

Overview Committee

Thursday, 29 June 2023 at 10:30

County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

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| 1 | Minutes of last meeting held on 18 May 2023 | 3 - 6 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interest by Members and Officers (see note below) | |
| 4 | Outcomes of the Scrutiny Review of Consultation and Resident Engagement | 7 - 24 |
| 5 | Sale of Land at Top Wighay - Refusal of Call-in Request | 25 - 30 |
| 6 | Scrutiny Work Programmes | 31 - 106 |

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) - **Apologies**

Steve Carr	John Ogle
Jim Creamer	Philip Owen
Kate Foale	Francis Purdue-Horan
Roger Jackson - Apologies	Dave Shaw
Eric Kerry	Sam Smith
Nigel Moxon	

SUBSTITUTE MEMBERS

Councillor Richard Butler (substitute for Councillor Roger Jackson)
Councillor Mike Pringle (substitute for Councillor Glynn Gilfoyle)

OTHER COUNCILLORS IN ATTENDANCE

Councillor Richard Jackson, Cabinet Member for Finance
Councillor Bruce Laughton, Deputy Leader and Cabinet Member for Transformation

OFFICERS

Martin Elliott	Senior Scrutiny Officer
Nigel Stevenson	Service Director, Finance, Infrastructure & Improvement
Jo Toomey	Advanced Democratic Services Officer
Marjorie Toward	Service Director, Customers, Governance and Employees

1. TO NOTE THE APPOINTMENT BY FULL COUNCIL ON 11 MAY 2023 OF COUNCILLOR BOYD ELLIOTT AS CHAIRMAN AND COUNCILLOR GLYNN GILFOYLE AS VICE-CHAIRMAN OF THE COMMITTEE FOR THE 2023-24 MUNICIPAL YEAR

The Committee noted Council's appointment of Councillor Elliott as its Chairman and Councillor Gilfoyle as its Vice-Chairman for the 2023/24 municipal year.

2. TO NOTE THE MEMBERSHIP OF THE COMMITTEE FOR THE 2023-24 MUNICIPAL YEAR

The Committee noted its membership for the 2023/24 municipal year.

3. MINUTES OF THE LAST MEETING HELD ON 23 MARCH 2023 AND 31 MARCH 2023

The minutes of the meetings held on 23 March 2023 and 31 March 2023, having been circulated to all Members, were taken as read and confirmed and signed by the Chair.

4. APOLOGIES FOR ABSENCE

- Councillor Glynn Gilfoyle (other reasons) was substituted by Councillor Mike Pringle
- Councillor Roger Jackson (sickness/medical) was substituted by Councillor Richard Butler

5. DECLARATIONS OF INTERESTS

No declarations of interest were made.

6. BUDGET MONITORING PROCESS AND BUDGET FRAMEWORK

The Cabinet Member for Finance presented the report on the Budget monitoring process and Budget framework. In doing so, he highlighted key dates for budget monitoring reports. Members were advised that opposition groups received regular briefings on the Budget, for which they expressed their thanks.

RESOLVED 2023/007

1. That the established processes for monitoring the budget be noted.
2. That the Budget Framework for establishing the budget for 2024/25 be noted.

7. COST OF LIVING REVIEW PROGRESS REPORT

The Senior Scrutiny Officer presented the report, which updated Members on the progress of the cost-of-living review. He also gave an overview of activity that had been completed since the report was published. This included identifying contacts to provide evidence about the impact of the increased cost of living and how it varied across the county.

Members of the Committee were given the opportunity to make comments and ask questions, as summarised below:

- Several members indicated they would prefer to restrict the review to matters over which the Council had direct control. One example included the effective distribution of grants and support
- Some members referred to factors that had contributed to the increased cost of living and how long their repercussions might be experienced
- It was suggested that empirical data was made available as soon as possible to help the review focus on the impacts of the increased cost of living

- The committee queried whether the timeline for completing the review was appropriate. They referred to the length of the review and the indication that two further meetings were anticipated
- Queries were raised around increases in the number of children eligible for free school meals and pupil premium
- Members were assured that the next stages of the review would focus on evidence and impact

RESOLVED 2023/008

That the activity carried out so far by the cost-of-living review group be noted.

8. ALL-AGE CARERS STRATEGY – REFUSAL OF CALL-IN REQUEST

The Chairman introduced the report on the reasons the call-in request for the All-age Carers Strategy was refused.

Members of the Committee made comments and asked questions of the Monitoring Officer about her decision:

- Members felt the distinction between formal and informal scrutiny lacked clarity. Some members highlighted concerns about the way comments made during informal sessions were reported. To improve clarity a protocol was being developed
- The work programme of the Members' Governance working group included the operation of scrutiny. The Council's groups were encouraged to send comments through their representative on the working group
- Some concern was expressed about the difficulty calling in a decision unless there was a procedural issue
- Members were advised that there was no appeal mechanism for the Monitoring Officer's decision to refuse a request for call-in

RESOLVED 2023/009

That the call-in request made in relation to the Cabinet decision on the All-age Carers Strategy and the response from the Monitoring Officer refusing the request be noted.

9. WORK PROGRAMME

The Senior Scrutiny Officer introduced the Committee's current work programme. The work programmes for each of the select committees were also appended to the report. Members suggested further items that could be considered for inclusion on the work programme.

Members suggested further items that could be considered for inclusion on the work programme. A request was made to include an item on the recent Ofsted area SEND inspection of Nottinghamshire Local Area Partnership. The Chairman of the Children and Families Select Committee assured members the outcome of the inspection would feed into an existing review of Education,

Health and Care Plans. He added that the inspection required the development of an improvement plan, the implementation of which would be kept under review by the Children and Families Select Committee.

RESOLVED 2023/010

That the work programme and the following suggested additions:

- Delivery of the Freeport
- The impact of the Freeport on workers' rights

The meeting closed at 11.11am

CHAIRMAN

REPORT OF THE CHAIRMAN OF THE OVERVIEW COMMITTEE**OUTCOMES OF THE SCRUTINY REVIEW OF COUNCIL CONSULTATIONS
AND RESIDENT ENGAGEMENT****Purpose of the Report**

1. To share with the Overview Committee the findings that have arisen from the task and finish review of Council Consultations and Resident Engagement.
2. To seek the endorsement of the committee for the recommendations from the scrutiny task and finish review of Council Consultations and Resident Engagement to be submitted to Cabinet for consideration.

Background information

3. At the meeting of the Overview Committee held on 7 September 2022 the Overview Committee's Work Programme for 2022/23 was considered and approved. For an item to be included on the Work Programme consideration was given to the following three questions:
 - Was the issue one where scrutiny could make a positive impact, or where scrutiny could make a difference?
 - Was the issue a strategic Council priority, as detailed in the Nottinghamshire Plan?
 - Was the issue one that was of interest to, or made a significant impact on residents across Nottinghamshire?
4. Members of the Overview Committee, having given regard to these questions, agreed that an in-depth scrutiny review of the Council's approach to consultation and resident engagement should be carried out. Members were keen to learn about the Council's approach to consultation and resident engagement, and how this activity could best be used to support the delivery of the Council's strategic priorities, and as such support the delivery of the best possible services to the residents of Nottinghamshire.
5. At the meeting of the Overview Committee held on 1 December 2022 members received a report and presentation that provided the Committee with an overview of the Council's budget development process. The report also provided information on the public budget consultation process in relation to the development of the Council's budget for 2023/24.

As a result of the discussion that took place, it was agreed:

"That a task and finish review takes place on the budget consultation process, giving regard to the budget consultations carried out by other local authorities."

Scoping the Review

6. Subsequently work was carried out to “scope” the review. This work was carried out by the Chairman and Vice-Chairman of the Overview Committee, in consultation with the Service Director - Finance, Infrastructure and Improvement and the Service Director – Transformation and Change. This work identified the key objectives for review as well as setting out the strategic context in which the issues involved would be considered.
7. As a result of the scoping work that was carried out, the key objectives that would guide the review were identified as being:
 - To examine and gain an understanding of the Council’s current approach to formal resident consultation, within the context of ongoing wider resident engagement and co-production.
 - To examine what the Council’s approach to formal resident consultation could look like in the future, across the Council, to encourage wider resident participation to ensure the most effective services and outcomes for Nottinghamshire residents.
 - A specific area of focus for the review would be the budget consultation process and other whole-council consultation activity. For example, any future consultation on the development of the Nottinghamshire Plan.

In the context of the review, it was noted that the statutory consultations that the Council was required to carry out that had legally defined rules of how they must be conducted, and consultations on employment matters that were governed by agreed policies and procedures, were not included in the scope of the review’s activity.

Once the scoping document had been completed it was circulated to all members of the Overview Committee. At this point all members of the committee were invited to express their interest in being part of the review group.

Link to Council Priorities

8. The work of the Council’s scrutiny function should always be focussed on supporting delivery of its strategic priorities, which will in turn support the delivery of the best possible services to the residents of Nottinghamshire. The work that was carried out in scoping the review identified that a review of consultation and resident engagement supported a wide range of strategic priorities, as well as the strategies and policies that underpinned them.

The Nottinghamshire Plan 2021 - 2031

9. The Nottinghamshire Plan 2021 - 2031 is an ambitious plan for the County Council that sets out the Council’s strategic vision for the future of Nottinghamshire and the local authority. The activity in the Nottinghamshire Plan is built around achieving a bold 10-year vision for a ‘healthy, prosperous and greener future for everyone’. This vision is supported by nine ambitions which will act as a framework for all County Council activity. The scoping of the review supports the following ambition set out in the Nottinghamshire Plan:
 - A forward looking and resilient Council

Consultation at Nottinghamshire County Council

10. The Consultation Institute defines consultation as: “The dynamic process of dialogue between individuals or groups, based upon a genuine exchange of views, with the objective of influencing decisions, policies, or programmes of action.
11. In Nottinghamshire, the Council has a strong history of asking people what they think about the issues and services that affect their lives. The Council regularly consults residents and other stakeholders to seek their views on proposed changes to Council services, plans, policies, and other important issues. Consultations at the Council have a specific start and end date and help to inform decisions that the Council makes. As well as consulting on specific issues, the Council also works to carry out longer term engagement. This involves working closely with communities to ensure that they are empowered, supported, and developed to be involved in decisions that affect their lives.

