage schools and communities to pledge to take positive action for the benefit of their neighbourhood. The initiative is so called because it asks individuals and groups to tie a knot in a piece of sherwood green ribbon thereby demonstrating their commitment to their community. A budget of £10,000 has been allocated with the intention that applicants should make bids for up to £200 to facilitate initiatives. Pledges to make a difference might take a number of different forms, e.g.

Volunteering

Organising a community pledging event

Setting up a community environmental project

Leading on a youth project

Leading on a regeneration project

Setting up a new community or activity group.

Some examples of the kinds of projects that have been funded include;

All Hallows Church of England Primary School in Carlton, who will give out green ribbon to all key stage two children with the aim of them all carrying out a pledge to be helpful in their local community as part of their Citizenship Awards.

Additionally year six pupils are pledging to organise a tea dance for seniors in the area and to get involved in the seniors local club.

Takeover Radio in Ashfield who will work with volunteer broadcasters to raise awareness of the Olympic Torch Relay and community and sports groups in the district, in which people can get involved. They will broadcast from a number of venues locally where they will encourage groups and individuals to make their pledges “on air”.

The Grove School in Newark, who have taken the Olympic and Paralympic values and created a whole week of activities for their family of schools and community, culminating in a balloon lift in which every pupil will pledge to do a kind deed within their community.

The Dukeries F.C in Worksop who aim to run a family football event encouraging families to play sport together and in which local people will pledge to volunteer to run sporting activities for the youngsters in their community.

A Rushcliffe-wide schools maypole dancing relay in which; the knowledge of the traditional activity of maypole dancing is passed on by children and teachers from school to school throughout the borough. This skill can then be utilised at school and community events.

The county council are receiving a steady flow of applications from across the county each week but are keen to receive still more. The availability of the fund has been advertised through a web page and through emails and presentations to district, town and parish councils, schools and community groups. The closing date for the fund is the 29th June 2012. Members will be given an update at the meeting as to the number of applications received, those approved and the total sum so far allocated.

Other Options Considered

3. None.

Reason/s for Recommendation/s

4. To raise awareness of the Knots in Notts community fund.

Statutory and Policy Implications

5. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

To note the progress to date of the Knots in Notts community fund.

Councillor Martin Suthers OBE
Deputy Leader

For any enquiries about this report please contact: Sam Jones 0115 9773067

Constitutional Comments

6. Because this report is for noting only no Constitutional Comments are required.

Financial Comments (DJK 15.05.12)

7. The contents of this report are duly noted; especially the allocation of £10k funding for the project from Policy revenue budget.

Background Papers

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 CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2012/13.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme.
5. A further element of transparency is reports from officers on the activity of working groups which relate to this committee's terms of reference. The committee is requested to consider whether it wishes to receive reports on the following groups on which officers are represented:
 - Risk, Safety and Emergency Management Board - The RSEMB is responsible for reviewing and updating the Corporate Risk Register at regular intervals, and reviewing the Risk Management Strategy when deemed necessary
 - Business Continuity Forum
 - Ways of Working Programme Board (Property and ICT implications to be reported to Finance and Property Committee)
6. It is also expected that the committee will wish to receive regular reports on outside bodies. Administration Committee, which has overall responsibility for outside bodies, will decide

which outside bodies should report to which committees. There will be a report to a future meeting about this.

7. The Policy Committee is responsible for ensuring that the County Council fulfils its statutory requirements to scrutinise certain issues, as set out in The Localism Act 2011, The Police and Justice Act 2006 and The National Health Service Act 2006. The following items will be scheduled to satisfy the current requirements:-
 - Consideration of Flood Risk Management
 - A strategic overview of crime and disorder matters
8. There are also a number of reviews which have recently been completed and a response from the Cabinet member is awaited. Responses to the following reviews will be brought to this committee when they are ready:-
 - Review of Shared Services
9. The Policy Committee will be asked to determine policies, strategies and statutory plans developed or reviewed by other Committees of the Council. A list of proposed policy developments and policy reviews is included as an appendix to the report. This list will be updated following the first meetings of each of the Council's Committees.
10. Committee Chairmen are invited to advise the Policy Committee of any additional policy reviews that are being considered.

