

Overview Committee

Thursday, 25 January 2024 at 10:30

County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

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| 1 | Apologies for Absence | |
| 2 | Minutes of last meeting held on 23 November 2023 | 3 - 8 |
| 3 | Declarations of Interests by Members and Officers:- (see note below) | |
| 4 | Budget Update Report 2024/25 | 9 - 28 |
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Notes

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Sara Allmond (Tel. 0115 977 3794) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

COUNCILLORS

Boyd Elliott (Chairman)
Glynn Gilfoyle (Vice-Chairman)

Steve Carr
Jim Creamer
Kate Foale
Roger Jackson
Eric Kerry
Nigel Moxon

John Ogle
Philip Owen - **apologies**
Francis Purdue-Horan
Dave Shaw
Sam Smith

SUBSTITUTE MEMBERS

Councillor Jonathan Wheeler (substitute for Councillor Philip Owen)

OTHER MEMBERS PRESENT

Councillor Chris Barnfather	Cabinet Member, Business Management
Councillor Keith Girling	Cabinet Member, Economic Development and Asset Management
Councillor Richard Jackson	Cabinet Member, Finance

OFFICERS

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

1. MINUTES OF THE LAST MEETING HELD ON 7 SEPTEMBER 2023

The minutes of the meeting held on 7 September 2023, having been circulated to all Members, were taken as read and confirmed and signed by the Chair.

2. APOLOGIES FOR ABSENCE

- Councillor Philip Owen (other reasons) was substituted by Councillor Jonathan Wheeler

3. DECLARATIONS OF INTERESTS

None.

4. FINANCIAL MONITORING REPORT PERIOD 5 2023/24

The Cabinet Member for Finance presented the period five financial monitoring report and advised members that the period six report had just been published so questions could be asked on that as well.

Members of the Committee made comments and asked the following questions:

- In relation to increased costs and pressures on SEND transport, Members were advised that this was a national picture likely caused by the increased number of children with Education and Health Care Plans, provision requirements and general inflation costs that providers were facing and passing on to the Council. It was important to ensure SEND children were able to attend the school that best met their needs and this could mean them travelling a distance to get there.
- In relation to the requirements on departments to find other savings if their proposed savings were not achieved, Members were advised that it was important to ensure that saving targets were met and the revised targets would be still about reducing costs coming in not reducing services. The Council were transparent as financial monitoring reports were published monthly.
- In relation to the target for capital receipts which had reduced, Members were advised that these often slipped due to issues getting sales over the line, however the overall value wasn't reducing, it was just when they could be achieved had changed.
- In relation to the changes to the national minimum wage and the increased cost this would place on the Council, Members were advised that it was hoped that this would increase the Council's ability to recruit, which would be a positive outcome.
- In relation to the Council's debt maturity profile, Members were advised that the Council had not taken on any new borrowing for the previous two years and no new borrowing was anticipated for the next three to four years. It was anticipated that interest rates would fall in the next two to three years and that would improve borrowing rates. For now the Council was borrowing against capital receipts.
- The external funding to carry out further improvements to the bus service was welcomed and Members were advised that the Council needed to be more innovative and consider more on demand services.
- Concern was expressed that departments had reached the limit of where they could cut costs without impacting on services. In response Members were advised that whilst it was getting more difficult to find cost savings there were opportunities in relation to prevention work to keep people healthier and independent for longer, meaning they would need less

support from the Council in later life and a whole system approach, including the NHS, was needed to achieve that.

- In response to a question regarding the Council owned land around Toton, Members were advised that in purchasing the land, the Council had tried to ensure its value wasn't determined by whether or not the HS2 sidings project proceeded and the current value of the land was higher than the purchase price.

RESOLVED 2023/016

That the established processes for monitoring the budget be noted.

5. BUDGET UPDATE REPORT

The Cabinet Member for Finance presented the report which provided an update on the budget process for 2024/25.

Members of the Committee made comments and asked the following questions:

- In relation to the impact the increase in National Living Wage would have on the funding deficit, Members were advised that the Council was still waiting for the settlement figure for 2024/25. The increase in the National Living Wage was higher than had been forecast, but other areas were lower than forecast so there was a trade-off. The increase in the National Living Wage was £5m more than the forecast. The increase the National Living Wage would need to be worked through the rest of the salary grades and considered as part of the national pay bargain discussions for implementation from 1st April.
- In relation to the question of a council tax rise, Members were advised that no decision had been made as it depended on the outcome of the financial settlement from Government, the modelling for now was based on 2.9%. The proposals would be taken to Cabinet in December and go to Overview Committee for its consideration in January as part of the budget process.
- In relation to how the Council was lobbying Government for additional funding, Members were advised that the Council was well connected and were always raising issues with Government. The feedback was that Government was listening but that there were wide issues that they had to take into account.
- In relation to the question of the use of reserves, Members were advised that they should be used to make transformational change to meet challenges and the MTFs (Medium Term Financial Strategy) set out the plans to use the reserves.
- In relation to the budget process, it was commented that the budget had already been agreed before it came to scrutiny which made it adversarial, if pre-decision scrutiny could be carried out, it could be more productive.

RESOLVED 2023/017

- 1) That the significant challenges presented by the financial landscape the Council operates within be noted.
- 2) That the process in establishing the Council's budget for 2024/25 be noted.

6. PRICE REVIEW OF CHARGES MADE FOR SCHOOL MEALS – CALL-IN REQUEST

The Chairman introduced the report as required under the Constitution on the call-in requests for the Price Review of Charges made for School Meals decision which was refused. Members were reminded that the report was for noting only.

Members of the Committee made comments and asked the Monitoring Officer questions on technical matters relating to the process:

- In relation to the question regarding an Equality Impact Assessment (EqIA), Members were advised that the legal requirement was to satisfy the Council's obligations under the Equalities Act. Socio-economic factors is not a protected characteristic and therefore there was no legal requirement to carry out an EqIA but to consider the impacts of the changes on those with protected characteristics. An EqIA was carried out in advance of the decision being taken and it was published online in advance of the decision therefore there was no flaw in the process as the Council's legal requirements had been met.
- In relation to a question regarding consultation, Members were advised that there was no requirement to consult on this change as it was a charged service provided to schools and the costs to provide the service were considered annually. There was significant engagement and dialogue with schools.
- In relation to questions around the forward plan, members were advised that the decision was on the forward plan for more than 28 days as required.
- Members raised concerns about the call-in process and the position it put officer in, and suggested that it be reviewed.

RESOLVED 2023/018

That Overview Committee notes 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.

7. WORK PROGRAMMES

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

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

- Support for former Wilko staff Council Motion, updates on progress

It was reported that reviewing residents parking schemes would be added to the Place Select Committee work programme.

RESOLVED 2023/019

- 1) That the Overview Committee work programme be noted.
- 2) That the work programmes of the three select committees be noted.
- 3) That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the Overview Work Programme, in consultation with the relevant Cabinet Member(s) and senior officers, subject to the required approval by the Chairman of Overview Committee.

The meeting closed at 12.01pm

CHAIRMAN

REPORT OF THE CABINET MEMBER FOR FINANCE

BUDGET UPDATE REPORT 2024/25

Purpose of the Report

1. The purpose of this report is to provide an update to Overview Committee on the budget development process for 2024/25 and provide the opportunity for members to raise any specific points for further consideration by Cabinet as part of the budget setting process.

Background

2. Overview Committee at its meeting on 23 November 2023 considered the Budget Update report that set out the financial context for the Council together with the implications for the Council's MTFS. This budget update report sets out the updated assumptions for the establishment of the budget for 2024/25.
3. In accordance with the Budget and Policy Framework Procedure Rules, Cabinet at its meeting on 8 February 2024 will be considering the Council's Budget for 2024/25 including proposals regarding Council Tax and the Adult Social Care Precept. Cabinet will also be considering the medium-term financial position (MTFS), the capital programme for 2024/25 to 2027/28, the supporting Capital Strategy and the Treasury Management Strategy for next year.

Long-Term Plan for Better Lives and a Sustainable Council

4. The Budget for 2024/25 is set in a challenging financial time for local government. The context sees a picture of increasing need, the challenge of inflation driving up the cost of delivering services and the national picture of limited funding support to local government. The options of increasing funding through council tax should also be seen in the backdrop of the continued financial pressures faced by communities.
5. The financial landscape facing the sector including the Council is becoming increasingly challenging with 2023 seeing an increasing number of councils, including noticeably those with social care responsibilities, give warnings about their ability to balance their 2023/24 budgetary positions and beyond.
6. Many of the sectoral bodies (Local Government Association, County Councils Network, Society of County Treasurers and Special Interest Group of Municipal Authorities) have recently published warnings illustrating the current local government finance system is failing to tackle issues around social care funding (including children's), plus the continual impact of high inflation, have put many councils in a perilous financial position with many S151 Officers

considering issuing of S114 reports for not being able to balance their budget for the coming year. In a briefing from the Institute of Government published on 9 October 2023 there is an increasing incidence of councils issuing Section 114 reports due to significant financial viability issues.

7. Overall, the position of increased funding being outpaced by the rise in cost and demand is leading many councils to elect to reduce or withdraw services towards the delivery of statutory or minimum service levels. Unfortunately, unless additional funding is provided to local government the inevitable direction will be towards limiting services.
8. Nottinghamshire County Council is better placed than many due both to the sound fiscal management approach and the significant transformation of our services. This has enabled us to maintain to deliver our services whilst limiting the increase in council tax. The Council will continue with our aim to protect and enhance key services for residents whilst making our organisation financially sustainable for the medium to long term. Using our reserves wisely to protect the Council as much as possible in the short to medium term and give the Council time to transform.
9. In the medium-term the overarching objective of the Councils budget strategy must be to try to deliver a balanced budget by deploying a framework which allows the Council to resize to a scale that matches its financial envelope. In a way that does not cut services for short-term expediency, but instead protects and supports residents, and to improve outcomes. This will require the Council to prioritise and enhance key services as far as possible, particularly in those most disadvantaged communities, to help improve the lives of local people, and mitigate the impacts of inflation to protect residents from withstanding the worst of these increased costs.
10. The longer-term financial sustainability comes by focusing on prevention and early help, thereby reducing the demand on expensive, acute services over time. This requires a longer-term view whereby the Council must reach a position, through transforming the way it delivers services over several years, where it is able to both offer more support within communities, and simultaneously be more efficient and effective with its spending.
11. The Council will focus on helping to build economic, community, family, and individual resilience so that there is more self-reliance and better outcomes for everyone across the county. We will continue to support people to remain independent and living within their home, family, and community.
12. The Council is currently undertaking numerous service transformation programmes, aimed at improving the levels and efficacy of 'prevention' services. These programmes are supporting local residents to reduce the numbers of people needing the most acute and expensive services, with the aim of reducing demand on care in particular to sustainable levels. These actions, which are already beginning to bear fruit, both improve the lives of local people and offer a more sustainable way forward financially for the organisation.
13. More people living independent lives, supported by their community and local networks, including our own place-based services, rather than being reliant on our most expensive services such as residential care, is better for everyone, for resident, community, and Council. Work will particularly focus on improving services in those most disadvantaged communities, where the demand is highest and the need for support is greatest.

14. Where there are savings in this budget, they will come from transformation of the way we deliver services, for wider long-term benefit. This will include long term projects like reducing our office estate, building a new more efficient HQ with the aim of directing funding towards core services rather than continuing to incur spend on maintaining out of date buildings.
15. We have listened to our communities who ask for support rather than delivering or duplicating our services with partner organisations. Thus, through our budget we will help galvanise our communities to help support themselves to augment community services. It will include collaborating better with partners to be more efficient and effective with our services, joining things up to achieve better outcomes. It will include supporting young people to remain independent with extended family or community-based solutions, where outcomes are far better. We will focus our spend on early support for families within local areas, preventing the need for expensive residential care later. We will continue to make these kinds of changes limiting the blanket reductions and counter-intuitive short-term cuts.
16. Managing demand and helping people gradually increase their independence is a much more sustainable, and much more attractive, approach compared with making short term cuts to services. It will take time, and we have set out a long-term plan over the coming 10 years. These are broad themes and directions that will build resilience in our communities into the future and are supported by nine ambitions which will function as a framework for all County Council activity.
17. Our 2024/25 Budget will clearly show that our approach is already beginning to take shape. We are prioritising key service areas, moving money to the right places, and offering increased financial security for the rest of the Medium-Term Financial Strategy (MTFS). Implementing our approach over time will help us to avoid the need for more drastic and difficult choices for the coming years, and to move beyond a difficult annual discussion about cuts or tax rises, towards something more sustainable.
18. Despite ongoing financial pressures from rising prices and demand for services, where increases in funding are still not enough to match the rise in costs, we are confident that we have a plan to navigate these challenges. We will do so in a way that protects residents from the impact of these pressures as far as possible and ensures that we continue to deliver our long-term transformation programme, so that we can make our services more sustainable for the future.

The Medium-Term Financial Strategy

19. The Medium-Term Financial Strategy (MTFS) is a four-year rolling strategy which sets the framework for how the council plans to use its financial resources to fund the activities required to deliver on the council's priorities. The MTFS informs the annual budget process and assists the Council in meeting the legal requirement to set a balanced budget each year.
20. The MTFS brings together the key areas which affect the Authority's Revenue and Capital budgets and plans for these over the medium-term. The key objectives of the MTFS are as follows:-
 - To ensure that effective financial planning and management contributes to the Authority's achievement of its strategic ambitions,

- To ensure that the Council is financially resilient, stable and sustainable for the future,
- To forecast the resources available to the Council and to plan for the changes in the level of these resources over the life of the Strategy.
- To estimate the expenditure requirements over the life of the Strategy to ensure value for money is achieved and resources are utilised where outcomes are measurable and have real impact.

Financial Context

21. In recent years, the main drivers of pressure on the Council's budget have related to inflation and rising costs (including wage rises) and to increased demand for local government services. The impact upon the Council's finances, as a result of the increase in overall costs, is being replicated across the country. These pressures come despite a steady increase in overall Council funding consistently over the last five years, as the pace of these rising costs and demand have outstripped funding increases.
22. The strategic and financial planning for 2024/25 is being undertaken within the context of continued uncertainty because of the on-going conflict in Ukraine and its impact in relation to global energy and food supplies. In addition, the continuing consequences of inflationary pressures, although now falling, have impacted on both the cost of delivering services and the demand for services as households and communities continue to struggle with the associated cost of living.
23. Consumer Price Inflation (CPI) in the UK economy stood at 3.9% in November 2023, down from 4.6% in the previous month. The Bank of England Monetary Policy Report – December 2023 forecasts inflation to keep falling in 2024 to reach the 2% target in 2025. At its meeting on 13 December 2023, the Bank of England's Monetary Policy Committee maintained the Bank Rate of interest at 5.25%, the highest level since February 2008.
24. The risks arising from inflation, which is also impacting household incomes, was recognised in the Annual Budget Report to Full Council in February 2023. Additional reserves were set aside in the risk-based General Fund reserve with regard to inflationary pressures, increased on-going risks in Children's and Adults Service and inherent challenges faced specifically in the social care market following the pandemic.
25. The Council closely monitors developments across the local government landscape and takes account of the financial issues being reported by other authorities. There have been a number of Councils that have recently issued or warned of issuing Section 114 notices. This serves to highlight the underlying fragility and lack of resilience within the wider local government sector. Whilst some of the issues that plague Local Authorities are specific in nature (e.g. exposure to commercial risk, excessive levels of borrowing, Equal Pay Claims) it is the Section 151 Officer's focus to ensure that the issues faced by those councils at risk are not replicated in Nottinghamshire by a failure to set a robust and sustainable budget.
26. The Council is not immune to this overall decline in financial resilience across the sector and continues to face significant financial and service delivery pressures across its services as set out elsewhere in this report. It is therefore important to continue to work with partners across the sector to lobby Government for adequate and sustainable levels of funding for local government as a whole.

