



Policy Committee

Wednesday, 17 July 2013 at 10:30

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

AGENDA

1	Minutes of last meeting held on 19th June 2013	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	Freedom of Information Log	7 - 8
5	Superfast Broadband for Nottinghamshire	9 - 14
6	Improvement Programme Overview	15 - 20
7	Update on Flood Risk Management and the Local Flood Risk Management Strategy	21 - 26
8	Discretionary Travel to Preferred Schools	27 - 34
9	Work Programme	35 - 40

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 Chris Holmes (Tel. 0115 977 3714) 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.



minutes

Meeting POLICY COMMITTEE

Date Wednesday, 19th June 2013 at 10:30am

membership

Persons absent are marked with 'A'

COUNCILLORS

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

Reg Adair
Steve Calvert
Jim Creamer
Kay Cutts
Glynn Gilfoyle
Stan Heptinstall MBE
Richard Jackson
David Kirkham
John Knight

Diana Meale
Philip Owen
John Peck JP
Martin Suthers OBE
Gail Turner
Stuart Wallace
Muriel Weisz
Jason Zadrozny

ALSO IN ATTENDANCE

Councillor Roy Allan
Councillor Alan Bell
Councillor Nicki Brooks
Councillor Steve Carroll
Councillor Kate Foale
Councillor Alice Grice

Councillor Darren Langton
Councillor Sheila Place
Councillor Liz Plant
Councillor John Wilkinson
Councillor Liz Yates

OFFICERS IN ATTENDANCE

Carl Bilbey	(Policy, Planning & Corporate Services)
Mick Burrows	(Chief Executive)
Martin Done	(Policy, Planning & Corporate Services)
David Ebbage	(Policy, Planning & Corporate Services)
Jayne Francis-Ward	(Policy, Planning & Corporate Services)
Matthew Garrard	(Policy, Planning & Corporate Services)
Chris Holmes	(Policy, Planning & Corporate Services)
Celia Morris	(Policy, Planning & Corporate Services)
Liz Pritchett	(Policy, Planning & Corporate Services)
Claire Yau	(Policy, Planning & Corporate Services)

MEMBERSHIP OF THE POLICY COMMITTEE

The following changes to the membership were reported:-

Councillor Stuart Wallace had been reappointed in place of Councillor Chris Barnfather

Councillor Philip Owen had been reappointed in place of Councillor Richard Butler

Councillor Jim Creamer had been reappointed in place of Councillor John Wilkinson

Councillor Steve Calvert has been appointed in place of Councillor Kevin Greaves

MINUTES

The Minutes of the last meeting held on 22nd May 2013 having been previously circulated were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

STRATEGIC MANAGEMENT FRAMEWORK

RESOLVED 2013/049

That the development of the Strategic Management Framework be agreed.

COMMUNITY SAFETY

The report gave the committee a brief overview of performance for 2012/13, identifying the main areas of risk, highlighting the importance of the County Strategic Assessment and its role in prioritising issues for the Safer Nottinghamshire Board. It also identified the targets now agreed for 2013/14 and concluded by identifying some of the key challenges partners face over the coming year.

During the discussion the following points were made:-

- Members congratulated the partnership working and the very good figures for crime reduction over the last year as shown in the report. It was noted however that over the last two months some areas had seen significant increases in acquisitive crime, including shop theft and vehicle crime. In response a crime summit had been arranged for early July involving all relevant parties to plan a response.
- It was hoped that performance would improve in areas such as domestic violence with [Page 4 of 40](#) the integration of Public Health in local authorities.

- Concern was expressed that shop theft was rising and that problems were caused by the policies of particular retailers. There was a need to identify what was causing the rise in this particular crime.
- It was recognised that rural crime was a concern and as such earlier in the year a rural crime conference was organised to identify and address the concerns raised.
- Concern was expressed as to what happened to an area when it fell out of the Partnership Priority Area to avoid the situation deteriorating. It was reported that each Partnership Priority Area would need an exit strategy to be developed to ensure that when it dropped out of the funded top 15 things were in place to ensure a partnership approach carried on and the local community was not left to deal with matters on their own.
- The Safer Nottinghamshire Board has designated a senior officer to act as 'Champion' for each of the countywide priority themes. This has been a success in sharing the responsibility for delivering the targets.

RESOLVED 2013/050

- 1) That the Community Safety performance in Nottinghamshire was considered as being satisfactory.
- 2) That the current strategic partnership arrangements in Nottinghamshire were considered as satisfactory.

COMMUNICATIONS AND MARKETING CAMPAIGN RESULTS 2012-13

RESOLVED 2013/051

- 1) That the progress and outcomes achieved in marketing activity during 2012-13 be noted.
- 2) That the criteria previously used to prioritise communications and marketing activity be applied to campaigns in 2013-14, with a higher weighting on two of the criteria as set out in the report.

WORK PROGRAMME

RESOLVED 2013/052

That the Committee's work programme be noted.

The meeting closed at 11.30 am.

CHAIRMAN
M_17Apr2013

REPORT OF THE LEADER OF THE COUNTY COUNCIL

FREEDOM OF INFORMATION ACT DECISION LOG

Purpose of the Report

1. To inform Policy Committee about a new decision log to publish all responses to requests for information under the Freedom of Information Act and Environmental Information Regulations on the public website.

Freedom of Information Act and Environmental Information Regulations

2. The Council already publishes guidance on its website advising the public how to access information under the FOIA and EIR, and has adopted the Information Commissioners Model Publication Scheme which sets out the classes of information that are routinely published; this is also published on the website.
3. Policy Committee received a report in May 2013 as to how the Council discharges its responsibilities under the Freedom of Information Act 2000 (FOIA) and Environmental Information Regulations 2004 (EIR). That report gave details of the number of requests received and the Council's adherence to timescales, and stated that further development work was being undertaken to improve the information available to members of the public.
4. A decision log has been developed to publish all responses to FOIA and EIR requests. The log has been backdated to the beginning of the financial year and all future responses will be uploaded to the website once they have been sent out. The responses will be redacted to remove the personal information relating to the requester. The log can be searched by date and subject.
5. The website will ask members of the public to look at the log before submitting an FOIA request. The Customer Service Centre will also suggest to callers that they search the log before submitting a request to see if their question has already been answered.

Statutory and Policy Implications

9. 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.