The Review Process

12. The members of the review group were:
 - Councillor Boyd Elliott (Chairman)
 - Councillor Glynn Gilfoyle
 - Councillor Mike Pringle
13. The review was carried out using a variety of methods, including informal meetings, and the consideration of written evidence. The different stages of the review are detailed below.
14. The first meeting of the review group took place on Wednesday 10 May 2023. At this meeting members received a presentation and links to reference materials from Dr Isobel Fleming – Service Director for Transformation and Change, that provided detailed information on:
 - “The ladder of citizen participation” and the vital role of consultation in this process.
 - The ‘Gunning Principles’ that set out the legal expectation of what is considered appropriate consultation. These include:
 - Consultation must take place when the proposal is still at a formative stage.
 - Sufficient reasons must be put forward for the proposal to allow for intelligent consideration and response.
 - Adequate time must be given for consideration and response.
 - The product of consultation must be conscientiously taken into account.
 - The aims of the Council’s “Consultation Toolkit,” that are:
 - ensuring the Council met any required statutory obligations when consulting with people.
 - adhering consistently to consultation principles.
 - providing officers with the necessary guidance and tools to undertake consultation effectively and efficiently.
 - ensuring that the quality of any consultation carried out is of a high standard

- having a consistent, co-ordinated, and joined-up approach to consultation across the council and with partners.
- How the Consultation Toolkit was used to guide the process of consultation across the Council.
- The overarching processes used in the development of outreach and consultation activity with residents and communities.
- The many ways in which consultation activity could be carried out. These included self-completion surveys, telephone interviews, face-to-face interviews, and other online engagement activity.
- How the Council's online Engagement Hub provided the opportunity for residents to complete current consultations online, as well as providing access to information on consultations that had already been carried out. A demonstration of the Hub was provided by Ross Scott, Policy and Research Manager.
- That, unlike some other local authorities, the Council did not have a separate team that led on consultation activity across the organisation. Individual consultations were managed and led by departments across the Council when they were consulting on issues related to their own service area.
- Information on the number of public consultations that had been carried out over previous years was provided by the Communications Team.

Year	Public Consultations (open to all)	Targeted Consultations (only accessible through an emailed web link)
2023 (as of 3 May)	91	15
2022	185	64
2021	249	58
2020	193	50

15. Members of the review group also received presentations from representatives of Council departments that provided detailed information on specific consultations that had been undertaken. These presentations brought to life how these consultations had been carried out and how the feedback had been used in the development of services.

Children and Families

Members of the review group received a presentation from Lucy Peel – Service Director – Transformation and Improvement and Judith Bullimore – Project Officer, on the engagement approach to developing the Retford Family Hub.

Members of the review group were advised that the learning from this work that specifically related to consultation and engagement activities were that:

- Online consultations only worked well if the services, partners, and organisations involved could tailor promotional activity to the specific groups that services wanted to engage with.
- Simple, flexible, and targeted consultation activity received a higher response rate, and as such was more effective than an untargeted consultation posted online.
- Going out into the community, and using interactive, family friendly approaches worked well in engaging with service users.
- The “themes so far” document that simply and clearly presented the findings of a consultation was a great way of capturing feedback and presenting it in a way that all parties understood.
- Designing bespoke engagement tools for intended purposes had worked well; bringing in design expertise would have strengthened impact even more.
- Having an adequate staff and project resource to sustain and build high levels of engagement was crucial to enable meaningful consultation and engagement.

Adult Social Care and Public Health

Members of the review group received a presentation from Gemma Shelton - Integrated Group Manager Quality and Market Management that provided information on:

- The formal and informal consultation that had been carried out with the care market.
- The consultation that took place when a material change to how services would be delivered was being considered.
- The ‘Big Conversation’ consultation that had been carried earlier in 2023. This had set out to ask people who used social care and their carers about the vision, the challenges, and what they wanted in the future from service provision. Information was also provided on how it had used a wide variety of engagement activities, including in-person events and online surveys. A colourful and accessible graphic record had been used to illustrate the information gathered at the listening events and that had received positive feedback from those who had participated in the process.
- The first “Making it real” forum that had taken place in April 2023 that had aimed, through a process of co-production to ensure that the provision of Adult Care Service in Nottinghamshire was of a high quality and was also making a positive impact on the lives of residents.

Place

Members of the review group received a presentation from Joelle Davies - Group Manager - Growth, Infrastructure and Development, that provided information on:

- The wide range of services within the Place department where consultation and engagement activity had been used to gather information to inform and shape the delivery and provision of services.

- The consultation activity that had been carried out on proposals for a new cycle route on the A611 Derby Road in Mansfield. The consultation had been carried out using a wide variety of methods including targeted in-person events at Vision West Notts College and an online survey that provided the opportunity for other residents to be involved in the consultation. The consultation had successfully engaged local people in the discussions about the wider Department for Transport Active Travel programme and delivered a scheme that had been shaped by and supported by the local community.
- How social media and other publicity channels had been used in promoting the consultation.
- The follow up activity and discussion had been carried out on issues raised with those who had engaged with the consultation.

Corporate round-up

16. After receiving the information, members of the review group took the opportunity to ask questions of Dr Isobel Fleming – Service Director - Transformation, Luke Barrett - Group Manager – Communications and Marketing and the departmental representatives on the information that had been provided, and to discuss the issues that had been raised.
17. The second meeting of the review group took place on Wednesday 23 May. This meeting focussed on the Council's approach to consulting with residents as part of the Council's budget development process. At this meeting members received a presentation that provided detailed information on:
 - The Council's budget development process and how resident consultation was an integral part of this. It was noted however that whilst there was no statutory requirement to consult with residents on the development of the Council's budget, that the Council's Public Engagement Policy states that the Council will engage with the public before setting its budget. It was noted however that there was a statutory requirement to consult with non-domestic rate payers.
 - The consultation on the 2023/24 budget had been open to residents from 17 November 2022 to 2 January 2023 in advance of the draft budget being presented at Overview Committee on 24 January, Cabinet on 26 January and Full Council on 9 February.
 - The 2023/24 budget was the first to be approved under the Council's new governance arrangements introduced in May 2022. Members of the review group were advised that subsequent consideration had been given to the parts of the process that could be refined further in advance of the development of the 2024/25 budget.
 - How the responses to the consultation had been incorporated into the development the Council's 2023/24 budget.
 - How social media had been extensively utilised to raise public awareness of the consultation in advance of the consultation survey being launched.

- The public consultation had launched on 17 November 2022 with a dedicated space on the Council's website providing background information and linking through to an online survey that was open to all Nottinghamshire residents. To provide access to the consultation to those residents who are digitally excluded, printed copies were produced and distributed to all 59 Children's Centres and the 60 Libraries across the county. Paper packs were also sent to all Members for them to share in their communities. The Council's Customer Service Centre was also able to assist residents complete the survey over the phone.
- On the day that the survey opened an email bulletin was sent to all 140,309 subscribers of the council's "emailme" system, including information about the consultation and a link through to the survey. This was opened by 31% (42,414) of the subscribers, with 2% (3,170) clicking through to the website/survey. A tailored email on the survey was also sent to the 179 parish and town councils across Nottinghamshire. Various social media promotion was undertaken during the survey period, On 29 December (four days before the consultation ended) a further email bulletin was sent to 140,941 subscribers of the council's "emailme" system with a final call to take part in the survey. This was opened by 25% (34,258) of the subscribers, with 2% (2,146) clicking through to the website/survey.
- The extensive activity engaging with local media, as well as how social media had been used to raise public awareness, both in advance of the launch of the survey as well as during the period it was open.
- There had been 2,452 responses from residents to the survey. Of these, 12 responses had been made using the paper copy with the rest of the responses being submitted online. Members of the review group were advised that of the residents who had completed the survey that:
 - the most common age range of respondents was between 55-64 years of age (25.5%), with the least common age range was under 18 (0.2%)
 - respondents, aged 45 and over, represented 79.9% of respondents. This is in comparison to the Office for National Statistics' 2020 mid-year estimate of Nottinghamshire's 45+ population of 60.8%.
 - 4.3% of respondents were male, 55.7% of respondents were female, which is higher than the population split for Nottinghamshire compared to Office for National Statistics 2020 mid-year estimates.
 - responders to the budget consultation who identified their ethnicity as white/British stood at 88.6%. This was in line with the proportion of Nottinghamshire residents who identified their ethnicity as White/British according to Office for National Statistics 2020 mid-year estimates.
 - The number of completed budget consultation surveys received from residents by other County Councils. Members were advised that the response rates to these consultations should not be taken as a direct comparison against the Council's own

consultation as each authority's methodology differed and their activity may not have been supplemented with other forms of engagement activity.

County Council	Total population	No. of responses
Surrey	1,203,108	358
Oxfordshire	725,291	559
Gloucestershire	645,076	621
Cambridgeshire	678,849	1458
Kent	1,576,069	2161
Derbyshire	794,636	2431
Essex	1,503,521	2434
Nottinghamshire	824,822	2454
Suffolk	760,688	2617
North Yorkshire	615,491	2654
Hertfordshire	1,198,798	2935

- Examples of the format and questions used by other County Councils as part of their budget consultation surveys.
- The potential reasons why residents may choose or not choose to engage and complete a survey when given the opportunity.

18. After receiving the information, members of the review group took the opportunity to ask questions of the Service Director for Transformation and Change on the information that had been provided and to discuss the issues that had been raised.

19. The third meeting of the review group took place on Tuesday 30 May. At this meeting members considered and reviewed the information and discussions that had taken place over the previous meetings to formulate their recommendations.

Review activity and recommendations

20. 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. The Budget for 2023/24 was the first Budget to be approved under the Council's new governance arrangements and included a number of reports to Cabinet and Overview Committee before approval of the Budget by Full Council in February 2023. As part of the activity carried out to develop the Budget, the consultation survey with residents went live on 17 November 2022 and closed on 2 January 2023. The survey set out how the council spent its allocated budget and asked residents for their views about Council services and their priorities. Members of the review group were also advised that whilst there was no statutory

requirement to consult with residents on the development of the Council's budget, the Council's Public Engagement Policy stated that the Council would engage with the public before setting its budget as well as being recognised across local government that local people and communities, as the recipients of Council services, should have the opportunity to have their say on and to contribute to the processes on how these services were delivered.

21. Members of the review group heard how the experience from the consultation for the 2023/24 budget had indicated it would be beneficial if the public consultation on the budget occurred from September through to late October. This would enable Cabinet to consider the output from the consultation alongside the Local Government Settlement and significantly aid the planning and budgeting activity to coincide before publication of the budget report to Cabinet in January 2024. The aim was to bring forward the planning cycle and make it coterminous with the budget cycle. Members of the review group were advised that having all the necessary information, budget consultation outcomes, grant settlement announcements and taxbase information before setting both the Council's Annual Delivery Plan and Budget would ensure these activities could be completed prior to Full Council considering the proposed Budget in late February 2024.

Recommendation One

That the public consultation on the Council's budget should commence earlier in the year to enable the responses to be considered at an earlier point in the budget development process.

22. As part of the review process members received information on the different types and formats of questions that could be used during consultation and engagement activity. Members of the review group also took the opportunity to consider the questions that had been used during the 2023/24 budget consultation with residents and examples of questions used by other County Councils as part of their public budget consultations.
23. Members of the review group agreed that for the public consultation to add value to the budget development process, the questions included in the survey should be clear, concise, focussed, and accessible. Members of the review group agreed that the questions that had been included in the consultation on the 2023/24 budget had largely met these standards, and that the number of, and focus of the questions had enabled the views of residents to be gathered in way that had enabled them to be collated and analysed prior to being fed into the wider budget development process. Members agreed that having reviewed a range of questions used by other County Council's in their public budget consultations, the question used in the Nottinghamshire survey compared very favourably in terms of clarity and accessibility.
24. Members of the review group discussed the potential in future years that the questions and their format could be amended to make them even more accessible and be presented in a more interactive way. Members agreed that whilst there could be some potential benefits of large-scale changes to the format of the survey, making such changes would take considerable time, put significant demands on resources and could be difficult to deliver as the Council does not currently have a dedicated team for the management and delivery of consultation and engagement activity.
25. Members of the review group were in strong agreement that whilst some minor amendments to the questions included in the budget consultation survey may be needed each year, once

a format had been agreed, the questions asked each year should remain largely unchanged. Members agreed that consistent questions asked over several years would enable detailed analysis on how residents' priorities were changing over time.

