

NOTTINGHAM CITY COUNCIL
OVERVIEW AND SCRUTINY COMMITTEE

Date: Wednesday 4 December 2013

Time: 2.00pm (Councillors are reminded that there will be a pre-meeting at 1.30 pm in LB31)

Place: LB 31 at Loxley House, Station Street

Councillors are requested to attend the above meeting on the date and at the time and place stated to transact the following business.



Deputy Chief Executive/Corporate Director for Resources

Overview and Scrutiny Review Co-ordinator: Angelika Kaufhold Direct dial - 8764296

A G E N D A

- 1 MEMBERSHIP**
To note the resignation of Councillor Longford and the appointment of Councillor Anne Peach and Councillor Neghat to the membership of the Overview and Scrutiny Committee
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF INTERESTS**
- 4 MINUTES** Attached
Last meeting held on 6 November 2013
- 5 CHILD SEXUAL EXPLOITATION - TO DISCUSS THE WORK OF THE COUNCIL AND ITS PARTNERS ON THE ACTIVITIES, PARTNERSHIP WORKING AND LEGAL FRAMEWORK TO COMBAT CHILD SEXUAL EXPLOITATION** Attached
Report of Head of Democratic Services
- 6 PROGRAMME FOR SCRUTINY** Attached
Report of Head of Democratic Services

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE OVERVIEW AND SCRUTINY CO-ORDINATOR SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES.

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NOTTINGHAM CITY COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

MINUTES of the meeting held at Loxley House on 6 November 2013 from 2:03 pm to 3:55 pm.

- ✓ Councillor Brian Parbutt (Chair)
- ✓ Councillor Azad Choudhry
- ✓ Councillor Georgina Culley
- ✓ Councillor Mohammed Ibrahim
- ✓ Councillor Glyn Jenkins (Vice Chair)
- ✓ Councillor Ginny Klein
- ✓ Councillor Gul Khan
- ✓ Councillor Sally Longford
- ✓ Councillor Thulani Molife
- ✓ Councillor Toby Neal
- ✓ Councillor Mohammed Saghir
- ✓ Councillor Roger Steel
- ✓ Councillor Marcia Watson

- ✓ Beverley Denby (Third Sector Advocate)

✓ indicates present at meeting

Colleagues, partners and others in attendance:

- Katherine Cook) HLG
- Bea Tobolewska)
- Fergus Slade - Nottingham Community and Voluntary Service (NCVS)
- Karla Kerr - Market Development Project Officer
- Jane Garrard - Overview and Scrutiny Co-ordinator
- Zena West - Constitutional Services Officer

32 APOLOGIES FOR ABSENCE

- Councillor Georgina Culley – other council business
- Councillor Gul Khan – unwell/ medical
- Councillor Ginny Klein – unwell/ medial
- Councillor Thulani Molife
- Councillor Marcia Watson

33 DECLARATIONS OF INTEREST

None.

34 MINUTES

The Committee confirmed the minutes of the meeting held on 2 October 2013 as a correct record and they were signed by the Chair.

35 THE STATE OF THE VOLUNTARY AND COMMUNITY SECTOR AND STREAMLINING INVESTMENT TO THE VOLUNTARY COMMUNITY SECTOR

Fergus Slade of NCVS presented information about the 'State of the Sector' survey, highlighting key findings of the survey and NCVS's assessment of the current position of the voluntary and community sector in Nottingham. Karla Kerr, Market Development Project Officer at Nottingham City Council gave a presentation on the Council's progress in streamlining investment to the sector. In these two presentations the following points were made:

