

Policy Committee

Wednesday, 09 March 2016 at 10:30

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

AGENDA

- | | | |
|---|--|---------|
| 1 | Minutes of last meeting held on 10 February 2016 | 3 - 6 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Annual Report of the use of the Regulation of Investigatory Powers Act | 7 - 10 |
| 5 | Revised Staffing Structure for the Business Support Centre | 11 - 14 |
| 6 | Loans to Alternative Service Delivery Models Organisations | 15 - 18 |
| 7 | Local Government Association Annual Conference and Exhibition 2016 | 19 - 20 |
| 8 | Work Programme | 21 - 26 |

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 Keith Ford (Tel. 0115 977 2590) 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>

Meeting POLICY COMMITTEE

Date Wednesday 10 February 2016 at 10.30 am

membership

Persons absent are marked with 'A'

COUNCILLORS

Alan Rhodes (Chairman)
Joyce Bosnjak (Vice-Chairman)

Reg Adair
Jim Creamer
Mrs Kay Cutts MBE
Stephen Garner
Glynn Gilfoyle
Kevin Greaves
Richard Jackson
David Kirkham

John Knight
Diana Meale
Philip Owen
John Peck
Ken Rigby
Martin Suthers OBE
Stuart Wallace
Muriel Weisz

ALSO IN ATTENDANCE

Councillor Pauline Allan
Councillor Roy Allan
Councillor Alan Bell
Councillor Nicki Brooks
Councillor Steve Calvert
Councillor Steve Carroll

Councillor Kate Foale
Councillor Darren Langton
Councillor Sheila Place
Councillor Mike Pringle
Councillor John Wilkinson
Councillor Yvonne Woodhead

OFFICERS IN ATTENDANCE

Anthony May	Chief Executive
David Pearson	Adult Social Care & Health
Irene Kakoullis Colin Pettigrew	} Children, Families & Culture
Tim Gregory	Place

Caroline Agnew	}	Resources
Carl Bilbey		
Heather Dickinson		
Martin Done		
Keith Ford		
Matthew Garrard		
Mark Knight		
Catherine Munro		
Nigel Stevenson		

Stuart Young

East Midlands Councils

MINUTES

The Minutes of the last meeting held on 6 January 2016, having been previously circulated, were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

None.

The following temporary change in membership, for this meeting only, was reported to the Committee:-

- Councillor Ken Rigby had replaced Councillor Stan Heptinstall OBE.

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None.

PILOT OF COMMERCIAL DEVELOPMENT UNIT

RESOLVED: 2016/009

- 1) That the pilot for the Commercial Development Unit, as detailed in the report to Committee, be approved.
- 2) That a one-off budget of £75,000 to enable the pilot to progress be provided.
- 3) That an update report on progress of the pilot be submitted to a future meeting.
- 4) That an evaluation report on the pilot which will include a recommendation on whether to proceed with the full model be submitted to a future meeting.

NOTTINGHAMSHIRE EARLY YEARS IMPROVEMENT PLAN 2015-17

RESOLVED: 2016/010

That the proposed Early Years Improvement Plan 2015-17 be approved.

FINANCIAL SUPPORT FOR STUDENTS IN POST-16 EDUCATION

RESOLVED: 2016/011

That during the year 1 April 2016 – 31 March 2017, Regulation 3(1) of The Local Authority (Post-Compulsory Education Awards) Regulations 1999 shall not apply to Nottinghamshire County Council and that in consequence the County Council will have no powers to make post-compulsory education awards to post-16 students entering new courses in schools or in further or higher education in 2016/17 in any circumstances, other than for those children and young people for who the Council acts as corporate parent.

INTEGRATING SOCIAL CARE AND HEALTH IN NOTTINGHAMSHIRE

RESOLVED: 2016/012

That progress to-date with developing integrated models for health and social care in Nottinghamshire be noted.

HIGHWAYS AND FLEET MANAGEMENT JOINT VENTURE COMPANY

RESOLVED: 2016/013

That the progress of the project be noted.