26. Whilst it is noted that the setting of the budget consultation questions is the responsibility of the Cabinet Member for Finance in consultation with officers, members of the review group agreed that feedback from members of the Overview Committee should be considered as part of their development.

Recommendation Two

That members of the Overview Committee be given the opportunity to comment on the proposed questions for the 2024/25 budget consultation in advance of the launch of the public survey.

27. As part of the review process, members were keen to understand issues related to participation and the number of residents who had chosen to take part in the consultation around the development of the Council's 2023/24 budget. The public survey on the 2023/4 budget had been completed by 2,454 respondents. Members of the review group were advised that this level of participation was a significant improvement on that received to previous similar budget consultations, as the response rates to these had not exceeded 1,400 responses. Members of the review group agreed that whilst it was encouraging that the number of responses to the survey had increased notably, that the number of responses was disappointing to them given that the population of Nottinghamshire was over 800,000. Members of the review group also examined the response rates that had been seen by other County Council's and noted that whilst it was difficult to make comparisons due to different approaches being taken, that the response rate to the budget consultation in Nottinghamshire compared favourably to the response rates elsewhere.
28. When the public consultation process on the budget opened on 17 November 2023, an email bulletin was sent to all 140,309 subscribers of the Council's "emailme" system. The "emailme" system enables residents to register to receive email bulletins that provide news and information on Council services. This email that was sent on 17 November included information about the budget consultation and provided a link through to the survey and was opened by 31% (42,414) of the subscribers, with 2% (3,170) clicking through to the website/survey. On 29 December (four days before the consultation ended) a further email bulletin was sent to all "emailme" subscribers encouraging recipients to take part in the survey before it closed, this email was opened by 25% (34,258) of the subscribers, with 2% (2,146) clicking through to the website/survey.
29. Members of the review group noted with disappointment the low number of recipients of the email who had opened and subsequently clicked through to access the survey, especially as these were residents who had made the active choice to be contacted by and receive information from the Council. Members discussed the potential reasons why residents who had shown interest in the survey by opening the email and clicking through to the survey might then have chosen not to complete it.
30. The 2023/24 budget consultation survey was also extensively promoted using press releases and through social media activity. Between 21 September 2022 and 2 January 2023, 25 messages were posted from the Council's Facebook (13) and Twitter (12) accounts. In total these reached 19,800 residents, with 35,300 impressions and resulted in 35 likes, 38

shares/retweets, and 15 comments. Further messages were presented on the Council's Instagram account which reached 452 accounts. Members of the review group welcomed the use of social media in promoting the survey and agreed that its use played a significant role in raising awareness of and encouraging participation in the budget consultation process. Members of the review group also agreed that the "MyNotts" app (that had been downloaded 29,540 times as at the end of May 2023) offered further opportunities for promoting future budget consultations surveys.

31. Members of the review group considered in detail why more residents had not chosen to complete the survey given the active promotional activity that had been carried out around it. Members of the review group agreed that the reasons why residents may choose not to participate in the consultation were very complex, with possible reasons including lack of time, not feeling that they had enough information or that their response would not make a difference. As such, the group agreed it was difficult to identify specific activities that would increase levels of participation. Members of the review group agreed that the Council's emailme system as well as the Council's Citizen's Panel presented further opportunities to increase the number of responses received to the budget consultation, given that residents who actively signed up to receive communications from the Council may be more engaged and interested in Council activities than those residents who hadn't.
32. Members of the review group agreed that whilst increasing the number of responses to the Council's budget consultation should be a long-term objective, that this should not be to the detriment of the quality of the information received through the survey. Members noted that for example, a shorter survey could encourage more residents to participate, however this could negatively impact on the quality and usefulness of the information gathered to feed into the budget development process. Members of the review group agreed that ultimately the budget consultation should be focussed on gathering quality information rather than focussing purely on obtaining as many responses as possible.
33. As part of their discussion, members noted that many large public opinion companies when sending out surveys frequently advised at the start of each survey how long on average that they anticipated it would take to complete. Members agreed that including this information in communications around future budget consultations may encourage more residents to complete the survey.

Recommendation Three

That consideration should be given to whether there are any further potential areas of development to build on the existing use of, 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.

Recommendation Four

That relevant communications related to the public budget consultation should clearly state the approximate time that it will take a resident to complete the survey.

34. At the launch for the public consultation process on the budget in November 2022, and to provide access to the consultation to those residents who are digitally excluded, printed copies of the 2023/24 budget consultation survey were produced and distributed to all 59 Children's

Centres and 60 Libraries across the county, with paper packs also being sent to all Members for them to share in their communities. In total, over 1,500 printed copies of the budget consultation survey were distributed, with additional spare copies also being available to be sent out on request. For residents needing support with completing the survey, there was also the option to phone the council's Customer service Centre where the customer service advisor would be able to assist and fill the survey out on the resident's behalf. Members of the review group agreed that it was essential that residents who were digitally excluded were able to access alternative ways of completing the budget consultation survey.

35. In total, of 2,452 responses from the public were received to the budget consultation, with 12 of these responses being received on paper and none being received by telephone through the Customer Service Centre. Members of the review group noted that that given the financial and environmental impacts of producing paper copies of the survey, producing over 1,500 copies may not be most appropriate use of the Council's resources. As part of their discussions, members of the review group considered whether the Council should stop producing paper copies in future years because of the low number of hard copy responses. On consideration, Members agreed that the Council should continue to produce some paper copies so as not to remove an opportunity for digitally excluded residents to participate in the survey. Members agreed that as it was not possible to determine the number of residents who had become aware of the survey by seeing a paper copy of the survey or a poster advertising the survey, but who had then decided to complete the survey online, that paper copies of the budget consultation survey should continue to be made available. Members noted that if the number of paper copies of the survey were to be reduced then alternative options could be considered for ensuring that paper copies were available to all residents who required them.

Recommendation Five

That paper copies of the budget consultation should continue to be provided, but that the number of copies printed should be reduced.

36. As part of the information gathering activity that took place, members of the review group also looked at the wide range of consultation and engagement activity carried out across the Council. Members of the review group learned that during 2023, (up to 3 May) there had already been 91 public consultations covering a wide range of topics as well as 15 targeted engagements and 86 statutory consultations on traffic regulation orders.
37. As part of the review process, members received information on specific consultations that had been carried out by departments across the Council (as detailed at paragraph 13) and learnt how they had then been used to effectively support the design and delivery of services. Members of the review group agreed that there were many excellent examples of how engagement and consultation activity had been carried out across the Council.
38. Members noted with approval the dynamic and focussed approach that had been taken by services across the Council in making their engagement and consultation activity visible, accessible, and relevant to residents and service users, and that when this had been done it had resulted in good levels of participation. Members agreed that when residents or service users had a clear understanding on the issue or service that was being consulted on, and when the processes involved in the consultation were accessible and relevant, good levels of participation were seen. Members of the review group noted that high levels of participation, when there had been a focus on gathering quality and relevant information, provided services

across the Council with the information they needed to assist them to effectively develop services.

39. Members of the review group also welcomed how departments were focussed on activities that built on the learning from previous engagement and consultation activity to further develop future engagement and consultation activity in their departments.
40. At the completion of the public consultation on the 2023/24 budget, analysis showed the greatest proportion of responses were from those between 55-64 years of age (25.5%). The age group with the lowest response rate was under 18's (0.2%). Members expressed concern at the low level of participation by young people and discussed the potential reasons why they may not have chosen to participate. Members agreed that due to the significant impact on the lives of young people that Council services had, it was important that their voices were heard as part of the budget consultation process.
41. Members of the review group acknowledged that engaging with young people on an activity such as the budget consultation could be challenging because they may not be aware of the role of the Council in their lives. Members also noted that activity to increase the participation of young people and make the budget consultation feel relevant to them may be difficult to continuously resource because due to there not being a dedicated consultation team that could lead on this work. Members of the review group agreed that despite these challenges, there should be a long-term objective across the Council to increase the number of young people participating in relevant consultation and engagement activity.
42. As already noted, Nottinghamshire County Council does not have a central engagement and consultation team. Instead consultation and engagement activity is managed within individual departments, and as appropriate is supported by the Council's Communication team. Members of the review group noted that there could be many benefits of all the Council's engagement and consultation activity being brought together under a central consultation team but agreed that due to the resource and budget demands that this could create, and with the financial pressures currently being faced by the Council, this was unfortunately not a feasible option. Members of the review group noted however, that processes should be in place to enable departments to share feedback and best practice that would support the ongoing development of high-quality engagement and consultation activity across the Council.

Recommendation Six

That work be carried out to investigate potential opportunities around how more young people could be encouraged to take part in relevant consultations.

Recommendation Seven

That opportunities should be put in place that enable departments across the Council to share feedback and best practice around consultation and resident engagement activity.

43. The Council's Consultation Toolkit sets the Council's approach to consultation and engagement activity. This document details the 12 consultation standards that should be used across Council departments to establish best practice when carrying out engagement and

consultation activity. The standards are based on the Council's Public Engagement Policy and participation values that put the public at the heart of what the Council does.

44. The consultation process, as detailed in the Council's Consultation Toolkit should include providing participants with feedback on the information that has been gathered and how it is being used. As part of the review process members received information on how these processes worked in practice and commended the clear and accessible way in which this work was carried out across the Council. Members of the review group were particularly impressed by the visual and colourful infographics that had been used by the Children and Families and Adult Social Care and Public Health departments that summarised the responses received during engagement and consultation activity in a clear and accessible way. Members of the review group agreed that providing feedback that showed how information gathered through consultation and engagement had been used and listened to, especially if done in an accessible and engaging way, had the potential encourage those who had contributed to take part in further consultation and engagement activities. Members of the review group did note however that providing this type of feedback on all consultation and engagement activity would place an additional demand on Council resources, especially as the Council does not have a dedicated consultation and engagement team.
45. The Council's Engagement Hub, that is accessed through the Council's website and easily located through web search engines, provides public access to the Council's consultations. As well as providing access to open consultations, the hub also provides details of consultations that have closed. Members noted that whilst the hub was both easily accessible and user friendly for the public, for closed consultations information was not shown on how the responses had contributed to the delivery and design of the service that had been consulted on.
46. Information gathered through the annual public consultation on the Council's budget is included in reports to Cabinet and Council that are accessible to the public through the Council's website. Members of the review group agreed that due to the scale and importance of this consultation that the information received should be easily accessible by residents and presented in a user-friendly manner to show residents how their participation had been used to feed into the development of the Council's budget.

Recommendation Eight

That as and 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.

