

Overview Committee

Thursday, 09 May 2024 at 10:30

County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

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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:-

Customer Services Centre 0300 500 80 80

- (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)

Mike Adams
Steve Carr - **absent**
Jim Creamer
Kate Foale
Mike Introna
Roger Jackson

Eric Kerry
John Ogle
Philip Owen
Francis Purdue-Horan
Dave Shaw

OTHER MEMBERS PRESENT

Councillor John Cottee Deputy Cabinet Member, Transport and Environment

OFFICERS

Sara Allmond	Advanced Democratic Services Officer
Joelle Davies	Group Manager, Growth, Infrastructure and Place
Martin Elliott	Senior Scrutiny Officer
Derek Higton	Interim Corporate Director, Place
Phil Keyes	Energy and Carbon Manager
Nigel Stevenson	Service Director, Finance, Infrastructure and Improvement and Section 151 Officer
Mark Walker	Interim Service Director, Place and Communities
Chennour Wright	Project Officer

1. MINUTES OF THE LAST MEETING HELD ON 24 JANUARY 2024

The minutes of the meeting held on 24 January 2024, having been circulated to all Members, were taken as read and confirmed and signed by the Chair with the following amendment:

Councillors Mike Adams and Mike Introna were present at the meeting rather than Councillors Nigel Moxon and Sam Smith.

2. APOLOGIES FOR ABSENCE

None

3. DECLARATIONS OF INTERESTS

None.

4. UPDATE ON THE COUNCIL'S CLIMATE CHANGE ACTIVITIES AND CLIMATE EMERGENCY RESPONSE

Mark Walker, Interim Service Director, Place and Communities presented the report which provided Members with an update on the Council's activities responding to the challenges of climate change and in response to the climate emergency declaration in May 2021.

The following information was provided in response to comments and questions asked by Members of the Committee:

- Members were advised that the Fleet Review was still underway and analytical work was ongoing to understand the financial implications of "greening" the fleet and determining future needs.
- In response to a question regarding the impact of home working on net-zero and what support was available for officers regarding net-zero when working at home, officers agreed to investigate and report back to committee members.
- In response to a question regarding decisions taken that were counter to the net-zero policy, such as the Freeport, and what their impact was on the carbon reduction figures, officers agreed to investigate and report back to committee members.
- In response to a question regarding the environmental impact of the new office near Hucknall, Members were advised that this was with the remit of a different team and the question would be passed over for them to provide an answer to committee members.
- In response to a question regarding table 1 on page 5 of the report, Members were advised that when data was looked at the following year, the previous data would be revisited and it could become clear that there were inaccuracies in the previous years data. The important factor is that the figures were improving. The data was adjusted to make the baseline figures more accurate.
- In response to a question regarding solar panels, Members were advised that it was the responsibility of the district and borough councils in relation to homes and supporting the councils would be part of the net-zero framework being developed.
- In response to a question regarding LED lighting for street signage and any grants, Members were advised that a proposal was being developed regarding street signage as there was a cost implication and the Council would apply for any grants available to support in the Council become net-zero.

- A Member commented that it was important to take into account the increased population in the area which would increase the level of services required and therefore emissions.

RESOLVED 2024/005

- 1) That the report be noted.
- 2) That further information on:
 - a) the work that is being carried out on evaluating the Carbon impact of hybrid working,
 - b) the environmental impact of the construction and future operation of the Council's new office near Hucknall,
 - c) the current and potential future use of solar panels on Council buildings, be circulated to members of the Overview Committee.
- 3) That a further progress report on the Council's Climate Change Activities and Climate Emergency response be received at the March 2025 meeting of the Overview Committee.

5. THE NOTTINGHAMSHIRE NET-ZERO FRAMEWORK

Mark Walker, Interim Service Director, Place and Communities, introduced the report which introduced the draft net-zero framework, a presentation on the report was provided by Chennour Wright, Project Manager.

The presentation set out how the draft framework had been developed and its aim in enabling the Council to work with partner organisations to work towards net-zero for Nottinghamshire.

The following information was provided in response to comments and questions asked by Members of the Committee:

- A member commented that it was positive that Nottinghamshire were doing what it could to meet net-zero targets, however the UK only produced 2% of global emissions so there was also work required to send the message out worldwide about the need to make changes.
- Carbon capture was not explicit within the framework, and this would be looked at.
- In response to a question regarding net-zero requirements being part of procurement and any data regarding this, it was agreed to take this away and look at any data gathering and evidence regarding impact.
- In response to a question regarding any barriers to partnership working in this area, members were advised that organisations had the same issues that the Council had in terms of decarbonisation, technology investment and the balance between what could be achieved within the available resources. All partners were engaged and onboard with the ambition of net-zero.

- In response to a question regarding the British Geological Survey website, Members were advised that they would be contacted as a possible partner with regard to carbon capture.
- In relation to carbon capture, Members discussed the use of it and whether it was just delaying tackling with it, along with how technology was developing and the fact that things could now be manufactured out of captured carbon such as diamonds and how carbon capture was being developed such as embedding it in concrete.
- Members welcomed the flexibility of the framework to allow for technology development.
- In response to a question regarding the fact that the per capita emissions rate for Nottinghamshire compared to the East Midlands is now higher when it was historically lower and what impact the demographics and socio-economic structure of the county might have on that compared to other areas in the region, Members were advised that the data came through from central government and needed exploring to understand the change.

RESOLVED 2024/006

- 1) That the intentions and ambitions of the draft Net Zero Framework be endorsed.
- 2) That the comments made by members during consideration of the draft Net Zero Framework be considered in the preparation of the document's final draft.
- 3) That a progress report on the delivery and impact of the Net-Zero Framework be received at a future meeting of the Overview Committee at a date to be agreed by the Chairman of the Committee.

6. RESPONSE TO FULL COUNCIL MOTION – SUPPORT FOR FORMER WILKO STAFF IN NOTTINGHAMSHIRE

The Committee considered a report which provided an update on the support provided by the Council for employees affected by the closure of Wilko, following a motion to Full Council.

The following information was provided in response to comments and questions asked by Members of the Committee:

- In response to question regarding whether the Council led on any work relating to support for former Wilko staff, Members were advised that it was the responsibility of the District and Borough Councils to lead on this area of work, and for the County Council to support them in that work. Much of what the Council did was to try and add value to the work being provided by the District and Borough Councils rather than duplicating it.

- Members commented that the impact of the closure of the Wilko stores was wider than just the individual stores as it also impacted other shops in the area and use of local high street shops should be encouraged.
- Members were advised that the outcomes of the work had been reviewed and a new employment and skills framework was being prepared, which Members may wish to look at.

RESOLVED 2024/007

- 1) That the work that has been carried out to date to offer support to former Wilko staff across Nottinghamshire be noted.
- 2) That the continuing support that is being provided to those residents seeking reemployment and/or training to be work ready be noted.
- 3) That members of the Overview Committee carry out further scrutiny work on the employment and skills framework in a format to be agreed by the Chairman and Vice-Chairman of the Committee in consultation with officers.

7. SCRUTINY WORK PROGRAMMES

The Senior Scrutiny Officer, Martin Elliott, introduced the Committee's current work programme. The work programmes for each of the select committees were also appended to the report.

Members asked that the following items be added to the Overview Committee work programme:-

- Employment and Skills Framework
- Freeport
- Contract extensions

RESOLVED 2024/008

- 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 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 11.46am

REPORT OF THE CABINET MEMBER FOR FINANCE AND RESOURCES

BUDGET MONITORING PROCESS & BUDGET FRAMEWORK

Purpose of the Report

1. This report is to provide an update to Overview Committee on the current budget monitoring process and the budget framework for 2025/26.

Budget monitoring

2. The Council approved the 2024/25 budget at its meeting on 22 February 2024. 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 draft timetable to produce 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
		1st of the Month, or the First Working Day on the Month	Working Days	Close of Play	7 Working Days after "Approval Complete"	Tuesdays		Mon 14.00
1	30/04/2024	01/05/2024	7	10/05/2024	21/05/2024	28/05/2024	10/06/2024	
2	31/05/2024	03/06/2024	7	11/06/2024	20/06/2024	02/07/2024		25/07/2024
3	30/06/2024	01/07/2024	7	09/07/2024	18/07/2024	30/07/2024	12/08/2024	
4	31/07/2024	01/08/2024	7	09/08/2024	20/08/2024	27/08/2024	09/09/2024	
5	31/08/2024	02/09/2024	7	10/09/2024	19/09/2024	01/10/2024		07/11/2024
6	30/09/2024	01/10/2024	7	09/10/2024	18/10/2024	29/10/2024	04/11/2024	
7	31/10/2024	01/11/2024	7	11/11/2024	20/11/2024	26/11/2024	02/12/2024	
8	30/11/2024	02/12/2024	7	10/12/2024	18/12/2024	24/12/2024		06/02/2025
9	31/12/2024	02/01/2025	7	10/01/2025	21/01/2025	28/01/2025	03/02/2025	
10	31/01/2025	03/02/2025	7	11/02/2025	20/02/2025	04/03/2025	10/03/2025	
11	28/02/2025	03/03/2025	7	11/03/2025	19/03/2025	25/03/2025	07/04/2025	
12	31/03/2025	01/04/2025	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.

Budget Framework

6. On 31 March 2022 the Council approved the change to the Council's governance arrangements from a committee system of governance to the executive system (Leader and Cabinet model) to be implemented with effect from the Council's annual meeting on 12 May 2022. As a consequence, a new budget and policy framework procedure rules were adopted (Appendix 5 of the report to Full council on 31 March 2022).
7. 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.
8. 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.
9. The Full Council will be responsible for approving the annual budget.
10. In approving the annual budget, the Council will also specify the extent of virement (the limits for the transfer of budget provision from one budget head to another) within the budget and degree of in-year changes to the Annual Budget.
11. The annual budget must be approved by the end of February each year.
12. This new framework set out the process for Cabinet in establishing the annual budget, including the consultation process, where and when Overview Committee is able to consider Cabinet's initial budget proposals. 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. This effectively allowed the ability to bring forward of the date for Full Council to approve the annual budget and allows time for any further revision of the budget if Full Council so wishes.
13. The Budget for 2023/24 was the first budget to be approved under these new governance arrangements and included several reports to Cabinet and Overview Committee before approval of the Budget at Full Council in February 2023. The process was reviewed during 2024/25 to ensure learning from the 2023/24 budget process was implemented and the cycle for the 2025/26 budget will continue to embed these improvements.
14. Consequently, consideration had been given to:
 - a. The Full Council meeting for approving the budget will be at the end of February 2025.

- b. Continuing with the extended time between the Overview Committee meeting in January and the Cabinet meeting in February for proposing the budget which allows more time to assess recommendations arising from Overview Committee.
- c. Continuing with the option that brought forward the public consultation within the timetable. The Council should continue with the pre-launch advertising of the consultation wherever possible.

15. The provisional timetable for the setting of the budget for 2025/26 is shown at the Appendix.

Other Options Considered

16. This report sets out the process for monitoring the annual budget and the new budget framework under the new governance arrangements only.

Reasons for Recommendation/s

17. To provide information to Overview Committee on the Council's approach to budget monitoring and the budget setting process for 2025/26.

Statutory and Policy Implications

18. 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

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

Data Protection and Information Governance

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

RECOMMENDATION

1. That Overview Committee notes the established processes for monitoring the budget and note the Budget Framework for establishing the budget for 2025/26.