RECOMMENDATION/S

1. It is recommended that the Policy Committee notes this development and approves the publication of this log.

Alan Rhodes, Leader of the Council

For any enquiries about this report please contact: Jo Kirkby, Team Manager, Complaints and Information team, 9772821.

Constitutional Comments

SLB 08/07/2013

Policy Committee is the appropriate body to consider the content of this report; it has responsibility for the Council's information governance.

Financial Comments (SEM 08/07/13)

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

Background Papers and Published Documents

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

None.

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE CHAIRMAN OF ECONOMIC DEVELOPMENT COMMITTEE

SUPERFAST BROADBAND FOR NOTTINGHAMSHIRE

Purpose of the Report

1. The purpose of this report is to seek approval for delegated authority for the County Council to enter into a contract with the preferred supplier for the Superfast Broadband for Nottinghamshire programme.

Information and Advice

2. Previous reports to Policy Committee and Full Council have updated Members on progress towards the procurement of a delivery partner for the Superfast Broadband programme in Nottinghamshire. In recent months, the Council received the positive news that it had been successful in a bid for European Regional Development Fund (ERDF) monies to the value of £2.7 million, the highest such award in the East Midlands. Due to the significant scale of the ERDF award, the procurement process had to be paused to enable the tender documents to be amended. This resulted in an amended procurement timetable as detailed below:

Amended timeline	
Activity	Date
Amended Invitation To Tender (ITT) launch	Tues 21 May 2013
Full eight week tender response period	Tues 21 May 2013 to Tues 16 July 2013
Deadline for submission of tenders	Tues 16 July 2013
Tender evaluation and moderation complete	Fri 26 July 2013
State Aid clearance, Department of Culture Media and Sport (DCMS) and other funding approvals i.e. call off contract award, grant award	Tues 16 July 2013 to Fri 26 July 2013
Bidder(s) notified of evaluation outcome	Mon 29 July 2013
Contract award	Mon 5 August 2013

3. Given that there is an urgent requirement to get to the contract award stage (so that delivery can commence as soon as possible), this report will be accompanied at the meeting by details of the tender submission from the Framework Supplier(s) in terms of costs, outputs and delivery timescale. This information will not be available beforehand due to the deadline for return of tenders being Tuesday 16th July. It should also be noted that details relating to the tender submission(s) should be classed as exempt.

4. Any delays to awarding the contract by August 2013 are likely to put at risk both ERDF and BDUK (Government) funding. The timescale is already very short given the amount of infrastructure that needs to be installed to meet ERDF and Government targets by 2015.
5. On the understanding that the contents of the tender are tabled on the day of the Policy Committee meeting and subject to the outcome of the evaluation and moderation process, this report seeks Committee approval to delegate authority to the Corporate Director for Policy, Planning & Corporate Services (as the programme's Senior Responsible Officer) to:
 - a) agree any amendments to the contract arising from the clarification process, provided these do not materially alter the parameters of the eventual contract offering, and;
 - b) authorise the County Council to enter into contract at the conclusion of the approval processes.

Other Options Considered

6. One option could be to delay the contract award process to the next Policy Committee on 18 September 2013. But given there are 43 other local authorities with local broadband plans, it is imperative that the County Council preserves its position in the national pipeline. As indicated earlier, a delay of two months between committee meetings would result in three consequential impacts:
 - It would most certainly put at risk part of both the ERDF and BDUK funding, ultimately delaying the programme's mobilisation and implementation and possibly impacting on its reach;
 - There is a risk that a later position in the procurement pipeline will equate to less funds being made available by the preferred supplier through their contribution to the investment pot; and
 - The chances of the rollout plan delivering the Government's aspirations of 90% superfast coverage by 2015 would be significantly reduced.
7. Members' attention is also drawn to the fact that there is already heightened public discourse over the length of time it is taking the programme to reach its 'first dig'. The fact that the timing, location and mix of technologies suggested for deployment can only be confirmed upon receipt of a tender already causes consternation amongst those individuals within the programme scope. Any further delays could therefore have reputational consequences. For that reason, on balance, the option for further delay has been discounted.

Reason for Recommendation

8. To enable the Superfast Broadband for Nottinghamshire contract to be signed with the preferred supplier in a timely way that will meet programme milestones.

Statutory and Policy Implications

9. 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.

Financial Implications

10. The overall cost of the programme is anticipated to be in the region of £13.5 million to £14 million. Further details on the exact cost will be tabled at Committee. The funding breakdown is as follows:

Contributor	Amount
Nottinghamshire County Council	£2.15 million
BDUK	£4.5 million
European Regional Development Fund	£2.7 million
Ashfield District Council	£70,000
Bassetlaw District Council	£150,000
Broxtowe Borough Council	£33,754
Gedling Borough Council	£89,777
Mansfield District Council	£157,464
Newark and Sherwood District Council	£250,000
Nottingham City Council	£140,000
Rushcliffe Borough Council	£245,000
Preferred supplier (tbc)	£3.5 million (tbc)
Total	£13,985,995

11. The County Council approved its capital contribution of £2.15 million at Full Council on 15th December 2011. This forms part of the current capital programme to 2015-16. In addition to this, revenue funds of up to £450,000 were also approved to support the project management process.

Ways of Working Implications

12. During the pre-procurement supplier engagement process, potential suppliers proposed that should they be successful, their preference is for the establishment of a Programme Management Office (PMO). Accommodation availability and suitability is currently being explored with the Ways of Working Project Manager - Office Accommodation.

Equalities Implications

13. The deployment of improved broadband connectivity will help ensure that all Nottinghamshire residents and businesses have access to a range of online digital services. A full equality impact assessment (EqIA) has already been published and is anticipated will be reviewed post contract award.

Implications for Sustainability and the Environment

14. The programme could deliver significant positive social impacts through public sector transformation and supporting the vitality of our communities which take the existing programme (which is effectively a civil engineering scheme) beyond its current scope. The

programme presents the authority with the opportunity to support the drive for the transformation and efficiency improvement of the local authority and other public bodies operating across Nottinghamshire. It is expected that these benefits could be realised through cost savings that mitigate the impact of reducing public sector budgets on service delivery and in improving accessibility of services to residents and businesses. This includes the role of next generation broadband access in increasing flexible and home-based working, modernising working practices and reducing office space across our public sector partners.