43. Summary of recommendations

	Recommendation	Cabinet response
1.	That the public consultation on the Council's budget should commence earlier in the year to enable the responses to be considered at an earlier point in the budget development process.	

2.	That members of the Overview Committee be given the opportunity to comment on the proposed questions for the 2024/24 budget consultation in advance of the launch of the public survey.	
3.	That consideration should be given to whether there are any further potential areas of development 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.	
4.	That relevant communications related to the public budget consultation should clearly state the approximate time that it will take a resident to complete the survey.	
5.	That paper copies of the budget consultation should continue to be provided, but that the number of copies printed should be reduced.	
6.	That work be carried out to investigate potential opportunities around how more young people could be encouraged to take part in relevant consultations.	
7.	That opportunities should be put in place that enable departments across the Council to share feedback and best practice around consultation and resident engagement activity.	
8.	That as and 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.	

Acknowledgments

44. The Chairman and members of the review group would like to express their thanks for the invaluable support provided during review process to Dr Isobel Fleming, Service Director – Transformation and Change, Nigel Stevenson, Service Director - Finance, Infrastructure and Improvement, Luke Barrett, Group Manager – Communications and Marketing and Ross Scott, Policy Manager, as well as to the officers who attended the first meeting of the review group and provided information on engagement and consultation activity in their departments.

Statutory and Policy Implications

45. 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

46. There are no direct financial implications relating to the recommendation of the report.

RECOMMENDATION

- 1) That the recommendations from the scrutiny review of resident engagement and consultation, as detailed in the report, be endorsed, and referred to Cabinet for consideration.

Councillor Boyd Elliott
Chairman, Overview Committee

For any enquiries about this report please contact: Martin Elliott, Senior Scrutiny Officer, Tel: 0115 9772564, e-mail: martin.elliott@nottsc.gov.uk

Constitutional Comments (KK 21/06/2023)

The proposal in this report is within the remit of the Overview Committee.

Financial Comments (PAA 19/06/2023)

There are no specific financial implications arising directly from the recommendation of the report.

Background Papers and Published Documents

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

[Minutes of the Overview Committee 7 September 2022](#)

[Minutes of the Overview Committee 1 December 2022](#)

[Budget Report to Council Appendix G – Budget Consultation 9 February 2023](#)

[Nottinghamshire County Council Public Engagement Policy](#)

Electoral Division(s) and Member(s) Affected

- All

REPORT OF THE MONITORING OFFICER

SALE OF LAND AT TOP WIGHAY – REFUSAL OF CALL-IN REQUEST

Purpose of the Report

1. To advise Overview Committee of the refusal of the call-in request that was submitted in relation to the decision taken by the Cabinet Member for Economic Development and Asset Management taken on 10 May 2023 on the Sale of Land at Top Wighay.
2. The Council's Constitution states that the Monitoring Officer will submit a report at the next available meeting of the Overview Committee giving details of a request for a call-in of a decision that was refused and reasons for that refusal.

Information

3. On 18 May 2023 a letter was submitted to the Monitoring Officer by Councillor Shaw as lead member to request that the decision by the Cabinet Member for Economic Development and Asset Management taken on 10 May 2023 on the Sale of Land at Top Wighay be called-in. The letter requesting the call-in of the decision is attached at **Appendix 1**.
4. On 26 May 2023 the Monitoring Officer wrote to Councillor Shaw to advise that having considered the request that the request did not meet the grounds for a call-in, and as such had been refused. The Monitoring also advised in the response that the procedure to request a call-in had not been followed correctly and referred Councillor Shaw to the processes that supported the call-in procedure that are detailed in the Council's Constitution. The letter refusing the call-in request is attached at **Appendix 2**.

Other Options Considered

5. None. As detailed in the Council's Constitution it is required that the Monitoring Officer submits a report to the next available meeting of the Overview Committee that provides details on a request for a call-in of a decision that was refused and the reasons for that refusal.

Reasons for Recommendation

6. That in accordance with the Council's Constitution, to advise Overview Committee of a request for a call-in of a Cabinet decision that was refused and the reasons for that refusal

Statutory and Policy Implications

7. 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

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

RECOMMENDATION

- 1) That Overview Committee notes the call-in request that was made in relation to the decision taken by the Cabinet Member for Economic Development and Asset Management on the Sale of Land at Top Wighay and the response from the Monitoring Officer refusing the request.

MARJORIE TOWARD

MONITORING OFFICER AND SERVICE DIRECTOR CUSTOMER, GOVERNANCE AND EMPLOYEES

For any enquiries about this report please contact:

Marjorie Toward, Monitoring Officer and Service Director Customer, Governance and Employees. Email: marjorie.toward@nottsc.gov.uk, Tel: 0115 9774404

Constitutional Comments

9.

Finance Comments

10.

Background Papers and Published Documents

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

- [Report to the Cabinet Member for Economic Development and Asset Management - 10 May](#)
- [Decision Record Sheet](#)

Electoral Division(s) and Member(s) Affected

- All

This matter is being dealt with by:
Councillor David Shaw
Reference:
T 0115 977 3496
E cllr.david.shaw@nottsc.gov.uk
W nottinghamshire.gov.uk

18.05.23

Dear Marje,

RE: Delegated Decision Published (309) on 12 May relating to the Sale of Land at Top Wighay.

I am writing to inform you that it is the intention of the signatories of this letter to initiate the Council's pre-call-in procedure regarding a Delegated Decision Published (309) on 12 May relating to the Sale of Land at Top Wighay.

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

As outlined in the Constitution, we will seek to call-in this decision because we do not believe that the Council has been transparent in the way the decision has been handled. The decision commits the Council to £4,382,590 of spending at the site of the new Council Offices at Top Wighay Farm, Linby, Nottinghamshire. There is no detail other than general costings on how this money will be spent and no guarantee that this work will be carried out on budget. I am sure you will be aware of our responsibility to protect the public purse.

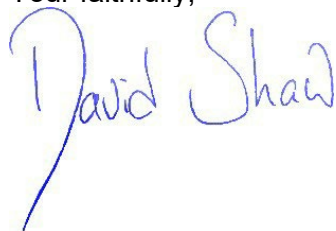
As per the document this money will be used to prepare council land for sale. This is covered in paragraph 15 as published in the key decision:

15. The proposed arrangements to develop the wider site with Vistry (for residential development), the release of the employment land, and the further access considerations for accessing the safeguarded land requires the provision of infrastructure in advance by the Council. The infrastructure also enables the opening up of the proposed Council office site. The provision of the access road and roundabout into the site will accelerate and ensure the delivery of the overall Top Wighay scheme.

Any discussions with the developer including over the sale of the land is redacted for commercial reasons. It is our view that a key decision made that is spending over £4million of taxpayer's money should be made with all facts being considered by all councillors and therefore the Council is not being transparent. It is also not clear whether the £4,382,590 is part of the overall £15.7million that has been budgeted for the project. It is our collective view that costs relating to Top Wighay are spiralling out of control and this call in is necessary before any more public money is wasted.

Based on this – it is entirely sensible to call this decision in for further scrutiny,

Your faithfully,



Councillor Dave Shaw

Additional Call-In Signatories:

Lee Waters.

Councillor Lee Waters



Councillor John Wilmott



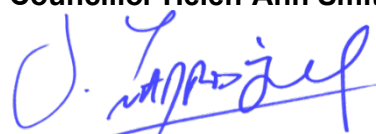
Councillor Tom Hollis



Councillor Steve Carr

Helen-Ann Smith

Councillor Helen-Ann Smith



Councillor Jason Zadrozny

This matter is being dealt with by:

Marjorie Toward

Reference:

T 0115 9774404

E Marjorie.toward@nottscc.gov.uk

W nottinghamshire.gov.uk

Private and Confidential

To be opened by addressee only

Cllr Dave Shaw

Independents Alliance

26 May 2023

Dear Councillor Shaw,

I refer to your letter dated 18th May, sent at 18.58pm on 18th May after I had finished work for the day. As you correctly set out in your letter the deadline for submission of a call-in request was 12 noon on Friday 19th May.

Your letter indicated your intention to initiate the pre-call-in procedure and of your intention to proceed with a call-in should the outcome of the pre-call in process leave your concerns unresolved. However, the covering email from your group researcher, indicated that you and the other signatories wished to “formally call in the Delegated Decision Published on 12 May (Decision 309) relating to the Sale of Land at Top Wighay”, and asked me to “accept this as a formal notice of the intentions of 5 Independent Alliance councillors”.

Your initial request was invalid as it was signed by only 5 councillors when the requirement for a valid call-in is for 7 councillors. Following this being drawn to the attention of your group researcher, your request was subsequently amended on the morning of Friday 19th May to include the requisite number of 7 signatories. The revised request was received shortly before the call-in deadline allowing very little time to undertake the pre-call-in procedure.

I am not able to accept your request as a valid call-in of the decision published on the Sale of Land at Top Wighay on Friday 12th May in the Council's delegated decision log. The request fails to meet the grounds for a call-in or to follow the correct procedure as set out below:

1. The call-in procedure should be used only in exceptional circumstances (see paragraph 55 of the Overview and Scrutiny procedure rules) to revisit an Executive decision due to a perceived procedural error. The call-in request does not provide evidence of any such error.
2. The call-in procedure states that members considering submitting a call-in notice are required to discuss the nature of their concerns with the relevant decision maker and the Leader of the Council (or their nominee). Your letter was sent direct to me. I am not aware and nor does your request set out, when or if such discussions with those individuals have taken place.
3. Call-in may only be used “where members have evidence that the relevant decision maker did not take a relevant decision in accordance with the decision-making principles set out in Section 1 of the Constitution”. Your letter does not refer to those

decision-making principles, which of them you believe may have not been followed nor provide any evidence on which to base that belief.

4. The call-in notice does not specify the aspects of the decision in relation to which the members seek to challenge, which is required to enable those preparing for any validated call-in to understand what the focus of the call-in will be and to prepare to address those issues specifically.

In your letter you raise the issue of decision makers needing to have access to the relevant information when making a key decision. It is my understanding that the Cabinet Member, as the person making the decision, had access to the information necessary to discharge this key decision. This took the form of a report and exempt appendix containing commercially sensitive information in relation to details of the sale of the land. In a Cabinet system of governance this would not require circulation of information to a wider cohort of members as suggested in your letter as would have been the case if making this decision under the Committee system. In line with the Council's normal approach the local member has received a briefing on this matter.

The Council's Forward Plan identifies that an update report on the Office and Building Rationalisation Programme, including reference to the building of Council offices on the Top Wighay site, will be considered by Cabinet no earlier than its meeting on 22nd June. Officers will be happy to provide you and your colleagues with a further briefing on this at the appropriate point in time. This may assist you and your group in understanding the wider context of the programme, its objectives, timescales and funding.

As set out in the Council's Constitution, I have discussed your request for a call-in with the Chairman of the Overview Committee. I have also spoken to the Chief Executive, the Corporate Director for Place and the Section 151 Officer and had regard to their advice. I have also discussed the referral with the Statutory Scrutiny Officer.

As discussed at Overview Committee last week, the Council and members are in a learning phase with regard to how it operates its Scrutiny function and I would therefore be happy to discuss the above decision further if that would be helpful.