27. The County Council continues to be a part of nationally determined local government pay bargaining arrangements. These are negotiated by the National Joint Council made up from national employers and the recognised trade unions. The Pay Award for 2023/24 was agreed at a flat rate of £1,925 which equates to a 3.88% increase for staff on higher salaries. On 21 November 2023, the Government announced that the National Living Wage for 2024/25 will increase from £10.42 per hour to £11.44 per hour and will now apply to all over the age of 21 years. The impact of these announcements has been fed into the Council's Medium-Term Financial Strategy.
28. There are a wide range of assumptions that have been made in relation to expenditure and income over the remainder of this financial year. The Corporate Leadership Team and the Cabinet Member for Finance receives monthly reports, whilst Cabinet receives quarterly reports on outturn forecasts throughout the year.
29. As part of the budget setting process a review of the capital programme has been undertaken. The current projected capital programme outturn for 2024/25 is £161.3m.
30. The provisional Local Government Settlement for 2024/25 was announced on 18 December 2023. The Medium-Term Financial Strategy (MTFS) has been updated to reflect the announcements set out in the settlement. The Government announced a further one-year settlement as in previous years. The clear view of funding provided for 2024/25 is offset by considerable funding uncertainty for the final three years of the MTFS, especially bearing in mind the general election anticipated in 2024. This will continue to be the case until announcements regarding the longer-term future of local government financing are forthcoming.

Budget Consultation – Rising to the Challenge

31. The production of the Council's budget is undertaken in accordance with the requirements of the Council's Constitution.
32. A key element of the Council's budget setting process is consultation with stakeholders.
33. The 2023 consultation went live on the 29 September 2023 and closed on the 12 November 2023. The survey set out how the council spends its allocated budget and asked people for their views about our services and their priorities.
34. The consultation was made available through a range of channels including:
 - Nottinghamshire County Council website
 - local and regional media
 - social media, including Twitter, Facebook and Instagram
 - email bulletins to the Council's subscribers
 - and in print at Libraries.
35. We also shared our consultation with our partners, including groups representing the business community and other relevant stakeholders including the trade unions at Central Joint Consultative and Negotiating Panel (JCNP).

36. The Council received 3,911 responses to the 2023 Budget Survey which is a 59% increase on the 2,454 responses received last year. Some of the main headlines coming from the Budget Survey 2023 are as follows:-

- The majority of respondents were positive about their local area as a place to live, with 69% specifically saying that they are ‘very or fairly satisfied’.
- When ranking the three Nottinghamshire County Council services in order according to the services that benefit respondents the most, community and public transport was the service area most often identified by respondents.
- Most respondents disagreed or strongly disagreed when asked whether the Council should reduce spend on a range of services to help meet the financial challenge.
- Overall, 63% of respondents would support an increase in council tax – 44% up to the current referendum limit of 2.99% and 19% would support an increase by lower than the referendum limit.
- Overall, 70% of people completing the survey would support an increase in the Adult Social Care Levy – 48% by the maximum level currently permitted of 2%, whilst 22% would support an increase by a lower level permitted.

37. The outcomes from the Annual Budget Survey 2023 were reported to Cabinet on 21 December 2023. Further details and analysis regarding the outcomes can be found by referring to the December Cabinet report.

38. Cabinet will take account of the consultation responses when drawing up firm proposals to the Council.

February 2023 Budget Position

39. When the Council’s budget was approved in February 2023 the funding shortfall identified for the three years to 2026/27 totalled £30.8million. This financial position is shown in Table 1 below:-

Table 1 – Medium-Term Financial Strategy as at February 2023

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Net Budget Requirement	591.6	612.1	644.9	656.2
Financed by :				
Business Rates	128.0	130.3	130.3	130.3
Revenue Support Grant	8.1	8.1	8.1	8.1
Council Tax	396.5	411.1	426.3	442.0
Adult Social Care Precept	58.0	62.6	62.6	62.6
Collection Fund Surplus / (Deficit)	1.0	-	-	-
Total Funding	591.6	612.1	627.3	643.0
Funding Shortfall	-	-	17.6	13.2
Cumulative Funding Shortfall	-	-	17.6	30.8

The Council's Current Financial Position

40. As reported to the Cabinet Member for Finance, as at Period 7, the Council is reporting a forecast underspend of £5.1m in the current financial year. This out-turn is comprised of a net £11.6m portfolio overspend mainly as a result of forecast overspends in SEND and Home to School Transport and Social Care services. This forecast overspend is more than offset by underspends in central items such as interest and Section 31 Business Rates relief.
41. There are a number of on-going risks that are also set out in the Period 7 Financial Monitoring Report. As such, the financial position will be kept under close review for the remainder of the financial year and reported to Cabinet or the Cabinet Member for Finance according to the budget monitoring timetable.

Main Risks

42. Within the MTFS a number of assumptions are made with regard to a wide variety of factors including future Council Tax policy, Business Rates income and Government Grant levels. Any variation from these assumptions has implications for the level of resources available to the Council.

The following key risks must also be managed in order to deliver our budget strategy: -

- **Economic Risks** – underlying risks caused by the aftermath of global energy and fuel inflation and associated cost of living crisis compounded by national economic issues. The Monetary Policy Committee meeting in November 2023 resulted in the Bank of England holding interest rates at 5.25% in an attempt to lower the levels of inflation. CPI inflation has now fallen to 3.9% in November 2023 with forecasts suggesting it will remain in excess of the 2% target through 2024 before falling back in line in towards the end of 2024. Consequently, without a commensurate increase in financial resources, the spending power of the Council will become further eroded until inflation falls back to the Bank of England's target.
- **Risks to Funding** – Indication of Government's future spending plans covering the period from 1st April 2024 won't be known until the Provisional Local Government Settlement announcement in late-December. Consequently, the spending intentions for local government could differ from assumptions contained in the MTFS. Any differences will, in turn, impact on the level of resources available to the Council. Furthermore, there remain uncertainties around Business Rates reform, the Government's Fair Funding review, how the Government's Levelling Up policies will support local authorities in the future and also the Government's intentions for the future funding of social care.
- **Demand and Demography Risk** - This Medium-Term Financial Strategy contains risks surrounding the estimation of demand and demographic pressures within services such as Adult Social Care and Children's Services, including determination of key income budgets that rely on the number of users of a service and risk that inflation on the cost of demand and demography will be higher than assumed in the MTFS.
- **Political Landscape** - The Prime Minister, Rishi Sunak, took office in October 2022. In January 2023 he outlined his five key priorities for 2023: to halve inflation this year; to

grow the economy and create better paid jobs; to reduce the national debt, to cut NHS waiting lists and to pass new laws to stop small boats. The focus on these priorities inevitably impacts on the Government's expectations of the role of local government and the areas for which funding is made available. The next general election can be held no later than 28th January 2025 and this contributes to the uncertainty with regard to both the current and a future Government's spending plans with regard to Local Government.

Revisions to the MTFS

43. The following sections of the report set out the revisions that were made to the MTFS between the 2023/24 Budget Report that was agreed at Full Council in February 2023 and the Budget Update Report presented to Cabinet in November 2023.

44. The updated MTFS reported to Cabinet on 9 November 2023 is shown in Table 2, including the level of planned use of reserves to support the budget: -

Table 2 - MTFS at November 2023

Nov - Cabinet Budget Update	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
Year on Year Savings requirement (February 2023 Report)	-	17.6	13.2	30.8
Increase in Service Pressures	25.5	5.1	8.3	38.9
Change in Inflation	3.8	2.4	1.6	7.8
Change in Pay Award assumptions	0.1	2.2	0.1	2.4
Change in Grant Funding	(14.6)	-	-	(14.6)
Amendments to Portfolio base budgets	(1.1)	1.0	-	(0.1)
Changes in Interest and Borrowing	(5.0)	-	-	(5.0)
Revised Shortfall*	8.7	28.3	23.2	60.2
*Inclusive Use of Earmarked Reserves	(24.1)	(13.2)	(7.7)	(45.0)

45. **Grant Funding** – Section 31 Business Rates funding is received from Government to compensate Local Authorities for the costs of business rates reliefs introduced by the Government and increases to the Business rates multiplier being capped at CPI rather than RPI. As detailed in the latest Budget Monitoring report, this is an area of particular volatility following the expansion of such reliefs during the pandemic. It is predicted that reliefs will continue together with compensation and the latest information prudently suggests that an additional £14.0m can be applied to Business Rates funding in 2024/25.

46. **Interest and Borrowing** – A strategy to limit borrowing to that which was already approved by Full Council in February 2022 was set out in the 2023/24 Budget Report. As well as restricting the impact on the on-going revenue budget with respect to the Minimum Revenue Provision it also minimises associated interest payable by the Council. In addition, recent increases to

interest rates announced by the Bank of England Monetary Policy Committee have raised the amount of interest received by the Council. Following review, a prudent decision has been taken to reduce interest budgets by £5m.

47. **Pay Award** - The existing MTFS includes pay award assumptions of 4.5% in 2024/25 and 2% in 2025/26 and 2026/27. Given the current and forecast levels of inflation, it is proposed that an additional 1.0% is included in the MTFS for the 2025/26 financial year, this equates to an additional pay pressure of £2.2m per annum from 2025/26.
48. **Pressures and Inflation** - As part of the budget setting process, departments were asked to justify existing pressures and inflation that are approved in the current approved MTFS. In addition, they were asked to consider uncertainties not previously reflected in the budget planning assumptions. It is important to note that, as a result of transformation activities that have taken place across the Council, a number of mitigation measures have been identified which lessen the impact of the identified pressures. The increase in pressures and inflation bids received by Departments were set out in the report to Cabinet in November 2023.
49. **Reserves** – it should be noted that the deficit position reported to Cabinet was on the assumption of using £45.0m of earmarked reserves across the MTFS period.

Further Revisions to the MTFS Assumptions

50. The following sections of the report set out the revisions to the MTFS since the Budget Update to Cabinet in November. This follows the announcements made in the Autumn Statement that was delivered on 22nd November 2023 and the Provisional Local Government Finance Settlement that was announced on 18 December 2023.
51. **Pressures and Inflation** – following the Autumn Statement, the assumptions have been revised following confirmation that the National Living Wage (NLW) will be increasing by 9.8% to £11.44. This equates to an additional pressure across the MTFS of £9.6m.
52. Departments have continued to firm up the assumptions on which the Pressures bids are predicated based on latest available information to ensure sufficient assurances have been gained in relation to accuracy and completeness. As such, Pressures have been revised across a number of Portfolios based on this latest information and Appendix A reveals a net reduction of £0.5m across the MTFS since the update the Cabinet in November.
53. As a consequence, Appendix A now shows that since the budget was approved in February 2023, Pressures and inflation have increased by £46.2m across the MTFS to 2026/27. The detail shows that demand pressures have increased by £23.3m in 2024/25 mainly due to a forecast increase of £11.0m in the Children and Families portfolio which reflects growth in Looked After Children and Social Work staffing. In addition, there is a forecast increase of £8.7m in the Transport and Environment Portfolio which reflects growth in transport services and also the Communities Portfolio for funding set aside to fund further work on Traded Services (£2.5m). Furthermore, Inflation accounts for an increase of £7.9m in 2024/25, primarily due to the NLW increase already referenced above.
54. The Medium-Term Financial Strategy recognises the increasing demography and consequential demand pressures for services in Adult Social Care, Children and Families and Transport Services, all of which are based upon various assumptions that evolve throughout

the budget cycle. The key assumptions that underly the significant pressures upon our services can be summarised as follows:

Childrens & Families

<u>Key Assumptions</u>	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000
Growth in External Placements for LAC	8,450	1,582	495	10,527
<p>This is primarily an activity pressure due to the continued increase (and turnover) in the number of children in LA care that need to be placed in externally commissioned provision. This is not unique to Nottinghamshire; it is a widely recognised nationwide issue.</p> <p>Case complexity and the availability of suitable places however also has a bearing on the weighted average cost of new placements. Growth is now primarily in increasingly costly external residential placements.</p> <p>The age distribution of the County's 0-17 population has been considered (produced by the ONS). High birth rates around 2011-12 are likely to have been a major factor in the current demand profile with older children generally being more difficult and costly to place. In recent years however, birth rates have been significantly lower but it will take many years until this translates into a reduction in overall numbers of older children that may or may not require intervention/care.</p>				

<u>Key Assumptions</u>	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000
Contract Cost Inflation	3,462	2,432	2,720	8,614
<p>This is a cost pressure due to the effects of inflation attaching to contracts with external providers for residential placements for Looked After Children (LAC), e.g. independent foster agencies and externally managed residential care homes.</p> <p>The contractual arrangements and frameworks through which the Council secures residential placements for LAC - whether they be specific contracts established by and for the sole benefit of the County Council, or those set up on a wider geographical basis and used by several local authorities – each contain provision for periodic, inflationary price increases that may also take into account the impact of changes in relevant legislation.</p> <p>Current projections 24/25 = 4.6%, 25/26 = 3% , 26/27 = 3%</p>				

Adult Social Care

<u>Key Assumptions</u>	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000
National Living Wage - External	21,688	11,901	8,673	42,262
<p>The National Living wage is increased each year, the current rate is £10.42. Rates used for 24/25 £11.44 (Actual), 5% inflation for 25/26 £12.01 and 3.5% inflation for 26/27 £12.43.</p> <p>The increase in the NLW has only been applied to the employees' costs and the profit element and has not included an increase for inflation on other overheads. This means that the % applied is diluted. The pressure assumes that all employees are over 25 or paid at the over 25 rate.</p>				

Transport & Environment

Key Assumptions	2024/25	2025/26	2026/27	TOTAL
	£000	£000	£000	£000
SEND Transport Growth	7,890	2,000	700	10,590
<p>The gross budget for SEND is £14.2m in 23/24, however, forecasts are showing the 23/24 out-turn to be £20.4m - an overspend of £6.2m and this overspend is included in the growth figure for 24/25.</p> <p>The growth in demand for transport is driven by an increase in EHCP (Educational Health Care Plans) and also increased levels of transport for transferring pupils to educational provision where there is no current provision available within their catchment area.</p> <p>For 24/25 there is a planned increase in EHCP's of 150 pupils at an average cost per pupil of £8,750 each = £1.3m. Also, 30 new school places @ £8,750 each = £0.26m. For 25/26 – there is forecast to be 30 new EHCP's = £0.26m; there will also be 300 new school places as two new schools will open in Sept 25 = £1.75m.</p>				

55. **Grant Funding** – On 18th December 2023, The Secretary of State for Levelling Up, Housing and Communities Michael Gove MP, set out the Provisional Local Government Finance Settlement for 2024-25 in the form of a Written Ministerial Statement. Alongside the statement, details of the following core grants were confirmed for 2024/25:

	2024/25	% Change
	£m	
New Homes Bonus	1.0	-9.09%
Social Care Grant	65.1	17.51%
Services Grant	0.7	-84.09%
RSG	8.6	6.17%
Core Grants	75.4	9.28%

56. The impact of these changes is set out below in Table 3 with a revised gap of £4.6m predicted in 2024/25 after using £24.1m of earmarked reserves. However, there remain a number of on-going risks that will impact the 2024/25 budget setting process and consequently all base budgets will continue to be reviewed along with the financial planning assumptions that underpin the MTFs. Any changes will be detailed in the Draft Annual Budget Report to Cabinet in February 2024 and confirmed at the Full Council meeting later that month.

Table 3 - MTFs at December 2023

Dec - Post Provisional LG Settlement	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
Year on Year Savings requirement (February 2023 Report)	-	17.6	13.2	30.8
Increase in Service Pressures	23.3	3.3	4.2	30.8
Change in Inflation	7.9	5.7	1.8	15.4
Change in Pay Award assumptions	0.1	2.2	0.1	2.4
Change in Grant Funding	(21.7)	1.7	-	(20.0)
Amendments to Portfolio base budgets	-	1.0	-	1.0
Changes in Interest and Borrowing	(5.0)	-	-	(5.0)
Revised Shortfall*	4.6	31.5	19.3	55.4
*Inclusive Use of Earmarked Reserves	(24.1)	(13.2)	(7.7)	(45.0)

Future Options & Sensitivities

57. **Reserves** – a robust reserve strategy underpins the delivery of the MTFs, however it is acknowledged that the use of reserves does not represent a sustainable solution to budget management. The Council will once again be targeting reserves to allow time for more transformative approaches to be developed and implemented. Reserves provide a short-term fix, but their use only delays the requirement for a permanent solution. The Council also needs to maintain an appropriate level of reserves to guard against unforeseen events and target those reserves responsibly using a profile that effectively “buys time” by feeding balances into the MTFs and thus preventing an inevitable cliff edge. Reserves will therefore be varied to balance the budget and provide temporary relief to facilitate achievement of Transformation and associated delivery of required savings. The MTFs approved in February 2023 included the planned use of earmarked reserves totalling **£45.0m** across the 3-year period.

