

OVERVIEW AND SCRUTINY COMMITTEE
3 OCTOBER 2012
PROGRAMME FOR SCRUTINY
REPORT OF HEAD OF DEMOCRATIC SERVICES

1. Purpose

To produce a well-managed and co-ordinated work programme for scrutiny which ensures that available resources are used to their full potential to make a positive impact on improving the wellbeing of local communities and people who live and/or work in Nottingham.

2. Action required

That the Committee:

- a) **that the Committee reviews the proposals to prioritise and agrees to the further action being identified by the Overview and Scrutiny Review Co-ordinators shown at appendix 1;**
- b) **that arising from discussions relating to the work programme and suggestions by councillors the Committee agrees to the addition of the following topics as items for review at future Overview and Scrutiny Committee meetings:**
 - **The Nottingham Growth Plan;**
 - **Neighbourhood working and structures;**
 - **Family support strategy;**
- c) **raise any items for future potential policy briefing sessions;**

3. Background information

3.1 **The O&S Work Programme**

At the meeting held on 5 September 2012, the Committee agreed to the implementation of a priority methodology to review the list of possible items which has been increasing throughout this year. Both Overview and Scrutiny Review Co-ordinators were tasked to work through the list and identify items which could purely require an update or briefing, items which could be reviewed as spot light single meeting topics (as undertaken in Hertfordshire County Council) and those which would still merit a meaningful review to be undertaken. The revised list is attached at appendix 1 and subject to further discussion and approval at this meeting.

3.2 When considering items on the work programme the following should be borne in mind:

- timescales should be realistic but challenging
- available resources should be taken into account
- a balance between topic areas and a mix of in-depth and sharper, focused work should be aimed for
- flexibility to include unplanned scrutiny work requested in-year should be assumed.

The feasibility criteria includes:

<p>Decision making and being a critical friend</p>	<p>Is it a topic/decision recorded on the Council's Executive Board Forward Plan which requires consultation with Scrutiny as a requirement <u>prior to the decision being taken.</u> Yes – include. No – apply other criteria and consider removing</p>	
<p>Public Interest and relevance</p>	<p>Is the topic still relevant in terms of it still being an issue for citizens, partners or the council in terms of performance, delivery or cancellation of services? Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing</p>	
<p>Ability to change or influence</p>	<p>Can the Committee actively influence the council or its partners to accept recommendations and ensure positive outcomes for citizens and therefore be able to demonstrate the value and impact that scrutiny can have? Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing</p>	
<p>Range and scope of impact</p>	<p>Is this a large topic area impacting on significant areas of the population and the council's partners <u>or significant impact on minority groups.</u></p> <p>Is there interest from partners and colleagues to undertake and support this review and will it be beneficial? Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing</p>	
<p>Avoidance of duplication of effort</p>	<p>Is this topic area very similar to one already being scrutinised in another arena or has it already been investigated in the recent past? Yes – consider involvement in the existing activity or consider removing No – apply other criteria and consider inclusion.</p>	

3.3 Items may be identified in year through the Forward Plan of Key decisions. In preparing for the meeting, the Forward Plan has been reviewed and any issues for possible consideration will be reported at the meeting. Councillors can view the Forward Plan in the Committee Online section of the Council's Internet.

4. List of attached information

The following information can be found in the appendices to this report:

Appendix 1 – Programme for scrutiny

Appendix 2 – Programme for Scrutiny: Scrutiny panel reviews

Appendix 3 – Programme for Scrutiny: Overview and Scrutiny Committee future agenda plan

Appendix 4 – Current scrutiny review panel membership

5. Background papers, other than published works or those disclosing exempt or confidential information

None

6. Published documents referred to in compiling this report

Minutes of Overview and Scrutiny Committee 7 March 2012, 14 May, 7 June and 5 July 2012, 5 September 2012.