15. Benefits for residents and businesses could include improved access to information and services on-line, with particular benefits to the inclusion of remote communities and key customer groups including older people. Key wider public sector benefits could include developing e-health and e-learning. Implementation of the programme will increase social capital by extending voluntary networks, creating new opportunities for communications within communities and extending the 'reach' of third sector bodies that we expect to have an increasing role to play in the delivery of local services. As with the public and private sectors, access to a next generation broadband network will bring efficiency benefits too.

RECOMMENDATION/S

16. That approval be given for delegated authority to be granted to the Corporate Director for Policy, Planning & Corporate Services (as the programme's Senior Responsible Officer) to:

- i. agree any amendments to the contract arising from the clarification process, provided these do not materially alter the parameters of the eventual contract offering;
- ii. authorise the County Council to enter into the contract at the conclusion of the approval processes.

Councillor Diana Meale
Chairman of Economic Development Committee

For any enquiries about this report please contact: Nicola McCoy-Brown Tel: 0115 977 2580

Constitutional Comments (NAB 27.06.13)

Policy Committee has authority to approve the recommendations set out in this report by virtue of its terms of reference.

Financial Comments (SEM 28/06/13)

The financial implications are set out in the report.

Background Papers and Published Documents

Nottinghamshire Local Broadband Plan (www.nottinghamshire.gov.uk/broadband)
Nottinghamshire Local Broadband Plan – report to Full Council, 15-12-2011

Update on Nottinghamshire Local Broadband Plan – report to Policy Committee, 20-06-2012
Nottinghamshire Local Broadband Plan – report to Full Council, 28-02-2013
ERDF Funding Agreement, 14-05-2013

Electoral Division(s) and Member(s) Affected

All



REPORT OF THE DEPUTY LEADER OF THE COUNTY COUNCIL

IMPROVEMENT PROGRAMME OVERVIEW

Purpose of the Report

1. The purpose of this report is to provide Members with an overview of the Improvement Programme.

Information and Advice

2. The Council's Improvement Programme was established in 2010 to deliver a number of major cross-cutting projects designed to modernise the Council's business practices, as well as delivering a range of service-based projects that would enable the Council to achieve budget reductions in the order of £150m over the four year period to 2014. Delivery of the Programme has been supported by a central Improvement Programme team, which comprises experienced and skilled programme and project management staff, along with other specialists such as project planners and commercial analysts. Team members work alongside service-based staff, generally working directly to the chief officer or service director responsible for delivering the project. As well as providing specialist skills and knowledge, team members provide additional capacity to carry out a variety of development work directly associated with the delivery of projects. A summary of the type of roles undertaken by team members is attached as Appendix A.
3. The approach of having a centrally-managed team working alongside service-based staff has a number of benefits:
 - a. It provides an independent challenge to the established way of doing things that comes from a combination of bringing a fresh pair of eyes to the service and experience of supporting change in other service areas, as well as the independence of line management arrangements
 - b. It allows a consistent corporate oversight of improvement activity across the organisation, including the identification of inter-dependencies between projects and the sharing of developments that may be applicable in other service areas
 - c. It provides a flexible pool of resources that bring specific skills and experiences to complement those of service-based staff and that can be deployed quickly to provide short-term input where the need is greatest, without the overhead of appointing additional, temporary staff for each individual project

- d. It brings a consistent and structured approach to managing projects and programmes that is based on national best practice and is applied proportionately to improve the likelihood of projects succeeding
 - e. It enables the transfer of specialist skills and the professional development of project and programme staff, as well as providing the management support that is necessary to maintain the independent challenge element of their role
 - f. It ensures that change is owned by the service area concerned, thereby increasing the likelihood of it succeeding
4. When the Programme was established, there was significant emphasis placed on progress monitoring and reporting, covering even relatively small, simple projects. There was a plethora of project boards established, with a variety of reporting lines. Over the last year, these arrangements have been streamlined and only the larger, more complex, projects are monitored and reported on through the Improvement Programme arrangements. The arrangements for Board oversight have been streamlined through the establishment of three service-based Transformation Boards and a Business Transformation Board that oversees cross-cutting activity. Each of these boards reports directly into the Corporate Leadership Team, providing a clear overview of project activity across the organisation.
5. Phase I of the Improvement Programme is now in its final year. The Improvement Programme team supported the delivery of £74m of savings during the financial year 2011/12. A further £43m was delivered during the financial year 2012/13. Projected savings of a further £25m are dependent on project activity that will take place during 2013/14. As well as supporting the delivery of savings, the team has also supported the achievement of service developments in the last year that include:
- a. The establishment of the Multi Agency Safeguarding Hub
 - b. The development of reablement services
 - c. Phase I of the Extra Care strategy
 - d. A more integrated approach to transport provision
 - e. The establishment of Healthwatch Nottinghamshire
 - f. Day services modernisation
 - g. Improvements to highways services
 - h. Redesign and integration of learning and development and workforce planning services
 - i. Improvements to fleet services
 - j. Phase II of the Business Management System
 - k. A new operating model across children's social care fieldwork services
6. Reflecting the Council's ongoing commitment to improvement, projects that are currently being delivered as part of the Programme include:
- a. Day Services Modernisation
 - b. Living at Home
 - c. Learning Disability and Mental Health Community Care
 - d. Supporting People
 - e. Redesign of Home Based Services
 - f. Adult Care Financial Services
 - g. Children's Social Care Transformation
 - h. Sherwood Forest Visitor Centre
 - i. Sure Start Early Years and Childcare
 - j. Towards Integrated Transport Across Nottinghamshire (TITAN)

- k. Highways Transformation
 - l. Ways of Working
 - m. Business Support and Administration Review
 - n. Support Services Review
7. In respect of the Ways of Working Programme, Members are asked to note the need to undertake additional work in the County Hall Reception area. This is to resolve the significant problems relating to heating and draughts that have been experienced over the last two winters. It will also address the outcomes of a security review that was carried out during 2012.
8. In developing the next phase of the Improvement Programme, a more strategic approach is being taken to service improvement. As part of this, good progress continues to be made on implementing a corporate approach to process improvement. Two pilot exercises have been completed and these have identified substantial scope for achieving savings. Work is now under way to prioritise the service areas that are most likely to benefit from this approach. In addition to training members of the central team in this approach, training is being provided to service-based staff in order to embed a culture of continuous improvement across the organisation.
9. A key element of our improvement strategy will be channel shift. This is where customer interactions and transactions are moved to the most suitable and cost effective channel for their needs. In many cases, but not exclusively this will involve moving customers on to digital channels for self-service. Work is under way to put some basic tools in place to enable more transactions to take place through the web-site. This approach will be integrated with making sure that processes are redesigned in the most efficient way possible to reflect customer needs. This work will also consider opportunities for more fundamental changes such as the adoption of web-chat technology to provide 24-hour access to services and mobile phone "apps" that allow citizens to raise issues or report problems.
10. Progress reports will be brought to Policy Committee on a quarterly basis.