58. A review of all reserves has already been undertaken and the results will be presented as part of the budget approval process. As previously reported, in recent years additional reserves were set aside in the risk-based General Fund with regard to inflationary pressures, increased on-going risks in Children’s and Adults Services and challenges faced specifically in the social care market following the pandemic. The balance on the General Fund at 31st March 2023 was £36.9m and the Section 151 Officer is required to recommend a level of proposed General Fund balance in 2024/25 that is regarded as acceptable cover for any reasonable level of unforeseen events.

59. **Council Tax** – It is prudent to consider all decisions in relation to reserves in conjunction with the relative effect of decisions relating to Council Tax. The MTFs approved in February 2023 included a 1.99% increase to Council Tax from 2024/25 to 2026/27 with a further 1.00% Adult Social Care Precept factored into 2024/25 only. Decisions on setting such levels are taken on an annual basis and both Council Tax and Adult Social Care Precept (ASCP) policies will be reviewed. The Provisional Local Government Settlement confirmed that councils will be permitted to raise core Council Tax by 2.99% in 2024/25 in line with the 2023/24 referendum principles. However, in subsequent years it is assumed core increases will revert to the

historical limit of 1.99% across the MTFS period. It will also be permissible for the Adult Social Care Precept to increase by 2% for 2024/25 in line with the limits allowed in 2023/24. Beyond 2024/25 it is anticipated the precept will not be increased for the rest of the MTFS.

60. Whilst the Authority is confident of balancing the budget in 2024/25, Table 3 above shows the significant financial challenge facing the Council in 2025/26 and beyond. Together with opportunities to alter council tax and Adult Social Care precept in 2024/25, further mitigations and savings options will be required to be considered by Cabinet in February.
61. The following table sets out the impact that different levels of 2024/25 Council Tax increases will have on the MTFS:-

Table 4 – Council Tax Sensitivity

	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
1.99% Council Tax Increase	-4.6	-0.1	-0.2	-4.9
Current Assumption - 2.99%	0	0	0	0
3.99% Council Tax Increase	4.6	0.1	0.2	4.9
4.99% Council Tax Increase	9.2	0.3	0.3	9.8

62. **Tax Base** – As new houses are built the Council Tax base increases. Over the last 5 years the growth rate has fluctuated due, in part, to the challenging economic climate. The Council taxbase is predicated on information provided by District and Borough councils which calculates the number of Council Tax band D equivalent residential properties in Nottinghamshire less any discounts and exemptions that must be applied according to statute. Taxbase information will be provided by 15 January 2024 and the MTFS will be updated accordingly to reflect the reported figures. A forecast growth assumption of 1.20% per annum has been factored into the MTFS which translates into £5.5m of Council Tax yield for 2024/25 independent of any additional increase to the Council Tax or ASCP rate. The sensitivity of this assumption in terms of effect on forecast council tax income is as follows:

Table 5 – MTFS Taxbase Sensitivity

2024/25	Growth	Taxbase Yield (£m)	Change (£m)
	1.00%	4.5	- 0.9
	1.10%	5.0	- 0.5
Current Assumption	1.20%	5.5	-
	1.30%	5.9	0.5
	1.40%	6.4	0.9
	1.50%	6.8	1.4

63. **Savings and Ancillary Levy** – Previously approved savings totalling £3.3m are included within the MTFS. A further ancillary levy of £2.0m across Departments has been included in 2024/25.
64. It is clear from the information set out in Table 3 that savings will be required to help mitigate the medium to long-term funding shortfall within the MTFS. As such, work will continue to be undertaken over the coming weeks and months to identify further savings proposals and to identify themes of work where further savings options can be explored. Work will also continue over the coming weeks to confirm the final assumptions surrounding the pressures and inflation before finalising the MTFS.

Transformation and Change

65. The Annual Delivery Plan 2023/24 that was reported to Cabinet in April 2023 set out that the Council will be working collaboratively both across the Council and with partners to continue the development of our cross-cutting transformation programmes. This will help us to test new and improved ways of working, service delivery and systems. It will also create the conditions to enable us to deliver co-ordinated and integrated transformation and make a difference for the County's communities and residents.
66. A further action as part of wider organisational development, was to refine and reshape our portfolio of cross-cutting transformation programmes, to ensure the organisation is fit for purpose and has the capacity to deliver the Nottinghamshire Plan over the longer term.
67. There has been good progress on reviewing the corporate transformation portfolio, as per the commitment in the Nottinghamshire Plan Annual Delivery Plan for 2023/24 (Action 10.11) to align with the Council's strategic aims and ambitions. The Council has moved to a whole organisation portfolio approach, seeking to make change activity connected and visible. The governance has been refreshed to create clear line of sight and accountability for transformation across the organisation.
68. Delivery has been reported via the Annual report (available from the Council website) which provides a summary of what we have delivered, working together as one council, during 2022-23. A progress update on the 2023/24 plan will be presented to Overview Committee and Cabinet.
69. The Council is operating in a global, national and regional context, which creates great opportunity and some significant challenges. We need to be able to respond to these challenges together, as one Council. However, it must be recognised that continuous improvement and incremental change will not be enough to make us the forward looking and resilient Council of the future we strive to be. We must mobilise all the talent and creativity across the Council to innovate, transform and take advantage of new opportunities, whilst maintaining the delivery of high quality of services and mitigating the risks to delivery of our ambitions as a Council.
70. As we develop solutions and plans to bridge our funding gap, we are exploring some key themes that will help shape the reform of the organisation. We will develop and refine these themes by engaging our workforce and our partners and communities so that we can be assured of our ability to meet our statutory responsibilities, as well as deliver our longer-term ambitions in the Nottinghamshire Plan. The key themes we are exploring include:

- Driving public service reform opportunities created through collaboration with East Midlands Combined County Authority, the Integrated Care Board, District Councils and other key partners such as schools and the voluntary and community sector,
- Investing in early help and prevention to help communities and families to be resilient, secure better outcomes and reduce demand for Council services,
- Ensuring all services we provide or commission to meet statutory duties are as efficient and effective as possible,
- Reviewing our organisational design principles and corporate operating model to reshape the organisation to be fit for the future,
- Improving the productivity and efficiency of our service through use of digital and new technologies such as AI and further rationalisation of our service and office estate.

71. The above paragraphs set out the progress of the MTFs and impact on the budget gap. Assumptions will continue to be updated as we progress through the budget setting process. Final Local Government Finance Settlements and grant announcements are expected in January 2024 but the key date above all else is the Council meeting on 22 February 2024 and prior to that the Cabinet meeting on 8 February 2024. The report to Cabinet will set out the Council's final budget proposals in order to set a balanced budget for 2024/25.

Budget 2024/25 Key Milestones

72. The key milestones associated with the 2024/25 budget setting process are set out in the table below:-

Activity / Meeting	Date
Final Local Government Settlement	Late January 2024
Tax Base Information from District	15 January 2024
Overview Committee	25 January 2024
Draft Budget Report to Cabinet	8 February 2024
Full Council - Annual Budget Report 2024/25	22 February 2024

Equalities Impact Assessment

73. When setting the budget, the Council must be mindful of the potential impact on service users.
74. The Equality Act 2010 imposes an obligation on Members to have due regard to protecting and promoting the welfare and interests of persons who share a relevant protected characteristic (age; disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation).
75. An initial high-level Equality Impact Assessment (EIA) in relation to the Council's proposed Revenue Budget Report 2024-25 will be undertaken at a corporate level to identify any potential areas where there is a significant risk of adverse impact. This will outline the overall likely impacts upon different groups based on those areas which may have been identified for savings. Where a significant risk of adverse impact is identified this would then be subject to a full Equality Impact Assessment process prior to Cabinet decisions on individual services.
76. As set out above, this is an initial high-level assessment recognising potential future impacts. In tackling a budget deficit whilst ensuring continued value for money as the Council delivers its priorities, the Council will in future need to consider budget savings. Any resulting savings may result in reductions or changes to frontline services, which directly affect the people of Nottinghamshire. Many of the Council's services are targeted at particular groups including older people, people with disabilities, children and younger people and families. These services command the largest parts of the Council's budget. Detailed savings options are yet to be determined and if implemented are likely to be subject to more detailed consultation on the specific proposals
77. The initial EIA will also reflect upon the ongoing work to develop a cumulative impact analysis and to consider the linkages between the Council's budget savings and those being made elsewhere in Government and by other public sector partners.

Statutory and Policy Implications

78. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Other Options Considered

79. This report provides an update of the Budget together with confirming the approach to reviewing the budget for 2024/25.

Reasons for Recommendations

80. To provide information to Overview Committee on the Council's approach to the budget setting process and the current assumptions behind the budget and provide the opportunity for the Committee to feedback any specific points on the Budget for 2024/25.

RECOMMENDATIONS

- 1) That Overview Committee considers:-
 - a) the assumptions that underpin the development of the 2024/25 Annual Budget Report and the Medium-Term Finance Strategy.
 - b) any specific issues around the development of the 2024/25 Annual Budget Report and the Medium-Term Financial Strategy that it would like to refer to Cabinet for further consideration.

Councillor Richard Jackson
Cabinet Member for Finance

Constitutional Comments (GR 15/01/2024)

81. Pursuant to the Nottinghamshire County Council Constitution this Committee has the delegated authority to receive this report.

Financial Comments (GB 29/12/2023)

82. The financial implications are set out within 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.

- None

Electoral Division(s) and Member(s) Affected

- All

Summary of Budget Pressures

Approved February 2023

Revised Proposals

	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000	2024/25 £000	2025/26 £000	2026/27 £000	TOTAL £000	Change £000
Children & Families									
Non Looked After Children Placements	-	183	-	183	750	230	237	1,217	1,034
Demographic Pressures - Edn, Health & Care Plans (ICDS)	188	209	231	628	268	209	230	707	79
Growth in External Placements for LAC	700	700	700	2,100	8,450	1,582	495	10,527	8,427
Education Psychology Service	291	-	-	291	474	108	49	631	340
Social Work Staffing	(1,047)	-	-	(1,047)	1,430	(1,290)	-	140	1,187
Looked After Children and Leaving Care Service	216	124	-	340	-	-	-	-	(340)
Subtotal Children & Families Pressures	348	1,216	931	2,495	11,372	839	1,011	13,222	10,727
Adult Social Care & Public Health									
Care Package Demand for Adults Aged 18-64 Years	2,933	484	484	3,901	420	409	2,681	3,510	(391)
Care Package Demand for Adults Aged 65 and Over	(1,260)	(530)	-	(1,790)	644	1,323	1,470	3,437	5,227
Vacancy rate temp Adj	1,000	-	-	1,000	1,000	-	-	1,000	-
Preparing for Adulthood - Workforce	-	-	-	-	1,119	348	174	1,641	1,641
ASCH Day Service Fleet Recharge	-	-	-	-	600	100	100	800	800
Subtotal Adult Social Care & Public Health Pressures	2,673	(46)	484	3,111	3,783	2,180	4,425	10,388	7,277
Transport and Environment									
Mainstream Home to School Contracts - Growth	-	-	-	-	1,740	400	400	2,540	2,540
SEND Transport Growth	950	950	950	2,850	7,890	2,000	700	10,590	7,740
Waste PFI Contract Growth	100	100	100	300	100	100	100	300	-
Green Spaces Maintenance	(235)	-	-	(235)	(235)	-	-	(235)	-
Subtotal Transport and Environment Pressures	815	1,050	1,050	2,915	9,495	2,500	1,200	13,195	10,280
Communities Pressures									
Trading Services	-	-	-	-	2,500	-	-	2,500	2,500
Subtotal Communities Pressures	-	-	-	-	2,500	-	-	2,500	2,500
Total Pressures	3,836	2,220	2,465	8,521	27,150	5,519	6,636	39,305	30,784
Children & Families Inflation									
National Living Wage - External	104	68	40	212	179	73	54	306	94
Basic Fostering Allowance	162	170	178	510	157	99	102	358	(152)
Contract Cost Inflation	3,769	2,396	2,396	8,561	3,462	2,432	2,720	8,614	53
AEM Increase in Partner Contribution	-	-	-	-	295	-	-	295	295
Subtotal Children & Families Inflation	4,035	2,634	2,614	9,283	4,093	2,604	2,876	9,573	290
Adult Social Care & Public Health Inflation									
Fair Price for Care	4,000	3,000	3,000	10,000	2,628	3,000	3,000	8,628	(1,372)
National Living Wage - External	14,943	8,055	8,055	31,053	21,688	11,901	8,673	42,262	11,209
Subtotal Adult Social Care & Public Health Inflation	18,943	11,055	11,055	41,053	24,316	14,901	11,673	50,890	9,837
Economic Development and Asset Management Inflation									
Schools PFI Inflation	120	120	120	360	120	120	120	360	-
Corporate Energy Costs Inflation	429	-	-	429	-	-	-	-	(429)
Subtotal Economic Development and Asset Management Inflation	549	120	120	789	120	120	120	360	(429)
Transport and Environment Inflation									
Local Bus Contracts	90	90	90	270	-	-	-	-	(270)
Mainstream Home to School Contracts	210	210	210	630	645	330	225	1,200	570
SEND Transport Inflation	300	300	300	900	1,175	1,200	950	3,325	2,425
Highways Energy	350	300	300	950	200	150	150	500	(450)
Waste PFI Contract Inflation	1,305	1,305	1,305	3,915	1,410	1,410	1,410	4,230	315
Contract Cost Inflation - VIA	680	680	680	2,040	2,115	1,420	815	4,350	2,310
Contract Cost Inflation - Inspire	475	450	450	1,375	694	690	722	2,106	731
Contract Cost Inflation - Country Parks	30	30	30	90	125	40	40	205	115
Subtotal Transport and Environment Inflation	3,440	3,365	3,365	10,170	6,364	5,240	4,312	15,916	5,746
Total Inflation	26,967	17,174	17,154	61,295	34,893	22,865	18,981	76,739	15,444
Total Pressures & Inflation	30,803	19,394	19,619	69,816	62,043	28,384	25,617	116,044	46,228

New Bid

**REPORT OF DEPUTY LEADER AND CABINET MEMBER –
TRANSFORMATION AND CHANGE**

NOTTINGHAMSHIRE PLAN – ANNUAL DELIVERY PLAN 2024/25

Purpose of the Report

1. To provide Overview Committee with an update on development of the Annual Delivery Plan for 2024/25, outlining the changes being made when compared to the previous 2023/24 Plan.

Information

2. The Nottinghamshire Plan, approved in November 2021, sets out the County Council's 10-year vision for a healthy, prosperous, and greener future for everyone. The Plan outlines a focus on:
 - Improving health and wellbeing in all our communities
 - Growing our economy and improving living standards
 - Reducing the County's impact on the environment
 - Helping everyone access the best of Nottinghamshire.
3. The vision and areas of focus are underpinned by ten ambitions and are supported by strategies and individual plans developed across Departments, which help articulate this long-term vision but also our key priorities over the next four years. This includes the Annual Delivery Plan, which sets out the actions we will take in year to further our progress towards meeting our targets. The Annual Delivery Plan for 2023/24 was approved by [Cabinet in April 2023](#).
4. The Council provides progress updates against each Annual Delivery Plan, which take the form of assurance reports. The most recent report (Q2) for the current Annual Plan was [presented to Cabinet on 21 December 2023](#).
5. For 2024/25, the Annual Delivery Plan will continue to set out the actions we will take in year to achieve our ambitions. Each high-level action in the Annual Delivery Plan has an assigned Department, team or service area to it, to more easily allow for internal assurance. The Plan also describes how the Council will monitor progress towards achieving our ambitions, through the use of performance indicators.
6. Detail of the proposed changes to this year's iteration can be seen below.