Executive Forward Plan

7. Wards affected

Citywide

8. Contact information

Contact Colleague

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Programme for Scrutiny: Summary of current and future work schedule 3 October 2012

Note: All items and timescales are subject to amendment depending upon a range of factors including progress of work; availability of key contributors; changing priorities. Once a scrutiny review has been completed it is removed from this summary work schedule.

	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	Apr 2013
Overview and Scrutiny Committee	No meeting this is in the pre-election period	Child Poverty – the City’s response to national changes and impact on families	<i>The Nottingham Growth Plan</i>	<i>Neighbourhood Working Structure</i>	<i>Family Support Strategy</i>	
Call In Panel						
Health Scrutiny Panel	NHS Transition arrangements					
Joint Health Committee	Eating Disorders feedback on review Safe and sustainable update	Lings Bar Update Cancellation of non-urgent elective operations	Patient Transport services Quality accounts	Dementia Care		
REVIEW PANELS						
Drug Education (AK)						
Personal Budgets (AK)	Evidence	Report			Response to recs	
Resettlement of Prisoners (NIMc)	Evidence	Evidence and report			Response to recs	
Nottingham City Homes	Scope	Evidence	Evidence and report			
Changing relationship between the Council, schools and academies	Scope	Evidence	Evidence and report			

Programme for Scrutiny: Scrutiny Panel Reviews 2012/13
A. Current scrutiny reviews

Remit for review (as set by Overview and Scrutiny Committee)	Progress/ notes	Chair
1. Personal budgets – Are there tensions between choice and autonomy for the individual and the Council's ability to provide the level and range of services that enable choice? ACTIVE (AK)	Review in progress – evidence gathering meetings taken place on 24/07/12 and 24/09/12, final evidence gathering meeting expected at end November and a final public meeting to consider the report in December 2012.	Brian Parbutt
2. How well are partners working together on effective resettlement and rehabilitation and resettlement within Nottingham's communities of adult male and female prisoners following release from prison? ACTIVE (NMC)	Review in progress evidence gathering meetings already taken place on 20/07/12, 13/09/12, 21/09/12 and 28/09/12.	Emma Dewinton
3. How effective is the route that Nottingham City Homes' tenants have to follow to get a good quality housing repair, and how does Nottingham City Homes ensure its commissioning and procurement procedures ensure contractors for example for the Decent Homes Standards provide good quality, timely repairs which are quality assured? (NEW) (NMC)	Scoping meeting to be arranged for November Topic identified by Council colleagues. Suggest timescale of 2-4 meetings	Stephen Parton
4. How is the changing relationship between schools, academy's, the Council and wider community impacting upon issues that need to be addressed in-the-partnership-(to be amended)? (NEW)(NMC)	Scoping meeting to be arranged for November Suggested timescale 2-3 meetings	Glyn Jenkins
5. How effective is drug education in schools in reducing drug use amongst young people, and how are those young people who do not attend school reached? (AK)	Report published on 28 May 2012. Friday 5 October 2012 – meeting to receive responses to recommendations (public meeting)	Glyn Jenkins
6. How can we address fuel poverty, and consequent negative outcomes, in the light of the current recession?	Recommendations made – written response to implementation of recs expected from PHD – final meeting on 8 October 2012	Steve Parton
7. How is the Council ensuring that the voluntary sector is aware of, and fully consulted on future budget proposals relevant to their work? (AK)	Response to recommendations received and published. Review progress in implementation of agreed recommendations (in 2013)	Brian Parbutt

B. Potential scrutiny review topics

List of topics identified by the Overview and Scrutiny Committee to be revisited for potential inclusion on the current work schedule as resource is available/ at the appropriate time.