- (a) The NCVS State of the Sector Survey highlights concerns and priorities of the Voluntary and Community Sector. This year there has been increased demand for services, decreased funding, and fewer staff.
- (b) The Sector is concerned for clients and vulnerable citizens, and many organisations are using reserves and savings. Nottingham CVS wants to cooperate and work with Nottingham City Council to ensure continuity of services.
- (c) The results show that fewer groups are closing, there is an increase in retained staffing levels, and an increase in the level of volunteers. More groups intend to apply for national funding, and 40% are considering commercialization with 66% of groups also having financial reserves.
- (d) Nottingham City Council considers the Voluntary and Community Sector (VCS) to be a key partner to delivering a safe, clean, ambitious and proud city.
- (e) The formal partnership agreement between NCC and the VCS is called the Nottingham Compact Plus Framework.
- (f) NCC has analysed previous funding routes, to provide a clear, transparent and streamlined process for funding, to support a thriving VCS and achieve better outcomes for citizens.
- (g) Approximately £31 million was spent with the VCS in 2012/13, with £29 million won through tenders, and £1.7 million of grant funding.
- (h) Area Based Grants are the first phase of streamlining investment. Previous funding streams at an Area level were identified, and four grant funding streams were brought together. The VCS was asked to form partnerships and identify a lead organisation to apply for the grant funding. 14 Lead Organisations applied, but not all were successful, as some were out of the city or didn't meet other criteria. Seven Lead Organisations were successful, and 33-month contracts began 1 July 2013.
- (i) Service Level Agreements are in place with the seven Lead Organisations, who work with their partner organisations to deliver services in the communities.
- (j) Phase Two involves working with Communities of Identity, which are likely to have particular needs and priorities for public services. Consultation took place between April and June 2013, with a closing date for applications of 22 October. Contracts will be awarded in December 2013, with 34-month Service Level Agreements to begin in April 2014.

- (k) Communities of Identity are based on the Equality Act (2010), with certain categories being out of scope due to availability of existing support services, such as age, disability, communities of interest and geographical communities.
- (l) The categories include sexual orientation, refugee and asylum seekers, Black Minority and Ethnic (BME) communities, and new and emerging communities.
- (m) The three priority outcomes are to build skills and confidence, provide physical and virtual space, and provide information, advice and guidance. It is important to ask Communities what their priorities are.
- (n) There have been several applications so far, and recommendations will be made to the Executive Board Commissioning Sub Committee in December 2013.
- (o) Phase Two work includes a voluntary sector property and lease review with a standard contract or agreement for all voluntary sector buildings, and a fair funding formula, to analyse key priorities within areas with a view to changing the distribution levels between areas.

The Committee discussed the following issues:

- (p) There was only a 6% response rate to the State of the Sector Survey from over 1,000 groups, which is disappointing, but could be attributed to capacity issues within the sector. There is a short window to contact and survey all of the organisations. Next year there will be an additional staff member to help with conducting the survey.
- (q) While the number of volunteers is increasingly, this may be because volunteers sometimes replace paid staff.
- (r) There is an issue around knowing what services are being provided by which groups, as some will remain unidentified. There is no way of knowing about all groups helping citizens, some may not want to engage with the Council. All known groups will be mapped in the next few weeks.
- (s) It is difficult to know about Voluntary groups' other funding streams, and some groups don't want to let us know what they are, as it might be commercially sensitive, leading to someone else undercutting their services.
- (t) Area 7 currently has a very small percentage of the funding, but certain areas have higher levels of deprivation or need. A needs analysis will be conducted in each area, in conjunction with the Lead Organisations, to make the funding split more fair and transparent. The Area 7 needs analysis is being conducted by Neighbourhood Development Officers. Spend in areas was initially based on existing expenditure. It will not change for the next two years, as Service Level Agreements are already in place.
- (u) There may be some difficulties with conflicting needs from established communities and emerging communities. The Market Development Team will work alongside applicants to identify needs and get the best outcomes. Any issues raised with Councillors can be fed back directly to Karla Kerr or the Lead organisations.

- (v) Funding to the Voluntary Sector will be maintained currently. If the funding decreased, then demand for services from elsewhere would increase, and there would be no financial benefit.
- (w) Catherine Cook from HLG reported that some voluntary and community sector groups relating to health and wellbeing issues were experiencing challenges in understanding, and effectively engaging with the new health landscape, particularly at a strategic level. There is no longer a clearly identified single contact person for voluntary sector issues within the Council, and some groups feel this would be very useful. She suggested that commitment is needed at a senior level to enable voluntary and community groups to influence strategic decision making, and a single clear contact post for third sector engagement within Public Health was requested.
- (x) The new City Council website is very helpful for citizens, but Voluntary Sector groups have reported to HLG that it is not helpful to them, and does not contain information relevant or useful to them in understanding how the Council works and how they can engage with the Council.
- (y) Lead Organisations attend Area Committees, and can be questioned directly by other groups, citizens and Councillors at those meetings.
- (z) There is a need to ensure that groups are talking to each other, to avoid duplication of work, particularly surrounding cross-area funding. Lead Organisations should be encouraging the groups to communicate and facilitating this if necessary.
- (aa) A team led by Louise Graham monitors all Service Level Agreements, providing performance evidence to be analysed by experts. This also helps to avoid duplication, but there are instances where duplication is not inappropriate, to reach a wider range of citizens.