Councillor Richard Jackson
Cabinet Member for Finance and Resources

For any enquiries about this report please contact:

Nigel Stevenson – Service Director Finance, Infrastructure & Improvement
nigel.stevenson@nottsc.gov.uk

Constitutional Comments

21. This report is for information only and no decisions are required.

Financial Comments (NS 06/04/2024)

22. 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

Provisional Timetable for Budget 2025/26

Month	Date	For/From	Action/Event
September	11 September 2024	Democratic Services	Publication of Cabinet papers
	19 September 2024	Cabinet	Approve public consultation
	23 September 2023	Corporate Communications	Public Consultation Starts - provisional date
November	01 November 2024	Corporate Communications	Public Consultation Ends (6 weeks)
	13 November 2024	Democratic Services	Publication of Overview Committee papers
	21 November 2024	Overview Select Committee	Budget Update report
	late Nov 2024??	HMT	Chancellor of Exchequer Autumn Statement (Budget Report)
December	16 December 2024	DLUHC	Provisional Local Government Settlement including provisional council tax and adult social care precept arrangements
	11 December 2024	Democratic Services	Publication of Cabinet papers
	19 December 2024	Cabinet	Outcome from Budget Consultation
January	15 January 2025	District/Borough Councils	Confirmation of District and Borough Council tax base, business rate forecasts and collection fund surplus/deficits
	15 January 2025	Democratic Services	Publication of Overview Committee - Budget Update
	23 January 2025	Overview Committee	Scrutiny of Budget Update before Full Council
	29 January 2025	Democratic Services	Publication of Cabinet papers
February	06 February 2025	Cabinet	Cabinet considers outcomes from Overview Committee as well as service & financial planning, EQIA, consultation feedback and agrees revenue budget and capital programme recommendations to Full Council
	mid Feb 2025	DLUHC	Final Local Government Settlement
	19 February 2025	Democratic Services	Publication of Budget Report to Full Council
	19 February 2025	Democratic Services	Publication of amendments to Cabinet budget by Opposition Groups and Independent Councillors
	27 February 2025	Full Council	Budget Report to Full Council

**REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR
TRANSFORMATION****ANNUAL BUDGET SURVEY 2023 – LESSONS LEARNT****Purpose of the Report**

1. To outline lessons learnt from the recent annual budget survey, conducted between 29 September and 12 November 2023, to understand what worked well in the running of the survey and how this success could be built on further, in the delivery of the 2024 iteration.

Information

2. The Council's budget survey is an important mechanism to understand what the people of Nottinghamshire think the Council's priorities should be, for the forthcoming financial year. As an annual exercise, it gives residents and the business community regular opportunity to have their say on what matters most to them, in relation to the Council's budget planning process.
3. For 2023, Overview Committee members made a [number of recommendations](#) which were considered during the preparation of the survey. These recommendations include but are not limited to:
 - that the public consultation on the Council's budget commence earlier in the year to enable the responses to be considered at an earlier point in the budget development process.
 - that where appropriate, communication activity should take place with residents to show how their responses had been used to inform the development of the area of Council activity that had been consulted on.
 - that relevant communications related to the public budget consultation should clearly state the approximate time that it will take a resident to complete the form.
 - to build on the existing use and to maximise opportunities provided by social media, the "emailme" system, the Council's Citizen's Panel and the MyNotts app, to promote the budget consultation survey to residents.
 - that members of Overview Committee be given the opportunity to comment on the proposed questions for the 2023/24 budget consultation in advance of the launch of the public survey.
 - that paper copies of the budget consultation should continue to be provided, but that the number of copies printed should be reduced.

What Went Well

4. The following should be noted as areas that worked well for the most recent iteration:

Total number of responses

5. Building on the 2022 budget survey, which at the time saw the highest number of responses received for a budget consultation run by the County Council in recent years; the latest 2023 budget survey continued this positive uptrend, having been completed by a total of 3,911 respondents.
6. This is a significant improvement of 59% over the 2,454 responses received in 2022, and particularly noteworthy against comparable budget consultations conducted by the Council in recent years, which had not exceeded 1,400 responses.
7. The below shows Nottinghamshire County Council's response rate when compared against other local authorities, who have also recently conducted a budget consultation - for 2023, this equates to one in every 213 of Nottinghamshire residents having completed the survey.

County Council	No. of responses	Population ¹	Response Rate
Nottinghamshire	3911	834,822	1 in 213
West Sussex	3397	892,336	1 in 263
Hampshire	2935 ²	1,416,808	1 in 483
Surrey	2688 ³	1,214,540	1 in 452
Suffolk	2664	768,555	1 in 288
Oxfordshire	2651 ⁴	738,276	1 in 278
Kent	2620	1,593,191	1 in 608
Essex	2159	1,519,509	1 in 704
East Sussex	2153	550,720	1 in 256
Derbyshire	1911	803,464	1 in 420
Hertfordshire	1890	1,204,588	1 in 637
Lincolnshire	1103	775,524	1 in 703
Gloucestershire	965 ⁵	652,409	1 in 676
Norfolk	260	925,299	1 in 3,559
Cambridgeshire	172	689,109	1 in 4,006

Alignment to the budget setting process

8. The 2023 survey took place several weeks earlier compared to 2022, having been open to respondents from the end of September through to mid-November. This compares with the 17 November 2022, to 2 January 2023 for the previous year.

¹ Source: LGINform - Total population (id:3281): Date: 2022. Source Name: Office for National Statistics. Collection name: Mid-year estimates.

² This is the combined figure of the 2806 responses received via the consultation response forms and the 130 unstructured responses received via email/letter or social media.

³ Surrey County Council ran various engagement and consultation strategies between July 2023 and January 2024, split across two phases. This figure represents responses received through a YouGov commissioned survey with a statistically representative sample (614), an open survey exercise available to all residents from 8 September 2023 to 6 October 2023 (891), responses received through the surveying of partner organisations (50), and a subsequent open survey exercise open from 28 November 2023 to 5 January 2024 (1133).

⁴ Oxfordshire County Council had two phases of consultation and engagement, with various means of participation. This figure represents responses received through a representative residents' survey (1144), submissions to the Council's budget simulator tool (1364), and via online feedback forms (140) and email (3).

⁵ This is the combined figure of the 758 responses received via online questionnaire and 207 comments received via social media. The Council also received feedback from the Gloucestershire Youth Climate Group and trade unions.

9. The 2022 results were presented to Full Council on [9 February 2023](#). Comparatively, the 2023 results were made publicly available and presented to Cabinet on [21 December 2023](#), allowing for several additional weeks scrutiny of the results to feed into the budget setting process.
10. The final budget proposals themselves, as set out in the [22 February 2024](#) Full Council report, state “the responses to the consultation have been taken into account when constructing the 2024/25 Annual Budget”, to provide assurance that residents opinions were considered.

Means of promotion proved efficient / effective

11. A combination of the primary online form, alongside physical paper copies, digital promotion and social media campaigns allowed the survey to have an expansive reach, contributing to the final response rate. Online means accounted for the majority of responses – 3,904 (99.8%).
12. An estimate of “The budget survey takes just minutes to complete” was also indicated in promotional material to account for the different lengths of time it might take different individuals to complete the survey, therefore not placing any undue pressure on respondents to complete within a certain timeframe.
13. More specifically, the survey was publicised through a number of platforms, including:
- A dedicated space on the Council’s website, hosting background information and linking through to an online survey that was open to all Nottinghamshire residents.
 - Emailme bulletin, sent to all 141,931 subscribers to the Council’s emailme system. The initial email, sent on 29th September 2023 with a further reminder email, sent on 6th November 2023.
 - Targeted communications to encourage completion were also sent to:
 - i. 178 Parish Councils
 - ii. Members of the business community - 14,245 recipients
 - iii. Citizen’s Panel - 1714 recipients
 - The Council also utilised social media to promote survey completion. 39 posts were published (19 on X, 19 Facebook and 1 LinkedIn) from 5 September 2023 through to 12 November 2023. In total these reached 24,900 residents, with 48,100 impressions and resulted in 21 comments, 40 likes and 54 shares/reposts.
 - Polls were run on Instagram and X that were seen by over 900 people.
 - Printed posters and survey booklets produced and distributed to 60 Libraries across the county. Completed copies of the survey could either be handed in at the library or posted back to the Council using the provided freepost address. 7 hard copy returns were received. This differs to 2022, where printed copies were also sent to all 59 Children’s Centres.
 - Electronic versions of the posters and booklets were emailed to all elected members and children’s centres, to promote and encourage survey completion.
 - For residents needing support with completing the survey, there was also the option to phone the Council’s Customer Service Centre, where the operative would assist and fill the survey out on the resident’s behalf.
 - A press release and newspaper column were sent countywide on 29 September, with the consultation link included in a number of press releases from across Departments, during October and November.

- The Cabinet Budget report on 9 November 2023 led to a number of interviews on TV, radio and in print with residents being encouraged to fill in the consultation. The Cabinet Member for Finance did a number of 1:1 interviews and discussed the consultation with regards to how it helps with budget planning.

Cross departmental feedback

14. As part of good practice, following the survey's closure those colleagues who were involved in the process were asked to feedback on what they perceived had gone well and areas for potential development. Departmental colleagues were positive about the refined production for the 2023 survey, with it being noted that both the timelines and the outcome of the consultation fed in well to the budget setting process. Colleagues were also broadly positive about how the process was run this year in general, with regards to the collaboration between teams to ensure the survey ran as smoothly as possible.

Feedback from Overview Committee members

15. Ahead of being presented to Cabinet in [September 2023](#) for review, the questions themselves had been distributed to members of Overview Committee to ensure opportunities for feedback.
16. In alignment with the previous review by Overview Committee, where possible, the wording and format of the questions themselves was also kept the same as last year, to make it easier to compare and contrast against previous analysis and to help make the survey feel familiar for respondents.

Potential Areas for Further Development

Increased social and digital media footprint

17. Whilst acknowledging that paper copies provide an effective alternative, online remains the predominant mechanism by which residents express their views. As such, the following (subject to further consideration and approval) could be considered means to improve completion and further increase the Council's already comparatively high response rate, for 2024:
- Increased presence and activity on our social media forums, as well as via a Budget Consultation banner visible on the intranet, emails, and the Council's homepage (external site).
 - Explore the possibility of more frequent email send outs/ reminders to subscribers, without creating survey fatigue.
 - Look into the use of Polls and local Facebook groups as a means of increasing engagement.
 - Further work with the Council's Comms & Marketing Team regarding outreach, to ensure best practise is being undertaken at all times.
18. Following Overview's previous scrutiny, where members agreed that consistent questions asked over several years would enable detailed analysis on how residents' priorities were changing over time; as part of iterative development, other possible areas for further improvement (subject to further consideration and approval) may include:

- Consideration of promoting through local radio stations where possible.
- Exploration of the capabilities of modern Artificial Intelligence during the analysis phase, to increase efficiency and streamline processing behind the scenes.
- Consideration of a children and young people's version to increase the response rate amongst younger demographics.

19. It should be noted that to effectively embed the above areas of further development, budget allocation may be required. Cost estimates will be sought depending on the scope of the areas recommended.

20. Consideration will also need to be given to any new approach or content, ensuring the right balance between response rate and meaningful analysis. For example, residents may unsubscribe from the Council's mailing lists should they perceive that they are receiving too many communications.

Other Options Considered

21. Not to consider further refinement to the Council's budget survey – this would limit the Council's ability to maximise its consultation apparatus. Therefore, this option has not been considered.

Reason/s for Recommendation/s

22. To further refine the Council's annual budget survey itself, alongside its production processes.

Statutory and Policy Implications

23. 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

24. The results of the 2023 budget survey helped inform the Council's annual budget proposals. No financial implications have been incurred as a direct result of this report or the lessons learnt from the 2023 annual budget survey activity.

25. Should Overview recommend additional areas for development, this may incur a future financial cost.

Consultation

26. The Council's annual budget survey forms part of a larger consultation apparatus that enables the views of Nottinghamshire's residents, partners and key stakeholders to help shape key services and local deliverables.

Implications for Residents

27. Further fine tuning and improvements to the ways the Council conducts its annual budget survey will help ensure greater clarity and transparency to residents, as to how their responses to the survey are used to inform decisions that matter most to them.

RECOMMENDATION/S

1) That Overview Committee recognises the progress made, regarding efforts to refine the development of the Council's annual budget survey.

2) That Overview Committee consider the areas of further development referenced at paragraphs 18 and 19 and confirm those deemed appropriate for further investigation for the 2024 budget survey.

COUNCILLOR BRUCE LAUGHTON DEPUTY LEADER AND CABINET MEMBER FOR TRANSFORMATION

For any enquiries about this report please contact:

Isobel Fleming, Service Director Transformation and Change –
0115 854 6184, isobel.fleming@nottsc.gov.uk

Constitutional Comments (HD 17/04/2024)

28. Overview Committee has the authority to consider the matters within the report and to determine any relevant recommendations.

Financial Comments (SES 16/04/2024)

29. 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.

- Outcomes Of The Scrutiny Review Of Council Consultations And Resident Engagement – [29 June 2023](#)
- Annual Budget Report 2023-24 (Appendix G) – [9 February 2023](#)
- Annual Budget Survey 2023 (Analysis) – [21 December 2023](#)
- Response to the Recommendations from the Scrutiny Review of Council Consultations and Resident Engagement – [21 September 2023](#)
- Annual Budget Report 2024/25 – [22 February 2024](#)

Electoral Division(s) and Member(s) Affected

- All.