Other Options Considered

11. Not applicable.

Reason/s for Recommendation/s

12. Not applicable.

Statutory and Policy Implications

13. 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.

RECOMMENDATIONS

14. That Policy Committee notes the content of the report.

Councillor Joyce Bosnjak
Vice Chairman of Policy Committee

For any enquiries about this report please contact: Deborah Hinde, Service Director - Improvement, 0115 977 3804

Constitutional Comments [SLB 01/07/13]

15. This report is for noting only.

Financial Comments [SEM 04/07/13]

16. A report seeking the approval for the proposed Council wide Improvement Programme including the scope and budget envelope was presented and approved by the County Council in February 2010. A further report was presented to County Council in December 2010 regarding the Ways of Working Business Case and Investment. Further updates to the County Council on the progress of the Improvement Programme have been made.

17. The revenue funding of the Improvement Programme is funded from a reserve that was created to fund the programme over the life of the project, which was originally planned to be from 2010 to 2013. The reserve provision totalled £28.8m of which £18.3m has been expended as at the end of the 2012/13 financial year. As part of setting the 2013/14 budget, permanent on-going funding of £0.5m has been created to support the core work of the Improvement Programme.

18. As reported to Policy Committee in April 2013 and in this report, work is progressing on developing Phase II of the Improvement Programme. This will comprise a further phase of major projects to meet the budget challenge that the Council is facing in 2014 and beyond.

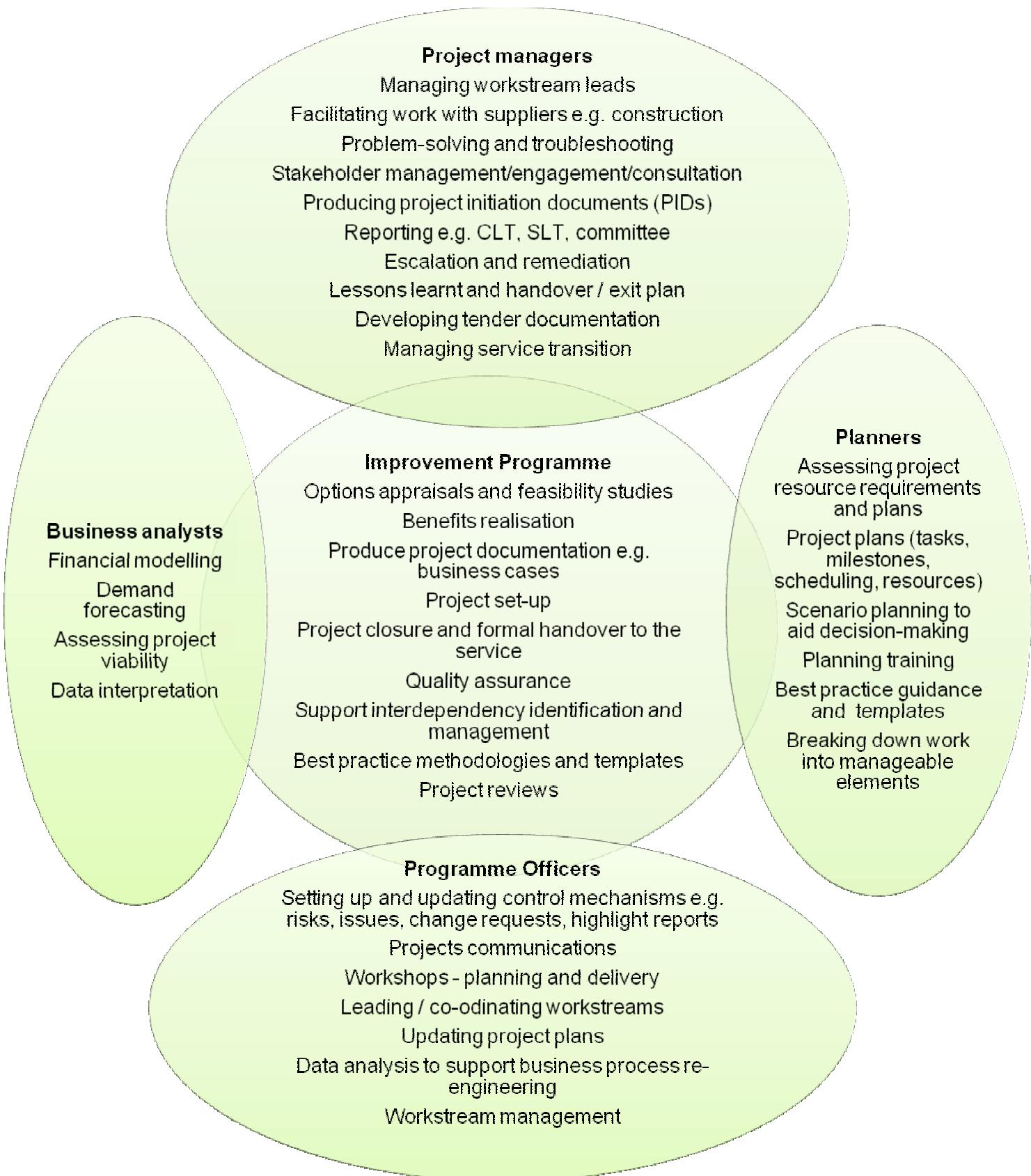
Background Papers and Published Documents

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 County Council – February 2010
Reports to Policy Committee – June and October 2012, April 2013

Electoral Division(s) and Member(s) Affected

ALL



REPORT OF CHAIRMAN OF TRANSPORT AND HIGHWAYS COMMITTEE

UPDATE ON FLOOD RISK MANAGEMENT AND THE LOCAL FLOOD RISK MANAGEMENT STRATEGY

Purpose of the Report

1. To provide an update on the latest position in relation to the Council's duties and responsibilities under the Flood Risk Regulations (2009) and the Flood and Water Management Act (2010).
2. To seek approval for the continued development of the Local Flood Risk Management Strategy.