Design principles for 2024/25

7. **Closer alignment to the budget setting process** – the previous Plan was approved by Cabinet in April 2023, whilst current timelines will see the Plan for 2024/25 presented for approval at Cabinet in March 2024. This allows the latest version to be more closely aligned to the budget setting process, integrating actions that are a reflection of the budget itself.
8. **Greater emphasis on ‘new’ activity** – to better focus on the actions to be delivered in year, there will be a greater emphasis on new activity. This difference is a reflection of those actions deemed ‘business as usual’, or those which are carrying over from previous Plans, being located in the introductory text instead, with this streamlined approach allowing the Annual Delivery Plan to be more accessible to our residents and communities.
9. **Success Means statements** – reference to the ‘Success Means’ statements has been incorporated into the introductory text of each ambition, to give an impression as to the priorities and direction of travel for a given area.
10. **Ensuring consistency of measures/ performance indicators** – where possible and appropriate, the measures contained within the new Plan are the same as those in last year’s Plan, to better allow for change over time to be seen. However, some alterations and/or additions have been made in cases where more appropriate data sources have been identified. The measures have moved to the end of the Plan as their own separate ‘appendix’, so that the main Annual Delivery Planning document focusses on the actions to be delivered.
11. **The plan will be publicly available on a dedicated area on the Council website.** As for previous years the plan is proposed to remain publicly available on the website with a summary document available to download.
12. For illustrative purposes an example of the changes being made is presented in **Appendix A**.

Key Questions for Scrutiny Members

13. Would Members offer any comments on the design principles outlined above and changes proposed for 2024/25?

Other Options Considered

14. Not to have an Annual Delivery Plan. This would result in a risk to the delivery of the Nottinghamshire Plan, impacting on the ability to monitor progress against ambitions and the Council’s ability to demonstrate value for money.
15. To keep the Annual Delivery Plan consistent with last year’s. This would not enable the process of continuous improvements to the design and style and would also prevent us iterating and more closely aligning with the budget setting process.

Reason/s for Recommendation/s

16. To allow Scrutiny to note the progress made to date regarding development of the Annual Delivery Plan 24/25 and to provide opportunity for Members to provide thought and comment on the latest design principles.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

18. There are no financial implications arising from this report.

Implications for Residents

19. The Annual Delivery Plan 24/25 sets out the actions we will take in year to achieve our ambitions for residents, whilst describing how the Council will monitor progress towards achieving our ambitions, through the use of performance indicators.

RECOMMENDATION/S

That the Overview Committee:

- 1) Notes the progress to date with regards to the development of the Annual Delivery Plan 2024/25.
- 2) Comments on the design principles for the 24/25 iteration, which will be considered as part of the draft Plan.

COUNCILLOR BRUCE LAUGHTON, DEPUTY LEADER OF THE COUNCIL AND CABINET MEMBER FOR TRANSFORMATION

For any enquiries about this report please contact:

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0115 854 6184, isobel.fleming@nottsc.gov.uk**

Constitutional Comments (LPW 21/12/2023)

The recommendations fall within the remit of Overview Committee by virtue of its terms of reference.

Financial Comments (SES 19/12/2023)

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.

- The Nottinghamshire Plan 2021-2031, Full Council, 25 November 2021
- The Nottinghamshire Plan Annual Delivery Plan 2023-24, Cabinet, 20 April 2023
- **Appendix A** – proposed design changes for 24-25 (DRAFT Ambition 1 – Helping our people live healthier, more independent lives).

Electoral Division(s) and Member(s) Affected

- All

Ambition 1 – Helping our people live healthier, more independent lives

Our ambition is that people in every community enjoy healthier, happier lives, whilst remaining independent for longer. We want people to live more years in good health, to see increased life expectancy in areas with the biggest inequalities, and for people to have reduced levels of anxiety. For more information, please see the relevant [webpage](#).

To help realise this Ambition, we will deliver specific actions during 2024/25, which reflect progress we hope to see over time that will help achieve this long-term goal. Whilst work continues across the Council to meet this broader aim, actions that we would like to draw your attention to for 2024/25, can be seen below.

1. Incorporation of the Success Means statements into the introductory narrative of each ambition, to emphasise priority and direction for a given area.

2. A reduction in the overall number of actions per Ambition to place greater emphasis on the 'new' activity that is to take place during 24/25 – those actions deemed business as usual/ 'continue to' will be referenced in the Plan's introductory context/ background.

We will...	Intended impact (so that...)
<p>1.1 Implement the carers strategy with all Integrated Care System (ICS) partners, including the ongoing development of the Carers Hub service, which involves ongoing co-production of peer led carer support groups. We will also continue to review and develop Short Breaks options for carers, simplifying the process for people to access short breaks and ensuring we have a broad and flexible range of short breaks options available.</p>	<p>So that carers are supported to care and support their loved ones, that they have access to advice, guidance and signposting and that less crisis intervention is required.</p>
<p>1.2 Deliver on the Nottingham & Nottinghamshire Smoking & Tobacco Alliance's long-term vision to help vulnerable groups quit smoking, ensuring effective regulation of tobacco and vaping products, reducing exposure to second-hand smoke and increasing focus on prevention and engagement with children and young people.</p>	<p>So that we make the harms of smoking a thing of the past for our next generation, such that all of those born in 2022 are still non-smokers by their 18th birthday in 2040, and that smoking amongst adults reduces to 5% or lower by 2035, across Nottinghamshire and Nottingham City.</p>
<p>1.3 Deliver on the aims of the Nottinghamshire Food Charter, working with local partners to adopt a Joint Food Plan.</p>	<p>So that we address the causes of poor nutrition and food insecurity, improving residents' access to affordable healthy food in Nottinghamshire. This will improve the local food system for better health and wellbeing, as well as improved environmental and economic outcomes.</p>
<p>1.4 Work with the Integrated Care System partners and the Secretary of State for Health and Social Care, to expedite Nottinghamshire's ambition to extend the benefits of water fluoridation to everyone across the county.</p>	<p>So that oral health for all of Nottinghamshire's residents is improved.</p>

3. Clearer distinction between the action itself and its intended impact - 'we will' and 'so that' - to better evidence what is to be achieved.

1.5 Implement the County Council's Housing Strategy, in partnership with local District and Borough Councils.	So that healthy and sustainable places are created, housing needs in Nottinghamshire are met, people can live and age well in their own homes and safe homes are provided for the most vulnerable in our communities.
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4. Measures to be moved to the end of the document/ Plan as their own separate 'appendix', so that the main Annual Delivery Planning document focusses on the actions to be delivered.

Measure	Nottinghamshire Baseline	Baseline Date	Good Means
Success indicators the Council owns:			
ASCH Core Metric 18a: Number of people reabled to higher levels of independence (people supported to regain independence after a period of ill health)	1,476	October 2023	Up
ASCH Core Metric 18b: Number of people enabled to higher levels of independence (people with disabilities supported to find greater independence)	352	October 2023	Up
Success indicators the Council works with partners to influence:			
Healthy Life Expectancy Male	62.4 years	2018-2020	Up
Healthy Life Expectancy Female	60 years	2018-2020	Up
Inequality in life expectancy male	9.3 years	2018-2020	Down
Inequality in life expectancy female	7.7 years	2018-2020	Down
Self-reported wellbeing – % of people over the age of 16 reporting high levels of anxiety	20.23%	2022-2023	Down
The rate of suicide (per 100,000 population, aged 10+)	10.3	2019-2021	Down
ASCH Core Metric 1: Thinking about the good and bad things that make up your quality of life, how would you rate the quality of your life as a whole?	19.2	2021-2022	Up
ASCH Core Metric 12: Proportion of carers who reported that they had as much social contact as they would like	22.7%	2021-2022	Up
ASCH Core Metric 13: Proportion who use services who reported that they had as much social contact as they would like	43.3%	2021-2022	Up

5. The proposed indicators themselves are largely the same as those in last year's Plan, where possible and appropriate, to better allow for change over time to be seen. However some alterations and/or additions have been made in cases where more appropriate data sources have been identified.

REPORT OF THE CHAIRMAN OF THE ADULT SOCIAL CARE AND PUBLIC HEALTH COMMITTEE

OUTCOMES OF THE JOINT SCRUTINY REVIEW OF THE RECOMMISSIONED HEALTHY FAMILIES PROGRAMME

Purpose of the Report

1. To share with Overview Committee the findings that have arisen from the task and finish review of the recommissioning of the Nottinghamshire Healthy Families Programme.
2. To seek the endorsement of the committee for the recommendations from the scrutiny task and finish review of the recommissioning of the Healthy Families Programme to be submitted to Cabinet for consideration.

Background information

3. At the 9 March meeting of Cabinet, a decision was made on the recommissioning process for the Healthy Families Programme. This decision was subsequently called-in due to concerns about the consideration of alternative options and on the scrutiny processes that had taken place in advance of the decision being taken. On 31 March 2023 Overview Committee considered the call-in request and resolved:

“To ask Cabinet to reconsider its decision in relation to the Nottinghamshire Healthy Families Programme in light of members comments in relation to formal scrutiny by Adult Social Care and Public Health and Children’s Select Committees and further consideration of the options, at their next Cabinet meeting on 20 April 2023.”

4. At the 20 April meeting of Cabinet where the outcomes of the call-in meeting were considered it was resolved:

That Cabinet notes and acknowledges the report of the Chairman of Overview Committee outlining the issues raised by Overview Committee and will consider and bring back a formal response to those issues at a meeting of Cabinet within the next two months.

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 to Overview Committee. Any recommendations from Overview Committee will then be reported back for consideration before any final decision is taken by Cabinet.

5. At the 22 June meeting of Cabinet, a further report on the re-commissioning process for the Healthy Families Programme was considered. At that meeting Cabinet resolved:

(That) the design and development of a new contract for delivery of the Nottinghamshire Healthy Families Programme, for a period of up to nine years and based on the indicative costs detailed in the Financial Implications section of this report, be progressed via a cooperation arrangement between the Council and Nottinghamshire Healthcare NHS Foundation Trust (NHFT), subject to the satisfactory and affordable outcome of further negotiation and service design and development activity and following consideration by Cabinet of any recommendations which may be made the Overview Committee.

6. At the meeting of the Overview Committee held on 7 September it was agreed that a joint scrutiny working group be established and that a report detailing the findings of the review group should be submitted to a future meeting of the Overview Committee for consideration.

Scope of the Review

7. The Council has a statutory responsibility, under the Health and Social Care Act of 2012, to deliver the Department of Health Healthy Child Programme, delivered locally as part of the Healthy Families Programme. The delivery of the Healthy Families Programme from October 2024 onwards represents a high impact, high-cost commitment for the Council. The contract will be delivered for up to nine years, so it is important that the service is safe, effective, rigorously performance managed and able to be flexible and adaptable to change from the outset.
8. The key considerations that would guide the work of the review included:
 - The impact of the newly recommissioned service on outcomes for children and families (including how the service design will support the Best Start strategy objectives).
 - The flexibility within the contract to facilitate continual transformation and alignment with the Council's Early Help offer.
 - How the engagement that has been carried out with stakeholders, children and families has been used to shape how the service will be delivered
 - How the Council's ambition for place-based working and partnership working with relevant services to support children's outcomes would be supported by the re-commissioned Healthy Families Programme
9. The scope of the review did not include the operation of the current contract and service delivery model (2017-2024) of the Healthy Families Programme.

Link to Council Priorities

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

The Nottinghamshire Plan 2021 - 2031

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

- Helping our people live healthier, more independent lives.
- Supporting Communities and Families
- Keeping children, vulnerable adults, and communities safe.

The Healthy Child Programme

Statutory responsibilities of Local Authorities

12. The Health and Social Care Act of 2012 sets out the statutory responsibility of local authorities to provide a range of public health services to their local population. These responsibilities include the provision of the Healthy Child Programme for children and young people aged 0 to 19 years, as well as the delivery of the National Child Measurement Programme. More specifically, under these regulations, five universal health visitor reviews are mandated for delivery at key stages from late pregnancy to age 2.5 years.

Summary of the Healthy Child Programme

13. The Government's Healthy Child Programme (HCP) is the national evidence based universal programme for children aged 0 to 19 and is its response to the strength of the evidence about giving children the best start in life. The HCP provides a framework to support collaborative work and integrated delivery to promote child development, improve child health outcomes, and ensure that families at risk are identified at the earliest opportunity. The programme is universal in reach and personalised in response: it includes a universal offer for all children and families to ensure every child gets the good start they need, as well as a targeted offer, providing extra support for those at risk of poor outcomes.

The Review Process

14. The members of the review group were:

- Councillor Roger Jackson (Chairman)
- Councillor Callum Bailey
- Councillor Bethan Eddy
- Councillor Sam Smith
- Councillor Michelle Welsh
- Councillor John Wilmott

15. The review was carried out using a variety of methods, including informal meetings, and the consideration of written evidence. The different stages of the review are detailed below.

16. In advance of the first meeting of the review group, members were provided with a written briefing that provided information on the 0-19 Healthy Child Programme (delivered in Nottinghamshire as part of the Healthy Families Programme).

Review Group Meeting One

17. The first meeting of the review group took place on Tuesday 14 November 2023. At this meeting members received a presentation and links to reference materials from Nathalie Birkett – Group Manager – Public Health Commissioning, Kerrie Adams - Senior Public Health and Commissioning Manager and Louise Lester – Consultant in Public Health, that provided detailed information on:

The impact of the newly recommissioned service on outcomes for children and families

- The Government Healthy Child Programme provided a framework to support collaborative work and integrated delivery to promote child development, improve child health outcomes, and ensure that families at risk are identified at the earliest opportunity. The universal reach of the Healthy Child Programme provided an invaluable opportunity from early in a child's life to identify families that may need additional support and children who are at risk of poor outcomes.
- Under these regulations, five universal health visitor reviews are mandated for delivery, with regulations stating that "each local authority must, so far as reasonably practicable, provide or make arrangements to secure the provision of a universal health visitor review to be offered to" the local population. Members were advised that whilst it was mandatory that these reviews were offered, families could turn these reviews down. It was noted however that in the rare cases when reviews were turned down, every effort was made to engage with families.
- In line with National guidance, the Healthy Families Programme service model would be based on four levels of service depending on individual and family need, these were community, universal, targeted and specialist support.
- The areas of activity for the Healthy Families Programme that would be delivered and would make a positive impact on the health and wellbeing for pre-school children and their families included: family mental health, influencing and supporting smoking cessation in pregnancy, supporting breast feeding and supporting healthy weight and nutrition.
- The Healthy Families Programme activity that would be delivered and that would make a positive impact on the health and wellbeing for school age children and their families included the promotion of healthy lifestyles, improving healthy behaviours, and reducing risk taking e.g. around healthy eating and discouraging smoking.
- Based on national evidence, the delivery of the Healthy Families Programme would contribute to year-on-year improvements in the following outcomes:
 - Positive physical and emotional milestones.
 - Positive attachments with parents and carers.

- Better mental health.
 - Children and young people are safe and protected.
 - More babies are fed breast milk.
 - Being smokefree.
 - Reduce substance misuse.
 - Reduce teenage conception and improve sexual health.
 - Healthy weight.
 - Improved academic results.
 - Improved rates of school attendance.
- The delivery of the Healthy Families Programme would work to reduce health inequalities across Nottinghamshire. One of the key roles of the programme would be to identify children who were at risk of poorer outcomes due to health inequalities, and to ensure these families receive a targeted and personalised service. Members of the review group were advised that Healthy Family Teams would be based in the geographical areas that were consistent with Family Hub sites, close to local communities and incorporating families of schools.
 - The Healthy Family Early Intervention Best Start Offer would be developed in response to local evidence of health inequality and aimed to strengthen the support from the Healthy Families Programme to vulnerable parents, including teenage parents.
 - Members of the review group were advised that the Healthy Families Programme would form part of the Council's revised Early Help offer for families and would be aligned to Family Hubs, the Family Service and the Youth Service and support the vision as set out in the Best Start Strategy.