Other Options Considered

11. None.

Reason/s for Recommendation/s

12. To assist the committee in preparing its work programme.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make;
- 2) That the committee indicate which operational activities it wishes to receive regular reports on;

- 3) That the committee determine which officer working groups it wishes to receive reports on.
- 4) That it be noted that items to comply with the statutory requirements for scrutiny and responses to previous scrutiny reviews which are relevant to this committee will be included in the work programme.
- 5) That the committee note the policy reviews and developments proposed and that policies referred to the Policy Committee for determination be included in the work programme.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Chris Holmes 0115 9773714

Constitutional Comments (SLB 30/04/2012)

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

Financial Comments (PS 2/5/12)

15. There are no financial implications arising directly from this report.

Background Papers

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.

- a) Report to County Council – 29 March 2012 (published).
- b) The Localism Act 2011, The Police and Justice Act 2006 and The National Health Service Act 2006 – <http://www.legislation.gov.uk/>

Electoral Division(s) and Member(s) Affected

All

POLICY COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
May 2012 23rd				
Olympic Torch Relay Community Fund	To consider take up of funding for initiatives connected to the passage of the Olympic Torch through Nottinghamshire	Information	Jayne Francis-Ward	Sam Jones
Policy Framework / Policy Library	To consider progress made towards County Council strategic priorities to implement a policy framework and policy library	Information	Celia Morris	Matthew Garrard
Localism Implementation Plan	Plan requested at full council in January 2012, to manage the implementation of the Council's Localism Policy (May or June).	Decision	Celia Morris	Matthew Garrard
June 2012 20th				
Communications & Marketing Strategy	To consider a communications and marketing strategy for the County Council.	Decision	Martin Done	
Film Friendly Partnership	To consider entering into a Film Friendly Partnership	Decision	Martin Done	Marie Lewis
Sherwood Forest Regional Park	To consider proposals for a regional park	Decision	Sally Gill	Heather Stokes
Improvement Programme – Annual Report	An introduction to the Improvement programme and the annual report of achievements for 2011-12.	Information	Deborah Hinde	Caroline Agnew
Improvement Programme – Programme Update	To consider an update on the Improvement Programme	Information	Deborah Hinde	Deborah Hinde
Annual Governance Statement	To receive the annual governance statement (Audit Committee 23 May)	Information	Tim Gregory	John Bailey
July 2012 18th				
Youth Homelessness Strategy	To consider proposals from the Early Years and Young People's Sub Committee on 3 July for a Youth Homelessness Strategy	Decision	Derek Higton	Laurence Jones
Sherwood Forest Visitor Centre	Report on outcome of Work Concession tender process	Decision	Derek Higton	Patrick Candler
Community Covenant Pledge	To agree an armed forces community covenant pledge for Nottinghamshire	Decision	Tim Gregory	Matthew Garrard
Annual Performance Report 2011/12	Report on the overall progress of the County Council towards its strategic priorities in 2011-12	Information	Celia Morris	Chris Common
Performance Framework	To consider a framework for performance management of the Council.	Decision	Celia Morris	Chris Common

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
LINK Annual Report	To receive the annual report from Nottinghamshire's Local Involvement Network	Information	Jayne Francis-Ward	Caroline Agnew
September 2012 12th				
Strategic Performance Report – Q1	Report on the overall progress of the County Council towards its strategic priorities over the first quarter of the year.	Information	Celia Morris	Chris Common
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Deborah Hinde	Deborah Hinde
Review of Complaints	Bi-annual overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby
Single Access Fund Housing	To consider the Single Access Fund (SAF) Housing scheme	Information	Jon Wilson	Jon Wilson
October 2012 17th				
Nottinghamshire Growth Plan	To consider proposals from the Economic Development Committee on 3 July for a Nottinghamshire Growth Plan	Decision	Celia Morris	Matt Lockley
Economic Development Strategy	To consider proposals from the Economic Development Committee on 3 July for an economic development strategy for Nottinghamshire	Decision	Celia Morris	Matt Lockley
Framework for devolving services to parish/town councils	To consider the development of the framework as part of the implementation of the Council's Localism Policy	Decision	Celia Morris	Matthew Garrard
The Right to Challenge	To consider procedures to implement the statutory requirements introduced by the Localism Act 2011, expected to commence October 2012.	Decision	Celia Morris	Matthew Garrard
Legal Settlements	Bi-annual overview of legal settlements reached in the preceding 6 months	Information	Heather Dickinson	
November 2012 14th				
Initial Committee Budget and Capital Proposals for 2013-14	To consider initial budget proposals for services within the terms of reference of the Policy Committee	Decision	Mick Burrows	
National Water Sports Centre – future management	To agree future management arrangements for the National Water Sports Centre	Decision	Derek Higton	Steve Bradley