The Committee thanked Fergus Slade, Catherine Cook, Bea Tobolewska and Karla Kerr for attending the meeting and contributing to discussion.

RESOLVED to request that the Health Scrutiny Panel explore how the voluntary and community sector can be effectively engaged in, and influence, health and wellbeing issues at a strategic level.

36 PROGRAMME FOR SCRUTINY

The Committee considered the report of the Head of Democratic Services about the Overview and Scrutiny work programme for 2013/14. Jane Garrard summarised the report and highlighted the actions needed from the Committee.

RESOLVED

- (1) To note the topics scheduled for forthcoming meetings of the Overview and Scrutiny Committee;**

- (2) To appoint additional councillors to sit on forthcoming scrutiny review panels as set out below:

The changing Education Landscape

- Councillor Toby Neal
- Councillor Mohammed Ibrahim

Parking Congestion Around Educational Establishments

- Councillor Toby Neal
- Councillor Mohammed Ibrahim

Wheelie bins on Pavement

- Councillor Toby Neal
- Councillor Glyn Jenkins
- Councillor Sally Longford
- Councillor Mohammed Ibrahim

Flood risk management and gulley cleansing

- Councillor Toby Neal
- Councillor Brian Parbutt
- Councillor Roger Steel

OVERVIEW AND SCRUTINY COMMITTEE
4 DECEMBER 2013
CHILD SEXUAL EXPLOITATION - TO DISCUSS THE WORK OF THE COUNCIL AND ITS PARTNERS ON THE ACTIVITIES, PARTNERSHIP WORKING AND LEGAL FRAMEWORK TO COMBAT CHILD SEXUAL EXPLOITATION
REPORT OF HEAD OF DEMOCRATIC SERVICES

1. Purpose

This Committee is asked to consider the work taking place by the Council and its partners to tackle Child Sexual Exploitation (CSE).

2. Action required

Councillors are asked to consider and comment on the information provided in the briefing paper and at the meeting relating to partnership working to tackle CSE and the legal framework.

3. Background

- (a) This is an important issue in the United Kingdom and a topical issue in the media when cases come to court. The Council and its partners have distinct responsibilities when it comes to safeguarding children and young people from activities such as exploitation and grooming.
- (b) The definition of CSE: -
 - Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where the young person (or third person/s) receive something (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing and/or another or others performing on them, sexual acts.
 - Child sexual exploitation can occur through the use of technology without the child’s immediate recognition; for example being persuaded to post images on the internet/mobile phones without immediate payment or gain.
- (c) A common feature of CSE is that the child or young person does not recognise the coercive nature of the relationship and does not see themselves as a victim of exploitation.

(d) The Committee will hear about the partnership working from the following colleagues who provided the briefing paper attached at Appendix 1 who will also be attending the meeting:

- Anne Partington, Acting Head of Safeguarding
- Martin Hillier, Chair of the NCSCB / NSCB Child Sexual Exploitation Cross Authority Group
- Pete Turgoose, Project Manager, Protect and Respect, National Society for Prevention of Cruelty to Children (NSPCC)

4. **List of attached information**

Appendix 1 – briefing note Anne Partington and Martin Hillier

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 meeting of the Overview and Scrutiny Committee held on 4 September 2013.