9th May 2024**Agenda Item: 6****REPORT OF DEPUTY LEADER – CABINET MEMBER FOR
TRANSFORMATION AND CHANGE****PROGRESS ON COUNCIL-WIDE TRANSFORMATION AND CHANGE
ACTIVITY****Purpose of the Report**

1. To update on the progress to establish an organisational change portfolio, integrating corporate transformation programmes and departmental service improvement activity.
2. To outline how council-wide transformation and change activity supports the Council's future financial resilience and sustainability.
3. To provide assurance (as of 2023/24 Q3) against the Council's Annual Delivery Plan.

Information

4. Over the past 12 months, the Council has implemented a best practice approach to integrate both corporate and departmental change into one organisational change portfolio, with overarching governance through an Organisational Change Board. This meeting is chaired by the Chief Executive and attended by Corporate Leadership Team and the Senior Responsible Officers for corporate and departmental change activity. Reporting and governance are supported by the Council's Portfolio Office, managed within the Transformation and Change Group. This delivers on a commitment in the 2023/24 Annual Delivery Plan (Action 10.10).
5. The Council currently has three corporate transformation programmes, led by senior subject matter experts and delivered with the Council's Transformation Delivery Team (hosted in the Transformation and Change Group). The programmes are:
 - i. **Safeguarding, Inclusion and Support** – taking a system-wide approach to transforming support for children and families, from re-designing our early help offer, ensuring children and families get the right help at the right time and managing pressures on placements for children in care.
 - ii. **Prevention** – bringing prevention 'into the core' of how Nottinghamshire County Council delivers and commissions support for people and communities, with an initial focus on our 'front door' to ASC, including provision of improved information, advice and guidance.
 - iii. **Forward Looking and Resilient Council** – delivering on the Council's ambition to transform and change to continue to be a financially sustainable and innovative Council for the future. Delivering change to the internal, enabling functions of the Council to achieve that.

6. These cross-cutting, corporate programmes work alongside departmental service improvement activity, led and managed by departmental resources.
7. The Council has also worked to ensure strategic alignment of the Council's transformation efforts to the delivery of the Medium-Term Financial Strategy, the Nottinghamshire Plan and the Annual Delivery Plan. This ensures that the impact of our organisational change portfolio provides the Council with a balance of benefits, including financial, strategic, customer, service/practice improvement etc.
8. The Annual Delivery Plan represents both organisational change activity, and 'business as usual' (BAU) activity to ensure we effectively deliver the Council's strategic priorities, national policy/legislative change and the local authority's statutory duties.
9. The slides attached at Appendix 1 outline the Council's approach to organisational change, examples of progress and impact of change activity, an explanation of how change supports financial sustainability. Slides 11-13 provide an update on progress (as of Q3) against the 2023/24 Annual Delivery Plan, representing both organisational change and 'BAU' activity, as outlined above.

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. None

Consultation

11. Consultation, engagement and co-production are important enablers of change. Wherever possible, change activity is designed to take into account feedback from residents, people accessing our services, the workforce and partners. We continue to embed co-production and co-design into our organisational change approach.

Data Protection and Information Governance

12. The Data Protection and Information Governance implications of any change are considered as part of project initiation/delivery, with advice being taken from the Information Governance Team and summary/full DPIAs being completed wherever necessary.

Implications in relation to the NHS Constitution

13. The Council's transformation and change activity is a key lever in supporting change across the wider system and partnership. A number of our projects are designed to work together of NHS partners to better integrate our system offer for people who need help and support.

Public Sector Equality Duty implications

14. The equalities implications of any change are considered as part of project initiation/delivery, with advice being taken from the Equalities Officer and summary/full EQIAs being completed wherever necessary.

15. Transformation and change is an important way in which the Council can tackle inequalities and promote equity across the County. Taking an evidence-informed and data-led approach can help us to identify places, people and communities where a transformational approach could significantly improve outcomes.

Smarter Working Implications

16. Our Forward Looking and Resilient Council programme supports work across the Council that will further our smarter working ambitions. Changes to how staff travel, hybrid working and a greater emphasis on the Council's digital capability all contribute to this.

Safeguarding of Children and Adults at Risk Implications

17. A number of projects across the Safeguarding, Inclusion and Support and Prevention programmes support efforts to improve how we help, support and safeguard children, families and adults. Change activity supports our work to improve services and also to respond to the recommendations of inspection activity.

Implications for Residents

18. Transformation projects are designed to deliver impact for Nottinghamshire residents. This can either be a direct impact (e.g. improving the service delivered to a resident accessing children's or adults social care) or an indirect impact (e.g. improving the efficiency and effectiveness of services).

Implications for Sustainability and the Environment

19. A number of projects within the portfolio are designed to support delivery of the Council's net zero ambitions. For example, work to scope the future of the Council's fleet will reduce the emissions, as we shift the fleet towards more carbon neutral models.

RECOMMENDATION/S

- 1) That Overview Scrutiny Committee consider and note the contents of this report and the supporting presentation.

COUNCILLOR BRUCE LAUGHTON

DEPUTY LEADER AND CABINET MEMBER FOR TRANSFORMATION AND CHANGE

For any enquiries about this report please contact: Dr Isobel Fleming, Service Director for Transformation and Change – isobel.fleming@nottsc.gov.uk.

Constitutional Comments (GR 12/04/2024)

Pursuant to the Nottinghamshire County Council Constitution, this Committee has the authority to receive this report and consider the recommendations contained within it.

Financial Comments (SES 10/04/2024)

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

Overview Select Committee – May 2024

Transformation & Change

Background and Context

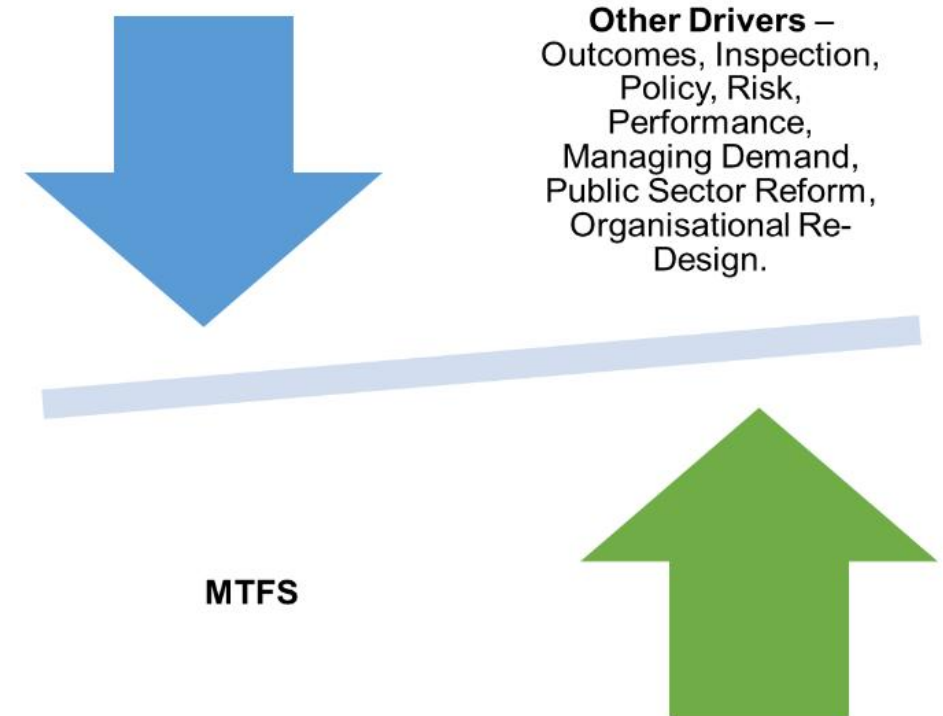
How does it support the Council's financial sustainability?

Annual Delivery Plan update

The Council's transformation priorities

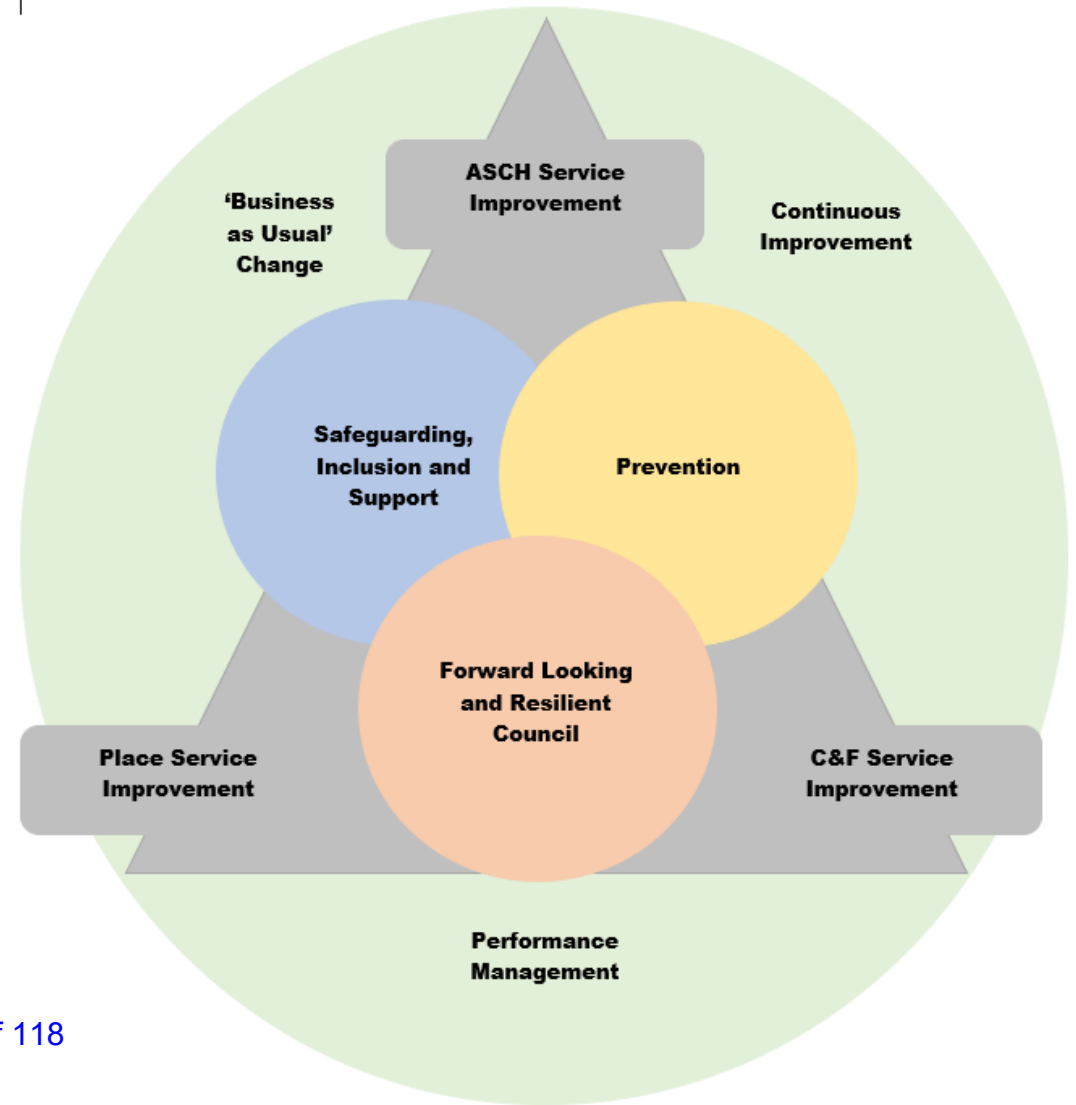
- The Council's organisational change portfolio delivers a range of benefits.
- The portfolio is designed to deliver on the Council's strategic ambitions, as outlined in the Nottinghamshire Plan.
- Enabling the Council to improve outcomes for people and communities, delivering service improvements and any changes required as a result of policy/legislative change.
- Some priorities informing organisational change include:
 - Supporting the Council's financial sustainability and managing demand by helping people to get the right help at the right time.
 - The building blocks of good health and wellbeing – prevention, community-based support, good information, advice and guidance.
 - Embracing opportunities for innovation and adopting new ways of working / best practice (e.g. digital).
 - Re-designing delivery models to ensure we meet our statutory duties as efficiently and effectively as possible.
 - Re-shaping our relationships with partners and exploring potential new ways of delivering services collaboratively within the wider system.
 - Organisational change and redesign - improving the 'enablers' of change and transformation – our organisational approaches to data, digital, commissioning etc.