	Comments/ notes
1. How is the council addressing the shortage of school places and impact on families where they are unable to get a place in their local, catchment school?	Raised at OSC on 7 June 2012. This is a major issue impacting on parents across the city. Proposal: topic remains on the work programme.
2. How can OSC conduct scrutiny into the issue of domestic violence among elderly dementia sufferers in the home setting, alongside consideration of wider Adult Services issues.	Raised at OSC on 5 July 2012.
3. How are the Council and partners addressing the needs of older carers? (OSC 27 July 2011, minutes - appendix list of review topics)	Proposal: The two chairs, supported by NMc and Andrew Hall to establish a process for 'referrals' to the Health and Wellbeing Board from the OSC; then submit a 'referral' to the Health and Wellbeing Board asking how these concerns are being address by partners.
4. What progress has been made in engaging under-represented groups, such as men, in health improvement work to address health inequalities in the City? How to best measure and track performance against mental health and well-being targets and how health messages could be used to promote healthy lifestyles (OSC 7 December 2011, minute 24 ((2)(a-c))	Topic identified during health inequalities discussion (December 2011). Area highlighted by colleagues as current focus for action – possibly review progress in 12 months time (December 2012?). Suggest timescale of 1 meeting Proposal: Scrutiny Review Co-ordinators to seek update from Public Health colleagues to identify what work has already taken place and is planned on this issue; then consider whether further scrutiny is required.
5. How can strategic decision-making and service planning be better informed by information about neighbourhood issues gathered through the councillor casework system and local neighbourhood action work?	Background research has identified that while the councillor casework system works well in terms of dealing with individual pieces of casework, there could be scope for improving how this links with other sources of information about ward/ neighbourhood issues and is used to inform strategic planning. Suggest timescale of 1-2 meetings Proposal: Chair plus one other member of OSC to meet with key colleagues to identify what progress has been made to improve

	Comments/ notes
	<p>the way that the casework system and local neighbourhood action work communicate to ensure the best outcomes for citizens. Following this meeting OSC to consider whether further scrutiny is necessary.</p> <p>To contact and liaise with transport colleagues and the Pedals organisation in the first instance for further advice (identified at OSC in Mar 2012). Extended to include consideration of Super transport hubs at OSC on 7 June 2012.</p> <p>Proposal: Scrutiny Review Co-ordinators to seek update on the activity and progress of schemes to establish whether there is any need for further review.</p>
<p>6. How does the Council support the promotion of cycling in Nottingham as a means of addressing its Green Nottingham and Healthy Nottingham Council priorities and how are the super transport hubs being developed and linked in with this?</p> <p>7. How can the Council best manage the transition within the housing benefits regime to the universal credit system and changes in benefits payments and what measures are being put in place to support people during the transition?</p>	<p>To contact and liaise with the Head of Revenues, Benefits and Welfare Rights be approached in the first instance for further advice (identified at OSC Mar 2012). Remit extended and an update on progress requested at OSC on 7 June 2012 – briefing arranged to take place after OSC on 5 September 2012.</p> <p>At present this can be considered an information item. A briefing session was held following the OSC committee on 5 September 2012 which related to the consultation on the Council Tax benefit changes.</p> <p>Proposal: a further policy briefing session to take place in January 2013 relating to the broader impact of the universal credit changes. At this stage the OSC could decide whether there is a need for a scrutiny review.</p>
<p>8. How effective is the traffic management service in responding to the negative impact on communities of displaced parking across the City? (OSC 27 July 2011, minutes – appendix list of review topics)</p>	<p>Consideration needs to be given as to whether this is still a priority, whether it should now be scheduled as a review panel topic and more in depth focus and membership. NB As the Work Place Parking Levy was only formally introduced on 1 April 2012 – this topic could be addressed later in the year when the real impact can be more accurately assessed.</p> <p>Proposal: Scrutiny Review Co-ordinators to seek update on what</p>