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
December 2012 12th				
Strategic Performance Report – Q2	Report on the overall progress of the County Council towards its strategic priorities over the second quarter of the year.	Information	Celia Morris	Chris Common
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Deborah Hinde	
Communications & Marketing Development	Report on the Development of Communications & Marketing Services	Information	Martin Done	
January 2013 16th				
Communications & Marketing Campaigns	Report on the reach of communication and marketing campaigns 2012-13.	Information	Martin Done	Claire Yau
Risk Management Strategy	To review the Risk Management Strategy	Information	Tim Gregory	Rob Fisher
February 2013 13th				
Budget 2013-14 - Proposals	To receive the budget recommendations of the Finance and Property Committee.	Refer to Council	Paul Simpson	
Pay Policy Statement	To receive the recommendations of the Personnel Committee on the Pay Policy Statement.	Refer to Council	Marje Toward	
March 2013 13th				
Strategic Performance Report – Q3	Report on the overall progress of the County Council towards its strategic priorities over the third quarter of the year.	Information	Celia Morris	Chris Common
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Deborah Hinde	
Review of Complaints	Bi-annual overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby
Equalities Plan	To consider the annual equalities plan in accordance with statutory duties arising from equalities legislation.	Decision	Celia Morris	Maggie Else
April 2013 17th				
Legal Settlements	Bi-annual overview of legal settlements reached in the preceding 6 months	Information	Heather Dickinson	
Freedom of Information and Data Protection	Annual report and review of freedom of information and data protection performance and processes	Information	Celia Morris	Jo Kirkby

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
May 2013 22nd				
Community Safety Agreement	To consider proposals from the Community Safety Committee on 23 April for the new community safety agreement	Decision	Jayne Francis-Ward	Chris Walker
Strategic Vision for Nottinghamshire	To consider the outline process for the Strategic Plan 2014-18	Decision	Celia Morris	Matthew Garrard
June 2013 13th				
Annual Performance Report 2012/13	Report on the overall progress of the County Council on its strategic priorities over the final quarter of the year and across the whole year.	Information	Celia Morris	Chris Common
Improvement Programme – Annual Report	Annual report of achievements for 2012-13.	Information	Deborah Hinde	

Policies under Development or Scheduled for Review

Policy	Committee/Body	Scheduled Dates for			Draft Plan	Progress Review
		Review / development	Completion	Draft Policy for approval *		
Localism Policy	Council/Policy Committee	Sept 11	Jan 12	26 Jan 12 <i>Council</i>	23 May 12	
Communications and Marketing Strategy	Policy Committee		Jun 12	18 Jun 12		
Looked After Children Strategy	Children and Young People's Committee		18 Jun 12	18 Jul 12 tbc		
Youth Homeless Strategy	Early Years and Young People's Sub Committee		3 Jul 12	18 Jul 12		
Nottinghamshire Health and Wellbeing Strategy 2012-13	Health and Wellbeing Board	Jul 11	2 May 12	tbc		
Economic Development Strategy	Economic Development Committee	3 Jul 12	4 Sept 12	17 Oct 12		
Nottinghamshire Growth Plan	Economic Development Committee	3 Jul 12	4 Sept 12	17 Oct 12 Council Nov 12		
Volunteering Strategy	Policy Committee	Council 26 Jan 12	Oct 12			
Early Intervention and Prevention Strategy Refresh	Early Years and Young People's Sub Committee	Autumn 2012	17 Oct 12	14 Nov 12 tbc		
Customer Strategy	Policy Committee					
Pay Policy Statement	Personnel Committee	23 Jan 13	23 Jan 13	13 Feb 13 <i>Council</i> 28 Feb 13		
Cultural Strategy (monitoring)	Culture Committee	2 Oct 12	2 Oct 12			6 months
Libraries Strategy(monitored)	Culture Committee	2 Oct 12	2 Oct 12			6 months
Archive Acquisition Policy	Culture Committee	30 Oct 12				
Review of Child Poverty Strategy	Children and Young People's Committee	8 Oct 12				
School Strategy	Children and Young People's Committee		5 Nov 12			
Review of Closing Gap Strategy	Children and Young People's Committee	5 Nov 12				
Review of Grant Aid Strategy	Grant Aid Sub Committee	12 Nov 12				
Home to School / SEND Transport Policy	Children and Young People's Committee		May 2013			
Post 16 Transport Policy	Children and Young People's Committee		May 2013			