Information and Advice

3. Following the severe flooding during the summer of 2007, the government commissioned an independent review (the 'Pitt Review') which in 2008 recommended that local authorities should lead on the management of local flood risk, working in partnership with other organisations. Two key pieces of legislation have brought this forward; the Flood Risk Regulations (2009) which transpose the EU Floods Directive into UK Law and the Flood and Water Management Act (2010).
4. The Council is now a Lead Local Flood Authority (LLFA) and has new powers and statutory duties to manage and co-ordinate flooding from local sources. The County Council does this by working together with other organisations including the Environment Agency, who manage flooding from generally larger rivers (known as Main Rivers, such as the River Trent), Internal Drainage Boards managing low lying areas, District, Borough, Parish and Town Councils and infrastructure/ utility providers, such as Severn Trent Water and the Highways Agency. Partnership work is overseen by a joint Strategic Flood Risk Management Board with Nottingham City Council that meets every six months.
5. Local flood risk means flooding from surface water (overland runoff), groundwater and smaller watercourses (known as Ordinary Watercourses).
6. The County Council currently invests £600,000 a year on flood risk management schemes to protect communities and has successfully carried out a number of schemes throughout the County, often in partnership with other organisations.
7. From April 2012, outside Internal Drainage Board areas, the County Council has had enhanced responsibilities for land drainage and for dealing with problems on Ordinary Watercourses and from April 2013 has had an annual land drainage budget of around

£100,000. Land and property owners do however, have a role in keeping watercourses flowing where they either own land or property next to a watercourse as Riparian Owners and in taking action to protect their own properties.

8. The County Council also provides a first response through its Highways and Emergency Planning teams to protect and assist local communities.

Progress to date

9. There are both strategic and operational elements to the role of Lead Local Flood Authority. A prioritised work plan has been produced to deliver the new responsibilities, and the Flood Risk Management Team is working proactively with both internal and external stakeholders to take this forward.
10. Strategically, the Council developed a Preliminary Flood Risk Assessment (PFRA) in 2011 in line with European legislation to screen local sources of flood risk across the County. This was approved by the Cabinet Member for Transport and Highways on the 20th September 2011 and subsequently by the Environment Agency. No further work under the Flood Risk Regulations is now required until the next PFRA in 2017. The Council are now developing a Local Flood Risk Management Strategy and seeking to influence the strategic plans of other organisations, such as Local Planning Authority Local Plans and Severn Trent Water business planning.
11. Operationally, the Council investigates flooding incidents (targeting specifically where there has been internal property flooding) and is developing a flood risk management asset database. Additionally the Council also undertakes various land drainage activities, including consenting to works and enforcement on Ordinary Watercourses outside of Internal Drainage Board areas.
12. The County Council has a duty to investigate flooding incidents, where it deems 'necessary or appropriate' and determine which organisation(s) have roles and responsibilities and what actions they are taking. It does not give the Council responsibility for taking action to prevent flooding happening again and therefore managing expectations is a key element of how this is taken forward. The County Council is working proactively with relevant organisations to take forward around 15 formal investigations following flooding in 2012 and progress has previously been reported to the Transport and Highways Committee. A further update report on these investigations will be brought to the Transport and Highways Committee in 2013.
13. The County Council must hold a Register and Record of Structures and Features where it deems these to 'have a significant effect on flood risk'. The drainage network has been heavily modified over time. Ownership and management of the network is fragmented and split between private owners, infrastructure owners and operators, the Environment Agency, District, Borough and the County Councils and Internal Drainage Boards. This is complicated in Nottinghamshire because of the stock of former Coal Authority housing and fragmented approaches of previous Urban and Rural District Councils. A large amount of historical information has been gathered and efforts are underway to continue to collect information and develop a comprehensive asset management system that informs land drainage work, future capital and revenue investment and operational decisions when flooding is forecast or occurring.

14. In respect of flood risk management works and land drainage, the County Council works in partnership with other relevant organisations and land owners to invest in capital schemes and maintenance on a prioritised basis where resources allow and actions are economically justifiable. The ultimate responsibility for keeping watercourses clear sits with Riparian Owners (those who own land or property alongside a watercourse). The Council undertakes a significant amount of work with landowners and Parishes to investigate land drainage issues and raise awareness of Riparian responsibilities and is able to take enforcement action if necessary where there is an urgent need to reduce flood risk through lack of maintenance or where illegal structures have been constructed.
15. Once commenced, Schedule 3 of the Flood and Water Management Act will establish the Council as a Sustainable Drainage Systems Approving Body (SAB). The purpose of Sustainable Drainage Systems (SUDS) is to mimic natural drainage, significantly reduce surface water runoff and improve water quality. The SAB will be responsible for approving drainage systems in new developments and redevelopments before construction can start (in line with National Standards), and for adopting and maintaining SUDS serving more than one property. The right to connect surface water to the public sewer network will be conditional on SAB approval. The funding for long-term maintenance is still to be determined.
16. The Council has been actively engaging with Local Planning Authorities to understand the implications of the forthcoming legislation and the procedures and resources that will need to be put in place. The latest indication is that this will take place in April 2014, but the exact form this will take is unknown at this time and a report will be brought to Transport and Highways Committee when there is greater certainty.

Development of the Local Flood Risk Management Strategy

17. The Council have a duty to develop, maintain, apply and monitor the implementation of a Local Flood Risk Management Strategy. The strategy will set out roles and responsibilities for flood risk management, objectives for managing flood risk, measures to achieve those objectives, an assessment of viability and sources of funding, an assessment of flood risk, how the strategy will be implemented and how it will meet wider environmental objectives. It provides a platform to bring together flood risk information and prioritise where action is taken to greatest effect. Future investment needs for flood alleviation work and sources of funding will also be considered. It is important to note that the strategy will bring together all of the actions that can be taken by organisations and the public to manage flood risk in the County and will not focus on flood defence schemes alone.
18. The Strategy is being managed as a project, consisting of technical work, community engagement and environmental assessment. The Strategy is supported by a steering group from the District and Borough Councils, Internal Drainage Boards, Severn Trent Water, Environment Agency and Nottingham City Council.
19. The project approach has been successful to date. The approach taken by the County Council has been recognised as national best practice and widely shared with other Lead Local Flood Authorities. There were over 400 responses to an initial public survey undertaken in Spring 2012. The overall progress the County Council has made is more advanced than many other Lead Local Flood Authorities.