	Comments/ notes
	<p>monitoring is taking place on the impact of displaced parking across the city, to establish the need for review. (NB The focus of any review is not to be about the Work Place Parking Levy itself, but the impact of any displaced parking which has arisen since its implementation.)</p>
<p>9. How can the Council support the private sector to ensure its activity in relation to corporate social responsibility supports and complements a thriving voluntary and community sector?</p>	<p>Topic identified during voluntary sector discussion (November 2011) Further information to be requested</p>
<p>10. How can the scrutiny of Nottingham City Homes and registered social landlord's performance be embedded within City Council Process? (OSC – January 2012, minute 29 (2)(c))</p>	<p>Topic identified at OSC on 11 January 2012, during discussion of Managing the Council's performance, as monitoring of NCH was not integrated within the Organisational Planning and Performance Function. It was suggested that the Ward Forums being set up could provide a route for NCH and wider housing related issues and concerns to be made to OSC. (NCH publishes monthly and quarterly performance reports and ward councillors hold regular meetings). Proposal: request a briefing paper and the committee to decide whether a review is still needed.</p>
<p>11. Is the funding available for tree management and maintenance being used in the most efficient and effective way possible? Are there any improvements needed to manage and maintain trees across the City and, if so, what? How is the Council managing the problems caused by tree roots, in particular damage to pavements/ roads?</p>	<p>Revisit later in year as service review currently in progress. Specific focus for review would need to be identified Proposal: Scrutiny Review Co-ordinators to seek update on the outcomes of the service review to enable the committee to decide whether a review is still needed.</p>
<p>12. What measures can be taken to minimise the negative impact of derelict and empty private properties (residential and commercial) on a local community?</p>	<p>Review postponed from autumn 2011 to avoid duplication with Executive work underway in relation to service reorganisation. Revisit at later stage to identify whether it remains an issue for scrutiny. Proposal: Scrutiny Review Co-ordinators to seek update on progress with service reorganisation from the appropriate Portfolio Holder and Councillor Dewinton, who has been involved in this.</p>

Comments/ notes	
	<p>The Committee can then decide if a review is needed or to remove this item.</p>
13. How can the 24 hour economy be managed to reduce the prevalence of binge drinking in the City?	<p>Topic identified by Crime and Drugs Partnership. Many potential contributors to a review of this issue are currently engaged in implementing recommendations from the Alcohol Related Harm review.</p> <p>Proposal: to consider what value could be added by a further review of alcohol to ensure that there is no duplication with the scrutiny being carried out by the One Nottingham Board. If so, this could be removed from the work programme.</p>
14. How could the overview and scrutiny function engage with the revised performance agenda, to identify where it could make a difference and add value (OSC - 11 January 2012, minute 29 (2)(a))	<p>This topic was identified in the context of how the OSC function could be integrated more systematically into the performance regime.</p> <p>Proposal: this item is removed from the work programme as the Committee already considers performance monitoring data on an annual basis for the Nottingham Plan and has now been invited to participate in the One Nottingham Performance Board review of targets which are not performing as well as expected.</p>
15. How could the OSC foster stronger collaborative working with Audit Committee, while avoiding duplication of effort (OSC – 11 January 2012, minute 29 (2)(b))	<p>This was discussed in the context that 'the Audit Committee provided an additional role in ensuring that robust arrangements were in place for integrating priorities and resource allocation, and testing whether systems had ensured that investment and saving decisions aligned with strategic priorities. A need to work more closely with Audit Committee, cross-referencing particular issues where it was considered appropriate to do so.'</p> <p>Proposal: remove this item from the work programme as Councillors Hartshorne, Moline and Parton sit on the Audit Committee and could raise any issues of concern arising from Audit to the Chair. The OSC could then determine whether any further scrutiny is required.</p>

Programme for Scrutiny: Overview and Scrutiny Committee Future Agenda Plan

Date of meeting	Agenda item
7 November 2012	No meeting
5 December 2012	<i>Child Poverty: Nottingham's response to national welfare related changes impacting on families</i>
9 January 2013	<i>The Nottingham Growth Plan</i>
6 February 2013	<i>Neighbourhood Working Structures</i>
6 March 2013	<i>Family Support Strategies</i>
3 April 2013	

Italics identify items that have not yet been confirmed.