QUARTERLY PERFORMANCE REPORT ON PROGRESS AGAINST THE STRATEGIC PLAN AND REDEFINING YOUR COUNCIL

RESOLVED: 2016/014

That progress against the Strategic Plan and Redefining Your Council be noted.

NOTTINGHAMSHIRE ANNUAL RESIDENTS' SATISFACTION SURVEY 2015 FINDINGS

RESOLVED: 2016/015

- 1) That the results of the 2015 Nottinghamshire Annual Residents' Satisfaction Survey be noted.
- 2) That the results are used to inform development of the Council's service and delivery plans.
- 3) That a procurement exercise be undertaken to commission the residents' survey for future years and to present the outcome at a future meeting of this Committee.

'LESSONS FROM SREBRENICA' DELEGATION TO BOSNIA – 20-23 MARCH 2016

RESOLVED 2016/016

That approval be given for the [Chair of the](#) Community Safety Committee to be involved in the 'Lessons to Srebrenica' Delegation to Bosnia on 20-23 March,

organised by the Remembering Srebrenica charitable organisation.

CITY OF NOTTINGHAM AND NOTTINGHAMSHIRE ECONOMIC PROSPERITY COMMITTEE AND D2N2 LOCAL ENTERPRISE PARTNERSHIP

RESOLVED 2016/017

That the report be noted.

THE WORK OF EAST MIDLANDS COUNCILS

The Chair welcomed Stuart Young, Executive Director of East Midlands Councils to the meeting. Mr Young highlighted the key points within the report's appendix.

RESOLVED 2016/018

That the work and activities of East Midlands Councils be noted.

'FULFILLING OBLIGATIONS TO SUPPORT MILITARY AND DEFENCE PERSONNEL' FORUM EVENT, LONDON, 2 MARCH 2016

During discussions, Members requested a report back from the event and a wider report detailing what the Council is doing as part of the Armed Forces Covenant.

RESOLVED 2016/019

That approval be given for the attendance of the Member Champion for Armed Forces and one relevant officer at the 'Fulfilling Obligations to Support Military and Defence Personnel' Forum event in London on 2 March 2016.

COUNTY COUNCIL CIVIC SERVICE

RESOLVED 2016/020

That approval be given for the estimated costs of £1,300 in connection with the Civic Service on 26 June 2016 at Southwell Minster being met from the County Hospitality budget.

WORK PROGRAMME

RESOLVED: 2016/021

That the work programme be noted.

The meeting closed at 12.16pm

CHAIRMAN



REPORT OF THE CHAIR OF COMMUNITY SAFETY COMMITTEE

ANNUAL REPORT ON THE USE OF THE REGULATION OF INVESTIGATORY POWERS ACT

Purpose of the Report

1. To update Policy Committee on activities undertaken by the Council using the Regulation of Investigatory Powers Act.

Information and Advice

2. The Regulation of Investigatory Powers Act 2000 (RIPA) gives the Council the power to undertake covert surveillance in relation to certain investigations. There is a strict authorisation process; applications are considered by senior officers before being considered by the Magistrate's Court for final approval.
3. The current Policy in relation to these powers was approved by Policy Committee in November 2013. No substantive revisions are proposed at the present time.
4. Regular information reports regarding the use of RIPA are submitted to Community Safety Committee as most of the few authorisations sought relate to Trading Standards investigations. In light of the fact that these powers are available across the Council, Policy Committee should receive an annual overview report; this has not always been done as there have been so few authorisations. However it is now considered that to ensure sufficient oversight even a nil return should be reported.
5. Since November 2013 two authorisations for covert surveillance have been submitted to the Magistrate's Court and received approval. These authorisations supported two separate Trading Standards investigations. One was closed due to insufficient evidence to pursue a prosecution. One resulted in entry warrants being executed and the investigation continues.
6. Under the legislation the Council can also gain access to some Communications Data, namely telephone and email account information (but not communications content). Five applications for such data were made to assist investigations. One resulted in a successful prosecution, one is ongoing, two resulted in no information which assisted the investigation, and one was withdrawn before reaching the Magistrates Court when other avenues provided the information required.
7. The communications data figure for 2013 was significantly higher; the Annual Report of the Interception of Communications Commissioner (IOCCO) for 2013 confirmed that

Nottinghamshire used its powers on 58 occasions. Officers consider that there are a couple of reasons for the significant reduction since 2013. Firstly in 2013 there were two significant investigations relating to sale of counterfeit goods via Facebook and EBay that benefitted in particular from obtaining subscriber information. Secondly, the Trading Standards team now prioritises investigations into criminals targeting the vulnerable, rather than counterfeit goods. These types of investigations are less likely to require communications information.