20. Progress was affected by the 2012 floods and available resources but is now on track for public consultation on the draft Strategy and relating Environmental Report in Spring 2014, with a view to completion by mid 2014. A project update and enhancements to the public website in terms of the local arrangements in place for flood risk management in the County and to promote community and self-resilience are planned.

Other Options Considered

21. None because acting as Lead Local Flood Authority is a statutory requirement.
22. The Local Flood Risk Management Strategy project programme has been set based on available resources, priorities within Highways, consultation periods with key stakeholders and the public and provision of external information. It is not possible to accelerate the project at this stage without fundamentally changing the approach to the development of the Strategy and risking a loss of stakeholder and public engagement.

Reason/s for Recommendation/s

23. Acting as Lead Local Flood Authority is a statutory requirement and the approaches put in place relate to available resources and existing systems as far as is reasonably possible.
24. The project approach to the Strategy has already proved successful and should provide for a realistic and achievable action plan to manage flood risk in the County, developed in partnership with stakeholders and local communities.

Statutory and Policy Implications

25. The County Council has a number of new statutory duties and powers under the Flood and Water Management Act (2010) and Flood Risk Regulations (2009).
26. 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.

Financial Implications

27. The Council is currently funded for local flood risk management through locally retained business rates and Local Services Support Grant. In 2013/14 the Council received £403,000 for this work and this has been used to fund the Flood Risk Management service. The government are seeking to maintain funding for Lead Local Flood Authorities at present levels for the current spending period up to 2014/15.
28. The role of the Council as SAB will have a major implication for resources. Some additional funding though application fees will be available but the funding for the longer term maintenance of such systems is still unclear.

29. The Council is able to make bids for both national Flood Defence Grant in Aid and regional Local Levy for flood schemes to the River Trent Regional Flood and Coastal Committee where we are represented by Councillor Calvert.

Equalities Implications

30. Advice has been sought on the equalities implications of developing the Local Flood Risk Management Strategy. Appropriate actions are being taken through the public engagement to take account of equalities and equalities will also be taken into account as part of the prioritisation of flood risk areas and future works.

Human Resources Implications

31. The commencement of the SAB role may require additional human resources within the County Council to facilitate the role.

Implications for Sustainability and the Environment

32. The Council must make a contribution towards sustainable development through its flood risk management activities. The Council are undertaking a Strategic Environmental Assessment for the Local Flood Risk Management Strategy, which will seek environmental improvement opportunities on watercourses. The Council are also supporting the Environment Agency with the delivery of the Water Framework Directive (2000) to improve water quality on watercourses.

RECOMMENDATIONS

It is RECOMMENDED that the Committee note the progress in delivering new responsibilities for flood risk management.

It is RECOMMENDED that the Committee approve the continued development of the Local Flood Risk Management Strategy.

**Councillor Kevin Greaves
Chairman of Transport and Highways Committee**

For any enquiries about this report please contact:

Andy Wallace – Flood Risk Manager Tel: 0115 977 4590

Hannah O'Callaghan – Flood Risk Management Officer Tel: 0115 977 3704

Constitutional Comments (NAB 25.06.13)

33. Policy Committee has authority to consider and approve the recommendations set out in this report by virtue of its terms of reference.

Financial Comments (TMR 25/06/2013)

34. The financial implications are set out in paragraphs 27, 28 and 29 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.

Report to Communities and the Environment Standing Committee, 11 April 2011 on the Nottinghamshire Preliminary Flood Risk Assessment

Report to Cabinet Member for Transport and Highways, 20 September 2011 on the Nottinghamshire Preliminary Flood Risk Assessment

Nottinghamshire Preliminary Flood Risk Assessment (2011)

Report on Transport and Highways Committee, 10 January 2013 on Investigations into flooding in Nottinghamshire in June and July 2012

Electoral Division(s) and Member(s) Affected

All



REPORT OF THE SERVICE DIRECTOR, EDUCATION STANDARDS AND INCLUSION

DISCRETIONARY TRAVEL TO PREFERRED SCHOOLS

Purpose of the Report

1. This report seeks approval to undertake a public consultation regarding a proposal to discontinue the rollout of the Discretionary Travel Scheme for children travelling to preferred secondary schools in Nottinghamshire with effect from September 2014 and for a further report for decision about the future of the scheme to be brought to Policy Committee on 11 September 2013.

Information and Advice

2. In July 2010 the Cabinet of Nottinghamshire County Council approved arrangements to introduce a Discretionary Travel Scheme for children attending preferred schools in Nottinghamshire. The scheme was established in accordance with the Transport Act 1985 and came into effect in September 2011. The scheme is managed and implemented by Environment and Resources Department on behalf of and supported by Children, Families and Cultural Services Department.
3. The scheme was introduced for year 7 pupils, with a view to an incremental roll out to qualifying pupils in years 7 to 11 over subsequent years. Specific eligibility criteria were set out, and eligibility has been administered in parallel to the Home to School Transport Policy.
4. Prior to commencement of the scheme it was determined that it would be kept under review after the first year of operation, as take up and actual costs were difficult to predict. A further report to the Cabinet Members for Children and Young People's Services and Transport and Highways was considered in April 2012, which provided an analysis of the scheme up to that date. Options considered were to either discontinue the scheme or fully implement it for all secondary school year groups 7 – 11. Agreement was given to continuation of the programme on an incremental basis across years 7 to 11 by 2015.
5. A table showing the current and estimated future costs of the scheme were the rollout to continue are shown in **Appendix A**. Assuming a similar level of take up in 2013/14 for Year 7 as in previous years, i.e. approximately 425 pupils per year group, which is in the region of 5.05% of the relevant cohort, the approximate costs for that year group would be £179,230 inclusive of travel, administrative and contingency costs. Therefore, the approximate overall costs of the scheme in academic year 2013/14 would be £505,170.

Were the scheme to continue to be fully rolled out across years 7 to 11, the estimated annual running costs would be in the region of £860,000 to £906,000 each year.