Delivering a balance of benefits



How is the Council delivering transformation and change?

- Transformation and change is a whole Council, collaborative endeavour.
- Three corporate, cross-cutting transformation programmes.
- Departmental service improvement activity.
- All brought together through one organisational change 'portfolio'.



Supporting the Council's financial sustainability

The Council's organisational change activity includes short-term, medium-term and longer-term projects which contribute to financial sustainability in the following ways:

- Supporting the delivery of agreed savings and budget pressure mitigations within the Medium-Term Financial Strategy. Whilst some savings are delivered by services as part of their business-as-usual work, organisational change activity focuses on delivering savings/pressure mitigation that require specific changes or developments in how we work.
- The MTFS is predicated on delivery of **savings**. Circa £13m of these savings are delivered through organisational change.
- Supporting the continued ambition to focus on prevention and longer-term financial sustainability through the design and delivery of projects to reduce potential future budget pressures (**pressure mitigation**).
- In addition, the portfolio delivers a range of **other financial benefits** that are not captured in the MTFS (e.g. cost avoidance).

Cashable saving	Results in a reduction to the base budget, regardless of how overspent or underspent that budget is.
Budget pressure mitigation	A budget pressure is when a service is spending more than its budget. A reduction would mitigate or eliminate that pressure so that the service spends within budget (or overspends by less). It does not affect the base budget for the service unless the saving is greater than the overspend.
Cost avoidance	Mitigates the impact of a <i>possible</i> future increase in spending. The increase in spending can be the result of increased demand or an increase in prices.

Examples of projects within the Organisational Change Portfolio

Stronger Families

Purpose:

Phase One: Implementation of a new model of supporting families in crisis, where teenagers are at risk of coming into the care of the authority. Phase Two: Evaluation to shape further development of the model including extending impact and benefits to wider children and young people.

Benefits:

Improves outcomes for children and young people in line with national children's social care reform ambitions and regulatory standards

Financial Benefit: Pressure mitigation.

Notts Plan / ADP:

- Ambition 1 Helping our people live healthier and more independent lives
- Ambition 2 Supporting communities and families
- Ambition 3 Keeping children, vulnerable adults and communities safe

Impact (Sept 2022 to Mar 2024):

- Supported young people able to stay with their families
- Safely delayed some admissions to care, to help improve placement match and options for reunification etc.



Staff Travel and Fleet

Purpose:

Staff Travel – To ensure staff travel budgets remain sustainable and to encourage greener travel choices

Fleet Review – To develop options related to the corporate fleet, including how to invest in the fleet to maximise the use of the vehicle replacement budget

Wider Benefits:

Environmental benefits, health benefits for staff as a result of active travel, continuity of services for residents including those who access social care services via fleet transport, reputational benefits to the Council

Financial Benefit: Cashable saving

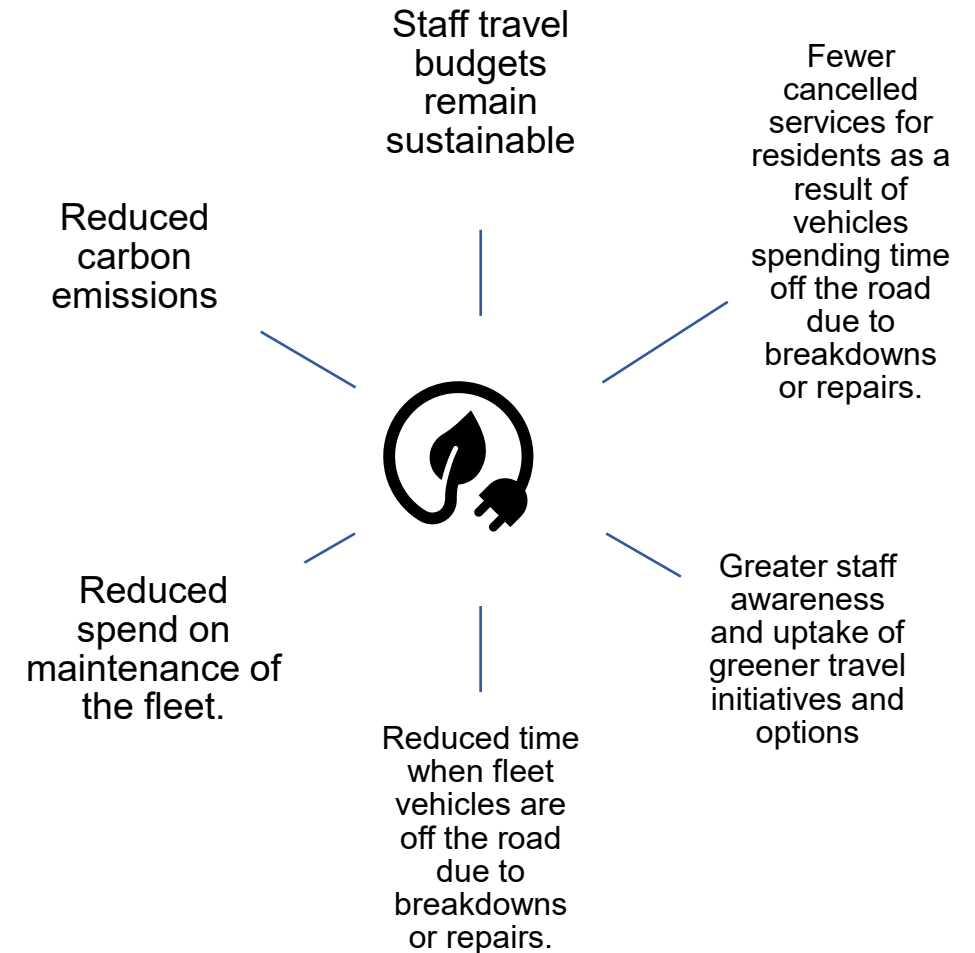
Notts Plan / ADP:

Ambition 8 (Improving transport and digital connections) and 9 (Protecting the environment and reducing our carbon footprint)

Action 9.2 Develop a staff travel plan to encourage and support staff to use active travel, public transport and reduce business miles. This action will support the delivery of the Hybrid Working Strategy.

Impact:

The shared vehicle scheme pilot which is being undertaken with the Looked After Children Team will be evaluated in Summer 2024 – looking to generate staff travel savings, but also improve social work recruitment and retention.



Community Directory and Content Review

Purpose:

Community Directory - Implementation of a whole system Community Directory to improve access to information and to enable better signposting to support across the system.

Content Review – Complete review of the Councils digital information, advice and guidance content to improve accessibility and ensure consistency in standards and approach.

Wider Benefits:

Best value delivery of statutory duty, improves outcome for people and communities, supports inspection readiness for C&F and ASCH services.

Financial Benefit: Cost avoidance

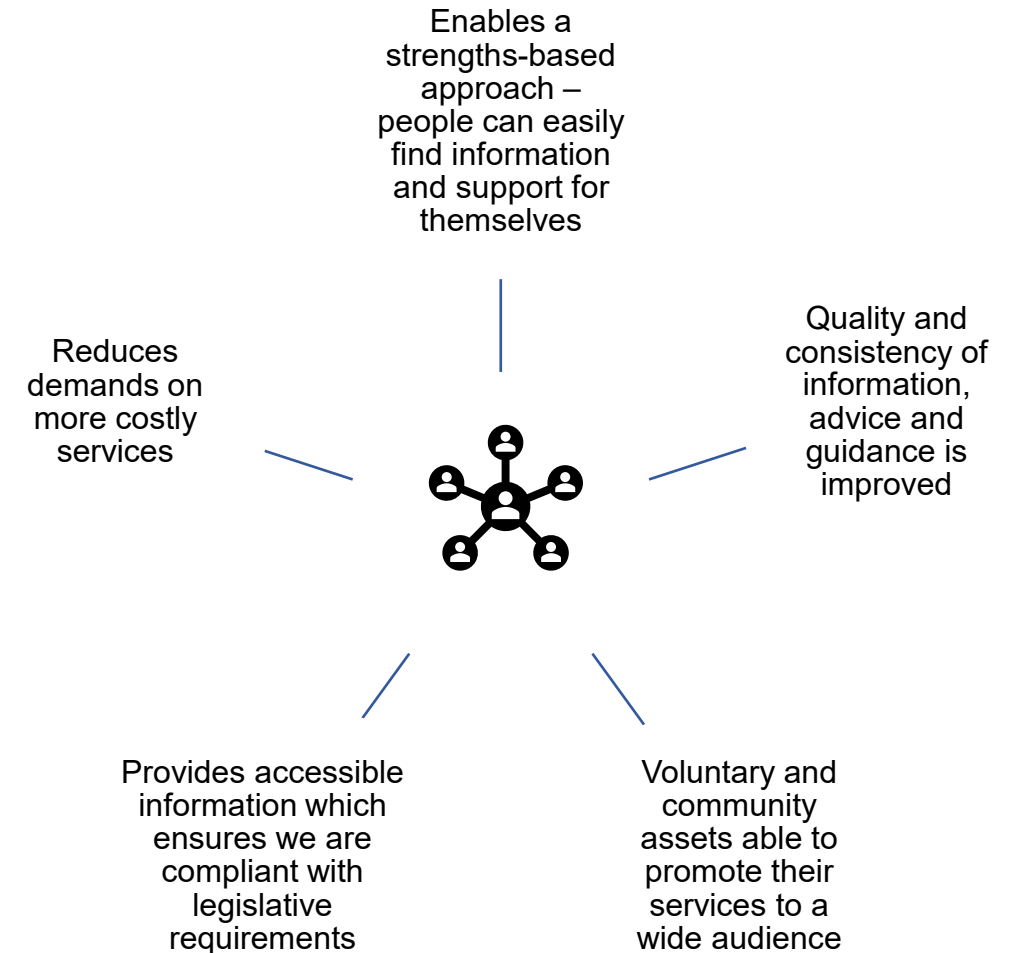
Notts Plan / ADP:

- Ambition 1 Helping our people live healthier and more independent lives
- Ambition 2 Supporting communities and families

Impact:

Reduced demand at the Customer Service Centre and pressures on other services.

Improved customer experience/satisfaction - being able to find and access good quality information, advice, guidance and signposting to support for themselves, at a time and place that is convenient for them.



Technology Enabled Care (TEC)

Purpose:

Increase in the use of technology to assist more people being able to maintain their independence for longer. This is one of the nine ambitions of the new Adult Social Care TEC strategy that was approved by Cabinet in March 2024.

Financial Benefit:

Cost avoidance and cashable savings

Wider Benefits:

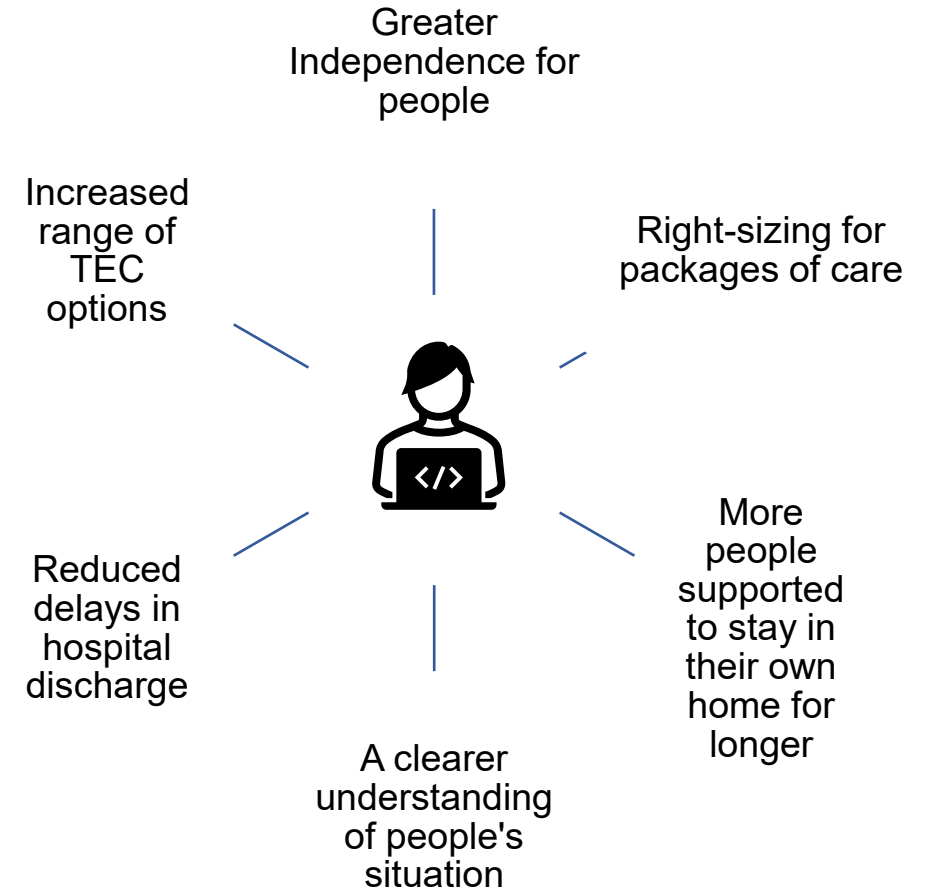
Increased independence for people and a greater understanding of people's situation

Notts Plan / ADP:

- Ambition 1 Helping our people live healthier and more independent lives
- Ambition 2 Supporting communities and families

Impact:

This project will deliver a significant increase in the use of TEC within Adult Social Care. Where changes to support can be made safely using TEC, we will explore refocusing some support time on more meaningful activities to improve quality of life.