Yours sincerely

A handwritten signature in cursive script, reading 'Marjorie Toward'.

Marjorie Toward
Service Director – Customers, Governance and Employees and Monitoring Officer
Chief Executive's Department
Nottinghamshire County Council

**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 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.

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

9.

Financial Comments

10.

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 2022	Budget Monitoring Process and Budget Framework	Cabinet Member - Finance	<p>To provide a progress report on the current budget monitoring process and the budget framework for 2023/24.</p> <p>To monitor the implementation of the Council's 2022/23 Budget.</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That in advance of the launch of the public consultation on the 2023/24 budget, members of the Overview Committee receive a briefing on the proposed consultation in order to enable them to feed into to its development. 3. That members of the Overview Committee receive a briefing on the Budget consultation responses once the consultation period has ended.

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
1 December 2022	Budget 2023/24 Development	Leader Cabinet Member - Finance	To enable members to feed into the development of the Council's 2023/24 Budget.	<ol style="list-style-type: none"> 1. That the current position on the Council's 2022/23 budget be noted. 2. That the process in establishing the Council's budget for 2023/24 be noted. 3. That the current assumptions that have been made in establishing the Council's budget for 2023/24 be noted. 4. That the public consultation process on the 2023/24 budget be noted. 5. That the following issues raised by the Committee in its consideration of the budget consultation questions be progressed: <ol style="list-style-type: none"> a. that members of the Overview Committee be involved in the development of the consultation questions for the 2024/25 budget at the earliest possible stage of the consultation planning process. b. that the scheduled briefing for members of the Overview Committee on the budget consultation responses should also include information on how the consultation process was managed and delivered. c. that a task and finish review takes place on the budget consultation process, giving regard to the budget consultations carried out by other local authorities. d. that Cabinet be provided with a summary of the Overview Committee's comments on the development of the budget for 2023/24 and the budget consultation.

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
1 December 2022	Nottinghamshire Plan Performance Monitoring	Deputy Leader and Cabinet Member – Transformation	To receive a report on current performance against Council Plan Priorities.	<ol style="list-style-type: none"> 1. That the performance framework within which the Annual Delivery Plan 2022/23 sits be noted. 2. That it be agreed that the current Annual Delivery Plan - Assurance Report Q2 2022/23 provides assurance for the delivery of the Annual Delivery Plan and that the actions identified and detailed are sufficiently progressed to ensure that the Annual Delivery Plan 2022/23 is on track. 3. That it be agreed that the Annual Delivery Plan 2022/23 provides appropriate actions that are in line with the Council's ambitions, as set out in the Nottinghamshire Plan and also provides significantly robust measures that support and benefit the timely delivery of the ambitions as set out in the Nottinghamshire Plan. 4. That the following issues raised by the Committee, including to help inform the development of the 2023/24 Annual Delivery Plan, be progressed: <ol style="list-style-type: none"> a. that future reports to the Overview Committee on the Annual Delivery Plan - Assurance Report include headlines on areas of performance that are doing well, and on which areas require further attention, as well as including more visual aids to show longer term trends on areas of performance. b. That the Place Select Committee carry out pre-decision scrutiny on the refreshed Visitor Economy Strategy in advance of the strategy being considered by the Cabinet Member for Communities.

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
24 January 2023	Budget 2023/24	Cabinet Member - Finance	To consider and make recommendations to Cabinet on the final draft budget for 2023/24.	That the comments made by members during their consideration of 2023/24 Draft Budget and Medium-Term Financial Strategy 2026/27 report be submitted to Cabinet for their consideration.
	Outcomes of the scrutiny review of council office buildings		To consider the findings of the task and finish review of Council Buildings	That the recommendations from the scrutiny review of Council buildings, as detailed in the report of the Chairman of the Overview Committee, be endorsed and referred to the Cabinet Member for Economic Development and Asset Management for their consideration.

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
23 March 2023	Nottinghamshire Plan – Annual Delivery Plan	Deputy Leader and Cabinet Member – Transformation	To receive a report on the development of the Nottinghamshire Plan – Annual Delivery Plan.	<ol style="list-style-type: none"> 1. That the processes that are in place for development of the Annual Delivery Plan 2023-24 be supported. 2. That the Overview Committee continues to monitor performance against Council priorities, as detailed in the Nottinghamshire Plan.
	Response from the Cabinet Member for Economic Development and Asset Management to the recommendations of the review of Council office buildings.	Cabinet Member – Economic Development	To receive the response from the Cabinet Member for Economic Development and Asset Management to the recommendations of the review of Council office buildings.	<ol style="list-style-type: none"> 1. That the Overview Committee receives and notes the response of the Cabinet Member for Economic Development and Asset Management to the recommendations arising from the committee's review of Council office buildings. 2. That the Overview Committee continues to monitor the implementation of the recommendations arising from the committee's review of Council office buildings.¹
	Cost of Living – Review Scope		To consider the proposed scope and programme of work for the committee's review around the cost of living.	That the proposed scopes for the Overview Committee's reviews around Cost of Living and Resident Consultation be approved.
	Resident Consultation – Review Scope.		To consider the proposed scope and programme of work for the committee's review around Council Consultations (including Budget Consultations)	That the proposed scopes for the Overview Committee's reviews around Cost of Living and Resident Consultation be approved.

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
18 May 2023	Budget Monitoring and Budget Framework	Cabinet Member - Finance	To provide an update to Overview Committee on the current budget monitoring process and the budget framework for 2024/25.	<ol style="list-style-type: none"> 1. That the established processes for monitoring for the monitoring of the Council's budget be noted. 2. That the Budget Framework for establishing the Council's budget for 2023/24 be noted.
	Cost of Living Review – Progress Report		To receive a progress report on the work of the review on the Cost of Living.	That the activity to date carried out by the review group be noted.

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
29 June 2023	Resident Consultation		To consider the findings of the task and finish review of Resident Consultation.	

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.

Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
September 2022	Review of the Council's Buildings Portfolio	Cabinet Member - Economic Development and Asset Management	To review how the Councils property assets can be best utilised in supporting the delivery of the Councils priorities and Council services.	<p>Report detailing the findings of the review to be considered at the 24 January 2023 meeting of the Overview Committee.</p> <p>Response from Cabinet Member received at 23 March meeting.</p>

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
Spring 2023	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 Council's priorities and Council services by the recruitment and retention of high-quality staff.	

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

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

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
September 2023	Digital Strategy	Cabinet Member - Transformation	To review the implementation of the Council's new Digital Strategy.	

WORK PROGRAMME 2022/23 – OVERVIEW COMMITTEE – UPDATED 18 MAY 2023

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
May 2023	Resident Consultation	Deputy Leader and Cabinet Member – Transformation Cabinet Member - Finance	<p>To examine the Council's approach to Resident Consultation.</p> <p>To examine how the information gathered through consultations is used to inform service development and delivery.</p> <p>To make recommendations on how the effectiveness and impact of consultations can be maximised for the benefit of both residents and the Council.</p> <p>Resolved December 2022 “that a task and finish review takes place on the budget consultation process, giving regard to the budget consultations carried out by other local authorities.”</p>	<p>Scope approved at March 2023 meeting.</p> <p>Meetings to take place during May. Report to be considered at June 2023 meeting</p>

Items to be scheduled for 2023/24

Item	Cabinet Member Responsibility	Details	Status
Progress report on the recommendations made from the review of Council office buildings	Cabinet Member for Economic Development and Asset Management	To receive a progress report from the Cabinet Member for Economic Management and Asset Management on the recommendations made from the review of Council office buildings.	To be scheduled during 2023/24
Nottinghamshire Plan Performance Monitoring	Deputy Leader and Cabinet Member – Transformation	To receive a report on current performance against Council Plan Priorities as detailed in the Nottinghamshire Plan.	To be scheduled during 2023/24
Scrutiny Annual Report 2022/23		To approve the draft Scrutiny Annual Report to be forwarded to Council for consideration.	To be scheduled for September 2023 meeting

WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
12 September 2022	The Social Care Market	Cabinet Member – Adult Social Care and Public Health	<p>To provide members with an overview of the challenges facing the Council with regard to the Social Care Market including capacity, quality and sustainability of social care services (including workforce issues).</p> <p>To enable members to scrutinise the Council's activities in this area and to make recommendations on future activity.</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That a further report on Social Care Market Pressures be brought to the September 2023 meeting of the Adult Social Care and Public Health Select Committee to provide members with a progress report on the activities being carried out and on their impact. 3. That members of the Adult Social Care and Public Health Select Committee receive a briefing in Spring 2023 on the impact of the increase in fee rates for commissioned home care and care support and enablement services in addressing the current instability in the social care market in Nottinghamshire and in supporting its longer-term sustainability. 4. That the Cabinet Member for Adult Social Care and Public Health, in consultation with officers, considers what activity could be implemented to increase the uptake of the funding that has been made available via the Provider Sustainability Fund.

				<p>5. That as soon as it is available, an analysis of the impact of the social care recruitment events that took place in September and October 2022 be circulated to members of the Adult Social Care and Public Health Select Committee.</p>
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
12 December 2022	Nottinghamshire Adults Safeguarding Board Annual Report and Plan	Cabinet Member – Adult Social Care and Public Health	<p>To receive the Nottinghamshire Adults Safeguarding Board Annual Report and Plan.</p> <p>To be presented by the Independent Chair with other partners also being invited to attend.</p>	<ol style="list-style-type: none"> 1. That the Nottinghamshire Safeguarding Adults Board - Annual Report 2021-22 be noted. 2. That the Adult Social Care and Public Health Select Committee continue to review the work of the Nottinghamshire Safeguarding Adults Board by receiving and considering its Annual Report each year. 3. That the following issues raised by the Committee in its consideration of the Nottinghamshire Safeguarding Adults Board - Annual Report 2021-22 be progressed: <ol style="list-style-type: none"> a. That the Independent Chair of the Nottinghamshire Safeguarding Adults Board attend the June 2023 meeting of the Adult Social Care and Public Health Select Committee to present a report on the current activities of the Nottinghamshire Safeguarding Adults Board and on the progress being made towards its strategic priorities. b. That future reports to the Adult Social Care and Public Health Select Committee on Adult Safeguarding display statistics as whole numbers rather than as percentages.