- 8. The National Anti-Fraud Network (NAFN) has processed all communications data requests on behalf of the County Council for some years; however until this year the County Council has been responsible for reporting statistics to the relevant inspector, IOCCO. NAFN is now responsible for reporting all statistics regarding communications data to IOCCO. The County Council remains responsible for reporting to the Office of the Surveillance Commissioner (OSC) regarding directed surveillance.
- 9. Another development since the last report to Policy Committee, is that new Codes of Practice were issued by the Home Office in December 2014 and March 2015. The OSC has also issued updated Procedures and Guidance. These documents are made available as staff guidance together with the Council's own procedural guidance, and support the current Policy of the Council but provide additional support to officers considering the use of RIPA powers.

Other Options Considered

- 10. None, this report is for information only.

Reason/s for Recommendation/s

- 11. To highlight for Policy Committee the limited use of these investigatory powers across the Council.

Statutory and Policy Implications

- 12. This report has been compiled after consideration of implications in respect of crime and disorder, 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, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Crime and Disorder Implications

Use of surveillance can assist the Council in relation to the reduction of crime in Nottinghamshire.

Human Rights Implications

Every authorisation for surveillance requires consideration of human rights including the right to privacy and the right to a fair trial. The rights of people under surveillance need to be balanced against public safety and the prevention of crime. This is why every authorisation has to clearly set out why the surveillance is considered necessary and proportionate in the circumstances.

RECOMMENDATION/S

- 1) That Policy Committee notes recent activities undertaken by the Council using the Regulation of Investigatory Powers Act.
- 2) That Policy Committee receives an annual report on the use of powers under the Regulation of Investigatory Powers Act.

Councillor Glynn Gilfoyle
Chair of Community safety Committee

For any enquiries about this report please contact:

Jayne Francis-Ward, Corporate Director Resources and Senior Responsible Officer for RIPA

jayne.francis-ward@nottsc.gov.uk

Constitutional Comments (SMG 22/02/2016)

13. The proposals set out in this report fall within the remit of the Policy Committee.

Financial Comments (SES 23/02/16)

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

Background Papers and Published Documents

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

- Nottinghamshire County Council's Regulation of Investigatory Powers Act and Surveillance Policy
- Policy Committee report dated 13 November 2013 is published on the Council's website
- Community Safety Committee reports dated 29 April 2014, 25 November 2014, 24 February 2015, 21 April 2015 and 1 January 2016 are published on the Council's website
- Home Office RIPA Codes of Practice are published at www.gov.uk

Electoral Division(s) and Member(s) Affected

- All



REPORT OF THE LEADER

REVISED STAFFING STRUCTURE FOR THE BUSINESS SUPPORT CENTRE (BSC)

Purpose of the Report

1. The purpose of this report is to seek approval for a revised structure to operate from 1 April 2016 for the Business Support Centre (BSC) which is part of the Customer Service and HR function within the Resources Department.

Information and Advice

Background

2. The BSC was established following the implementation of the new Business Management System Programme (BMS) in November 2011.
3. The BSC undertakes employee transactional activity (payroll, contracts of employment, maintenance of HR records, maintenance of organisational structures, recruitment and pre-employment checking); pensions administration activity for the Local Government Pension Scheme (LGPS) for Nottinghamshire; financial transactional activity (accounts payable and accounts receivable (invoice processing, debt recovery and enforcement, income reconciliation); basic treasury management and accounting and clearing house activity). The BSC is also responsible for supporting the day to day operation, maintenance and future development of the Council's integrated Business Management System (BMS) via the Competency Centre. The BSC provides services to all departments of Nottinghamshire County Council, as well as a range of sold services (payroll, recruitment, advertising, disclosure and barring checks) to other organisations including schools, academies, voluntary sector and other organisations generating income for the County Council.