CFS – Supporting Families & Data Maturity

Purpose:

To support the Early Help Partnership's whole family approach to achieving significant and sustained progress when working with families by improving our sharing and analysis of data

Wider Benefits:

More children and families are identified for receiving whole family early help and the impact of this is tracked; Greater collaborative working across partners for both early help and statutory intervention; Support for collaborative commissioning and evaluation of services; Improved technical capability to share, store and analyse data including automation of processes, that is scalable; Improved understanding of data use and data quality for relevant workforce; Review of information governance so it is fit for purpose

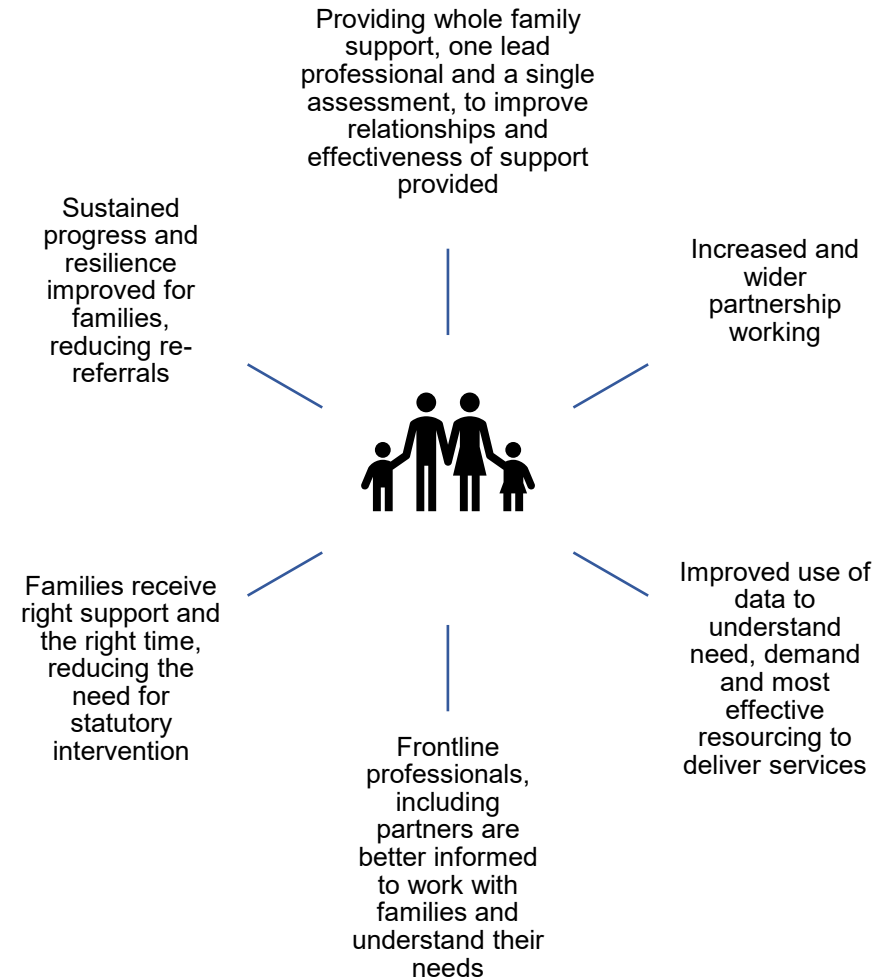
Financial Benefit: Maximising DfE funding, cost avoidance

Notts Plan / ADP:

- Ambition 2: Supporting Communities and Families
- Ambition 3: Keeping children, vulnerable adults and communities safe

Impact:

- Number of families supported exceeds national target of 1,423
- Significant funding secured as a result
- New data warehouse nearing completion with data feeds available from partners

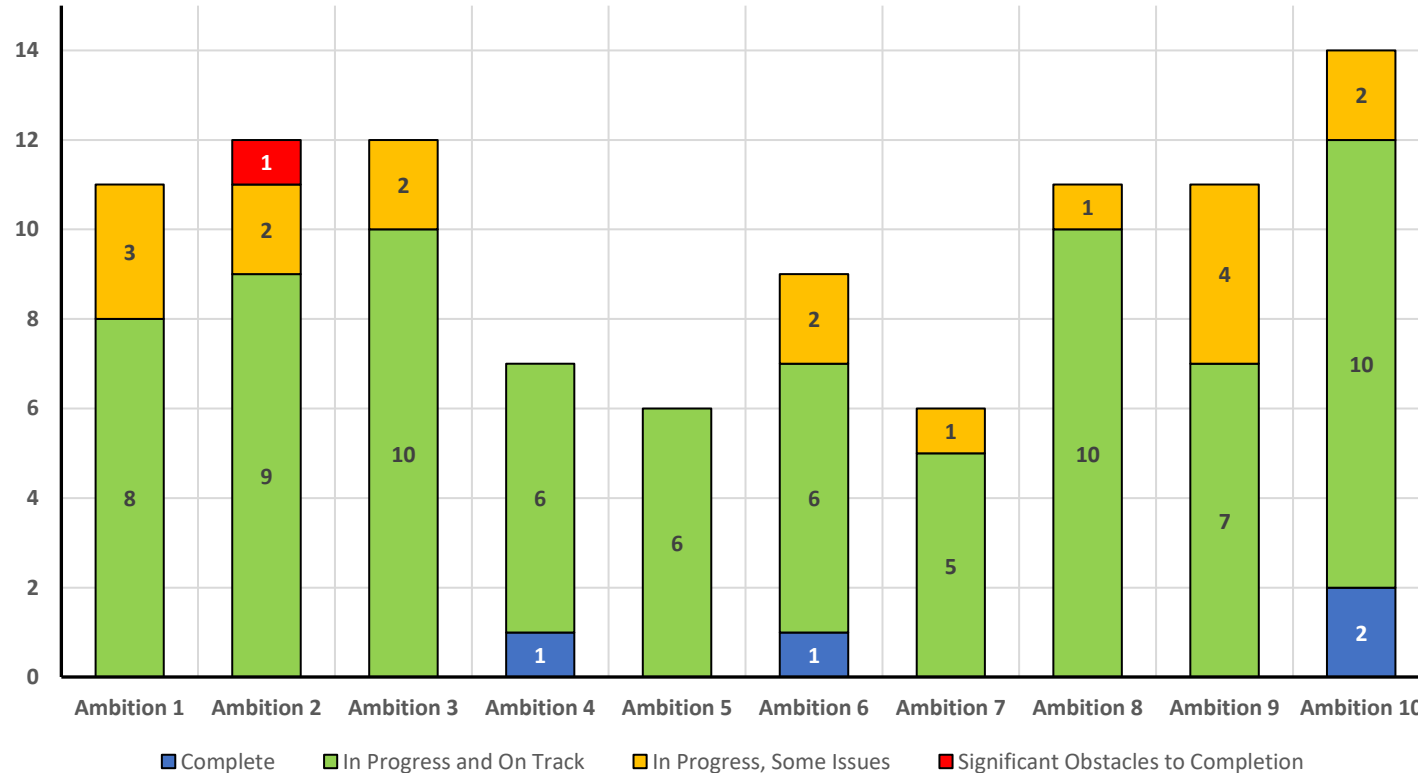


Monitoring Progress against our Annual Delivery Plan (ADP)

NB: Our Annual Delivery Plan represents both organisational change activity and 'business as usual' activity. The ADP is developed, coordinated and monitored through our Policy & Research Team.

Annual Delivery Plan 2023/24 – update (as at Q3)

Number Of ADP Actions In Each Status, By Ambition, Q3 2024-25



- 82% (81) of all actions (99 in total) in 2023/24 ADP were complete or on track (as at end of Q3).
- Collection of Q4 data is currently in progress, which will form the basis of our Annual Report to Cabinet in July 2024.

Key achievements during 2023/24 (as at Q3)

- 23/24 budget forecast to underspend, with balanced MTFs position agreed at Full Council in February 2024.
- Successful delivery of our devolution programme, working with partners to establish the East Midlands County Combined Authority and secure significant long-term investment for the area.
- Worked with District Councils to secure £40m of Levelling Up Partnership funding for Bassetlaw and Mansfield.
- Local Area Coordinators and Community Health Champions supporting communities across the County.
- Financial resilience and inclusion – previously reviewed by Overview Scrutiny T&F group – now embedding positive progress in ‘business as usual’.
- Evidenced positive and sustained outcomes for families through our Supporting Families programme.
- Successfully piloted a new Family Support and Safeguarding multi-disciplinary social work team in Newark to help address the ‘trilogy of risk’ for families whose children are in need to support and safeguarding.
- Established, with D2N2 partners, a new sub-regional organisation ‘Foster for East Midlands’ – securing funding from central government to improve collaborative approaches to recruitment and retention of foster carers.
- Successful bid (Accelerated Reform Fund) to work with partners on an integrated and accessible Community Directory.
- The ‘Big Conversation’ – supporting co-production of our Joint Carers Strategy, Local Account and other plans to improve the experiences of people accessing Adult Social Care services.
- Developed and approved the Council’s Data Strategy and a refreshed Performance and Quality Management Framework.
- Embedding the Council’s Strategic Commissioning Framework, with a new commissioning academy launched for the Council.
- Improved employee value proposition – new benefits scheme (VivUp) launched, improvements to EPDR process agreed, Aspirant programme launched.

What is next?

- 2023/24 Q4 Assurance process is ongoing, informing the Annual Report to Cabinet in July 2024.
- 2024/25 Annual Delivery Plan approved, now moving to implementation and quarterly assurance.
- Ongoing work to track and monitor delivery of the MTFS.
- Continued alignment of transformation and change activity with the budget setting process through 2024/25.
- Embedding a new benefits realisation approach across the Council.
- Adopting a new Council-wide project/programme management system to support organisational change approach and streamline reporting etc.

REPORT OF ADRIAN SMITH, CHIEF EXECUTIVE**SHAPING THE FUTURE ORGANISATIONAL OPERATING MODEL****Purpose of the Report**

1. To outline ongoing work to inform the organisation's future operating model and present the initial insights generated through workforce engagement during February – April 2024.
2. To seek views from Members on the development of a future operating model and feedback from employees to date.

Information

3. The Council's strategic ambition and priorities are set out in the Nottinghamshire Plan and Annual Delivery Plan, considered and approved by Cabinet and Full Council.
4. These ambitions and priorities are being delivered by local authority officers in the context of changing and increasingly complex patterns of need in our communities, the creation of new public service institutions in our region, the regulatory landscape and the range of interventions in place across public services in Nottinghamshire. These changes can lead to operational opportunities and risks that require the implementation of new ways of working, systems, processes and procedures. Providing a proactive and effective operational response to these opportunities and risks is what will enable us to be a forward looking and resilient organisation.
5. Work to reform the organisation so that it is forward looking, sustainable and resilient is likely to become an increasing corporate priority, so that the Council can remain ambitious for the County, generate options to meet future budget gaps and be fit for the future.
6. To achieve this, work is underway to review and develop the organisational operating model. An operating model is a blueprint for 'how' the organisation is managed and operates. It is not a strategy for 'what' the County Council delivers in terms of policy or priority outcomes – this is and will remain a matter for the current and future administrations.
7. To inform the development of the Council's operating model, senior leaders are engaging with colleagues across the organisation. This will enable us to draw on the vast knowledge, experience and skill of staff at all levels, including those on the frontline, working directly day to day with Nottinghamshire's people and communities.