	Overview of Public Health Outcomes in Nottinghamshire	Cabinet Member – Adult Social Care and Public Health	<p>To provide an Overview of Public Health Outcomes in Nottinghamshire to enable members to identify issues of concern and interest for further scrutiny.</p> <p>To make recommendations on where the focus of future activity could be directed to maximise Public Health outcomes.</p> <p>Page 50 of 106</p>	<ol style="list-style-type: none"> 1. That the factors as detailed on pages six and seven of the Joint Health and Wellbeing Strategy which have the greatest impact on the health and wellbeing of the population, and the impacts of any weakness or omissions in these building blocks in terms of reducing healthy life expectancy and increasing inequalities, be noted. 2. That it be noted that the areas of work required to address the minority of Public Health outcomes (in the four overarching ambitions of the Joint Health and Wellbeing Strategy) where Nottinghamshire is worse than the England average are largely identified in the Nottinghamshire Plan and in the Joint Health and Wellbeing Strategy. 3. 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: <ol style="list-style-type: none"> a. the recommissioning of the nationally mandated 0-19 public health service b. access to and take up of the NHS Health Check service c. the impact of the Covid-19 pandemic on public health d. tobacco control and the potential public health impacts of vaping.
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

	The Social Care Market	Cabinet Member – Adult Social Care and Public Health	<p>To receive a response from the Cabinet Member for Adult Social Care and Public Health on the resolution made at the October 2022 meeting <i>“That the Cabinet Member for Adult Social Care and Public Health, in consultation with officers, considers what activity could be implemented to increase the uptake of the funding that has been made available via the Provider Sustainability Fund.”</i>.</p>	<p>That the response from the Cabinet Member for Adult Social Care and Health on the current and planned spend of the Provider Sustainability Fund be received and noted.</p>
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
13 March 2023	Day Opportunities Strategy 2022-27	Cabinet Member – Adult Social Care and Public Health	<p>To receive a progress report on the implementation of the Day Opportunities Strategy 2022 – 2027 to enable scrutiny of how the policy is working to support service users and their families.</p> <p>Page 52 of 106</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the following issues raised by the Committee in its consideration of the report on the implementation of the Day Opportunities Strategy be progressed: <ol style="list-style-type: none"> a) 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: <ol style="list-style-type: none"> i. how the Day Opportunities Strategy will be delivered in a way that ensures equity of access to support for service users across Nottinghamshire. ii. the Implementation Plan that will support the delivery of the objectives of the Day Opportunities Strategy. iii. the processes (including the use of benchmarking information) that will be in place for measuring the success of the Day Opportunities Strategy. iv. the use and role of buildings in delivering the objectives of the Day Opportunities Strategy.

				<p>v. 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.</p> <p>b) That the Equality Impact Assessment that was carried out in relation to the Day Opportunities Strategy be circulated to the members of the Adult Social Care and Public Health Select Committee.</p> <p>c) That the Cabinet Member for Personnel, in consultation officers reviews the section of the Council’s website that contains Equality Impact Assessments to ensure that it fully up to date.</p> <p>d) 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.</p>
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

	E-cigarettes and vaping	Cabinet Member – Adult Social Care and Public Health	<p>Resolved at the meeting on 12 December 2022</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> <p>d. tobacco control and the potential public health impacts of vaping”</p>	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on The Role of Electronic Cigarettes (Vapes) in Tobacco Control and Public Health be progressed:</p> <p>a) That the Cabinet Member for Adult Social Care and Public Health, in consultation with officers gives further consideration on how the messaging and information on the relative reduced harm of e-cigarettes and vapes, compared to the harms caused by smoking tobacco is communicated with residents.</p> <p>b) That the Chairman of the Adult Social Care and Public Health Select Committee writes to all MPs in Nottinghamshire to:</p> <p>i. advise them of the committee’s concerns around the advertising, availability, and subsequent use of vapes by children and young people, and to request that they raise these concerns with relevant Government ministers.</p> <p>and to</p> <p>ii. advise of the committee’s support for the recommendations arising from “The Khan review: making smoking obsolete” that were published in June 2022.</p>
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				<p>c) That a summary of the report and recommendations from “The Khan review: making smoking obsolete” be circulated to members of the Adult Social Care and Public Health Select Committee.</p> <p>d) That further information and data be circulated to members of the Adult Social Care and Public Health Committee on the identified reduced negative health impacts around the use of vapes compared to the use of tobacco.</p> <p>e) That as soon as available, that the information and data gathered from the Health-Related Behaviour Questionnaire/Survey that is planned to be carried with school children across Nottinghamshire be shared with the members of the Adult Social Care and Public Health Committee.</p> <p>f) That further information on the support provided to schools to assist them to address issues around vaping by children and young people be circulated to members of the Adult Social Care and Public Health Select Committee.</p> <p>g) That the Cabinet Member for Adult Social Care and Public Health, in consultation with officers gives further consideration on how elected members can be involved with and promote the work being carried out with schools around the issue of children and young people vaping and smoking.</p>
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				<p>h) That the Chairman of the Adult Social Care and Public Health Select Committee writes to the Secretary of State for the Environment regarding the committee's concerns about the environmental impact of disposable vapes.</p> <p>i) 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.</p>
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
12 June 2023	Adult Safeguarding/ Nottinghamshire Safeguarding Adults Board – Progress Report	Cabinet Member – Adult Social Care and Public Health	<p>To receive a progress report on the Councils activity with regard to Adult Safeguarding over the previous six-months.</p> <p>Resolved at the December 2022 meeting: That the Independent Chair of the Nottinghamshire Safeguarding Adults Board attend the June 2023 meeting of the Adult Social Care and Public Health Select Committee to present a report on the current activities of the Nottinghamshire Safeguarding Adults Board and on the progress being made towards its strategic priorities.</p>	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report of the Nottinghamshire Safeguarding Adults Board against its 2022-23 strategic priorities be progressed:</p> <ul style="list-style-type: none"> a) That the Nottinghamshire Safeguarding Adults Board Annual Report 2022-23 be received at the December 2023 meeting of the Adult Social Care and Public Health Select Committee. b) That further information on the activity carried out by the Nottinghamshire Safeguarding Adults Board in managing strategic risks be circulated to members of the Adult Social Care and Public Health Select Committee. c) That the Independent Chair, in consultation with partners, gives further consideration to how representatives of Nottinghamshire Safeguarding Adults Board partners are represented at meetings of the Nottinghamshire Safeguarding Adults Board.

WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

	Discharge to assess (from hospital)	Cabinet Member – Adult Social Care and Public Health	To examine the impact of government policy and new model of service on outcomes for people	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on the implementation of the Discharge to Assess model and local authority plan for the national discharge grant 2023 – 2024 be progressed:</p> <p>a) That a further progress report on the implementation of Discharge to Assess Model and the application of the Discharge to Assess Grant be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.</p> <p>b) That updated information on the impact of the Transfer of Care Hubs during the first six months of their implementation be circulated to members of the Adult Social Care and Public Health Select Committee once the data from North Nottinghamshire has been received.</p>
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Mental Health Services and support within ASC&PH – Suicide Prevention	Cabinet Member – Adult Social Care and Public Health		To be considered for scheduling
Mental Health Services and support within ASC&PH	Cabinet Member – Adult Social Care and Public Health		To be considered for scheduling
Mental Health Strategy	Cabinet Member – Adult Social Care and Public Health	Joint item with Health Scrutiny Committee	To be considered for scheduling
Public Health – Community facing activities (including Community Health and Wellbeing Champions)	Cabinet Member – Adult Social Care and Public Health		To be considered for scheduling
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 considered for scheduling

WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Item	Cabinet Member Responsibility	Details	Status
E-cigarettes/vaping	Cabinet Member – Adult Social Care and Public Health	Resolved at March 2023 meeting: That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, consider the most appropriate approach for the committee to carry out further work around vaping and tobacco control.	To be considered for scheduling and for how this issue can be considered by members.
Discharge to Assess	Cabinet Member – Adult Social Care and Public Health	Resolved at June 2023 meeting: That a further progress report on the implementation of Discharge to Assess Model and the application of the Discharge to Assess Grant be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.	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 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

TBC	<p>Transition of service users from Children and Young People's Services to Adult Social Care Services</p> <p>Joint item with Children and Young People's Select Committee</p>	<p>Cabinet Member – Children and Young People's Services</p> <p>Cabinet Member - Adult Social Care and Public Health</p>	<p>To examine the current procedures surrounding the transition of service users from Children's to Adult Services.</p> <p>To make recommendations on how procedures could be developed to ensure the best possible transition for each service user.</p>	
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

TBC	Adult Social Care Reform	Cabinet Member - Adult Social Care and Public Health	<p>To gain an understanding of how the implementation of the Health and Care Act will impact on the Council's delivery of Adult Care Services and on service users across Nottinghamshire</p> <p>To make recommendations on how the Council can respond to changes created by the Act in order to maximise outcomes for service users and to ensure that the delivery of Adult Care Services by the Council is sustainable into the future.</p>	Due to the potential impact of the reforms on the Council as a whole the Chair would like to involve members who are not on the Adult Social Care and Public Health Select Committee in this work.
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review Page 63 of 106	Current Status and activity
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

April/May 2023	Cost of Living Programmes	Cabinet Member - Adult Social Care and Public Health	To receive a briefing on the uptake and impact of the Cost-of-Living initiatives approved in November 2022 using Public Health Reserves	
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review Page 64 of 106	Current Status and activity
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

TBC	Day Opportunities Strategy	Cabinet Member - Adult Social Care and Public Health	<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>Meeting has been scheduled in July for Chairman and Vice-Chairman to discuss the scope of the review with officers.</p>
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			<p>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.</p>	
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WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Item	Cabinet Member Responsibility	Details	Status
Social Care Market Pressures	Adult Social Care and Public Health	Resolved at October 2022 meeting: “That a further report on Social Care Market Pressures be brought to the September 2023 meeting of the Adult Social Care and Public Health Select Committee to provide members with a progress report on the activities being carried out and on their impact.”	To be scheduled for September 2023 meeting.
Health checks	Cabinet Member – Adult Social Care and Public Health	To review the current provision of health checks to enable scrutiny of how outcomes could be improved	To be scheduled for September 2023 meeting.
All-age Carers Strategy	Adult Social Care and Public Health	To review progress after strategy has been in place for one year.	To be scheduled for March 2024 meeting. Joint item with C&F.
Progress and implementation of Prevention Strategy	Cabinet Member – Adult Social Care and Public Health	To enable scrutiny of how the strategy is working.	To be scheduled during 2023/24
Impact of the Covid-19 pandemic on public health	Cabinet Member – Adult Social Care and Public Health	Resolved December 2022 “That the following areas of interest be agreed as areas that would benefit from further and more detailed consideration by the Adult Social Care and Public Health Select Committee: c. 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.
Item	Cabinet Member Responsibility	Details	Status

WORK PROGRAMME 2022/23 – ADULT SOCIAL CARE AND PUBLIC HEALTH SELECT COMMITTEE – UPDATED 12 JUNE 2023

Nottinghamshire's Cost of Care Reports, Adult Social Care Market Sustainability Plan, Market Position Statement and Fee Uplifts	Cabinet Member – Adult Social Care and Public Health	To receive a progress report a year after Cabinet's approval of the recommendations.	To be scheduled for March 2024 meeting.
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WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
10 October 2022	Elective Home Education	Cabinet Member for Children and Young People	To scrutinise how the policy is working in supporting children and young people in receipt of Elective Home Education and how the Council is managing the increase of Elective Home Education students.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That a progress report on the current position on Elective Home Education in Nottinghamshire be presented at the September 2023 meeting of the Children and Young People's Select Committee. 3. That further data from the Elective Home Education Dashboard that provides information on the current cohort of electively home educated children be circulated to members of the Children and Young People's Select Committee. 4. That information on the number of electively home educated children in Years 9, 10 and 11 who have previously been excluded from school be circulated to members of the Children and Young People's Select Committee. 5. That information on the uptake and outcomes of the Wellbeing for Education Return Project and the NottAlone website be circulated to members of the Children and Young People's Select Committee.

WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

				6. That members of the Children and Young People's Select Committee be involved in the review of the Council's Elective Home Education Policy that is scheduled to take place during 2023.
	Financial Support for the Provision of School Uniform	Cabinet Member for Children and Young People	To scrutinise the Council's policy on the provision of financial support for the provision of School Uniform.	<p>1. That the report be noted.</p> <p>2. That the Cabinet Member for Children and Young People, in consultation with officers, gives consideration to how awareness of the Council's scheme for providing financial support for school uniform could be raised with elected members and relevant partner agencies.</p> <p>3. That members of the Children and Young People's Select Committee be involved in the review of the Council's policy on financial support for the provision of school uniform that is scheduled to take place before the start of the 2023/24 financial year.</p>

WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

	Response to the Ofsted Focused Visit to Nottinghamshire County Council Children's Services	Cabinet Member for Children and Young People	To receive a progress report on the activity that is taking place and is planned in response to the outcome of the Ofsted Focused visit to Nottinghamshire County Council children's services.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the Chairman and Vice-Chairman of the Children and Young People's Select Committee receive a progress report on the areas of practice identified in the OFSTED Focused Visit Outcome Letter as requiring improvement in six-months' time. 3. That further information on the on the use number of agency staff, along with information on how agency staff are supervised within the Children and Young People's Services department be circulated to members of the Children and Young People's Select Committee.
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WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
19 December 2022	SEND Provision and Sufficiency	Cabinet Member for Children and Families	<p>To scrutinise the Council's activity regarding the provision and sustainability of educational provision for children and young people with Special Educational Needs and Disabilities.</p> <p>Page 72 of 106</p>	<ol style="list-style-type: none"> 1. That it be noted that effective planning is taking place to ensure that there is sufficient specialist educational provision for children and young people in Nottinghamshire. 2. That the challenges around ensuring that there are sufficient resources available to support children and young people with Special Educational Needs to remain in mainstream settings be noted. 3. That the following issues raised by the Committee in its consideration of the report on Special Educational Needs and Disability provision be progressed: <ol style="list-style-type: none"> a) 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 Children and Families Select Committee. b) That an item on the Special Educational Needs and Disability Government Green Paper be added to the Children and Families Select Committee Work Programme. c) That a progress report on the provision and delivery of additional specialist educational placements be brought to a future meeting of the Children and Families Select Committee.

WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

	Nottinghamshire Safeguarding Children Partnership Annual Report	Cabinet Member for Children and Families	<p>To receive the Nottinghamshire Safeguarding Children Partnership's Annual Report.</p> <p>To invite the Independent Scrutineer and the nominated senior officers from each of the safeguarding partners to attend the meeting.</p> <p>Page 73 of 106</p>	<ol style="list-style-type: none"> 1. That the Nottinghamshire Safeguarding Children Partnership's Annual Report 2021/22 be noted. 2. That the following issues raised by the Committee in its consideration of the Nottinghamshire Safeguarding Children Partnership's Annual Report 2021/22 be progressed: <ol style="list-style-type: none"> a) That the Children and Families Select Committee continue to review the work of the Nottinghamshire Safeguarding Children Partnership by receiving and considering its Annual Report each year. b) That a briefing note be circulated to members of the Children and Families Select Committee on the progress being made on the key priorities and actions detailed in the 2020/21 Nottinghamshire Safeguarding Children Partnership Annual Report. c) That members of the Children and Families Select Committee receive, as they become available, all minutes of meetings of the Nottinghamshire Safeguarding Children Partnership that do not include confidential information. d) That information on the number of, and the number of attendees for the parenting courses delivered via the Early Help Service be circulated to members of the Children and Families Select Committee.
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WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

				e) That the Independent Scrutineer of the Nottinghamshire Safeguarding Children Partnership's attend the June 2023 meeting of the Children and Families Select Committee to present a report on the current activities of the Nottinghamshire Safeguarding Children Partnership and on the progress being made towards its strategic priorities.
	Financial Support for the Provision of School Uniform	Cabinet Member for Children and Families	<p>To receive a response from the Cabinet Member for Children and Young People's Services on the resolution made at the October 2022 meeting:</p> <p>That the Cabinet Member for Children and Young People, in consultation with officers, gives consideration to how awareness of the Council's scheme for providing financial support for school uniform could be raised with elected members and relevant partner agencies.</p>	That the response from the Cabinet Member for Children and Families on how awareness of the Council's scheme for providing financial support for school uniform could be raised be received and noted.

WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
20 March 2023	Pupil Place Planning	Cabinet Member for Children and Families	<p>To gain assurance that the Council's activity around Pupil Place Planning for Secondary Education is able to sustainably and effectively meet the needs of families across Nottinghamshire into the future.</p> <p>Page 75 of 106</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the following issues raised by the Committee in its consideration of the report on Secondary School Place Planning be progressed: <ol style="list-style-type: none"> a) That the documentation, information and communication materials used to communicate with parents and carers when applying for school places be shared with members of the Children and Families Select committee. b) That members of the Children and Families Select 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. c) That the Cabinet Member for Children and Families, in consultation with officers gives consideration to how local elected members can be most effectively communicated with and involved with the activity that takes place with academy trusts regarding the pupil place planning. d) That further information on the activities that are being carried out around the

WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

				<p>projected pressure on the provision of secondary school places in East Leake (as noted at paragraph 25 of the report) be circulated to members of the Children and Families Select Committee.</p> <p>e) That members of the Children and Families Select Committee work with the Cabinet Member for Children and Families to examine how the assessment tools for analysing the demand for school places that new housing could be made more responsive to the different levels of school places that different developments may create.</p> <p>f) That the issue raised during the discussion at the meeting of school performance levels be considered as part of the processes around the development of the committee's Work Programme for 2023/24.</p> <p>g) That a further progress report the activity being carried out on Secondary School Place Planning be brought to a future meeting of the Children's and Families Select Committee at a date to be agreed by the Chairman of the Committee.</p>
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WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
19 June 2023	Provision of Support to Looked After Children Transitioning Out of the Care System	Cabinet Member for Children and Families	<p>To learn about the range and depth of support offered to Looked After Children by the Council as they transition out of the care system.</p> <p>To examine transition arrangements at other authorities and to learn about best practice.</p> <p>To make recommendations on how the transition arrangements could be further developed to provide the best possible outcomes to young people transitioning out of the care system.</p>	
	Child Poverty – Free School Meals	Cabinet Member for Children and Families	To examine and scrutinise how the increase of children in receipt of Free School Meals is being used to plan and inform the provision of other support for children and families.	
	Financial Support for the Provision of School Uniform	Cabinet Member for Children and Families	<p>Resolved at the October 2022 meeting:</p> <p>That members of the Children and Families Select Committee be involved in the review of the Council's policy on financial support for the provision of school uniform that is</p>	

			scheduled to take place before the start of the 2023/24 financial year.	
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WORK PROGRAMME 2022/23 – CHILDREN AND FAMILIES SELECT COMMITTEE – UPDATED 9 JUNE 2023

Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Early Years – Affordability of Childcare	Cabinet Member for Children and Families	To make recommendations on how the Council can support the provision of, and access to, affordable childcare across Nottinghamshire.	To be scheduled. To agree with Chair and Vice-Chair the method used to examine the topic.
Outcomes and Experiences of Children and Young People with SEND	Cabinet Member for Children and Families	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted / Care Quality Commission local area review in January/February 2023, and to incorporate within this report the new requirements arising from the Government response to the SEND Green Paper – the SEND and Alternative Improvement Plan.	To be scheduled for the October 2023 meeting, alongside the recommendations from the Select Committee’s Education, Health and Care Plan Task and Finish Review.
Government Response to the Independent Review of Children’s Social Care in England	Cabinet Member for Children and Families	To consider how the proposals align with Nottinghamshire’s current transformation plans around children’s social care.	To be scheduled.
School Performance	Cabinet Member for Children and Families	Resolved at the March 2023 meeting: That the issue raised during the discussion at the meeting of school performance levels be considered as part of the processes around the	To be considered during the work programming process for 2023/24.

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		development of the committee's Work Programme for 2023/24.	
Nottinghamshire Safeguarding Children Partnership – Progress Report on Priorities	Cabinet Member for Children and Families	Resolved at the December 2022 meeting: That the Independent Scrutineer of the Nottinghamshire Safeguarding Children Partnership's attend the June 2023 meeting of the Children and Families Select Committee to present a report on the current activities of the Nottinghamshire Safeguarding Children Partnership and on the progress being made towards its strategic priorities.	To be rescheduled, as the Independent Scrutineer was unable to attend June 2023 meeting.
Pupil Place Planning	Cabinet Member for Children and Families	To receive a response from the resolution made at the March 2023 meeting that: That the Cabinet Member for Children and Families, in consultation with officers gives consideration to how local elected members can be most effectively communicated with and involved with the activity that takes place with academy trusts regarding the pupil place planning.	To be scheduled for the October 2023 meeting.

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Reviews

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

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

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Child Poverty – Early Years and School Readiness	Cabinet Member for Children and Families	To investigate how children starting school are 'school ready' and to make recommendations on how the number of children starting school as school ready could be maximised.	Pending

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Elective Home Education	Cabinet Member for Children and Families	Resolved at the October 2022 meeting: That members of the Children and Families Select Committee be involved in the review of the Council's Elective Home Education Policy that is scheduled to take place during 2023,	Pending

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Provision of Additional Specialist Educational Placements	Cabinet Member for Children and Families	Resolved at the December 2022 meeting: 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 Children and Families Select Committee.	Pending

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Pupil Place Planning	Cabinet Member for Children and Families	Resolved at March 2023 meeting: That members of the Children and Families Select 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.	Pending

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Items to be scheduled during 2023/24

Item	Cabinet Member Responsibility	Details	Status
Elective Home Education	Cabinet Member for Children and Families	Resolved at the October 2022 meeting: That a progress report on the current position on Elective Home Education in Nottinghamshire be presented at the September 2023 meeting of the Children and Young People's Select Committee.	To be scheduled for the October 2023 meeting.
SEND Provision and Sufficiency	Cabinet Member for Children and Families	Resolved at the December 2022 meeting: That a progress report on the provision and delivery of additional specialist educational placements be brought to a future meeting of the Children and Families Select Committee.	To be scheduled during 2023/24.
Nottinghamshire Safeguarding Children Partnership Annual Report	Cabinet Member for Children and Families	Annual item.	To be scheduled for the December 2023 meeting.
All-Age Carers Strategy	Cabinet Member for Children and Families Cabinet Member for Adult Social Care and Public Health	To review progress after the strategy has been in place for one year.	To be considered for scheduling during 2023/24 as a joint item with the Adult Social Care and Public Health Select Committee.