Business Support Centre Proposals

4. The year 3 savings proposals for the BSC are set out in the option for change as approved by Policy Committee 9 December 2015 – Spending Proposals 2016-2017 to 2018-2019 – Appendix 1 – Options for Change A28.
5. The proposals for the BSC are to deliver savings over four financial years, as follows

Business Support Centre Four Year Savings Programme	
Financial Year	Savings
2014-2015	£1m – delivered
2015-2016	£500k – delivered
2016-2017	£349k – delivered in this report
2017-2018	£307k – at the planning stage

6. The BSC 4 year savings programme will deliver a total net savings of 46.5% of the 2013/2014 net budget. The 2016-2017 reductions will be delivered by implementing a revised staffing structure as well as further reviewing and re-engineering business processes across the BSC to reduce cost and improve efficiency; implementing a revised model of operation with the establishment of a multi skilled employee transactional activity team, and reviewing and re-negotiating support and maintenance contracts for major systems. The revised structures will deliver a reduction of 17.5 Full Time Equivalent posts (FTEs), as shown in the table below. It is intended that the revised structures would be effective from April 2016. The reductions will be met through vacancies and approval of voluntary redundancy requests and no compulsory redundancies at this stage.

Business Support Centre Phase 3 Staffing Post Reductions of effected teams				
Team	Current number of posts in structure (FTE) as at 1 April 2015	Proposed number of posts in structure (FTE) as at 1 April 2016	Net number of post reductions (FTE)	Number of current vacancies (FTE)
Employee Transactional Activity Teams	79.65	69.7	11	7.75
Competency Centre	5	3	2	2
Financial Transactional Activity Teams	21	16.5	4.5	4.03
	105.65	89.2	17.5	13.78

Consultation

7. The BSC revised structure proposals have been subject to extensive consultation with BSC employees and the Trade Unions. A series of employee briefings were held in December 2015 and a consultation period ran from 14 December 2015 and closed on Monday 25 January 2016. During this period further meetings were held with teams and individuals. A meeting has taken place with Trade Union colleagues and feedback received during the consultation period has been incorporated into the revised structure.

Other Options Considered

8. A range of options have been considered in developing the revised BSC structure taking into account the development and maturity of the BMS system as well as the maturity of the Council's shared services model. Further discussions are taking place with the BMS implementation partner and the system providers to consider options for future operating models for the BSC.

Reason/s for Recommendation/s

9. The proposed structures reflect the next phase of the development of our BSC and the developing maturity of the BMS system. The proposals also reflect the findings and outcomes of the Lean+ and process re-engineering projects run across the BSC over the last three years. The proposals enable the delivery of the phase 3 savings target set for the BSC for the financial year 2016-2017 and support the maximum use of BMS across the Council. The BSC and how the Authority delivers transactional and support services will be considered as part of the corporate review of the Resources Department to determine the most efficient and effective model of operation for the future across the Council.

Statutory and Policy Implications

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

Ways of Working Implications

11. The BSC has been based at Trent Bridge House since November 2013. Work is underway as part of the Smarter Working Programme to look at ways of working and space utilisation by the BSC.

Financial Implications

12. The financial implications are covered in paragraphs 4 and 5 of this report

RECOMMENDATION/S

1. It is recommended that Members approve the revised structure as set out in the table at point 6 effective from 1 April 2016.

Councillor Alan Rhodes
Leader

For any enquiries about this report please contact:

Sarah Stevenson, Group Manager BSC on 0115 9775740 or sarah.stevenson@nottsc.gov.uk

Constitutional Comments (SLB 18.2.16)

13. Policy Committee is the appropriate body to consider the content of this report, it has responsibility for matters dealt with by the Business Support Centre. The requirements of the Employment Procedure Rules regarding changes to staffing structures have been included in the report.