8. During February – April 2024, the Chief Executive and Corporate Leadership Team have hosted a number of workforce engagement events to inform and shape the future operating model. Key themes have been identified and are outlined in the supporting slides. Whilst the focus in the operating model work is focused on management, the views of Overview Committee Members are invited as the thinking develops.
9. The starting point for the workforce engagement activity was in recognising and valuing the impact of the skilled, dedicated and committed officers that work for Nottinghamshire County Council. Officers across the organisation contribute to the County Council providing good levels of performance, achieving relative financial stability and professionally managed programmes of delivery. Where there are services that need improvement, there are comprehensive plans in place and a strong commitment, ambition and determination to make rapid progress.
10. The slides attached at Appendix 1 outline the workforce engagement completed, key themes identified and the next steps in the ongoing programme of engagement to inform the organisation's future operating model.
11. The views of members of the Overview Committee are being sought, alongside those of employees, at this early stage to help shape the development of the high level organisational operating model as this work is progressed.

Statutory and Policy Implications

12. 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

13. Any finance implications of a new operating model will be thoroughly assessed and subject to further approval processes, as required by the Council's constitution and financial regulations.

Consultation

14. This paper and supporting slides outline the process to date and key themes identified through a series of workforce engagement events, designed to consult, engage and co-produce the Council's future operating model. The views of Members will be added to this and taken into consideration as work progresses and the model is developed.

Data Protection and Information Governance

15. Any data protection and information governance impacts of a new operating model will be thoroughly assessed and relevant DPIAs will be completed as work progresses.

Human Resources Implications

16. Any human resources implications of a new operating model will be thoroughly assessed and subject to further approval processes, as required by the Council's constitution.

Implications in relation to the NHS Constitution

17. The Council's transformation and change activity is a key lever in supporting change across the wider system and partnership. The future operating model will look to support work across the partnership, including with NHS partners and the Integrated Care Board.

Public Sector Equality Duty implications

18. The equalities implications of any change will be considered, with advice being taken from the Equalities Officer and EQIAs being completed wherever necessary. The Council's future operating model will help to embed an evidence-informed and data/insight led approach which can help us to improve equity of outcomes and tackle inequality across our communities and across our workforce.

Smarter Working Implications

19. Changes to how we work, particularly with a greater emphasis on hybrid working and the Council's digital capability are identified as key themes from the workforce engagement.

Safeguarding of Children and Adults at Risk Implications

20. The Council's future operating model will need to consider how we deliver the Council's statutory duties effectively and efficiently. Ensuring that we embed person-centred and strength-based approaches have also been identified as key themes and will be important to recognise in the operating model as it develops.

Implications for Residents

21. The Council's future operating model will be designed to support the delivery of high quality, best value public services for Nottinghamshire's residents.

Implications for Sustainability and the Environment

22. The future operating model will need to ensure that we are a Council that is 'fit for the future', supporting delivery of the Council's sustainability and environmental ambitions.

RECOMMENDATION/S

- 1) That Overview Committee discuss the contents of this report and the supporting presentation, providing any views to inform the ongoing work to generate the organisation's future operating model.

**ADRIAN SMITH
CHIEF EXECUTIVE**

For any enquiries about this report please contact: Adrian Smith

Constitutional Comments (GR 12/04/2024)

Pursuant to the Nottinghamshire County Council Constitution, this Committee has the authority to receive this report and consider the recommendations contained within it.

Financial Comments (SES 10/04/2024)

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

Shaping the future organisational operating model



Purpose

- Outline the plan and ongoing activity to develop the future operating model for the organisation.
- Update on the key themes emerging from initial workforce engagement
- Hear the views of Overview Committee, to inform the further development of the operating model.



Developing the Council's operating model

An operating model is a blueprint for how an organisation operates and supports the coordinated implementation of new ways of working across the Council

It is not a reflection of the Council's strategic ambitions and priorities. These are already agreed through the Nottinghamshire Plan and Annual Delivery Plans, approved by Full Council.



Background and Context

- Starting from a position of strength, proud of our achievements.
- Engaging with the workforce to understand **how** we need to operate to deliver future financial sustainability, meet our statutory requirements and deliver on the ambitions in the Notts Plan.
- Relative financial stability gives us an opportunity for innovation, but significant challenges for the future and budget gap in MTFS. We project that the growth in demand and costs of delivery will continue to exceed any growth in the resources available. Drivers of the shortfall in our available budget are principally the increasing levels of demand, complexity and cost.
- The partnership landscape within which we operate is changing rapidly and so any change will need to be set within the context of Integrated Care Board, East Midlands County Combined Authority, continued work with Districts and Boroughs.



Workforce Engagement Events

- Engagement designed to hear from all services/departments at all levels, to input into what our new operating model needs to be and how we can improve outcomes for residents. Conversations initiated through a series of provoking questions.
- Series of six events. All colleagues invited to attend. Led by CLT.
- Hosted across the County – Worksop, Mansfield, County Hall, Newark & Sherwood.
- Over 210 attendees across all events.
- Wealth of insight gathered, synthesised and summarised to identify the key themes.
- Positively received:

“Inviting us to be part of the conversation”.

“Our opinions are valid and wanted. Open and honest forum”.

“Exciting opportunity for change”.

“Empowered to be part of the change”.

- Conversation has continued via Viva Engage, to involve colleagues across the whole organisation.



Emerging Themes

Culture

- Strength-based
- Caring
- Involve, engage, co-produce – a “listening organisation”
- Valuing relationships – inside and outside NCC
- Empowered to challenge the ‘norm’
- Working together across the Council, collaborative, breaking down silos – “all in it together”
- Innovation and creativity – balance with risk
- How we do change – iterative, incremental, agile, adaptive
- Trust, openness, honesty – permission to share where it helps us to deliver, do the right thing...
- Think “system”



Place and system leadership

- People of Nottinghamshire 'at the heart', putting Notts people first.
- Modelling culture – learning, empowering, encouraging experimentation
- Shared culture – one Council, and beyond...
- Invest in good communication / cascade / staff engagement
- Develop whole system leadership, that influences beyond organisational boundaries.

Delivering with and for communities

- Place/community-based, all-age – creating fewer 'hand offs' for people, levelling up/greater equity, building openness and trust with communities.
- Commissioning of services (internal and external) to achieve best value and best outcomes /impact.
- Early help and prevention – understand and address root causes, start early (importance of children and young people) and investing early to prevent crisis.
- Do with, not to – involve and engage community assets as a core part of the offer.
- Use of tech – improve online offer (e.g. website) to help people to help themselves. Improve accessibility and ensure people are not excluded digitally.
- People and communities benefit from a reformed public sector, where services are more joined up and integrated.

Working in partnership

- Understanding partnership governance / shared drivers across organisations. Maximising the opportunities presented by the EMCCA.
- More multi-disciplinary, co-located teams.
- Shared services, systems, processes – more integrated posts / opportunity for secondments.
- The role of private sector/voluntary and community sectors as key system partners too.
- True system collaboration means that we work to deliver shared outcomes for the communities we serve.



Data, digital and technology

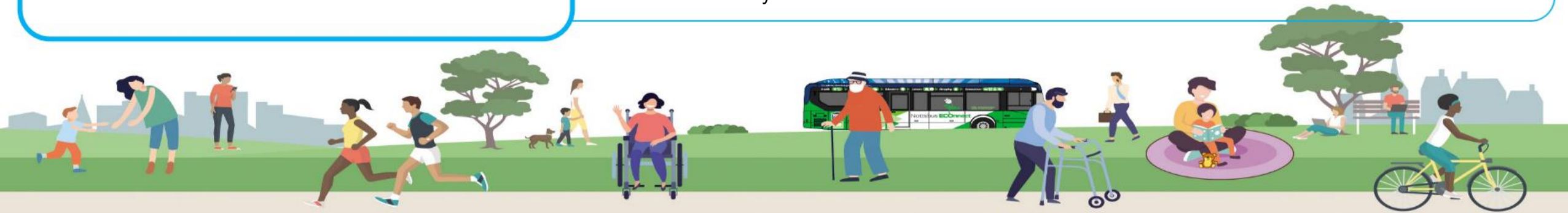
- Tech and AI are important tools – colleagues would like a ‘framework’ or guidance to help adopt.
- Streamline systems and processes – opportunities for change through the re-commissioning/re-platforming of key systems. More automation, less manual process.
- Opportunity to strengthen analysis – use data to predict need to provide preventative support, better assessment of performance, evaluation, impact.
- Need to refresh / re-state our strategy / ambition for digital.
- Data and insight is shared across the system – underpinned by a set of shared priority outcomes.

Workforce and organisational leadership

- Are valued, our greatest asset – more recognition/celebration. Recognising diversity.
- Clarify ways of working e.g. hybrid working expectations.
- Recruitment – make more of the benefits we can already access. Career pathways / progression for existing colleagues ‘grow our own’. Streamline process/guidance and take into account the different needs of different generations of our workforce.
- Skills / Training / Development – expand mentoring/reverse mentoring offer. Apprenticeships. Buddying. Opportunity to trial roles across the Council.
- Explore shared roles/leadership in a reformed public sector context.

Estates

- Co-location – sharing spaces with partners to support joint working / integration / public sector reform.
- Work environment is important, even in hybrid working. Touch downs, room for collaboration (e.g. big team meetings/training)
- What this looks like for communities – ‘go to the people’, ‘pop ups’ for service delivery, rather than ‘branch’ mentality.



Next Steps

1. Identify “quick wins” for improvement—demonstrate you said, we did.
2. Ensure we build in opportunities for further engagement with the workforce – make this an ongoing engagement process.
3. Opportunities for co-production with people and communities.
4. Engage with key system partners.
5. Articulating our vision for organisational change, and how we will work together to achieve this.
6. Build longer-term change requirements into our organisational change portfolio.
7. Continue to develop the key features of our future operating model.
8. Further engagement with Scrutiny, as the operating model develops.



Discussion Points

1. What could we learn from how other organisations work?
2. What ways of working would you like to see more/less of?
3. Any themes/points we should amplify as we develop our future operating model ?
4. Is there anything missing that you would like to see?



**REPORT OF SERVICE DIRECTOR CUSTOMERS, GOVERNANCE AND
EMPLOYEES AND MONITORING OFFICER****OUTCOMES OF THE STRENGTHENING OVERVIEW AND SCRUTINY
REVIEW****Purpose of the Report**

1. To consider the recommendations of the independent Strengthening Overview and Scrutiny Review and establish a working group to develop an action plan.

Information

2. The Council established the new model of executive governance in May 2022, creating a Cabinet and Scrutiny function. In the process of agreeing the new model and required changes to the Council's Constitution it was recommended that the operation of the new arrangements be reviewed after 12 months operation.
3. The cross-party Member Working Group considered the operation of the new governance model and recommended minor changes to arrangements which were reflected in revisions to the Constitution. These were agreed by Full Council at its meeting in July 2023.
4. An independent review of the operation of the Council's scrutiny function was also commissioned from the Centre for Governance and Scrutiny. This was a member led process which took the form of a review into current arrangements and made recommendations for improvements to how scrutiny operates at the Council.
5. The initial stage of the review was carried out between September and October 2023:
 - a. Stage one involved one to one conversations with a small number of officers and Members 'closest' to the scrutiny function, observation of Overview Committee and Health Scrutiny Committee (September meetings) and review of the October Forward Plan
 - b. Stage two involved a series of facilitated group conversations between the Independent Reviewer and individual political groups, backbench Members, Cabinet members and the cross-party Member Working Group plus meeting with the Chairs and Vice Chairs of the Scrutiny Committees. Discussions also subsequently took place with officers including the Corporate Leadership Team.

- c. Stage three involved preparing findings, reporting to various groups individually on those findings and supporting the start of development of action planning and identifying specific areas of work.
- 6. Governance and Ethics Committee at its meeting on 17 April 2024, considered and approved the recommendations of the review and requested that Overview Committee develop and oversee implementation of an action plan in response to those recommendations.
- 7. The outcomes and recommendations of the review are attached as **Appendix A** to this report.
- 8. It is proposed that Overview Committee establish a member working group to develop an action plan for Committee to consider and monitor implementation.

Other Options Considered

- 9. It was agreed that a review of the operation of the new governance arrangements be undertaken after 12 months in operation. The recommendations set out in the attached appendix in relation to scrutiny were made following an independent review by the Centre for Governance and Scrutiny working closely with elected members. Given that scrutiny is a member-led process it is important that Overview Committee lead the work in developing and implementing an action plan regarding the recommendations.