How would the Healthy Families Programme Cooperative Agreement offer flexibility (both for the Council and delivery partners)?

- There was a strong commitment within both Public Health and Children and Families Services to ensure that the Healthy Families Programme was integral to the provision of system wide early help, including the development of Family Hubs. The use of a contract based on co-operation would facilitate the flexibility needed to respond to changes within the early help system, ensuring that any service improvement or transformation was evidence-based, cost effective, and focussed on improving outcomes for children and families. Members of the review group were advised that quarterly Co-operative Partnership Meetings would be held to explore opportunities for service improvement and transformation that would be required to continually align with the wider early help offer.

What performance management and monitoring processes would be in place?

- **Strategic Agreement Review Meetings** – These meetings would be held quarterly and would consider and monitor outcome based performance, financial issues, contractual arrangements, workforce arrangements, safeguarding issues, risks and mitigations and serious incidents.

- **Service Review Meetings** – These meetings would be held monthly and would focus on conversations around data, performance, and relevant operational issues in the service areas that included breast feeding, Parent Infant Relationships and the core Healthy Family Team offer.
- **Co-operative Partnership Meetings** – These meetings would be held quarterly to discuss continual service improvement and transformation over the period of the agreement. A Service Development Plan would be jointly developed which would highlight any areas for service improvement.
- **Healthy Families Programme Multiagency Board** - These meetings would be held annually to include wider partners to explore opportunities for improvements to the wider early help, health and care system that can be supported by the Healthy Families Programme. The main aims of this new Board would be to improve outcomes for children and families by reducing duplication, identifying potential efficiencies, and focussing resources where they are most needed.

How would the impact of the Healthy Families Programme be measured?

- A performance framework would be rigorously applied to in the delivery of the programme. This framework would be based on evidence of what has been proven to work in improving outcomes for children, young people, and families, under-pinned by national guidance. The performance framework would be comprised of:
 - A service level quality dashboard would be applied to the agreement, based on local and national NHS quality dashboards and guidance.
 - Quality assurance visits would be undertaken. These would focus on specific elements of service delivery and would form part of the quality assurance process, e.g. safeguarding. Where appropriate, these would be undertaken jointly with other early help colleagues within the Council.
 - Feedback from service users would be collected and reviewed on a regular basis to aid development, improvement, and transformation of the service across the lifetime of the contract.
 - Performance regarding the delivery of the mandated reviews would also be reported locally and nationally and would provide the Council with a comparison with both the national average and to statistical neighbours.

How would the contract offer flexibility (both for the Council and delivery partners) to respond to changes to the delivery landscape over the period of the contract?

- The format of the contract would enable the Council to flex operational activity, finance, performance monitoring, and to make changes needed in response to emerging evidence or changing needs of the local population. The contract would also enable other delivery partners and the Children and Families Service to have the opportunity to identify activity that could be appropriately incorporated as part of the co-operation agreement. It was noted that one of the aims of the multi-agency board would be to develop services as demands flex and change within the wider Early Help offer over the course of the agreement.

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

Review Group Meeting Two

19. The second meeting of the review group took place on Wednesday 22 November 2023. At this meeting members received a presentation and links to reference materials from Kerrie Adams - Senior Public Health and Commissioning Manager, Louise Lester – Consultant in Public Health and Kate Whittaker – Public Health and Commissioning Manager, that provided detailed information on:

How had engagement with stakeholders, children and families had been used to shape how the service will be delivered?

- Extensive engagement activity had been carried out with parents and carers of both pre-school and school age children, secondary school age children and service practitioners. This engagement activity had been carried out by a range of methods including online surveys and in person conversations. Engagement activity had also been carried out with wider stakeholders who were involved with the delivery of the Healthy Families Programme.
- The engagement activity with parents and carers had shown what was working well in the delivery of the current Healthy Families Programme.
 - Most people having contact with the service said they got the advice they needed.
 - 86% of respondents were happy with how appointments were arranged.
 - 77% were partly or definitely happy with how information is shared with them.
 - 80% said they felt they'd been listened to carefully, either fully or to some extent.
 - Over 90% found the team members to be welcoming and friendly.
- Members of the review group were also provided with feedback that had been received through the engagement activity from parents and carers. These examples enabled members of the review group to hear about the positive impact and outcomes that the current Healthy Families Programmes had delivered for parents/carers and children.
- The engagement activity had also highlighted aspects of service provision that parents and carers felt could be improved.
- Members of the review group were provided with information on how the learning from the engagement activity had been used to shape what the newly recommissioned service could look like. It was noted that the service development proposals that had come from the engagement activity would be subject to formal consultation. A summary of the outcomes of the engagement activity is detailed below.

People said:	How this is addressed in the service model
The current schedule of mandated contacts means there is a big jump in support from 6-8 weeks to one year, particularly for first time parents.	For first time parents, a new face to face contact with the Healthy Family teams when their baby is 3-4 months old. New information and advice contact for all parents when their baby is 6 months.
Face to face contacts are welcomed.	Face to face contacts will be offered routinely for the: <ul style="list-style-type: none"> • Birth visit • 6-8 week review • 3-4 month review for first time parents • One year health and development review • Two year health and development review.
Some people don't know about websites such as Health for Under 5s, Health for kids, Health for Teens.	Promotion of the websites, Parentline and Chathealth will be included in the co-produced core offer that will be widely promoted across partnerships.
Some people don't know about the texting services-Parentline and Chathealth.	The NHT health promotion team will continue to work with children, young people, parents, and schools to produce information about the service and about key health topics identified.
The parent-infant relationship interventions were very well received by those who accessed them	Parent-infant relationship interventions will be expanded in the new service model as part of an expanded early intervention offer.
Ante natal contacts could feel a bit like a 'checkbox' exercise and some people felt it did not meet their needs.	More choice about how the ante natal contact is delivered, for example in person, by video call, by telephone, group session, information sent digitally. Developing the ante natal contact to deliver more personalised support.
Some parents told us they didn't know they could access their Healthy Family Team for extra advice and support at any time.	Service offer, including the digital offer, will be brought together in a clear, concise, and widely communicated core offer that is co-produced with children, young people, parents, and carers.
Some people told us they are not sure what support Healthy Family Teams deliver, or that they can be hard to reach.	The Council and the Nottinghamshire Healthcare NHS Trust will work to integrate digital offers and access points with the wider

	early help system, including Family Hubs, as these develop.
Partners and stakeholders said	How this is reflected in the service model
Services across the system need to support promotion of what's available to families, children, and young people.	The Nottinghamshire HFP will be a core partner in the planned multi-agency Family Hub networks, including the virtual Family Hub. Clear pathways will be in place between the Nottinghamshire HFP and Children's Centre Services/Family Hubs to ensure children have the best possible start in life.
Processes such as consultation, engagement, information development and sharing need to be aligned as much as possible across the system.	Engagement and co-production activity will be integrated within Family Hubs to ensure partnership working.

How would the service model facilitate the ambition to integrate within the Nottinghamshire Early Help offer and enable robust partnership working arrangements?

- Members of the review group were advised how the delivery of the Healthy Families Programme would work in partnership with a wide range of children's and family services at a place-based level and would be a core component of the Nottinghamshire Early Help offer. It was noted that a high level of intersection and co-operation would be required between the Healthy Families Programme and other Council and NHS functions.
- The Healthy Families Team, the Schools Health Hub (within the Council's Tackling Emerging Threats to Children Team) and the Youth Service would work together and liaise regularly to share information and intelligence about population health needs that would support the ongoing work to develop the service.
- The Nottinghamshire Healthy Families Programme would be a core delivery partner in the planned Family Hub Networks with clear care pathways being in place between the Healthy Families Programme and Children's Centre Services/Family Hubs to ensure that children had the best possible start in life with close partnership working being established across the early years pathway to effectively deliver the national Healthy Child Programme. Members of the review group were advised that the Healthy Families Programme would deliver interventions and support in partnership, working with the wider early help system by working to align schedules of intervention and to ensure that services were delivered by the most appropriate professional in a joined-up way.
- The well-established, embedded two-way referral pathways between the Healthy Families Programme and other NHS organisations would also continue in the recommissioned service.

How would existing safeguarding procedures would be built into the service delivery model.

- Members of the of the review group were provided with information to gain assurance on how the delivery of the Healthy Families Programme would work as part of a wider,

multidisciplinary, multi-agency network to help promote the welfare and safety of children and young people.

17. After receiving the information, members of the review group took the opportunity to ask questions on the information that had been provided and to discuss the issues that had been raised.

Review activity and recommendations

Consultation and engagement

18. Members of the review group welcomed the wide-ranging engagement activity that had been carried out as part of the recommissioning process and on the approach that had been taken in carrying out this work. Members of the review group were in agreement that the high quality and focussed engagement activity that had been carried out with families and young people had enabled valuable information to be gathered on the lived experiences of people who used the Healthy Families Programme as well as on areas of service delivery that be developed further. Members of the review group also noted with approval the engagement activity that had been carried out with stakeholders and delivery partners.
19. Members of the review group welcomed how the outcomes of the focused and high-quality engagement activity had been used to highlight areas for development in the recommissioned service. For example, how it had been learned that many parents did not know of all the services that were available to them when their child reached school age, and how because of this learning, the recommissioned service would strive to communicate better with families about the services that were available.
20. Members welcomed the flexibility that was built into the service delivery model of the recommissioned Healthy Families Programme and how this would enable services to be developed and refined throughout its period of operation. Members agreed that good quality, focussed engagement with families, delivery partners and other stakeholders should be carried out throughout the period of operation of the recommissioned Healthy Families Programme to support the ambition of ongoing service development activity based on coproduction.

Recommendation One

That the high-quality engagement activity that has been carried out to inform the development of the recommissioned Healthy Families Programme be commended

and,

that targeted, high quality consultation and engagement activity should be carried out at regular intervals throughout the period of the contract to support continual service development through effective coproduction.

Service development

21. Members of the review group welcomed how the learning from the engagement activity had been used to inform proposals around how the recommissioned Healthy Families Programme could be delivered. Proposals that had been informed by the engagement activity included:
- the expansion of parent-infant relationship interventions.
 - changes to how ante-natal contacts would be delivered that would make them more personal and flexible to meet each family's individual needs.
 - bringing together of digital services and increasing communication with families to increase understanding that they could access their Healthy Family Team for extra advice and support at any time.
 - increasing the promotion of the Parentline and Chathealth services.
22. Members of the review group were in agreement that the engagement that had been carried out as part of the service design process had been of good quality and welcomed how it had informed the development of proposed changes to how services could be delivered. Members of the review group agreed that these proposed changes to service delivery would have a positive impact on children and families across Nottinghamshire. It was noted that the service development proposals that had come from the engagement activity would be subject to formal consultation.
23. Government regulations around the delivery of the Healthy Child Programme specify the requirement for the delivery of universal health and development reviews at five key stages during each child's development: antenatal, new birth, 6-8 weeks, 1 year and 2- 2.5 years. These reviews enable health and development to be regularly assessed and reviewed. Under the regulations, a universal health visitor review must be carried out by a health visitor, or, in some circumstances, can be delegated to a suitably qualified and skilled health professional or nursery nurse, where they are guided and supervised by a health visitor. Though it was not specified in the mandate (as detailed in The Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) and Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) (Amendment) Regulations 2015), Government guidance states that these reviews should be carried out face-to-face.
24. The engagement activity that had been carried out had shown that whilst families welcomed these face-to-face reviews it was felt that the current schedule of mandated contacts did not provide enough support for first time parents due to the large gap between the 6-8 weeks visit and the to one year visit. As a result of the engagement activity that had been carried out, the new service delivery model proposed that for first time parents an additional health visitor visit should be carried out when their child was 3 – 4 months, and that for all parents, a new information and advice contact would be made available when their child was 6-months old.
25. Members of the review group noted with approval the additional access to support that would be made available to all parents when their child was 6-months old and particularly welcomed the additional face-to-face visit for first time parents when their child was 3 – 4 months old. Members of the review group were in agreement that the additional visit for first time parents was a key change to the delivery of the Healthy Families Programme and one that would bring significant benefits to families and children in terms of child development and parental mental health and wellbeing.

Recommendation Two

That the proposed enhancements and changes to the delivery of the Healthy Families Programme that have been developed through the thorough engagement work with service users and service providers be supported.

Recommendation Three

That the addition of a Healthy Families Service visit for first time parents when their child is 3 – 4 months, and the benefits that this will deliver for families and children, be particularly welcomed.

Performance Management and Monitoring

26. During the restrictions that had been in place during periods of the Covid-19 pandemic it had been necessary for the mandated health and development reviews to be carried out virtually, with face-to-face reviews only being provided to vulnerable families or where there had been safeguarding or other welfare concerns. Members of the review group were advised however that in normal circumstances, the delivery of face-to-face reviews would always be offered face-to-face as this was the most effective way to support children and families and was also seen as best practice.
27. Members of the review group were advised that the service delivery model and KPIs for the recommissioned Healthy Families Programme specified that these review visits would always be offered to families to be carried out face-to-face. It was noted that whilst all families would be offered a face-to-face visit, they were not obliged to accept the offer of a review (either face-to-face or by any other method). In these circumstances every effort would be made to engage with a family and for them to take part in a face-to-face visit, but that in exceptional circumstances alternative arrangements could be put in place that would enable families to engage in other ways. Members of the review group were advised that every effort was made to engage with families and that this work was normally successful, with number of families refusing reviews across Nottinghamshire being very low. It was also noted that the levels of engagement by families with the mandated reviews, when compared to levels of engagement seen by Nottinghamshire's statistical neighbours was very favourable, with 96% of reviews being carried out face-to-face. Whilst most of these visits would be carried out at home, the service delivery model was also flexible enough to enable these reviews to be carried out at alternative locations if this made it easier for families to access the reviews.
28. Members of the review group agreed that the mandated reviews play a vital part in ensuring that all parents are supported to give their child the best possible start in life. Members also agreed that it is essential that these reviews will be offered face-to-face and in a way that not only follows best practice but that also effectively supports parents in the transition to parenthood, promotes child development, improves child health outcomes, and ensures that families at risk were identified at the earliest opportunity.

Recommendation Four

That a comprehensive set of key performance indicators to monitor the delivery and impact of the mandated health visitor reviews be developed and included in the performance management processes for the Healthy Families Programme.

and

that reporting on these key performance indicators be included in the “Adult Social Care and Public Health Performance, Risks and Financial Position” report that is received at each meeting of the Adult Social Care and Public Health Select Committee.

29. As part of the review, members considered the performance management and monitoring processes that would be in place that would support effective management and ongoing service delivery and development of the Healthy Families Programme. This would be supported by the Council and the Nottinghamshire Healthcare NHS Trust agreeing on a co-operative agreement approach. A performance framework, underpinned by national guidance and evidence of what worked to improve outcomes for children, young people, and families, would also be applied to the agreement.
30. A range of structured and formal meetings will take place at agreed intervals to monitor service performance and to support the ongoing development and delivery of the programme. These meetings will include Strategic Agreement Review Meetings (held quarterly), Service Review Meetings (held monthly) and Co-operative Partnership Meetings (held quarterly). In addition to these processes there will also be quality assurance visits, where the service itself will be inspected by talking to staff, managers and clients accessing the services, with the outcomes of these visits feeding into the appropriate performance management processes.
31. Members of the review group welcomed how quality assurance visits would be used to manage the performance of the Healthy Families Programme and how these visits would provide essential “front line” information on how services were being provided and on the impact that they were having for children and families. Members agreed that these visits would provide essential information on which services were working as well as highlighting areas of service delivery that required improvement or further development.
32. As noted through the report, it has been proposed that the recommissioned Healthy Families Programme, in addition to providing the services as required by local authorities in delivering the Healthy Child Programme would deliver new and additional services including a universal offer of an additional health visit for first time parents when their child is 3-4 months old and an expansion of parent-infant relationship interventions. As detailed at paragraphs 26 and 27, members of the review group welcomed these additional services, but agreed that enhanced levels of performance monitoring and engagement activity with families and service providers would be beneficial and should be carried out to assess their impact and to support further service development and refinement of these new or expanded services.
33. Members of the review group welcomed the performance management and development processes that had been included in the design of the recommissioned service and that would support the effective delivery of the Healthy Families Programme and would also enable the positive impact that services were having on children and families to be measured.