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Secondary School Place Planning	Cabinet Member for Children and Families	Resolved at the March 2023 meeting: That a further progress report the activity being carried out on Secondary School Place Planning be brought to a future meeting of the Children's and Families Select Committee at a date to be agreed by the Chairman of the Committee.	To be considered for scheduling during 2023/24.
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WORK PROGRAMME 2022/23 – PLACE SELECT COMMITTEE: UPDATED 23 MAY 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
12 October 2022	Public Transport and Concessionary Travel	Cabinet Member – Transport and Environment	To receive a progress report on, and to scrutinise the Council's activity in supporting the provision of Public Transport across Nottinghamshire.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That a member-led review be carried out on the Council's Concessionary Travel Scheme by members of the Place Select Committee. 3. That as soon as available, full performance data on all aspects of the "On Demand" bus services be circulated to members of the Place Select Committee. 4. That members of the Place Select Committee be given the opportunity to feed into the development of the scheduled Bus Services Review. 5. That as soon as available, details of the promotional campaign to encourage bus use in Nottinghamshire be circulated to members of the Place Select Committee. 6. That information on the Council's policy for providing school transport for Looked After Children be circulated to members of the Place Select Committee. 7. That a report be brought to a future meeting of the Place Select Committee on the subsidies and support provided by the Council for bus services in Nottinghamshire.

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
11 January 2023	Highways	Cabinet Member – Transport and Environment	<p>To receive a progress report on the implementation of the recommendations of the Highways Review Panel.</p> <p>To receive information on and to scrutinise the Council's activity on road safety (including road safety around schools)</p>	<p>That the following issues raised by the Committee in its consideration of the Highways and Road Safety report be progressed:</p> <ul style="list-style-type: none"> a) That a progress report on the delivery of the Highways Joint Continuous Improvement Plan be brought to the December 2023 meeting of the Place Select Committee. b) That a briefing note detailing the outcomes of the recent peer review of highways be circulated to members of the Place Select Committee. c) That members of the Place Select Committee receive regular briefing notes on highways issues in a format and at a frequency to be agreed by the Chairman of the Place Select Committee, in consultation with the Cabinet Member for Transport and Environment and officers. d) That the Place Select Committee carries out pre-decision scrutiny in advance of any decisions taken by the Cabinet Member for Transport and Environment on the location of 20mph speed limit pilot schemes.

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				e) That the data that has been collected from the exiting 20mph speed limits pilot schemes be circulated to members of the Place Select Committee.
	Waste and Recycling	Cabinet Member – Transport and Environment	<p>To receive a progress report on the outcomes of the HWRC Strategic Review.</p> <p>To receive a progress report on, and to scrutinise activity around recycling across Nottinghamshire.</p>	<p>That the following issues raised by the Committee in its consideration of the Waste Management in Nottinghamshire report be progressed:</p> <p>a) That the statement received from Veolia regarding its operations in Russia be circulated to members of the Place Select Committee.</p> <p>b) That the Cabinet Member for Transport and Environment, in consultation with officers, gives consideration to how the Council can work further with the District and Borough Councils to increase recycling rates across Nottinghamshire.</p> <p>c) That once available, a report on the recommendations arising from the review of recycling centres be brought to a meeting of the Place Select Committee.</p> <p>d) That once the situation regarding the responsibilities being placed on local councils by Government around the kerbside collection of food waste become clearer, that the Cabinet Member for Transport and Environment gives consideration to how the Council could support</p>

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				the District and Borough Council's in the provision of collection receptacles.
	Response to the Flooding in Worksop and surrounding areas in August 2022.	Cabinet Member – Transport and Environment	To receive a report on the Council's response to the Flooding in Worksop and surrounding areas in August 2022 as part of the committee's statutory responsibility for flood risk management scrutiny.	That in accordance with Section 19 of the Flood and Water Management Act 2010 and the Council's Lead Local Flood Authority responsibilities, that the Section 19 Report – Worksop – August 2022, as attached as an appendix to the officer's report, be approved and published.

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
15 March 2023	Climate Change	Cabinet Member – Transport and Environment	To receive a progress report on the Council's activity to respond to the challenges of Climate Change and in response to the Climate Emergency that was declared by the Council in May 2021.	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on the Council's activities in response to the Challenges of Climate Change and to the Climate Emergency Declaration be progressed:</p> <p>a) That to support the activity being carried out to meet the ambition of the Council to be Carbon neutral by 2030, further work should be carried out to enable a greater understanding on the impact of hybrid working on the Carbon emissions related to the delivery of Council services.</p> <p>b) That further work should be carried out to gain a greater understanding of the amount of Carbon emissions related to the delivery of Council services provided through alternative delivery models.</p> <p>and</p> <p>that consideration should be given to how this information could potentially be included in the Council's Greenhouse Gases Report.</p> <p>c) That further work should be carried to investigate the potential opportunities</p>

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				<p>around the options for using the Council's estate for renewable energy production.</p> <p>d) That further information be circulated to the members of the Place Select Committee on the activities being carried out with staff around the efficient use of energy in Council buildings.</p> <p>and</p> <p>that consideration should be given to how all elected members can be involved in supporting the delivery of this work.</p> <p>e) That a further progress report on the implementation on the Council's activities in response to the challenges of Climate Change be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.</p> <p>3) That a progress report on the review of recycling centres be brought to the July 2023 meeting of the Place Select Committee.</p>
	Electric Vehicle Charging Infrastructure	Cabinet Member – Transport and Environment	<p>To receive a report on, and to scrutinise activity regarding the development of Electric Vehicle charging infrastructure across Nottinghamshire.</p> <p>Page 94 of 106</p>	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on Electric Vehicle Infrastructure be progressed:</p> <p>a) That in further work should be carried out to examine how applications by residents to the Electric vehicle cable channel pilot</p>

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				<p>programme could be encouraged and increased.</p> <p>b) That a further progress report on Electric Vehicle Infrastructure be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.</p>
	Recycling in Nottinghamshire	Cabinet Member – Transport and Environment	<p>To receive a response from the Cabinet Member for Transport and Environment on the resolution made at the January 2023 meeting:</p> <p><i>“That the Cabinet Member for Transport and Environment, in consultation with officers, gives consideration to how the Council can work further with the District and Borough Councils to increase recycling rates across Nottinghamshire.”</i></p>	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on the Council's activities in response to the response to the Committee on Joint Working to Improve Recycling Rates across Nottinghamshire be progressed:</p> <p>a) That the Cabinet Member for Transport and Environment, in consultation with officers, gives further consideration to what further activities could be carried out through the Joint Waste Management Board to increase recycling rates across Nottinghamshire.</p>

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	Outcomes of the scrutiny review of Concessionary Travel		To consider the findings of the task and finish review of Concessionary Travel.	<ol style="list-style-type: none"> 1) That the report be amended to note that Transport for London offered a scheme of concessionary travel for certain armed forces veterans. 2) That subject to the amendment detailed above, and that consideration is also given to the feasibility of introducing free off-peak travel for armed forces veterans in Nottinghamshire, that the recommendations from the scrutiny review of Concessionary Travel, as detailed in the report, be endorsed and referred to Cabinet for their consideration 3) That a progress report on the Bus Network Review be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.
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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
5 July 2023	Crime and Disorder	Cabinet Member – Communities	<p>To sit as the Council's statutory Crime and Disorder committee to scrutinise delivery of crime and disorder strategies.</p> <p>To meet the requirements of the Crime and Disorder (Overview and Scrutiny) Regulations 2009.</p>	
	Concessionary Travel	Cabinet Member – Transport and Environment	To receive the response from the Cabinet Member on the recommendations made from the review of Concessionary Travel.	
	Recycling Centres Review	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting that <i>"That a progress report on the review of recycling centres be brought to the July 2023 meeting of the Place Select Committee."</i>	

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	Recycling	Cabinet Member – Transport and Environment	<p>To receive the response from the resolution made at the March 2023 meeting:</p> <p><i>“That the Cabinet Member for Transport and Environment, in consultation with officers, gives further consideration to what further activities could be carried out through the Joint Waste Management Board to increase recycling rates across Nottinghamshire.”</i></p>	
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Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Section 19 Report – Ravenshead Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 report following flooding in Ravenshead	To be scheduled for September 2023
Country Parks	Cabinet Member – Communities	To be further discussed with Chairman and Vice-Chairman.	To be considered for scheduling
Subsidised Bus Services	Cabinet Member – Transport and Environment	Resolved at the October 2022 meeting: “That a report be brought to a future meeting on the Place Select Committee on the subsidies and support provided by the Council for bus services in Nottinghamshire.”	To be considered for scheduling
Waste and Recycling	Cabinet Member – Transport and Environment	Resolved at the January 2023 meeting: “That once the situation regarding the responsibilities being placed on local councils by Government around the kerbside collection of food waste become clearer, that the Cabinet Member for Transport and Environment gives consideration to how the Council could support the District and Borough Council’s in the provision of collection receptacles.”	To be considered for scheduling once situation around the issue is clearer.
Climate Change	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: “That a further progress report on the implementation on the Council's activities in response to the Challenges of Climate Change be brought to a future meeting of the Place Select	To be considered for scheduling

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		Committee at a date to be agreed by the Chairman of the Committee.”	
Electrical Vehicle Charging	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a further progress report on Electric Vehicle Infrastructure be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	To be considered for scheduling
Bus Network Review	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a progress report on the Bus Network Review be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	To be considered for scheduling
Off-peak travel for armed forces veterans	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a report on the feasibility of introducing free off-peak travel for armed forces veterans in Nottinghamshire be presented at a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	To be scheduled
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.	To be considered for scheduling

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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January 2023	Concessionary Travel	Cabinet Member – Transport and Environment	<p>Resolved at the October 2022 meeting:</p> <p>“That a member-led review be carried out on the Council’s Concessionary Travel Scheme by members of the Place Select Committee.”</p>	<p>COMPLETED – Report to be considered at March meeting.</p> <p>Monitoring to continue of the recommendations made.</p>
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
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February 2023	Visitor Economy Strategy	Cabinet Member – Communities	<p>Resolved at the December 2022 Overview Committee meeting:</p> <p>“That the Place Select Committee carry out pre-decision scrutiny on the refreshed Visitor Economy Strategy in advance of the strategy being considered by the Cabinet Member for Communities.”</p>	<p>Pre-decision work carried out and fed into the decision making process.</p> <p>COMPLETED - Monitoring to continue of the recommendations made.</p>
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	<p>Free School Meals</p> <p>(To be coordinated with the work that the CYPS Select Committee will be carrying out on the impact on services for families related increased number of children in receipt of Free School Meals).</p>	<p>Cabinet Member - Communities</p> <p>Cabinet Member – Children and Young People</p>	<p>To gain assurance that the quality of Free School Meals is not being negatively impacted by the increased number of children in receipt of Free School Meals.</p>	

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

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Items to be scheduled for 2023/24

Item	Cabinet Member Responsibility	Details	Status
Highways Joint Continuous Improvement Plan – Progress Report	Cabinet Member – Transport and Environment	Resolved at January 2023 meeting “That a progress report on the delivery of the Highways Joint Continuous Improvement Plan be brought to the December 2023 meeting of the Place Select Committee.”	To be scheduled for December 2023 meeting.
Visitor Economy Framework	Cabinet Member – Economic Development and Asset Management	To scrutinise the implementation and of the Visitor Economy Framework	To be scheduled for March 2024 meeting.