Reason/s for Recommendation/s

- 10. To ensure that Overview Committee is able to lead on developing the action plan and its implementation.

Statutory and Policy Implications

- 11. 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

- 12. There are no financial implications arising from this report.

RECOMMENDATIONS

- 1) To note the outcomes and recommendations of the Strengthening Overview and Scrutiny Review as set out in appendix A.
- 2) That a working group be established to develop an action plan arising from the recommendations in the Strengthening Overview and Scrutiny Review as set out in Appendix A.

Marjorie Toward
Service Director, Customers, Governance and Employees and Monitoring Officer

For any enquiries about this report please contact:

Heather Dickinson, Group Manager Legal, Democratic and Information Governance, Tel: 01159774835; Email heather.dickinson@nottsc.gov.uk

Constitutional Comments (KK 23/4/2024)

13. The proposals in this report are within the remit of the Overview Committee.

Financial Comments (SES 23/04/2024)

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.

- [Outcomes of the Strengthening Overview and Scrutiny Review](#) report to Governance and Ethics Committee on 17 April 2024 (published)

Electoral Division(s) and Member(s) Affected

- All



Rapid Review:

Strengthening Overview and Scrutiny

Helen Mitchell

Senior Governance Consultant

Nottinghamshire County Council

September - October 2023



Rapid Method:

Stage 1:

121 conversations with a small number of officers and Members 'closest' to the scrutiny function, observation of Overview Scrutiny Committee and Health Scrutiny Committee (September Meetings), review of October Forward Plan.

Stage 2:

Series of facilitated group conversations with CLT, backbenchers, officers, Cabinet and cross party working group and Chairs and Vice Chairs of the Scrutiny Committees.

Stage 3:

Findings, Reporting and Action Planning



Recent History at Nottinghamshire CC

The Council has moved to executive arrangements at some pace following a decade + under the Committee System model of governance.

The overwhelming majority of capacity and capability to 'do' scrutiny well (Member and Officer) left the Authority many years ago. That capacity is in the process of being rebuilt in the context of austere times.

This rapid shift has led to overhangs from the previous system. Members in the main spoke fondly of the previous system and its familiarity brought confidence. Frequent references were also made to recent changes to the Constitution which some Members felt limited their rights.

Undoubtedly the move away from this system has brought challenges into scrutiny which is why the CfGS has been asked to recommend actions in which to strengthen existing arrangements.



Overview Of Issues

Low (on occasion very low) level of understanding, ownership and confidence across Members and Officers in the operation of the scrutiny function.

This manifests itself in:

- A lack of engagement in scrutiny work;
- A clear belief that the function is not owned by its Members;
- That it is not looking at 'the right things in the right way';
- Members feeling that Cabinet and Officers have significant degrees of over-influence over the work programme;
- Frustration being displayed around the administration of the scrutiny function and the apportioning of this frustration, less than helpfully, towards officers.



Issue 1: Ownership, Understanding and Engagement

Key findings:

- There is low take up of opportunities to contribute to task group work;
- There was an extensive conversation at Overview Committee in September which comprehensively 'talked scrutiny down';
- There was a visible reluctance of opposition groups to wholeheartedly endorse the work of Overview and Scrutiny in 22/23 and that this was a form of protest against what they saw as the function working sub optimally;
- Some Members hold beliefs that scrutiny cannot be undertaken informally, that it must be 'devolved' from the Executive and pre-decision scrutiny 'is not possible here'.
- Some Members don't appear to have a baseline of awareness about the role and function of overview and scrutiny;
- At senior officer levels in the organisation there is no consistency in view as to how best to support Overview and Scrutiny.
- That there is an adversarial nature of O&S at the Council.



Issue 1: Ownership, Understanding and Engagement

Recommendations:

1. That political groups appoint members to scrutiny committees with the time, authority and expertise and support them to contribute and operate in an independently minded fashion.
2. That Scrutiny Officers develop a local induction to Overview and Scrutiny at Nottinghamshire such training is rolled out regularly to officers and Members.
3. That the Monitoring Officer assures herself that she has the optimal level of capacity and capability amongst scrutiny officers to deliver on its statutory responsibilities and the expectations of Members;
4. That the Chief Executive, the Monitoring Officer and the S151 officer actively and visibly champion, and raise the profile of, the important role of Statutory Scrutiny Officer within the organisation and, where necessary, with partners.
5. That the Council develops an Executive/Scrutiny Protocol to reset relationships and ensure a positive flow of information between these two functions.
6. That the Council explores the use of other Committee rooms not the Council chamber, for scrutiny meetings.



Issue 2: Information

Key findings:

- That senior officers are not consistently placing items on the forward plan at the earliest available opportunity;
- That there are a range of opinions that exist on how to and how not to involve the Cabinet in shaping scrutiny work programmes;
- That many Members are time poor, have low levels of engagement or a blend of both, and this could be creating the conditions to not seek out information through reviewing the forward plan, reading Committee papers etc.
- That there is a concern at this Council that sensitive information shared with Members in confidence has been leaked. This has created distrust in some areas of the Council.



Issue 2: Information

Recommendations

1. That the MO, SSO and CEO ensure:
 - That tiers 1-3 of the organisation understand that the Forward Plan (FP) has many roles and one such role is a tool to support O&S work planning;
 - That those officers, supported by CLT and Executive, visibly role model a culture of openness and transparency towards the use of the FP;
 - That a fundamental review of the FP is undertaken to ensure its utility to the organisation and the public. That the benefits of extending the timeframe of the plan out from 28 days to approx. 6 months is also considered.
2. That the MO and CEO engage political group leaders on how best to support all Members to effectively and efficiently access and understand governance documentation.
3. That the MO clarifies the responsibilities of all Members in respect of accessing information of a confidential nature and where necessary put safeguards in place to support such access.



Issue 3: Work Programming

Key findings:

- That all Committees did have a work programme and that the programme went to each Committee for agreement;
- That Members were given opportunities to discuss the Work Programme at Committee and suggest items for inclusion;
- That senior officers and Members were not readily clear, on occasion, about why topics for scrutiny were selected and their overall importance;
- It was not made clear how partners were involved in actively shaping the work programme;
- Some Members have pragmatically allowed work programmes to be controlled by officers and others believe programmes are controlled by the executive.



Issue 3: Work Programming

Recommendations:

1. That the work programming process is reset to contain the following features :
 - A documented process with the inputs and outputs of Scrutiny Members, backbench members, CLT, Cabinet and Partners documented;
 - A process which operates over an identified timescale with the majority of each Committees' work programme being set in advance of, or immediately after, the new municipal year;
 - That a protocol is developed to govern the establishment of task groups to include, chairing, agreement of scope/terms of reference and membership as a minimum.
 - That consideration be given to how to engage the Council's communications team in the work of Overview and Scrutiny;
 - That Scrutiny and Select Committee chairs visibly take active steps to ensure their work programmes are Member – led.



Issue 4: Overlaps

Key findings:

- That there are overlaps between the adults, children's, health and overview scrutiny committees;
- Those overlaps are not being pragmatically managed when issues arise that could legitimately cut cross across the remits of those Committees;
- There are issues with the current design of the Scrutiny Committees as increasingly issues will impact on adults, children and health given integrated care arrangements across Nottingham and Nottinghamshire.



Issue 4: Overlaps

Recommendations:

- That the chairs of relevant committees convene on an ad hoc basis to resolve issues of a cross cutting nature;
- That the Council considers joint sittings of Committees or joint task groups to undertake their inquiries so to utilise the talents, knowledge and experiences of all Members on such committees.

**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@nottsc.gov.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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
7 September 2023	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"> 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 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.

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
7 September 2023	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">1. That the Overview Committee work programme be approved.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.3. That the Place Select Committee work programme be approved.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.

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
23 November 2023	Financial Monitoring Report Period 5 2023-24	Cabinet Member - Finance	To receive the latest monitoring report on the 2023/24 Budget.	<ol style="list-style-type: none"> 1. That the significant challenges presented by the financial landscape the Council operates within be noted. 2. That the process in establishing the Council's budget for 2024/25.
	Budget Update	Cabinet Member - Finance	To provide an update to Overview Committee on the budget development process for 2024/25.	<ol style="list-style-type: none"> 1. That the significant challenges presented by the financial landscape the Council operates within be noted. 2. That the process in establishing the Council's budget for 2024/25 be noted.
	Price Review of Charges Made for School Meals - Call-in Request		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.	That 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 be noted.

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

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.	That the comments made by members during their consideration of the development of the 2024/25 Annual Budget Report and the Medium-Term Financial Strategy be submitted to Cabinet for their consideration.
	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.	That the progress to date with regards to the development of the Annual Delivery Plan 2024/25 be noted.
	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.	That the recommendations from the joint scrutiny review of the recommissioned Healthy Families Programme, as detailed in the report, be endorsed, and referred to Cabinet for consideration.

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
14 March 2024	Climate Change	Cabinet Member – Transport and Environment	To receive a progress update on the Council's activities responding to the challenges of climate change and the Council's response to the climate emergency declaration in May 2021.	<ol style="list-style-type: none"> 1) That the report be noted. 2) That further information on: <ol style="list-style-type: none"> a) the work that is being carried out on evaluating the Carbon impact of hybrid working, b) the environmental impact of the construction and future operation of the Council's new building at Top Wighay, c) the current and potential future use of solar panels on Council buildings, be circulated to members of the Overview Committee. 3) That a further progress report on the Council's Climate Change Activities and Climate Emergency response be received at the March 2025 meeting of the Overview 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.	<ol style="list-style-type: none"> 1) That the intentions and ambitions of the draft Net Zero Framework be endorsed. 2) That the comments made by members during consideration of the draft Net Zero Framework be considered in the preparation of the document's final draft. 3) That a progress report on the delivery and impact of the Net Zero Framework be received at a future meeting of the Overview Committee at a date to be agreed by the Chairman of the Committee.

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
	Support for ex-Wilko staff		To receive a report on activities that have been implemented as a result of the motion passed at Full Council on 28 September 2023	<ol style="list-style-type: none"> 1) That the work that has been carried out to date to offer support to former Wilko staff across Nottinghamshire be noted. 2) That the continuing support that is being provided to those residents seeking reemployment and/or training to be work ready be noted. 3) That members of the Overview Committee carry out further scrutiny work on the employment and skills framework in a format to be agreed by the Chairman and Vice-Chairman of the Committee in consultation with officers.

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
9 May 2024	Financial Monitoring Report	Cabinet Member - Finance	To receive the latest monitoring report on the 2024/25 Budget.	
	Budget Consultation Development/ Progress report on the recommendations made from the review of Council Consultations and Resident Engagement	Deputy Leader and Cabinet Member - Transformation	<p>At the January 2023 meeting as part of their consideration of the Budget Update and Medium Term Financial Strategy Proposals, members requested that Overview Committee should receive a report at a future meeting to enable them to identify what had worked well in the running of the survey and how this success could be built on further in the delivery of the 2024 survey. At the meeting the Deputy Leader agreed to attend a future meeting to present a progress report.</p> <p>Also 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.</p>	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
9 May 2024	Progress report on the Council's Transformation activity/ Nottinghamshire Plan	Deputy Leader and Cabinet Member - Transformation	<p>At the January 2023 meeting as part of their consideration of the Budget Update and Medium Term Financial Strategy Proposals, members sought further information around the delivery and monitoring of the Council's transformational activity. At the meeting the Deputy Leader agreed to provide an update on progress with transformation activity to a future meeting of Overview Committee.</p> <p>To receive a progress report on the delivery of the Nottinghamshire Plan.</p>	
	A Forward Looking and Resilient Council	Deputy Leader and Cabinet Member - Transformation	<p>To receive a report on the plans to deliver one of the key "themes" from the 204/25 Budget report of "Re-shaping the organisation in a sustainable manner".</p>	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
4 July 2024	Financial Monitoring Report	Cabinet Member - Finance	To receive the latest monitoring report on the 2024/25 Budget.	
	Outcomes of the review of Cost of Living		To consider the outcomes of the task and finish review around Cost of Living pressures.	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

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.
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
Employment and skills Framework	Cabinet Member – Economic Development and Asset Management	Resolved at March 2024 meeting: “That members of the Overview Committee carry out further scrutiny work on the employment and skills framework in a format to be agreed by the Chairman and Vice-Chairman of the Committee in consultation with officers.”.	To be scheduled during 2023/24

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.	<p>Scope approved at March 2023 meeting.</p> <p>Review activity currently being carried out.</p> <p>Report to presented at July 2024 meeting.</p>

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 14 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Blue Badge applications and processing	Cabinet Member – Finance and Resources.	To review the processes around blue badge applications and processing.	