Recommendation Five

That on the new elements of Healthy Families Programme service provision that are being introduced under the new contract, enhanced levels of performance monitoring and engagement activity with families and service providers should be carried out to assess their impact and to support further service development and refinement.

34. Members also noted with approval that the Service Review Meetings that would focus on conversations around data, performance, and relevant operational issues in service areas would be held monthly, rather than quarterly as had initially been considered. Members however were in agreement that many of the positive impacts and outcomes that services delivered through the Healthy Families Programme would have on children and families may not always be the type that could be measured quantitatively. As such, members of the review group noted that was important that qualitative performance monitoring should also take place and be used as part of ongoing performance management activity.

Recommendation Six

That in addition to the performance management activity delivered through the monitoring of quantitative key performance indicators, there should also be a focus on establishing a comprehensive range of qualitative performance indicators that will enable the real life impact that the Healthy Families Programme is making on children and families to be monitored and understood.

35. In addition to the performance management processes outlined, a Healthy Families Multiagency Board will also be established to include wider partners and to provide an opportunity to explore opportunities for improvements to the wider Early Help, health and care system that could be supported through the delivery of the Healthy Families Programme. Members of the review group were advised it was proposed that the Healthy Families Multiagency Board would meet annually and would work to improve outcomes for children and families by reducing duplication, identifying potential efficiencies, and focussing resources where they were most needed. Members of the review group agreed that the Healthy Families Multiagency Board provided an excellent opportunity for those involved with the delivery of the Healthy Families Programme to engage with wider stakeholders and for opportunities to improve outcomes for children and families across Nottinghamshire to be considered, explored, and developed.

Recommendation Seven

That the membership of the Healthy Families Programme Multiagency Board should incorporate as broad a membership as possible made up from wider service delivery partners,

and,

consideration should be given to holding meetings of the Healthy Families Programme Multiagency Board every six months to maximise the opportunities to improve outcomes for children and families by reducing duplication and in identifying potential efficiencies.

Safeguarding

36. As part of the review process, members of the review group examined how the delivery of the Healthy Families Programme would work to support the delivery of effective safeguarding activity with children and young people and how it would work as part of a wider, multidisciplinary, multi-agency network to help promote the welfare and safety of children and young people across Nottinghamshire.

37. Local Authorities hold a range of statutory responsibilities for safeguarding that are independent of the delivery of the Healthy Families Programme. Under the Children Act 1989 local authorities have a duty to promote and safeguard the welfare of children in their area. Public health nurses form part of a multiagency workforce supporting these safeguarding duties. Through the delivery of the Healthy Families Programme, they would help to identify families with additional needs and vulnerabilities, and work to keep children safe from harm, deliver an important element of the safeguarding pathway linked to their early intervention and prevention role.
38. Members of the review group were advised how established and clear pathways would be in place between the Healthy Families Programme, children's social care and the Multi-Agency Safeguarding Hub (MASH) and how these would enable any safeguarding concerns that arose during the delivery of the Healthy Families Programme to be managed and escalated appropriately. The recommissioned Healthy Families Programme would also work collaboratively with delivery partners to support children and young people in circumstances where there were identified health needs, or where they were in the child protection system.
39. Members of the review group were in agreement that as the delivery of the Healthy Families Programme created many opportunities for contact with children and families from health professionals it was essential that there were strong links with existing safeguarding processes, children's social care and the MASH. Members of the review group were assured from the information received that effective safeguarding procedures were in place and that any safeguarding concerns that arose through the delivery of the Healthy Families Programme would be managed and escalated appropriately.

Recommendation Eight

That the established pathways that will be in place between the Healthy Families Programme, children's social care and the Multi-Agency Safeguarding Hub and that will support the delivery of effective safeguarding activity are supported.

Integration with the Early Help Offer

40. As part of the review process, members of the review group examined how the service delivery model of the recommissioned service would support the ambition to integrate the delivery of the Healthy Families Programme with the Council's Early Help Offer and support robust broader partnership working arrangements with other Council delivered services as well as with services delivered through the wider health and care system.
41. Members of the review group were advised that the recommissioned Healthy Families Programme would work in partnership with a wide range of children's and family services and would be a core component in the delivery of the Council's Early Help Offer. Work would also be carried out to align schedules of intervention and to ensure that services were delivered in a joined-up and coordinated manner across Nottinghamshire. The delivery of the Healthy Families Programme would also be coordinated with the work of the Schools Health Hub (within the Council's Tackling Emerging Threats to Children Team) and the Youth Service. This cooperation would enable the sharing of information and intelligence about the health needs of children and families across Nottinghamshire which would then be used to further develop

service provision. Members of the review group were also assured that a well-established, embedded two-way referral pathways between the Healthy Families Programme and other NHS organisations would be in place to support coordinated and effective service delivery.

- 42. Clear care pathways would also be in place between the Healthy Families and Programme and Children’s Centre Services to ensure children had the best possible start in life. Members were in agreement that coordination in the delivery of the Healthy Families Programme would be most effective when delivered in alignment with other children’s and healthcare services, and as such work to ensure close alignment and coordination of service delivery of the recommissioned service should be a priority area of focus.
- 43. The Council is currently carrying out work to develop a proposed network of Family Hubs across Nottinghamshire that will build on the learning gained from implementation of the pilot Family Hub in Retford. The objective of Family Hubs will be to have joined up efficient local services which are then able to provide the right support at the right time, in the right place and to make a positive difference to the lives of children, young people and their families. Family Hubs will provide a ‘front door’ to families, offering a ‘one-stop shop’ of family support services across their social care, education, mental health, and physical health needs.
- 44. Members of the review group agreed that Family Hubs, once fully operational could play a significant role in the delivery of the Healthy Families Programme and as such it was important that the planning and delivery of these services should be fully integrated and aligned. Members were in agreement that whilst the provision of Family Hubs were not essential for the effective delivery of the Healthy Families Programme, close integration and partnership working had the potential to provide significant opportunities to further develop the overall service offer that was provided to children and families across Nottinghamshire.

Recommendation Nine

That the activity that is required to fully integrate the provision of the Healthy Families Programme with the delivery of Children’s Centres and the Early Help offer (and when fully operational, Family Hubs), to provide a joined up and responsive service for children and families across Nottinghamshire be a priority area of focus in the delivery of the Healthy Families Programme.

Further scrutiny activity

Recommendation Ten

That a report on the delivery and performance of the Healthy Families Programme be considered at a meeting of the Adult Social Care and Public Health Select Committee when the recommissioned service has been in operation for one year.

45. Summary of recommendations

	Recommendation	Cabinet response
1.	That the high quality engagement activity that has been carried out to inform the	

	<p>development of the recommissioned Healthy Families Programme be commended</p> <p>and,</p> <p>that targeted, high quality consultation and engagement activity should be carried out at regular intervals throughout the period of the contract to support continual service development through effective coproduction.</p>	
2.	<p>That the proposed enhancements and changes to the delivery of the Healthy Families Programme that have been developed through the thorough engagement work with service users and service providers be supported.</p>	
3.	<p>That the addition of a Healthy Families Service visit for first time parents when their child is 3 – 4 months, and the benefits that this will deliver for families and children, be particularly welcomed.</p>	
4.	<p>That a comprehensive set of key performance indicators to monitor the delivery and impact of the mandated health visitor reviews be developed and included in the performance management processes for the Healthy Families Programme.</p> <p>and</p> <p>that reporting on these key performance indicators be included in the “Adult Social Care and Public Health Performance, Risks and Financial Position” report that is received at each meeting of the Adult Social Care and Public Health Select Committee.</p>	
5.	<p>That on the new elements of Healthy Families Programme service provision that are being introduced under the new contract, enhanced levels of</p>	

	<p>performance monitoring and engagement activity with families and service providers should be carried out to assess their impact and to support further service development and refinement.</p>	
6.	<p>That in addition to the performance management activity delivered through the monitoring of quantitative key performance indicators, there should also be a focus on establishing a comprehensive range of qualitative performance indicators that will enable the real life impact that the Healthy Families Programme is making on children and families to be monitored and understood.</p>	
7.	<p>That the membership of the Healthy Families Programme Multiagency Board should incorporate as broad a membership as possible made up from wider service delivery partners,</p> <p>and,</p> <p>consideration should be given to holding meetings of the Healthy Families Programme Multiagency Board every six months to maximise the opportunities to improve outcomes for children and families by reducing duplication and in identifying potential efficiencies.</p>	
8.	<p>That the established pathways that will be in place between the Healthy Families Programme, children's social care and the Multi-Agency Safeguarding Hub and that will support the delivery of effective safeguarding activity be supported.</p>	
9.	<p>That the activity that is required to fully integrate the provision of the Healthy Families Programme with the delivery of Children's Centres and the Early Help offer (and when fully operational, Family Hubs), to provide a joined up and responsive service for children and</p>	

	families across Nottinghamshire be a priority area of focus in the delivery of the Healthy Families Programme.	
10.	That a report on the delivery and performance of the Healthy Families Programme be considered at a meeting of the Adult Social Care and Public Health Select Committee when the recommissioned service has been in operation for one year.	

Acknowledgments

46. The Chairman and members of the review group would like to express their thanks for the invaluable support provided during the review process to Nathalie Birkett - Group Manager - Public Health Commissioning, Kerrie Adams - Senior Public Health and Commissioning Manager, Louise Lester - Consultant in Public Health, and Kate Whittaker - Public Health and Commissioning Manager

Statutory and Policy Implications

47. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability, and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

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

RECOMMENDATION

- 1) 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.

Councillor Roger Jackson
Chairman, Adult Social Care and Public Health Select Committee

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

Constitutional Comments (SF 16/01/2024)

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

Financial Comments (SES 09/01/2024)

50. 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.

- [Cabinet report 9 March 2023](#)
- [Overview Committee agenda 31 March 2023](#)
- [Overview Committee minutes 31 March 2023](#)
- [Cabinet report 20 April 2023](#)
- [Cabinet minutes 20 April 2023](#)
- [Cabinet report 22 June 2023](#)
- [Cabinet minutes 22 June 2023](#)
- [Overview Committee agenda 7 September 2023](#)
- [Overview Committee minutes 7 September 2023](#)
- [The Local Authorities \(Public Health Functions and Entry to Premises by Local Healthwatch Representatives\) Regulations 2013](#)
- [The Local Authorities \(Public Health Functions and Entry to Premises by Local Healthwatch Representatives\) and Local Authority \(Public Health, Health and Wellbeing Boards and Health Scrutiny\) \(Amendment\) Regulations 2015](#)

Electoral Division(s) and Member(s) Affected

- All

**REPORT OF SERVICE DIRECTOR, CUSTOMERS, GOVERNANCE AND
EMPLOYEES**

SCRUTINY WORK PROGRAMMES

Purpose of the Report

1. To consider the Committee's work programme.
2. To note the work programmes of the three select committees.

Information

3. The attached Overview Committee work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning.
4. Overview Committee maintains an oversight of ongoing and planned work of the three select committees. The attached work programmes of the three select committees assist the management of the committees' agendas, the scheduling of the committees' business and forward planning.
5. The work programmes have been developed using suggestions submitted by committee members, the relevant Cabinet Member(s) and senior officers and has been approved by the Overview Committee. The work programme will be reviewed at each pre-agenda meeting and committee meeting, where any member of the committee will be able to suggest items for possible inclusion.

Other Options Considered

6. None

Reason/s for Recommendation/s

7. To assist the committee in preparing its work programme and to maintain an Overview of the work of the three select committees.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

9. None

RECOMMENDATIONS

- 1) That the Overview Committee work programme be noted.
- 2) That the work programmes of the three select committees be noted.
- 3) That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the work programme, in consultation with the relevant Cabinet Member(s) and senior officers, and subject to the required approval by the Chairman of Overview Committee.

Marjorie Toward
Service Director, Customers, Governance & Employees

For any enquiries about this report please contact: Martin Elliott, Senior Scrutiny Officer,
martin.elliott@nottscc.gov.uk

Constitutional Comments (HD)

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

Financial Comments (NS)

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

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- All

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
7 September 2023	Scrutiny Annual Report 2022/23		To approve the draft Scrutiny Annual Report to be forwarded to Council for consideration.	That the Scrutiny Annual Report 2022/23 be endorsed and referred to Full Council for consideration.
	Healthy Families Programme – Task and Finish Review Scope		<p>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.”</p> <p style="text-align: center;">Page 57 of 118</p>	<ol style="list-style-type: none"> 1. That a joint scrutiny working group be established on the re-commissioning of the Nottinghamshire Healthy Families Programme. 2. That the membership of the review group comprises the Chairman of the Adult Social Care and Public Health Select Committee, the Chairman of the Children and Families Select Committee and the Chairman of the Health Scrutiny Committee, plus one other member from each committee. with the overall membership of the group includes members from all political groups. 3. That a report detailing the findings of the review group be submitted to a future meeting of the Overview Committee for consideration. 4. That the proposed scope for review of the re-commissioning of the Nottinghamshire Healthy Families Programme be approved.

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

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

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

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

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
25 January 2024	Budget 2024/25	Cabinet Member - Finance	To consider and make recommendations to Cabinet on the final draft budget for 2024/25.	
	Nottinghamshire Plan – Annual Delivery Plan 2024/25	Deputy Leader and Cabinet Member - Transformation	To receive and consider the Nottinghamshire Plan – Annual Delivery Plan 2024/25.	
	Healthy Families Programme – Task and Finish Review		To consider the findings of the joint review of the re-commissioning of the Healthy Families Programme carried out jointly by members of the ASC&PH and C&F Select Committees and the Health Scrutiny Committee.	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
14 March 2024	Outcomes of the review of Cost of Living		To consider the outcomes of the task and finish review around Cost of Living pressures.	
	Climate Change	Cabinet Member – Transport and Environment	To receive a progress update on the Council’s activities responding to the challenges of climate change and the Council’s response to the climate emergency declaration in May 2021.	
	Net Zero Framework	Cabinet Member – Transport and Environment /Economic Development and Asset Management	To scrutinise the framework that will enable all net zero activities to be coordinated and prioritised.	
	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	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
9 May 2024	Nottinghamshire Plan	Deputy Leader and Cabinet Member - Transformation	To receive a progress report on the delivery of the Nottinghamshire Plan.	
	Financial Monitoring Report	Cabinet Member - Finance	To receive the latest monitoring report on the 2024/25 Budget.	

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
4 July 2024	Financial Monitoring Report	Cabinet Member - Finance	To receive the latest monitoring report on the 2024/25 Budget.	

Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Details	Status
Performance reporting and monitoring procedures for Council companies and Category 'A' bodies	Cabinet Member - Finance	To review the reporting procedures surrounding Council companies and Category 'A' bodies.	Is scheduled to be considered by Governance and Ethics Committee. To be considered for scheduling once the item has been to Governance and Ethics Committee.