Financial Comments (CSB 17.2.16)

14. The financial implications are set out in the report.

Human Resources Comments (JP 17.2.16)

15. The revised staffing structure has been subject to extensive consultation with affected employees and the recognised trade unions.

16. The proposed reductions will be realised through the use of vacancies and consideration of requests for voluntary redundancy. No compulsory redundancies are anticipated at this stage.

Background Papers and Published Documents

Policy Committee 13 November 2013 - Savings Proposals 2014-2015 – 2016-2017 Savings Proposals 2014-2015 – 2016-2017 Appendix A - Outline Business Case, A21 business Support Centre

Redefining Your Council – Transformation and Spending Proposals 2015-2016 – 2017-2018
Redefining your Council – Combined Appendix A - Options for Change A26 Business Support Centre

Policy Committee 9 December 2015 – Spending Proposals 2016-2017 to 2018-2019 – Appendix 1 – Options for Change A28 – Service Delivery changes by creating multi skilled teams at the Business Support Centre

Electoral Division(s) and Member(s) Affected

All



**REPORT OF THE SERVICE DIRECTOR – FINANCE, PROCUREMENT &
IMPROVEMENT**

LOANS TO ALTERNATIVE SERVICE DELIVERY MODEL ORGANISATIONS

Purpose of the Report

1. The purpose of this report is to: seek delegation of the authority to approve loans to alternative service delivery model bodies set up by the Council, to the section 151 officer and approve loans to Via East Midlands Ltd and the new Property JV, as described in the report.

Information and Advice

2. Members will be aware that on 20 May 2015 Policy Committee approved the establishment of a joint venture company with CORMAC, a company wholly owned by Cornwall Council, to deliver highways and fleet management services for Nottinghamshire. The company will be called Via East Midlands Ltd and is scheduled to commence operating in July 2016. Since then work has progressed a number of other ASDMs such as the Property Joint Venture with Scape.
3. All such ASDM companies will require working capital in order to operate. This will need to be obtained either through capital contributions from shareholders, or loans from shareholders. As new companies with no trading history, commercial loans would be difficult to obtain. There is already a requirement for a loan to Via East Midlands, and other companies will require loans for working capital as they commence trading.
4. Via East Midlands Ltd must acquire a standard Operator's Licence in order to run its vehicles. One of the requirements of the Traffic Commissioner, which issues the licence, is that the company demonstrates appropriate financial standing (i.e. it has enough money to run its business). The level of funding required is based on the company's vehicle fleet including a margin for fleet growth.
5. This loan requested will be short term, repayable within 10 working days of the first NCC scheduled payment to Via East Midlands Ltd, and at a commercial rate of interest at the equivalent of the prevailing Public Works Loans Board (PWLB) rate (when the agreement is signed) plus 4%. Currently the PWLB equates to 1.27% (note the rate changes daily). The loan will be subject to a guarantee from Cornwall Council and supported by a formal loan agreement to safeguard the interests of the council.

6. The Property JV has identified the need for a £0.2 million loan to fund working capital requirements. This will be for a maximum term of two years and will be at a commercial rate of interest, and also subject to appropriate security based on legal advice and supported by a formal loan agreement to safeguard the interests of the council.
7. There will be a need for Via East Midlands Ltd, and other ASDM companies, to access further loans in future.

Other Options Considered

8. Reports could be brought to Policy Committee for each individual loan, but as funding is often required at short notice, the timescales for this are impractical. Alternatively loans could be exclusively sought from other shareholders or commercially, but these may not be available which could prevent the operation of the new companies.

Reason/s for Recommendation/s

9. Delegation of authority for loans to ASDM companies would enable appropriate quick response to ASDM requirement for funds, and safeguard the operation of the ASDM companies.

Statutory and Policy Implications

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

Financial Implications

11. Financial implications are largely covered in the body of the report.
12. The largest risk is potential default on the loans. The loans will only be paid if appropriate security is put in place based on legal advice and supported by a formal loan agreement, to limit the council's risk.

RECOMMENDATION/S

13. It is recommended that approval is given to:
 - a. provide a loan of £350,000 to Via East Midlands Ltd;
 - b. provide a loan of £200,000 to the new Property JV; and
 - c. delegate authority to the Section 151 Officer, in consultation with the Chair of Finance and Property Committee and the Monitoring Officer, to approve loans to ASDM bodies set up by the Council.