6. The number of young people who take up the scheme and the cost of transport provision are key variables in relation to these projected costs. The report of 18 April 2012 noted that in relation to special transport provided to qualifying children with specific transport needs due to their special educational needs or disabilities, provision of transport under the scheme must be considered on a case by case basis. This may require bespoke transport arrangements which can be costly, and the example given was of provision for one pupil in 2012 at a cost of £13,300 for the year.
7. The scheme currently applies to years 7 & 8 with a new cohort due to benefit with effect from September 2013 for whom offers of secondary school places were made in March 2013. Discontinuation of the rollout from September 2014 would mean that there would be no new entrants to the scheme beyond that date. However, provision would be made to ensure that existing (qualifying) pupils would continue to receive the benefit of the scheme until they reach the end of statutory school age in year 11.
8. Discontinuation of the scheme as described would lead to accumulated savings in the region of £1,695,995 by 2017/2018.
9. For the academic year 2014/2015 applications /preferences for secondary school places will be made by 31 October 2013. For the scheme to be discontinued for this intake it will be important for parents and carers to receive as much notice as possible prior to the admissions closing date. A provisional notice stating that the scheme is currently under review is on the Nottinghamshire County Council website. A notice period for transport contractors would be required by 31 December 2013 in order to cease the rollout of the scheme with effect from September 2014.
10. Discontinuation of the scheme does not affect the statutory entitlement of pupils to transport assistance. Feedback on the proposal can be used to inform any future decision of the Council regarding the scheme. An outline of the proposal for consideration and comment can be available on the Council's public website and for schools, other local authorities, the dioceses and other stakeholders for a period of 4 weeks in July and August 2013.

Other Options Considered

11. As part of considerations to protect public services whilst making efficiency savings, options have been considered in relation to the sustainability of this discretionary scheme. Established as an enabling measure by the previous administration, the scheme does not affect the statutory entitlements of children and young people in relation to home to school transport, as these are provided for in Council policy.
12. Options considered were to continue the rollout of the scheme in September 2014 and beyond, or to recommend cessation of the scheme. Costs of the scheme in 2013/2014 will be in the region of £505,170. However, continuation of the rollout of the scheme to additional cohorts of pupils would over time incur annual costs to Nottinghamshire County Council in the region of £860,000 to £906,000.

Reason/s for Recommendation/s

13. Nottinghamshire County Council faces serious financial challenges in the years to come. Nottinghamshire is the only local authority in England to operate a discretionary free travel scheme in relation to children and young people travelling to schools of their preference. The trend over recent years and increasingly is for councils across the country to review their expenditure and to critically assess the affordability of services. The current financial climate has resulted in a paring back of discretionary travel arrangements. This recommendation recognises that the statutory entitlements of children and young people are protected through the Home to School Transport Policy, including the entitlement of qualifying low income families to free travel to preferred schools, and the provision of free travel to catchment designated schools over three miles for secondary aged pupils. The recommendation to consult on the proposal recognises the importance of listening to the views of parents, carers and other stakeholders in order that these can be taken into account prior to a decision being made.

Statutory and Policy Implications

14. 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.

Implications for Service Users

15. Service users would have an opportunity to comment on the proposal prior to a decision being made about the future of the scheme.
16. There will be no new entrants to the scheme with effect from September 2014. However, existing qualifying beneficiaries of the Discretionary Travel Scheme will continue to receive free travel to preferred schools until they reach statutory school leaving age in year 11. Information about the discontinuation of the scheme and signposting to the Home to School Transport Policy, as usual, will be available for parents, carers and schools in the Summer and Autumn 2013, as applications are made for secondary school places in September 2014.

Financial Implications

17. Details of the costs and projected financial savings associated with the scheme and with its discontinuation appear in the report and in **Appendix A**. Costs incurred regarding the consultation will be met by the service.

Equalities Implications

18. Due regard has been given to the Public Sector Equality Duty.
19. The travel scheme has been operating in parallel to the Home to School Transport Policy through which the statutory entitlements of children and young people are protected. The

Equality Impact Assessment 2012 noted neutral impact of the scheme in relation to people with 'protected characteristics', other than in relation to age, as the scheme is specific to secondary aged pupils.

Human Rights Implications

20. The scheme had a nil impact in relation to Human Rights legislation

RECOMMENDATION/S

That:

- 1) approval be given to undertake a public consultation regarding a proposal that the rollout of the Discretionary Travel Scheme for children travelling to preferred schools be discontinued with effect from September 2014
- 2) a further report for decision about the future of the scheme be brought to Policy Committee on 18 September 2013.

John Slater
Service Director, Education Standards and Inclusion

For any enquiries about this report please contact:

Gill Thackrey
Group Manager, Business Development and Support
T: 01159773644
E: gill.thackrey@nottscgov.uk

Constitutional Comments (LM 05/07/13)

21. The Policy Committee have delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (KLA 03/07/13)

22. The financial implications of options within the proposed consultation are set out in the appendix to the report and the financial implications arising directly from the report are set out in paragraph 17.

Background Papers and Published Documents

Free travel Scheme for Children Travelling to Preferred Secondary Schools – report to Cabinet on 14 July 2010

Discretionary Travel Scheme for children attending preferred secondary schools in Nottinghamshire - report to Cabinet Members for Children and Young People's Services and for Transport and Highways on 18 April 2012

Equality Impact Assessment - Discretionary Travel Scheme: Preferred Schools, March 2012

Nottinghamshire County Council Home to School Transport Policy
<http://www.nottinghamshire.gov.uk/learning/schools/schooltravel/>

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.

Electoral Division(s) and Member(s) Affected

All.