Reviews

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

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

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023

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

WORK PROGRAMME 2023/24 – OVERVIEW COMMITTEE - UPDATED: 11 DECEMBER 2023**Items to be scheduled for 2023/24**

Item	Cabinet Member Responsibility	Details	Status
Progress report on the recommendations made from the review of Council office buildings	Cabinet Member for Economic Development and Asset Management	To receive a progress report from the Cabinet Member for Economic Management and Asset Management on the recommendations made from the review of Council office buildings.	To be scheduled during 2023/24
Nottinghamshire Plan Performance Monitoring	Deputy Leader and Cabinet Member – Transformation	To receive a report on current performance against Council Plan Priorities as detailed in the Nottinghamshire Plan.	To be scheduled during 2023/24
Progress report on the recommendations made from the review of Council Consultations and Resident Engagement	Deputy Leader and Cabinet Member – Transformation	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.	To be scheduled during 2023/24

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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
<p>11 September 2023</p>	<p>The Social Care Market</p>	<p>Cabinet Member – Adult Social Care and Public Health</p>	<p>Resolved at October 2022 meeting: “That a further report on Social Care Market Pressures be brought to the September 2023 meeting of the Adult Social Care and Public Health Select Committee to provide members with a progress report on the activities being carried out and on their impact.”</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the following issues raised by the Committee in its consideration of the report on the Social Care Market be progressed: <ol style="list-style-type: none"> a) That information on the outcomes of “The Big Conversation” be circulated to members of the committee. b) That further information on the development and use of technological care solutions be circulated to members of the committee. c) That a further progress report on the Social Care Market be brought to a future meeting of the Adult Social Care and Public Health Select Committee, with a focus and at a date to be agreed by the Chairman. d) That a report on the Council’s work to support carers be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.

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

	Health checks	Cabinet Member – Adult Social Care and Public Health	To review the current provision of health checks to enable scrutiny of how outcomes could be improved	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the following issues raised by the Committee in its consideration of the report on the NHS Health Check Programme be progressed: <ol style="list-style-type: none"> a) That further consideration should be given on how the uptake of invitations to the NHS Health Check Programme could be increased, especially in areas of Nottinghamshire that are more deprived. b) That further work should be carried out to investigate digital opportunities for the delivery of the NHS Health Check Programme. c) That a further report on the delivery of the NHS Health Check Programme that covers the issues as detailed at a) and (b) above, be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.
	Performance, finance and risupdate	Cabinet Member – Adult Social Care and Public Health	<p>To provide a progress report on departmental performance, risk and financial situation.</p> <p>To agree how the committee would like to receive and monitor this information in the future.</p>	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the following issues raised by the Committee in its consideration of the report on the Adult Social Care and Public Health Performance, Risks and Financial Position – Quarter 1 2023-4 be progressed: <ol style="list-style-type: none"> a) That a further report on Adult Social Care and Public Health Performance, Risks and Financial Position be brought to the December 2023 meeting of the Adult Social Care and Public Health Select Committee. b) That a task and finish review takes place to investigate the impact and effectiveness of the preventative work that takes place with schools around smoking and vaping.

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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
<p>4 December 2023</p>	<p>Nottinghamshire Adults Safeguarding Board Annual Report 2022/23 and Plan</p>		<p>To receive the Nottinghamshire Adults Safeguarding Board Annual Report and Plan.</p> <p>To be presented by the Independent Chair with other partners also being invited to attend.</p>	<ol style="list-style-type: none"> 1. That the Nottinghamshire Safeguarding Adults Board - Annual Report 2022-23 be noted. 2. That the Adult Social Care and Public Health Select Committee continue to review the work of the Nottinghamshire Safeguarding Adults Board by receiving and considering its Annual Report each year.
	<p>Public Health Outcome Framework Indicators</p>	<p>Cabinet Member - Communities and Public Health</p>	<p>To support the Committee in prioritising areas of public health work for development or scrutiny.</p> <p style="text-align: center; color: blue;">Page 71 of 118</p>	<ol style="list-style-type: none"> 1. That the factors as detailed on pages six and seven of the Joint Health and Wellbeing Strategy which have the greatest impact on the health and wellbeing of the population, and the impacts of any weakness or omissions in these building blocks in terms of reducing healthy life expectancy and increasing inequalities, be noted. 2. That it be noted that the areas of work required to address the minority of Public Health outcomes (in the four overarching ambitions of the Joint Health and Wellbeing Strategy) where Nottinghamshire is worse than the England average are largely identified in the Nottinghamshire Plan and in the Joint Health and Wellbeing Strategy. 3. That further information on the regulation of vaping in enclosed public spaces be circulated to the members of the Adult Social Care and Public Health Select Committee. 4. That the following areas of interest be agreed as areas that would benefit from further and more detailed consideration by the Adult Social Care and Public Health Select Committee:

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

				<ul style="list-style-type: none"> a) Outcomes and inequalities in women’s and children’s health; this will include factors that influence life expectancy and healthy life expectancy. b) Substance use, including the harms of drugs and alcohol and those experiencing severe multiple disadvantage. c) That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, consider the most appropriate approach for the committee to carry out further work around vaccine uptake.
	<p>Performance, finance and risk update</p>	<p>Cabinet Member – Adult Social Care</p> <p>Cabinet Member - Communities and Public Health</p>	<p>To provide a progress report on departmental performance, risk and financial situation.</p> <p style="text-align: right;">Page 72 of 118</p>	<ul style="list-style-type: none"> 1. That the report be noted. 2. That a further report on Adult Social Care and Public Health Performance, Risks and Financial Position be brought to the December 2023 meeting of the Adult Social Care and Public Health Select Committee. 3. That all future reports to the Adult Social Care and Public Health Select Committee display statistics as whole numbers rather than as percentages.

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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
4 March 2024	Suicide Prevention	Cabinet Member - Communities and Public Health		
	Mental Health Services and support within ASC&PH	Cabinet Member – Adult Social Care		
	Performance, finance and risk update	Cabinet Member – Adult Social Care Cabinet Member - Communities and Public Health	To provide a progress report on departmental performance, risk and financial situation.	

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

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
3 June 2024	Discharge to Assess	Cabinet Member – Adult Social Care	<p>Resolved at June 2023 meeting:</p> <p>That a further progress report on the implementation of Discharge to Assess Model and the application of the Discharge to Assess Grant be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.</p>	
	Progress and implementation of Prevention approach	Cabinet Member – Adult Social Care	To enable scrutiny of the success of the prevention approach and offer in Adult Social Care.	
	All-Age Carers Strategy	<p>Cabinet Member for Children Social Care</p> <p>Cabinet Member for Adult Social Care</p>	<p>To review progress after the strategy has been in place for one year.</p> <p>Joint item with Children and Families Select Committee</p>	
	Performance, finance and risk update	<p>Cabinet Member – Adult Social Care</p> <p>Cabinet Member - Communities and Public Health</p>	<p>To provide a progress report on departmental performance, risk and financial situation.</p> <p style="text-align: center;">Page 74 of 118</p>	

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

Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Public Health – Community facing activities (including Community Health and Wellbeing Champions)	Cabinet Member - Communities and Public Health		To be considered for scheduling
E-cigarettes/vaping	Cabinet Member - Communities and Public Health	Resolved at March 2023 meeting: That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, consider the most appropriate approach for the committee to carry out further work around vaping and tobacco control.	To be considered for scheduling and for how this issue can be considered by members.
Impact of the Covid-19 pandemic on public health	Cabinet Member - Communities and Public Health	Resolved December 2022 “That the following areas of interest be agreed as areas that would benefit from further and more detailed consideration by the Adult Social Care and Public Health Select Committee: the impact of the Covid-19 pandemic on public health”	To be scheduled for a committee meeting or considered to be the topic for a review during 2023/24.
Substance Misuse	Cabinet Member - Communities and Public Health	To scrutinise activities around substance misuse.	To be considered for scheduling
Nottinghamshire’s Cost of Care Reports, Adult Social Care Market Sustainability Plan, Market Position Statement and Fee Uplifts	Cabinet Member – Adult Social Care	To receive a progress report a year after Cabinet’s approval of the recommendations.	To be scheduled

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

Support for Carers	Cabinet Member – Adult Social Care	Resolved at September 2023 meeting: a) That a report on the Council’s work to support carers be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.	To be scheduled
NHS Health Check Programme	Cabinet Member - Communities and Public Health	Resolved at September 2023 meeting: a) That further consideration should be given on how the uptake of invitations to the NHS Health Check Programme could be increased, especially in areas of Nottinghamshire that are more deprived. b) That further work should be carried out to investigate digital opportunities for the delivery of the NHS Health Check Programme. c) That a further report on the delivery of the NHS Health Check Programme that covers the issues as detailed at a) and (b) above, be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman.	To be scheduled
Public Health Outcome Framework Indicators	Cabinet Member - Communities and Public Health	Resolved at December 2023 meeting: That the following areas of interest be agreed as areas that would benefit from further and more detailed consideration by the Adult Social Care and Public Health Select Committee: a) Outcomes and inequalities in women’s and children’s health; this will include factors that influence life expectancy and healthy life expectancy. Page 76 of 118	To be scheduled for a committee meeting or considered to be the topic for a review during 2023/24.

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		<p>b) Substance use, including the harms of drugs and alcohol and those experiencing severe multiple disadvantage.</p> <p>That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, consider the most appropriate approach for the committee to carry out further work around vaccine uptake.</p>	
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Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
September/ October 2023	Day Opportunities Strategy	Cabinet Member - Adult Social Care	<p>Resolved at March 2023 meeting:</p> <ul style="list-style-type: none"> i. That the Chairman and Vice-Chairman of the Adult Social Care and Public Health Committee, in consultation with officers, considers the most appropriate approach for members of the committee to receive further information and to carry out further scrutiny work on: ii. how the Day Opportunities Strategy will be delivered in a way that ensures equity of access to support for service users across Nottinghamshire. iii. the Implementation Plan that will support the delivery of the objectives of the Day Opportunities Strategy. iv. the processes (including the use of benchmarking information) that will be in place for measuring the success of the Day Opportunities Strategy. v. the use and role of buildings in delivering the objectives of the Day Opportunities Strategy. 	<p>Setting up of review group approved at June 2023 meeting.</p> <p>Scope created. Work to be carried out Spring 2024</p>

			<p>vi. the outcomes of the consultation activity that will be carried out with people who have lived experience of the implementation of the Day Opportunities Strategy and how this will be used to review and develop the service model.</p>	
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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	<p>Transition of service users from Children and Young People's Services to Adult Social Care Services</p> <p>Joint item with Children and Families Select Committee</p>	<p>Cabinet Member – Children Social Care</p> <p>Cabinet Member - Adult Social Care</p>	<p>To examine the current procedures surrounding the transition of service users from Children's to Adult Services.</p> <p>To make recommendations on how procedures could be developed to ensure the best possible transition for each service user.</p>	

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

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Items for information briefings for committee members

Item	Cabinet Member Responsibility	Details	Status
Adult Social Care Reform	Cabinet Member - Adult Social Care	To gain an understanding of how the implementation of the Adult Social Care reforms - set out in People at the Heart of Care - will impact on the Council's delivery of Adult Care Services and on people living in Nottinghamshire.	To be delivered before 31/01/24
Sector-led improvement, Local Authority Self-Assessment and Information Return (LASAIR) and assurance	Cabinet Member - Adult Social Care	To receive a briefing on the process and outcomes of local sector-led improvement in Adult Social Care and the department's self-assessment, development of a quality assurance framework and preparation for future inspection by the Care Quality Commission.	To be delivered before 31/01/24
Cost of Living Programmes	Cabinet Member - Communities and Public Health	To receive a briefing on the uptake and impact of the Cost-of-Living initiatives approved in November 2022 using Public Health Reserves.	To be circulated January/February 2024.

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Items to be scheduled during 2024/25

Item	Cabinet Member Responsibility	Details	Status
Day Opportunities Strategy	Cabinet Member – Adult Social Care and Public Health	<p>Resolved at March 2023 meeting:</p> <p>That a further progress report on the implementation of the Day Opportunities Strategy be brought to a future meeting of the Adult Social Care and Public Health Select Committee at a date to be agreed by the Chairman of the Committee.</p>	To be scheduled during 2024/25
Social Care Market	Cabinet Member – Adult Social Care and Public Health	<p>Resolved at September 2023 meeting:</p> <p>That a further progress report on the Social Care Market be brought to a future meeting of the Adult Social Care and Public Health Select Committee, with a focus and at a date to be agreed by the Chairman.</p> <p>(Focus on recruitment and retention)</p>	To be scheduled during 2024/25

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
<p>16 October 2023</p>	<p>Nottinghamshire Safeguarding Children Partnership (NSCP) – Progress Report on Priorities and Annual Report 2022/23</p>	<p>Cabinet Member - Children and Families</p>	<p>Resolved at the December 2022 meeting:</p> <p>That the Independent Scrutineer of the NSCP attends the June 2023 meeting of the Committee to present a report on the current activities of the NSCP and on the progress being made towards its strategic priorities.</p> <p>To receive the NSCP Annual Report.</p>	<p>1) That the Nottinghamshire Safeguarding Children Partnership’s 2022/23 Annual Report be noted.</p> <p>2) That the following issues raised by the Committee in its consideration of the Annual Report 2022/23 be progressed:</p> <ul style="list-style-type: none"> a) that the latest report on the on the work being carried out across Nottinghamshire in relation to child exploitation be circulated to the members of the Children and Families Select Committee. b) that the review of safeguarding practice in response to events at Harlow Academy be circulated to the members of the Children and Families Select Committee. <p>3) That the Nottinghamshire Safeguarding Children Partnership’s 2023/24 Annual Report be received at the October 2024 meeting of the Children and Families Select Committee.</p>

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	<p>Outcomes and Experiences of Children and Young People with SEND</p>	<p>Cabinet Member - Children and Families</p>	<p>To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023, and to incorporate within this report the new requirements arising from the Government response to the SEND Green Paper – the SEND and Alternative Improvement Plan.</p> <p style="text-align: center;">Page 86 of 118</p>	<ol style="list-style-type: none"> 1) That the report be noted. 2) That a further progress report on the implementation of the Special Educational Needs and Disabilities and Alternative Provision be received at the January 2024 meeting of the Children and Families Select Committee. 3) That the following issues raised by the Committee in its consideration of the report on Partnership progress in improving the experiences and outcomes for children and young people with special educational needs and disabilities be progressed: <ol style="list-style-type: none"> a) that further information on the types of needs of children and young people with SEND and/or an EHCP across Nottinghamshire be circulated to the members of the Children and Families Select Committee. b) that information detailing the number of EHCP applications made and the number of EHCPs in place across each of districts and boroughs of Nottinghamshire be circulated to the members of the Children and Families Select Committee. c) that the summary documents that detail the activity carried out at previous Nottinghamshire SEND partnership improvement board meetings be circulated to the members of the Children and Families Select Committee.
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WORK PROGRAMME 2023/24 – CHILDREN AND FAMILIES SELECT COMMITTEE: UPDATED 30 NOVEMBER 2023

				d) that the members of the Children and Families Select Committee receive the summary document that is created detailing the activity of future Nottinghamshire SEND partnership improvement board meetings as soon as they are available.
	Pupil Place Planning	Cabinet Member - Children and Families	To receive the response from the Cabinet Member for Children and Families to the resolution made at the March 2023 meeting: That the Cabinet Member, in consultation with officers, gives consideration to how local elected members can be most effectively communicated with and involved with the activity that takes place with academy trusts regarding the pupil place planning.	That the response from the Cabinet Member for Children and Families be noted.
	Outcomes of the Review of Education, Health and Care Plans		To consider the outcomes of the task and finish review of Education, Health and Care Plans.	That the recommendations of the scrutiny task and finish review of Education, Health and Care Plans be endorsed and referred to Cabinet for consideration.
	Elective Home Education/Secondary school place planning review scopes		To approve the scopes for a task and finish review on the revised Elective Home Education Policy and Secondary School Pupil Place Planning	That the proposed scopes for task and finish reviews regarding Elective Home Education and Secondary School Pupil Place Planning be approved.