Nigel Stevenson
Service Director – Finance, Procurement & Improvement

For any enquiries about this report please contact:

Nigel Stevenson
Service Director – Finance, Procurement & Improvement
T: 0115 9773033
E: nigel.stevenson@nottsc.gov.uk

Constitutional Comments (SSR 26/02/2016)

14. All proposals for loans to individuals or outside bodies should be accompanied by an appropriate risk assessment and due consideration of any state aid implications. The recommendations set out in this report fall within the scope of decisions which may be approved by Policy Committee.

Financial Comments (NS 26/02/2016)

15. The financial implications are set out in the report.

Background Papers

None

Electoral Division(s) and Member(s) Affected

N/A

REPORT OF THE LEADER

LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE AND EXHIBITION 2016

Purpose of the Report

1. To seek approval for the attendance of three Members and the Chief Executive at the Local Government Association (LGA) Annual Conference & Exhibition in Bournemouth on 5-7 July 2016.

Information and Advice

2. The LGA covers every part of England and Wales, and is the voice of local government. The LGA's annual conference is the largest event in the local government calendar, regularly attracting over 1,200 delegates. This year's event is being held at the Bournemouth International Centre.
3. The 2016 event comes at a pivotal time for local government in terms of the post Spending Review landscape and the new devolution agenda. The major issues facing the sector including finance, housing, devolution and health and social care, will be considered at the event.
4. The conference will provide delegates with an opportunity to hear and engage in a wide variety of sessions focusing on delivering the best local public services to communities. There will be a range of expert speakers from inside and outside local and central government.
5. It is proposed that the Leader and Deputy Leader attend the conference along with the Chief Executive. The remaining place will be offered to the main Opposition group.

Other Options Considered

6. To not send any delegates to the event but this would mean the Council missing out on a valuable opportunity to share best practice and utilise valuable networking opportunities.

Reasons for Recommendation

7. To enable the County Council to be appropriately represented at this year's annual conference.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

9. The cost of each conference place remains at £495 this year (which reflects a reduced rate for LGA Members). The costs for Member attendance and related travel and accommodation will be met from the Democratic Services budget for Member conference fees and will be in accordance with the requirements and rules within the Travel and Accommodation Policy.

RECOMMENDATION

That approval be given for the attendance of the Leader, Deputy Leader, a member of the main Opposition group and the Chief Executive at the Local Government Association Conference and Exhibition in Bournemouth on 5-7 July 2016.

COUNCILLOR ALAN RHODES
Leader of the Council

For any enquiries about this report please contact: Keith Ford, Team Manager, Democratic Services T: (0115) 9772590 E-mail: keith.ford@nottsc.gov.uk

Constitutional Comments (SLB 1/3/16)

The recommendation falls within the remit of Policy Committee by virtue of its terms of reference.

Financial Comments (SES 23/2/16)

The financial implications are set out in the report.

Background Papers

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

- The local Government Association's dedicated website for the event - <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=35013&eventID=121&traceRedir=2&eventID=121>

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE CORPORATE DIRECTOR OF RESOURCES

WORK PROGRAMME

Purpose of the Report

1. To review the Committee's work programme for 2015/16.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. The Policy Committee will be asked to determine policies, strategies and statutory plans developed or reviewed by other Committees of the Council. Committee Chairmen are invited to advise the Policy Committee of any additional policy reviews that are being considered.
5. The following changes have been made since the work programme was published in the agenda for the last meeting:-
 - a. The following new item has been scheduled for the 9 March 2016 meeting (as a new item of business being submitted to Policy Committee to enable consideration by Members at the earliest opportunity):-
 - i) Annual Report of the use of the Regulation of Investigatory Powers Act
 - b. The following items were withdrawn from the agenda of the 9 March Policy Committee meeting and have been rescheduled as follows:-
 - i) Mid-Notts. Alliance Development Leadership Board Progress Report – deferred to April to enable prior consideration of the proposed Mid-Notts. Alliance agreement ahead of the update.
 - c. Mid-Notts Alliance Development Leadership Board Progress Report – deferred from June to July in light of the above change in the quarterly update schedule.

