

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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
7 September 2023	Scrutiny Annual Report 2022/23		To approve the draft Scrutiny Annual Report to be forwarded to Council for consideration.	That the Scrutiny Annual Report 2022/23 be endorsed and referred to Full Council for consideration.
	Healthy Families Programme – Task and Finish Review Scope		To consider the recommendation from Cabinet: “That Overview Committee be requested to establish a joint scrutiny working group comprised of various members of the Adult Social Care and Public Health Select Committee, the Children and Families Select Committee and the Health Scrutiny Committee and to report back Overview Committee. Any recommendations from Overview Committee will then be reported back for consideration before any final decision is taken by Cabinet.”	<ol style="list-style-type: none"> <li>1. That a joint scrutiny working group be established on the re-commissioning of the Nottinghamshire Healthy Families Programme.</li> <li>2. That the membership of the review group comprises the Chairman of the Adult Social Care and Public Health Select Committee, the Chairman of the Children and Families Select Committee and the Chairman of the Health Scrutiny Committee, plus one other member from each committee. with the overall membership of the group includes members from all political groups.</li> <li>3. That a report detailing the findings of the review group be submitted to a future meeting of the Overview Committee for consideration.</li> <li>4. That the proposed scope for review of the re-commissioning of the Nottinghamshire Healthy Families Programme be approved.</li> </ol>

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7 September 2023	Scrutiny Work Programmes		To approve the Work Programmes of the Overview Committee and the three Select Committees for 2023/24.	<ol style="list-style-type: none"> <li>1. That the Overview Committee work programme be approved.</li> <li>2. That the Adult Social Care and Public Health Select Committee work programme be approved. That the Children and Families Select Committee work programme be approved.</li> <li>3. That the Place Select Committee work programme be approved.</li> <li>4. That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the Overview Work Programme, in consultation with the relevant Cabinet Member(s) and senior officers, subject to the required approval by the Chairman of Overview Committee.</li> </ol>

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23 November 2023	Financial Monitoring Report Period 5 2023-24	Cabinet Member - Finance	To receive the latest monitoring report on the 2023/24 Budget.	<ol style="list-style-type: none"> <li>1. That the significant challenges presented by the financial landscape the Council operates within be noted.</li> <li>2. That the process in establishing the Council's budget for 2024/25.</li> </ol>
	Budget Update	Cabinet Member - Finance	To provide an update to Overview Committee on the budget development process for 2024/25.	<ol style="list-style-type: none"> <li>1. That the significant challenges presented by the financial landscape the Council operates within be noted.</li> <li>2. That the process in establishing the Council's budget for 2024/25 be noted.</li> </ol>
	Price Review of Charges Made for School Meals - Call-in Request		To advise Overview Committee of two call-in requests that were submitted in relation to the decision taken by the Cabinet Member for Communities on the Price Review of Charges made for School Meals.	That the call-in requests that were made in relation to the decision taken by the Cabinet Member for Communities on the Price Review of Charges made for School Meals and the reasons of the Monitoring Officer for refusing these requests be noted.

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<p><b>25 January 2024</b></p>	<p>Budget 2024/25</p>	<p>Cabinet Member - Finance</p>	<p>To consider and make recommendations to Cabinet on the final draft budget for 2024/25.</p>	<p>That the comments made by members during their consideration of the development of the 2024/25 Annual Budget Report and the Medium-Term Financial Strategy be submitted to Cabinet for their consideration.</p>
	<p>Nottinghamshire Plan – Annual Delivery Plan 2024/25</p>	<p>Deputy Leader and Cabinet Member - Transformation</p>	<p>To receive and consider the Nottinghamshire Plan – Annual Delivery Plan 2024/25.</p>	<p>That the progress to date with regards to the development of the Annual Delivery Plan 2024/25 be noted.</p>
	<p>Healthy Families Programme – Task and Finish Review</p>		<p>To consider the findings of the joint review of the re-commissioning of the Healthy Families Programme carried out jointly by members of the ASC&amp;PH and C&amp;F Select Committees and the Health Scrutiny Committee.</p>	<p>That the recommendations from the joint scrutiny review of the recommissioned Healthy Families Programme, as detailed in the report, be endorsed, and referred to Cabinet for consideration.</p>

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

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

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

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



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

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

### Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Details	Status
Performance reporting and monitoring procedures for Council companies and Category 'A' bodies	Cabinet Member - Finance	To review the reporting procedures surrounding Council companies and Category 'A' bodies.	Is scheduled to be considered by Governance and Ethics Committee. To be considered for scheduling once the item has been to Governance and Ethics Committee.
Progress report on the recommendations made from the review of Council office buildings.	Cabinet Member for Economic Development and Asset Management	To receive a progress report from the Cabinet Member for Economic Management and Asset Management on the recommendations made from the review of Council office buildings.	To be scheduled during 2023/24
Nottinghamshire Plan Performance Monitoring	Deputy Leader and Cabinet Member – Transformation	To receive a report on current performance against Council Plan Priorities as detailed in the Nottinghamshire Plan.	To be scheduled during 2023/24
Employment and skills Framework	Cabinet Member – Economic Development and Asset Management	Resolved at March 2024 meeting:  “That members of the Overview Committee carry out further scrutiny work on the employment and skills framework in a format to be agreed by the Chairman and Vice-Chairman of the Committee in consultation with officers.”.	To be scheduled during 2023/24

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

### Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
April 2023	Cost of Living	All	To investigate how the Council can (taking into consideration its powers, budget and existing budget commitments required for service delivery) potentially mitigate the impact of the cost-of-living crisis on families and individuals in Nottinghamshire.	Scope approved at March 2023 meeting.  Review activity currently being carried out.  Report to presented at July 2024 meeting.

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

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<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
October 2024	Digital Strategy	Cabinet Member - Transformation	To review the implementation of the Council's new Digital Strategy.	

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<b>Project Start Date</b>	<b>Item</b>	<b>Cabinet Member Responsibility</b>	<b>Purpose of Review</b>	<b>Current Status and activity</b>
TBC	Recruitment and retention of Council staff	Cabinet Member - Personnel	To examine how the Council's Human Resource policies impact on the recruitment and retention of staff and to examine how activity in this area can be optimised to support the delivery of the Council's priorities and Council services by the recruitment and retention of high-quality staff.	

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### Items to be scheduled for 2024/25

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