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 January 2024	Provision of Support to Looked After Children Transitioning Out of the Care System	Cabinet Member - Children and Families	<p>To receive the response from the Cabinet Member for Children and Families to the resolution made at the June 2023 meeting:</p> <p>That the Cabinet Member, in consultation with officers, gives further consideration on how more young people could be encouraged to remain in the care of their foster carer post-18, and to the activity that would also be required to ensure that a sufficient number of foster family placements are also maintained and are available for children and young people who are under 18.</p> <p>Also to cover, as detailed in the resolution at the June meeting.</p> <p>That further information be circulated to members of the Committee on the work being carried out with both residential homes and foster carers to support them in ensuring that the children in their care are not potentially criminalised though being referred to the Police unnecessarily in relation to their behaviour.</p>	

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
5 February 2024	Early Years – Provision of Childcare	Cabinet Member - Children and Families	To make recommendations on how the Council can support the provision of, and access to, affordable and accessible childcare across Nottinghamshire.	
	Performance, Finance and Risk Update	Cabinet Member - Children and Families Cabinet Member - Education and Special Educational Needs and Disabilities	To provide a progress report on departmental performance, risk and financial position. To agree how the Committee would like to receive and monitor this information in the future.	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member - Education and Special Educational Needs and Disabilities	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.	

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<p>5 February 2024</p>	<p>Standing Advisory Council on Religious Education (SACRE) – Annual Report</p>	<p>Cabinet Member - Education and Special Educational Needs and Disabilities</p>	<p>To receive the Standing Advisory Council on Religious Education (SACRE) – Annual Report</p>	
	<p>Elective Home Education</p>		<p>To consider the outcomes of the task and finish review of the refreshed Elective Home Education Policy</p>	

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 April 2024	Sufficiency Strategy for Looked After Children and Care Leavers	Cabinet Member - Children and Families	To examine activity in the delivering of the strategy. Also to consider the Children's Transformation sub-regional approach to fostering.	
	Holiday Activities and Food Programme (HAF)	Cabinet Member - Education and Special Educational Needs and Disabilities	Resolved at the June 2023 meeting: That a report on the delivery of HAF be brought to a future meeting of the Committee, with a focus and at a date to be agreed by the Chairman.	
	Pupil Place Planning		To consider the outcomes of the task and finish review of how the Children and Families and Place departments can best work together on projects being implemented to deliver additional school places.	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member - Education and Special Educational Needs and Disabilities	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.	

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose	Resolutions
15 July 2024	Youth Justice Plan	Cabinet Member - Children and Families	To examine the implementation of the strategy.	
	SEND Provision and Sufficiency	Cabinet Member - Education and Special Educational Needs and Disabilities	Resolved at the December 2022 meeting: That a progress report on the provision and delivery of additional specialist educational placements be brought to a future meeting of the Committee.	
	Outcomes and Experiences of Children and Young People with SEND – Progress Report	Cabinet Member - Education and Special Educational Needs and Disabilities	To receive a report on the progress made in implementing improvements to the experiences and outcomes of children and young people with SEND, informed by the priority areas for action and areas for improvement identified during the Ofsted/Care Quality Commission local area review in Jan/Feb 2023.	

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Items pending scheduling or removal

Item	Cabinet Member Responsibility	Details	Status
Government Response to the Independent Review of Children's Social Care in England	Cabinet Member - Children and Families Cabinet Member - Education and Special Educational Needs and Disabilities	To consider how the proposals align with Nottinghamshire's current transformation plans around children's social care.	To be considered for scheduling
Small Schools Sustainability Strategy	Cabinet Member - Education and Special Educational Needs and Disabilities		To be considered for scheduling
All-Age Carers Strategy	Cabinet Member - Children and Families Cabinet Member - Adult Social Care	To review progress after the strategy has been in place for one year.	Joint item with the Adult Social Care and Public Health Select Committee
Children's Transformation - Front Door/Family Hubs	Cabinet Member - Children and Families		To be considered for scheduling
Local Authority Approach to Youth Provision in Nottinghamshire	Cabinet Member - Children and Families		To be considered for scheduling

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Reviews

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

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
September 2023	Elective Home Education	Cabinet Member - Children and Families	<p>Resolved at the October 2022 meeting:</p> <p>That members of the Committee be involved in the review of the Council's Elective Home Education Policy that is scheduled to take place during 2023.</p>	Scope to be considered at October 2023 meeting.

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
November 2023	Pupil Place Planning	Cabinet Member - Children and Families	<p>Resolved at March 2023 meeting:</p> <p>That members of the Committee carry out a task and finish review on how the Children and Families and Place departments can best work together on projects being implemented to deliver additional school places.</p>	Scope to be developed. Review to start at the completion of the review of the Elective Home Education Policy.

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

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Provision of Additional Specialist Educational Placements	Cabinet Member - Children and Families	<p>Resolved at the December 2022 meeting:</p> <p>That a task and finish review on the potential locations for the provision of additional specialist educational placements be carried out by members of the Committee.</p>	Pending

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Items for information briefings for Committee members

Item	Cabinet Member Responsibility	Details	Status
Inspection of Local Authority Children's Services (ILACS) – Ofsted Self-Evaluation	Cabinet Member - Children and Families	ILACS focuses on the local authority functions regarding the help, care and protection of children and young people.	To be circulated twice-yearly

Items to be scheduled during 2024/25

Item	Cabinet Member Responsibility	Details	Status
Nottinghamshire Safeguarding Children Partnership (NSCP) – Progress Report on Priorities and Annual Report 2022/23	Cabinet Member - Children and Families	Annual item	To be scheduled for October 2024 meeting
Education, Health and Care Plans	Cabinet Member - Children and Families	To receive a progress report on the recommendations of the review of Education, Health and Care Plans.	To be scheduled.

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WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 20 DECEMBER 2023

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 September 2023	Section 19 Report – Ravenshead Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 report following flooding in Ravenshead	<p>1) That in accordance with Section 19 of the Flood and Water Management Act 2010 and the Council’s Lead Local Flood Authority responsibilities, the Section 19 Report – Ravenshead – April 2023, as attached as an appendix to the officer’s report, be approved and published.</p> <p>2) That the work (as detailed in the officer’s report) that has taken place in response to the flooding incident in Ravenshead in April 2023 be endorsed.</p>
	Safer Nottinghamshire Board – Progress Report	Cabinet Member – Communities	<p>(As the Council’s statutory Crime and Disorder Committee) Resolved at the July 2023 meeting:</p> <p>a) That a further report be submitted to the September 2023 meeting of the Place Select Committee that:</p> <ul style="list-style-type: none"> i. acknowledges the commitments of the Motion of Full Council in March 2023. ii. includes information around performance issues under the current strategic priorities of the Nottinghamshire Community Safety Agreement. iii. provides information on the suitability of those assigned to lead on priorities. 	That the report be noted.

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 September 2023	HWRC Strategic Review – Task and Finish Review Scope		<p>To approve the scope for the task and finish project on the HWRC Review.</p> <p>Resolved at July 2023 meeting: That a scrutiny task and finish working group be established to carry out further scrutiny on, and to feed into the work being carried out on the review of Household Waste Recycling Centre provision.</p>	<p>That the proposed scope for the Place Select Committee’s review around Household Waste Recycling Provision be approved.</p>
	Recycling	Cabinet Member – Transport and Environment	<p>To receive the response from the resolution made at the March 2023 meeting: <i>“That the Cabinet Member for Transport and Environment, in consultation with officers, gives further consideration to what further activities could be carried out through the Joint Waste Management Board to increase recycling rates across Nottinghamshire.”</i></p> <p style="text-align: center;">Page 102 of 118</p>	<ol style="list-style-type: none"> 1) That the report be noted. 2) That the following issues raised by the Committee in its consideration of the report on the work with the Joint Waste Management Board to increase recycling rates across Nottinghamshire be progressed: <ol style="list-style-type: none"> a) That the delivery of effective communications that encourage residents to recycle should continue to be a key focus of activity for the Nottinghamshire Joint Waste Management Board. b) That information on recycling rates in the districts and boroughs that show the amount of glass collected through kerbside collections as well as at bring sites be circulated to members of the Place Select Committee. c) That information on contamination levels of recycling collected through kerbside collections in the districts and boroughs be circulated to members of the Place Select Committee. d) That the invitation that has been made to all district and borough councillors across Nottinghamshire to visit the Materials Recovery Facility be reaffirmed.

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
20 December 2023	Highways Joint Continuous Improvement Plan – Progress Report	Cabinet Member – Transport and Environment	Resolved at January 2023 meeting “That a progress report on the delivery of the Highways Joint Continuous Improvement Plan be brought to the December 2023 meeting of the Place Select Committee.”	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on the Highways Joint Innovation and Continuous Improvement Plan be progressed:</p> <p>a) That the Cabinet Member for Transport and Environment, in consultation with officers examines how communication with residents can be enhanced on the responsibilities around highway management that are the responsibility of Nottinghamshire County Council, and on which are the responsibility of National Highways and other delivery partners.</p> <p>b) That the Cabinet Member for Transport and Environment, in consultation with officers considers what further activity can be carried out to ensure that the accessibility and needs of wheelchair users are taken into account when constructing and maintaining pavements.</p> <p>c) That the proposed six-monthly update for Place Select Committee members on highways matters should, in addition to the information detailed at paragraph 21 of the report, include information on:</p> <ul style="list-style-type: none"> i. the amount of Viafix used. ii. the number of repairs/maintenance carried out in comparison to previous years.

WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 20 DECEMBER 2023

				<p>iii. the response times for the completion of work.</p> <p>iv. areas of the highway network where repeat requests for repairs have been requested.</p> <p>and that the information that is included should be provided in a tabulated form.</p> <p>d) That further information on the processes for dealing with compensation claims submitted by drivers arising from damage to vehicles caused by highway defects be provided to the Chairman and Vice-Chairman to inform the consideration of any further scrutiny activity.</p> <p>e) That work should be carried out to enable the claim form for dealing with compensation claims submitted by drivers arising from damage to vehicles caused by highway defects to be made available on the Council's website.</p>
	Electrical Vehicle Charging	Cabinet Member – Transport and Environment	<p>Resolved at the March 2023 meeting: That a further progress report on Electric Vehicle Infrastructure be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee. To include information on NCC doorstep and community EV charging schemes</p> <p style="text-align: center;">Page 104 of 118</p>	<p>1. That the report be noted.</p> <p>2. That the following issues raised by the Committee in its consideration of the report on On-Street Low Emission Vehicle Infrastructure (LEVI) Programme and Electric Vehicle Cable Channel (EVCC) Pilot Project be progressed:</p> <p>a) That further information on the marketing activity planned to promote the Electric Vehicle Cable Channel (EVCC) Pilot Project be circulated to members of the Place Select Committee.</p>

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				<p>b) That individual feedback from initial charge point site selection consultation exercise that was carried out with all elected members be shared with each elected member who took part in the consultation.</p> <p>c) That a further report on the delivery of the On-Street Low Emission Vehicle Infrastructure (LEVI) Programme be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman and Vice-Chairman of the Committee.</p>
	Annual Library Plan/Strategy	Cabinet Member – Communities and Public Health		<p>1. That the report be noted.</p> <p>2. That a further report on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire be brought to the December 2024 meeting of the Place Select Committee.</p>
	Catering and Facilities Management	Cabinet Member – Communities and Public Health	To receive a report on the Catering and Facilities Management Service	<p>1. That further scrutiny work be undertaken through the establishment of a task and finish group to consider the issues being faced by the Catering and Facilities Management Service and to offer subsequent recommendations to the Cabinet Member for Public Health and Communities.</p> <p>2. That the Chairman and Vice-Chairman, in consultation with officers create a scope that will determine the work of the task and finish working group.</p>

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
27 March 2024	Crime and Disorder	Cabinet Member – Communities and Public Health	To sit as the Council’s statutory Crime and Disorder committee to scrutinise delivery of crime and disorder strategies. To meet the requirements of the Crime and Disorder (Overview and Scrutiny) Regulations 2009.	
	Bus Network Review	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: That a progress report on the Bus Network Review be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.	
	Section 19 Reports – October 2023 Flooding	Cabinet Member – Transport and Environment	Statutory Section 19 reports following the flooding in October 2023. Also to include report on Eastwood flooding event.	
	Outcomes of the review of Household Waste Recycling Centres		To consider the outcomes of the task and finish review of Household Waste Recycling Centres.	

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Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose/Outcomes	Resolutions
26 June 2024	Flooding	Cabinet Member – Transport and Environment	To scrutinise the activity that is being carried out around kerbside drainage and other activities to mitigate flooding.	
	Visitor Economy Framework	Cabinet Member – Economic Development and Asset Management	To scrutinise the implementation of the Visitor Economy Framework	
	Access to Digital Services and Digital Inclusion	Cabinet Member – Economic Development and Asset Management	To receive a report on, and to scrutinise activity regarding the Council’s activity regarding access to superfast broadband and digital inclusion.	

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Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Details	Status
Waste and Recycling	Cabinet Member – Transport and Environment	Resolved at the January 2023 meeting: “That once the situation regarding the responsibilities being placed on local councils by Government around the kerbside collection of food waste become clearer, that the Cabinet Member for Transport and Environment gives consideration to how the Council could support the District and Borough Council’s in the provision of collection receptacles.”	To be considered for scheduling once situation around the issue is clearer.
Off-peak travel for armed forces veterans	Cabinet Member – Transport and Environment	Resolved at the March 2023 meeting: “That a report on the feasibility of introducing free off-peak travel for armed forces veterans in Nottinghamshire be presented at a future meeting of the Place Select Committee at a date to be agreed by the Chairman of the Committee.”	To be scheduled
Lane Rental Scheme	Cabinet Member – Transport and Environment		To be scheduled
Review of Active Travel/Staff Travel	Cabinet Member – Transport and Environment		To be scheduled
Environmental Impact of hybrid working		To gain an understanding of the environmental impact of the Council’s hybrid working strategy.	To be considered for scheduling
EV Charging	Cabinet Member – Transport and Environment	Resolved at December 2023 meeting: “That a further report on the delivery of the On-Street Low Emission Vehicle Infrastructure (LEVI) Programme be brought to a future meeting of the Place Select Committee at a date to be agreed by the Chairman and Vice-Chairman of the Committee.”	To be scheduled

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Resident Parking	Cabinet Member – Transport and Environment		To be considered for scheduling
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WORK PROGRAMME 2023/24 – PLACE SELECT COMMITTEE: UPDATED 20 DECEMBER 2023

Reviews

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

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
October 2023	HWRC Review	Cabinet Member – Transport and Environment	<p>Resolved at July 2023 meeting.</p> <p>a) That a scrutiny task and finish working group be established to carry out further scrutiny on, and to feed into the work being carried out on the review of Household Waste Recycling Centre provision.</p>	<p>Scope approved at September meeting,</p> <p>Review activity carried out during October/November.</p> <p>Report to be considered by at the March 2024 meeting.</p>

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Free School Meals	Cabinet Member – Communities and Public Health	To gain assurance that the quality of Free School Meals is not being negatively impacted by the increased number of children in receipt of Free School Meals.	

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Flooding	Cabinet Member – Transport and Environment	<p>Resolved by Council on 7 December 2023.</p> <p>“Requests that the Place Select committee carry out a full review of Nottinghamshire County Council’s preparation for and response to the flooding caused by Storm Babet, including consideration of information and recommendations that are automatically brought forward in Section 19 reports and from reports of the Nottingham & Nottinghamshire Local Resilience Forum in response to all significant flooding incidents.”</p>	

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

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Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Current Status and activity
TBC	Inward investment Framework	Cabinet Member – Economic Development and Asset Management	To feed into the development of the framework that will allow inward investment activities to be coordinated and prioritised.	

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

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Items to be scheduled for 2024/25

Item	Cabinet Member Responsibility	Details	Status
Concessionary Travel	Cabinet Member – Transport and Environment	To receive a progress report on the implementation of the recommendations made by the task and finish review.	To be scheduled
Annual Library Plan/Strategy	Cabinet Member – Communities and Public Health	Resolved at the December 2023 meeting: “That a further report on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire be brought to the December 2024 meeting of the Place Select Committee.”	To be scheduled for December 2024 meeting.
Highways Joint Innovation and Continuous Improvement Plan	Cabinet Member – Transport and Environment	Last considered at December 2023 meeting	To be scheduled.

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Items for information briefings for committee members

Item	Cabinet Member Responsibility	Details	Status
Subsidised Bus Services	Cabinet Member – Transport and Environment	Briefing note to be circulated to members of the committee.	