- d. Community Empowerment and Resilience Programme update – new item added to April 2016
- e. Armed Forces Covenant update and report back from ‘Fulfilling Obligations to Support Military and Defence Personnel’ – new item added to April 2016
- f. Devolution Deal – update report – new item added to April 2016.

Other Options Considered

6. None.

Reason/s for Recommendation/s

7. To assist the committee in preparing and managing its work programme.

Statutory and Policy Implications

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

RECOMMENDATION

1) That the Committee’s work programme be noted, and consideration be given to any changes which the Committee wishes to make.

Jayne Francis-Ward
Corporate Director - Resources

For any enquiries about this report please contact:

Keith Ford, Team Manager, Democratic Services Tel. 0115 9772590

E-mail: keith.ford@nottscc.gov.uk

Constitutional Comments (SLB)

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

Financial Comments (NS)

There are no financial implications arising directly from this report.

Background Papers

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

None

Electoral Division(s) and Member(s) Affected

All

POLICY COMMITTEE - WORK PROGRAMME (AS AT 1 MARCH 2016)

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
20 April 2016			
Devolution Deal Update	Further update report on the North Midlands Devolution Deal.	Anthony May	Matt Lockley
Outside Bodies – Annual Review	Annual Review of the list of Outside bodies which the Council is formally represented on.	Jayne Francis-Ward	Keith Ford
Community Empowerment and Resilience Programme update	Update on the Community Empowerment and Resilience Programme contained within Redefining Your Council.	Tim Gregory	Cathy Harvey
Mid-Nottinghamshire Alliance Development Leadership Board Progress Report	Quarterly progress report on the work of the Board (as agreed at Policy Committee on 11 November 2015)	David Pearson	Wendy Lippmann / Sue Batty
Armed Forces Covenant update and report back from Forum Event	Update report and report back from the ‘Fulfilling Obligations to Support Military and Defence Personnel’ Forum Event (as requested at Policy Committee on 10 February 2016).	Tim Gregory	Neil Bettison
Information Commissioner’s Office Audit Report and Action Plan	Update report on progress with this action plan.	Jayne Francis-Ward	Jo Kirkby / Lesley Holmes
18 May 2016			
Under 16 Home to School Transport Policy 2016 and Post-16 Transport Policy 2016/17	To seek approval for updated policies.	Colin Pettigrew	Janie Goodman
Performance Reporting on the Strategic Plan 2014-18 and Redefining Your Council	To consider progress and performance against each of the Strategic Plan priorities and the programmes within Redefining Your Council	Nigel Stevenson	Celia Morris
Social Media Policy update	Update on the implementation of the Social Media Policy (as agreed at Policy Committee on 11 November 2015)	Martin Done	Clare Yau

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Smarter Working Programme	Six Monthly update report (as agreed at Policy Committee on 11 November 2015)	Jayne Francis-Ward	Iain Macmillan
The Work of East Midlands Councils (EMC)	Quarterly update (as requested by Policy Committee in November 2015).	Jayne Francis-Ward	Stuart Young, Exec Director, EMC
15 June 2016			
Update on use of Urgency Procedure	To update Policy Committee about the number of occasions the Urgency provisions have been used and the reasons for their use.	Jayne Francis-Ward	Keith Ford
13 July 2016			
Mid-Nottinghamshire Alliance Development Leadership Board Progress Report	Quarterly progress report on the work of the Board (as agreed at Policy Committee on 11 November 2015)	David Pearson	Wendy Lippmann / Sue Batty
Review of Senior Management Structure	Review following interim structure agreed by Policy Committee on 15 July 2015.	Anthony May	Anthony May
Rural Services Network – Review of Membership	Following the initial review by Policy Committee on 15 July 2016.	Sally Gill	Heather Stokes
County Life – Evaluation Report	Annual evaluation report – as agreed by Policy Committee on 15 July 2015.	Martin Done	Martin Done