7. **Wards affected**

City-wide

8. **Contact information**

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overview and scrutiny briefing note

Topic:	Child Sexual Exploitation (CSE)
Requested by:	Overview and Scrutiny Committee
Submitted by:	Anne Partington, Acting Head of Safeguarding Martin Hillier, Chair of the NCSCB / NSCB Child Sexual Exploitation Cross Authority Group
Date submitted:	26 November 2013

Child Sexual Exploitation (CSE) Profile – Nottingham City

Key Messages

1. The public perception of Child Sexual Exploitation is based on the recent high profile cases which have attracted media attention such as Operation Retriever & Kern (Derby), Operation Chalice (Telford), Operation Span (Rochdale) and Operation Bullfinch (Oxford). All of these cases have involved organised gangs of adult males of British Pakistani origin.
2. Definition of CSE: -
 - Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where the young person (or third person/s) receive something (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing and/or another or others performing on them, sexual acts.
 - Child sexual exploitation can occur through the use of technology without the child's immediate recognition; for example being persuaded to post images on the internet/mobile phones without immediate payment or gain.
 - A common feature of CSE is that the child or young person does not recognise the coercive nature of the relationship and does not see themselves as a victim of exploitation.
3. There is no actual offence of child sexual exploitation, it is a generic term that encompasses a number of offences involving children from the Sexual Offences Act 2003: -
 - Rape
 - Assault by Penetration
 - Sexual Touching
 - Causing or inciting a child to engage in sexual activity
 - Sexual Activity with a Child
 - Arranging or facilitating the commission of a child sex offence

- Meeting a child following sexual grooming.
- 4 Despite the increased profile of CSE and improvements in how agencies are tackling CSE, under reporting still remains an issue.
 - 5 Any child is potentially at risk of being sexually exploited, but some children are more vulnerable than others, such as those who go missing from home or care; where there is bullying or gang links; or where there are family difficulties such as parental domestic violence, mental health issues or drug and alcohol misuse.

Facts and figures

Nottinghamshire Police data indicates that the numbers of referrals linked to Child Sexual Exploitation and Grooming have increased over the last 2 years, which will be related to the increased recognition and response to the indicators of both issues.

It is important to recognise that the definition of child sexual exploitation from the DfE National Action Plan includes all types of grooming methods, all forms of exploitation but does not include offences relating to indecent images of children only. Indecent images may form part of the grooming process itself but as a single offence it does not come under the definition for CSE.

In terms of who is at risk of CSE, it is important to recognise that any child may be at risk, particularly in the increasing world of social networking which perpetrators can access relatively easy without any safeguards. Boys, girls and young men and women can be at risk, and the age range at which children are vulnerable is also wide.

However, there are some children and young people who may be particularly vulnerable, for a number of reasons. These include:

- runaway and missing children/young people
- children/young people with special needs
- children/young people in or leaving care
- migrant children/young people
- children/young people disengaged from education
- children/young people involved in gangs
- children/young people where there is domestic violence in the family or bullying in school
- children/young people where there is a family association with sex offenders
- children/young people who have parents with a high level of vulnerability, for example, drug, alcohol or mental health issues.

This list is not exhaustive and it must be stressed that any child can potentially become a victim of child sexual exploitation from any background.

Local data in relation to children and young people, who run away from home or care and the risks that they have experienced, or may be at risk of, is not extensive. However, the data that we do have indicates that the risk of sexual exploitation or

associating with an adult who may pose a risk is present for a number of young people.

Targets and performance

Research and experience indicates that local authorities and police forces struggle to provide coherent data about CSE, so there is no viable way to compare the incidences of CSE between different local authorities or police forces. In part this is because there is no national data set or consistent way of recording such cases. There are no national benchmarks and therefore no opportunity to judge our performance in Nottingham against other local authorities or police forces. The government has, however, indicated that local authorities and partners should use a data monitoring tool devised by the University of Bedfordshire, which may lead to a position where more comparative data is available.

Based on this, as well as other factors, locally there is a drive to ensure that the police and children's social care record cases of CSE in a more consistent manner, which allows collation and analysis of data to shape and drive forward practice. Through the work of the Child Sexual Exploitation Cross Authority Group (CSECAG) from the 1 April 2013 strategy meetings for CSE will use the University of Bedfordshire data collection document. This document will also be used by Nottinghamshire Police from the 1 July 2013 and will provide the data necessary to scope and monitor the extent of CSE within Nottinghamshire.