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 - UPDATED: 14 MARCH 2024

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 - UPDATED: 14 MARCH 2024

Items to be scheduled for 2024/25

Item	Cabinet Member Responsibility	Details	Status
Update on the Council's Climate Change Activities and Climate Emergency response	Cabinet Member - Transport and Environment	Resolved at the March 2024 meeting: “That a further progress report on the Council's Climate Change Activities and Climate Emergency response be received at the March 2025 meeting of the Overview Committee.”.	To be scheduled for March 2025 meeting.
Net Zero Framework	Cabinet Member – Transport and Environment	Resolved at the March 2024 meeting: “That a progress report on the delivery and impact of the Net Zero Framework be received at a future meeting of the Overview Committee at a date to be agreed by the Chairman of the Committee.”.	To be scheduled during 2024/25.

WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 4 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
3 June 2024	Suicide Prevention	Cabinet Member - Communities and Public Health		
	All-Age Carers Strategy/Support for Carers	Cabinet Member for Children Social Care Cabinet Member for Adult Social Care	To review progress after the strategy has been in place for one year. Children and Families Select Committee Members to be invited. Also resolved at September 2023 meeting: 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.	
	Performance, finance and risk update	Cabinet Member - Adult Social Care Cabinet Member - Communities 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 4 MARCH 2024

Item	Cabinet Member Responsibility	Details	Status
Public Health – Community facing activities (including Community Health and Wellbeing Champions)	Cabinet Member - Communities and Public Health		To be considered for scheduling
E-cigarettes/vaping	Cabinet Member - Communities 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 - Communities 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 - Communities 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	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 4 MARCH 2024

Item	Cabinet Member Responsibility	Details	Status
NHS Health Check Programme	Cabinet Member - Communities and Public Health	<p>Resolved at September 2023 meeting:</p> <ul style="list-style-type: none"> 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
Public Health Outcome Framework Indicators	Cabinet Member - Communities and Public Health	<p>Resolved at December 2023 meeting:</p> <p>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:</p> <ul style="list-style-type: none"> a) Outcomes and inequalities in women's and children's health; this will include factors that influence life expectancy and healthy life expectancy. b) Substance use, including the harms of drugs and alcohol and those experiencing severe multiple disadvantage. <p>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 vaccine uptake.</p>	To be scheduled for a committee meeting or considered to be the topic for a review during 2023/24.

WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 4 MARCH 2024

	Discharge to Assess	That the Chairman of the Adult Social Care and Public Health Select Committee, in consultation with the Chairman of the Health Scrutiny Committee considers whether any further scrutiny activity on Discharge to Assess is required.	
	Progress and implementation of Prevention approach	To enable scrutiny of the success of the prevention approach and offer in Adult Social Care.	

WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 4 MARCH 2024

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	<p>Resolved at March 2023 meeting:</p> <ul style="list-style-type: none"> 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: ii. how the Day Opportunities Strategy will be delivered in a way that ensures equity of access to support for service users across Nottinghamshire. iii. the Implementation Plan that will support the delivery of the objectives of the Day Opportunities Strategy. iv. the processes (including the use of benchmarking information) that will be in place for measuring the success of the Day Opportunities Strategy. v. the use and role of buildings in delivering the objectives of the Day Opportunities Strategy. 	<p>Setting up of review group approved at June 2023 meeting.</p> <p>Scope created. Work to be carried out Spring 2024</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 4 MARCH 2024

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 Families Select Committee</p>	<p>Cabinet Member – Children Social Care</p> <p>Cabinet Member - Adult Social Care</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 4 MARCH 2024

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

WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 4 MARCH 2024

Items for information briefings for committee members

Item	Cabinet Member Responsibility	Details	Status
Adult Social Care Reform	Cabinet Member - Adult Social Care	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 30/04/24
Sector-led improvement, Local Authority Self-Assessment and Information Return (LASAIR) and assurance	Cabinet Member - Adult Social Care	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 31/04/24
Cost of Living Programmes	Cabinet Member - Communities 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.	To be circulated January/February 2024.
Regulation and Monitoring Processes for commissioned services	Cabinet Member – Adult Social Care	Raised at Governance and Ethics Committee in January 2024 after considering the outcome of a complaint investigated by the Local Government and Social Care Ombudsman.	Information to be included in performance report received at each committee.

WORK PROGRAMME 2023/24 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE: UPDATED 4 MARCH 2024

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
Healthy Families Programme	Cabinet Member - Communities and Public Health	To receive a progress report once the recommissioned service has been in place for one year.	To be scheduled during 2024/25
Mental Health Services and support within ASC&PH	Cabinet Member – Adult Social Care and Public Health/Cabinet Member - Communities and Public Health	Resolved at March 2024 meeting: That Adult Mental Health Services and support delivered or commissioned by Adult Social Care and Public Health be considered for inclusion in the 2024/25 Work Programme.	To be considered for scheduling
Integrated Sexual Health Service	Cabinet Member - Communities and Public Health	Resolved at March 2024 meeting: That the recommissioned Integrated Sexual Health Service be considered for inclusion in the 2024/25 Work Programme.	

WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 July 2024	Youth Justice Plan	Cabinet Member - Children and Families	To examine the implementation of the strategy.	
	SEND Provision and Sufficiency	Cabinet Member - Education and Special Educational Needs and Disabilities	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 - Education and Special Educational Needs and Disabilities	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 15 APRIL 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 July 2024	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.	
	Performance, Finance and Risk Update	<p>Cabinet Member - Children and Families</p> <p>Cabinet Member - Education and Special Educational Needs and Disabilities</p>	<p>To provide a progress report on departmental performance, risk and financial position.</p> <p>Page 98 of 118</p>	

WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

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 - 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 - Education and Special Educational Needs and Disabilities		To be considered for scheduling
Local Authority Approach to Youth Provision in Nottinghamshire	Cabinet Member - Children and Families		To be considered for scheduling
Workforce recruitment and retention	Cabinet Member - Education and Special Educational Needs and Disabilities/ Cabinet Member - Children and Families		To be considered for scheduling

Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

May/June 2024	Pupil Place Planning	Cabinet Member - Children and Families	<p>Resolved at March 2023 meeting:</p> <p>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.</p>	<p>Scope approved by committee.</p> <p>Work being scheduled to be carried out during May/June 2024.</p>
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

TBC	Looked After Children and Care Leaver placement sufficiency	Cabinet Member – Children and Families	Resolved at April 2024 meeting that a task and finish review that would enable members to examine in detail the issues surrounding Looked After Children and Care Leaver placement sufficiency and to offer subsequent recommendations to the Cabinet Member for Children and Families.	Scope to be developed. To commence once review on Pupil Place Planning has been completed.
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

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 - 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
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

TBC	Provision of Additional Specialist Educational Placements	Cabinet Member - Education and SEND	<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
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

Item	Cabinet Member Responsibility	Details	Status
Inspection of Local Authority Children's Services (ILACS) – Ofsted Self-Evaluation	Cabinet Member - 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
Holiday Activities and Food Programme (HAF)	Cabinet Member - Children and Families	<p>Resolved at the June 2023 meeting:</p> <p>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.</p> <p>March 20234 – Chairman agreed for a briefing note to be circulated to members of the committee.</p> <p>April 2024 – Agreed at April meeting that the briefing also includes information on HAF planned activities for the rest of 2024.</p>	

WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 15 APRIL 2024

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 - Children and Families	Annual item	To be scheduled for October 2024 meeting
Education, Health and Care Plans	Cabinet Member - Education and SEND	To receive a progress report on the recommendations of the review of Education, Health and Care Plans.	To be scheduled.
All-Age Carers Strategy	Cabinet Member - Children and Families Cabinet Member - Adult Social Care	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
SACRE Annual Report	Cabinet Member - Education and SEND	Annual item	To be scheduled for January 2025 meeting.
Early Years Provision of Childcare	Cabinet Member – Children and Families	Resolved at February 2024 meeting “That a further report on the Early Years and Childcare Sector in Nottinghamshire be received at the January 2025 meeting of the Children and Families Select Committee.”	
Developing the approach to meeting children's needs through the Multi-Agency Safeguarding Hub	Cabinet Member – Children and Families	Resolved at April 2025 meeting “That further progress reports on the approach to meeting children's needs through the Multi-Agency Safeguarding Hub be received at the March 2025 meeting of the Children and Families Select Committee.”	To be scheduled for March 2025 meeting

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
22 May 2024	Outcomes of the review of the Catering and Facilities Management Service		To consider the outcomes of the task and finish review of the Catering and Facilities Management Service.	
	Visitor Economy Framework	Cabinet Member – Economic Development and Asset Management	To scrutinise the implementation of the Visitor Economy Framework	

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
26 June 2024	Flooding	Cabinet Member – Transport and Environment	To scrutinise the activity that is being carried out around kerbside drainage and other activities to mitigate flooding.	
	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.	
	Section 19 Reports – January 2024 Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 reports following the flooding in January 2024.	

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Details	Status
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 27 MARCH 2024

Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
January 2024	Catering and Facilities Management	Cabinet Member – Communities and Public Health	<p>Resolved at the December 2023 meeting:</p> <p><i>“That further scrutiny work be undertaken through the establishment of a task and finish group to consider the issues being faced by the Catering and Facilities Management Service and to offer subsequent recommendations to the Cabinet Member for Public Health and Communities.</i></p> <p><i>That the Chairman and Vice-Chairman, in consultation with officers create a scope that will determine the work of the task and finish working group.”</i></p>	<p>Work carried out March/April 2024.</p> <p>Report to be considered at May 2024 meeting.</p>

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
October 2023	HWRC Review	Cabinet Member – Transport and Environment	<p>Resolved at July 2023 meeting.</p> <p>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.</p>	<p>Scope approved at September meeting,</p> <p>Review activity carried out during October/November.</p> <p>Report approved at March 2024 meeting. Response to be provided at June 2024 Cabinet meeting.</p>

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Residents' Parking Schemes	Cabinet Member – Transport and Environment	<p>That further scrutiny work be undertaken through the establishment of a task and finish group to consider in detail possible amendments to the processes that could provide further efficiencies to the delivery of future residents' parking schemes.</p> <p>That the Chairman and Vice-Chairman, in consultation with officers create a scope that will determine the work of the task and finish working group.</p>	Scope to be created and review meeting scheduled.

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Flooding	Cabinet Member – Transport and Environment	<p>Resolved by Council on 7 December 2023.</p> <p>“Requests that the Place Select committee carry out a full review of Nottinghamshire County Council’s preparation for and response to the flooding caused by Storm Babet, including consideration of information and recommendations that are automatically brought forward in Section 19 reports and from reports of the Nottingham & Nottinghamshire Local Resilience Forum in response to all significant flooding incidents.”</p> <p>Resolved at March 2024 meeting:</p> <p>“That the scope of the scheduled task and finish review of the Council’s preparation for and response to the flooding caused by Storm Babet should be expanded to include the work that is being carried out to prepare for and mitigate against the impacts of future flooding events.”</p>	

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Gully Cleaning	Cabinet Member – Transport and Environment	<p>Resolved by Council on 7 December 2023.</p> <p>“Requests that the Place Select committee carry out a full review of gully cleaning across Nottinghamshire, including the role and responsibilities of other local councils (e.g.) in relation to street cleaning.”</p>	

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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 27 MARCH 2024

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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 27 MARCH 2024

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. And to cover: 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
Annual Library Plan/Strategy	Cabinet Member – Communities and Public Health	Resolved at the December 2023 meeting: “That a further report on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire be brought to the December 2024 meeting of the Place Select Committee.”	To be scheduled for December 2024 meeting.
Highways Joint Innovation and Continuous Improvement Plan	Cabinet Member – Transport and Environment	Last considered at December 2023 meeting	To be scheduled.
EV Charging	Cabinet Member – Transport and Environment	Resolved at December 2023 meeting: “That a further report on the delivery of the On-Street Low Emission Vehicle Infrastructure (LEVI) Programme be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman and Vice-Chairman of the Committee.”	To be scheduled
Crime and Disorder	Cabinet Member – Communities and Public Health	Page 117 of 118	Annual item (last considered March 2024)

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 27 MARCH 2024

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.	
Bus Network Review	Cabinet Member – Transport and Environment	Briefing note to be circulated to members of the committee.	