Current scrutiny review panel membership 2012/13

Following establishment of the remit, membership and chairing arrangements for the following scrutiny review panels by the Overview and Scrutiny Committee, councillors have been nominated by Group Whips to be members of the review panels as set out below.

Scrutiny review: Personal budgets – Are there tensions between choice and autonomy for the individual and the Council’s ability to provide the level and range of services that enable choice? (ACTIVE)

- Councillor Brian Parbutt (Chair)
- Councillor Georgina Culley
- Councillor Glyn Jenkins
- Councillor Ginny Klein
- Councillor Thulani Molife
- Councillor Steph Williams

Scrutiny review: How well are partners working together on effective rehabilitation and resettlement within Nottingham’s communities of adult male and female prisoners following release from prison? (ACTIVE)

- Councillor Emma Dewinton (Chair)
- Councillor John Hartshorne
- Councillor Rosemary Healy
- Councillor Thulani Molife
- Councillor Steve Parton
- Councillor Marcia Watson

Scrutiny review: How is the changing relationship between schools, academies, the Council and the wider community impacting upon issues that need to be addressed (amended)? (New for autumn/winter)

- Councillor Glyn Jenkins (Chair)
- Councillor Morley
- Councillor Healey
- Councillor Molife
- Plus two tba

Scrutiny review: How effective is the route that Nottingham City Homes’ tenants have to follow to get a good quality housing repair, and does Nottingham City Homes ensure its commissioning and procurement procedures ensure contractors, for example those who worked on the Decent Homes Standard, provide good quality, timely repairs which are quality assured? (New for autumn/winter)

- Councillor Stephen Parton (Chair)
- Plus five tba

Reviews progressed and reports published 2012:

Scrutiny review: To consider the Housing Nottingham Plan Consultation : the Panel will consider the issues raised in the Housing Nottingham Plan Consultation and respond as appropriate on behalf of the Overview and Scrutiny Committee: (spotlight review completed on 18/09/12)

- Councillor Brian Parbutt (Chair)
- Councillor A Choudhry
- Councillor E Dewinton
- Councillor S Parton

Scrutiny review: How effective is drug education in schools in reducing drug use amongst young people, and how are those young people who do not attend school reached?

- Councillor Glyn Jenkins (Chair)
- Councillor Rosemary Healy
- Councillor Eileen Morley
- Councillor Bill Ottewell
- Councillor Mohammad Saghir
- Councillor Marcia Watson
- David Richards (Church of England Statutory Co-opted Member)
- Ken Daly (Roman Catholic Statutory Co-opted Member)
- Claire Smith (Parent Governor Representative Statutory Co-opted Member)
- Assim Ishaque (Parent Governor Representative Statutory Co-opted Member)

Scrutiny review: How can we address fuel poverty, and consequent negative outcomes, in the light of the current recession?

- Councillor Steve Parton (Chair)
- Councillor Ginny Klein
- Councillor John Hartshorne
- Councillor Steph Williams
- Labour group vacancy
- Labour group vacancy

Reviews completed and closed down in 2012

Scrutiny review: Alcohol related harm

- Councillor Emma Dewinton (Chair)
- Councillor Merlita Bryan
- Councillor Georgina Culley
- Councillor John Hartshorne
- Councillor Ginny Klein

Scrutiny review: Dementia (early diagnosis)

- Councillor Ginny Klein (Chair)
- Councillor Emma Dewinton
- Councillor Steve Parton
- Councillor David Smith

Scrutiny review: How is the Council ensuring that the voluntary sector is aware of, and fully consulted on future budget proposals relevant to their work?

- Councillor Brian Parbutt (Chair)
- Councillor Mohammad Aslam
- Councillor Azad Choudhry
- Councillor Georgina Culley
- Councillor Sue Johnson
- Councillor Jackie Morris