C0259

Usage and Cost Projections for the Preferred School Travel Scheme - January 2013

Projection Figures for the Preferred School Travel Scheme - January 2013													
	Actual												
	Scheme Yr1	Scheme Yr2	Scheme Yr3	Scheme Yr4	Scheme Yr5	Scheme Yr6	Scheme Yr7	Scheme Yr8	Scheme Yr9	Scheme Yr10	Scheme Yr11	Scheme Yr12	
	Sep-11	Sep-12	Sep-13	Sep-14	Sep-15	Sep-16	Sep-17	Sep-18	Sep-19	Sep-20	Sep-21	Sep-22	
Numbers of Year 7 Pupils (based on mid year census figures)	8782	8290	8143	8218	8402	8502	8813	9006	9161	8976	8983	9139	
TRAVELLERS													
Take up (actual)	443	420											
Take up (predicted @ 5.05% of Year 7 cohort)			407.15	410.9	420.1	425.1	440.65	450.3	458.05	448.8	449.15	456.95	
	443	420	407	411	420	425	441	450	458	449	449	457	
Total predicted travellers	443	863	1270	1681	2101	2083	2104	2147	2194	2223	2247	2263	
Average Cost of Travel Pass based on 2011/2012 is £271													
COSTS													
Budget (agreed July 2010)	£367,000	£696,000	£1,041,000	£1,375,000	£1,725,000								
<u>Actual/Predicted</u>													
Administration Costs	£25,000	£10,000	£15,000	£15,000	£15,000	£15,000	£15,000	£15,000	£15,000	£15,000	£15,000	£15,000	
Contingency Costs (additional capacity)	£0	£50,000	£100,000	£150,000	£200,000	£200,000	£200,000	£200,000	£200,000	£200,000	£200,000	£200,000	
SEND Transport Costs	£15,203	£32,000	£46,000	£62,000	£78,000	£78,000	£78,000	£78,000	£78,000	£78,000	£78,000	£78,000	
Mainstream Transport Costs	£120,000	£233,873	£344,170	£455,551	£569,371	£564,493	£570,184	£581,837	£594,574	£602,433	£608,937	£613,273	
Total	£160,203	£325,873	£505,170	£682,551	£862,371	£857,493	£863,184	£874,837	£887,574	£895,433	£901,937	£906,273	
Accumulated Total		£486,076	£991,246	£1,673,797	£2,536,168	£3,393,661	£4,256,845	£5,131,682	£6,019,256	£6,914,689	£7,816,626	£8,722,899	
with inflation at 2.5%		£334,020	£530,744	£735,033	£951,896	£970,175	£1,001,029	£1,039,906	£1,081,423	£1,118,273	£1,154,556	£1,189,109	
Cease Scheme from September 2014 (only 3 year groups funded)													
Cease after 3 year groups	£160,203	£325,873	£505,170	£505,170	£505,170	£369,967	£189,297						
Cease after 3 year groups Accumulated Total	£160,203	£486,076	£991,246	£1,496,416	£2,001,586	£2,371,553	£2,560,850						
Annual savings against continuation of scheme	£0	£0	£0	£177,381	£357,201	£487,526	£673,887						
Accumulated savings against continuation of scheme	£0	£0	£0	£0	£177,381	£534,582	£1,022,108	£1,695,995					



REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND CORPORATE SERVICES

WORK PROGRAMME

Purpose of the Report

1. To review the Committee's work programme for 2013/14.

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. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. Such decisions will be included in the work programme on an annual basis and as specific decisions of interest arise.
5. 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.

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/S

- 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, Policy, Planning and Corporate Services**

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

Constitutional Comments (SLB 30/04/2012)

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

Financial Comments (PS 2/5/12)

10. 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

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
18th September 2013				
Public Health Contract Performance and Quality Management	To approve the Quality and Risk Management Policy to support Health Contracts	Decision	Cathy Quinn	
Review of Complaints	Bi-annual service report to provide an overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby
Strategic Plan	To consider the Strategic Plan of the Council.	Refer to Council	Mick Burrows	Celia Morris
Strategic Management Framework	To consider a framework for the strategic management of the authority.	Refer to Council	Celia Morris	
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Debra Hinde	
ICT for Members	Review of costs of ICT for members	Information	Ivor Nicholson	
Protection of Property & Funerals Policy	To agree revisions to the Policy	Decision	Caroline Baria	
Social Media Usage	6 month usage of social media	Information	Martin Done	
Surveillance and the Regulation of Investigatory Powers Act	To report changes to legislation, the outcome of a recent inspection and to seek approval to policy revisions	Decision	Sue Bearman	
16th October 2013				
Economic Development Strategy	To consider proposals from the Economic Development Committee for an economic development strategy for Nottingham	Decision	Celia Morris	
Welfare Assistance Scheme	Report on first 6 months of operation of scheme and proposals for operation beyond April 2014	Decision	Paul McKay	
Legal Settlements	Bi-annual service report to provide an overview of legal settlements reached in the preceding 6 months	Information	Heather Dickinson	
Workforce Strategy	Implementation review of the Workforce Strategy	Information	Marje Toward	

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
13th November 2013				
Healthwatch Nottinghamshire	Progress report of the introduction of Healthwatch	Information	Caroline Agnew	
Initial Committee Budget and Capital Proposals for 2014-15	To consider initial budget proposals for services within the terms of reference of the Policy Committee	Decision	Mick Burrows	
11th December 2013				
Strategic Performance Report	Report on the overall progress of the County Council towards its strategic priorities since the introduction of the Strategic Plan	Information	Celia Morris	Matthew Garrard
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Debra Hinde	
8th January 2014				
Social Media Usage	Policy Review following 12 months since the commencement of the Social Media Policy	Information	Martin Done	
5th February 2014				
Budget 2014-15 - Proposals	To receive the budget recommendations of the Finance and Property Committee	Refer to Council	Paul Simpson	
Pay Policy Statement	To receive the recommendations of the Personnel Committee on the Pay Policy Statement	Refer to Council	Marje Toward	
Translation & Interpretation Service provision	Review of the new service provision			
5th March 2014				
Improvement Programme – Performance	Quarterly report on the progress of the Council's Improvement Programme.	Information	Debra Hinde	
Review of Complaints	Bi-annual service report to provide an overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information</u>	<u>Lead Officer</u>	<u>Report Author</u>
Equalities Plan	To consider the annual equalities plan in accordance with statutory duties arising from equalities legislation	Decision	Celia Morris	Matthew Garrard
2nd April 2014				
Legal Settlements	Bi-annual service report to provide an overview of legal settlements reached in the preceding 6 months	Information	Heather Dickinson	
Freedom of Information and Data Protection	Annual report and review of freedom of information and data protection performance and processes	Information	Celia Morris	Jo Kirkby
7th May 2014				
Annual Performance Report 2013/14	Report on the overall progress of the County Council on its strategic priorities over the final quarter of the year and across the whole year.	Information	Celia Morris	Matthew Garrard
4th June 2014				
Improvement Programme – Annual Report 2013/14	Annual report of achievements for 2013-14.	Information	Deborah Hinde	
Legal Settlements	Bi-annual service report to provide an overview of legal settlements reached in the preceding 6 months	Information	Heather Dickinson	
2nd July 2014				
Review of Complaints	Bi-annual service report to provide an overview of complaints received by the County Council.	Information	Celia Morris	Jo Kirkby