National and local strategies

Partner agencies of the NCSCB work in accordance with the national statutory guidance, *Safeguarding Children and Young People from Sexual Exploitation (2009)*, which is issued under the Department for Education's statutory guidance *Working Together 2013*. Agencies are also mindful of the *Tackling Child Sexual Exploitation – Action Plan (2011 + update 2012)* and the All Party Parliamentary Group *Report from the joint enquiry into children who go missing from care (2012)*, which has a strong emphasis on the risk of CSE for children in care. Locally (jointly with Nottingham City Council) there is a *Safeguarding Children and Young People from Sexual Exploitation (November 2011)* procedure which is issued under the Nottinghamshire Safeguarding Children Board.

Locally, in response to a number of national drivers and a recognition that good practice needs to continue to evolve and reflect the changing nature of CSE, a multi-agency CSE cross-authority group was established and chaired by the Police. This group has created a local strategy and action plan which all agencies involved are working towards. The group has a number of working groups which are looking at issues such as data collection, engagement with young people, awareness-raising with professionals and models of working. The group drives the recommendations from the National Action Plan (2011), the OCC report (2012) and the ACPO Action Plan (2013). The work of the group is overseen by the Operational Management Group of the Nottingham City Safeguarding Children Board (NCSCB) and the Executive of the Nottinghamshire Safeguarding Children Board (NSCB).

Local views

The City is in the unique position of having the NSPCC Protect & Respect Project. The project supports those subject to or vulnerable to CSE and tries to provide and support a pathway away from the abuse of CSE. The project is currently working with sixteen girls from the City and Conurbation area and it is a vital part of the intervention process. The City also has a Concerns Network for CSE which is multi-agency meeting allowing professional to raise concerns around intelligence and information on CSE that falls short of any direct referral. This was previously a gap that was identified in the intelligence gathering process around CSE.

Current activity and service provision

There is a local protocol issued under the Local Safeguarding Children Boards which professionals follow in terms of instigation of offences and concerns around CSE. A significant aspect of the protocol is that where there is a level of concern about a child being either being sexually exploited, or at risk of being so, that strategy meetings are held. These meetings are chaired by independent child protections chairs. The aim of the meeting is to co-ordinate work, with the young person and their family, to reduce the level of risk to the young person. Police Officers involved in the investigation attend the strategy meetings which in the majority of cases will be the Sexual Exploitation Investigation Unit.

There is considerable activity aligned to the cross-authority group referred to in paragraph 1.3 above, which includes training and awareness-raising for professionals, as well as awareness-raising for young people (certain schools) through a theatre production, this is explained further later in the report

2.0 What does this tell us?

What are the key inequalities?

Research indicates that the knowledge and data we have is not necessarily reflective of the whole picture and that it is probably an underestimate. With the introduction of the University of Bedfordshire (UOB) data capture form we will be better placed to show the extent of CSE.

What are the gaps in knowledge?

It is likely that as resources become more available that the numbers of children who are referred to services may increase. This is something that will need to be prepared for and responded to as appropriate and of the children that we do know about, unfortunately there is no further demographic information available (at this time) to contribute to this report or to our understanding of the issue.

What are the risks of not delivering targets?

Research and professional awareness indicate that the costs of not adequately responding to the issue of CSE are significant both from an individual's safety, health and wellbeing point of view, but also from an organisational and societal perspective, i.e. health, criminal justice and confidence/reputation for organisations.

Child Sexual Exploitation Cross Authority Sub Group (CSECAG)

There are a number of drivers in the field of CSE nationally and locally. Nationally, CSE remains high profile politically and in the media, driven by a number of key

players and the voluntary sector in particular (agencies include Barnardos, NSPCC, Children's Society, the University of Bedfordshire and the National Working Group).

There have also been a number of high profile cases in the media recently, as mentioned earlier and following the review of all of these investigations criticism has been levelled at the Police, Children's Social Care and the Crown Prosecution Service for failing to respond appropriately to concerns about possible sexual exploitation of children.

Through the workings of CSECAG the procedures and policies for multi agency working in this area are being reviewed and improved in preventing and detecting the abuse of children. There is still a long way to go but multi-agency investigations in are certainly better placed now in terms of the understanding of CSE than ever before.

As referred to elsewhere in this report, locally the driver for work is through the auspices of the Local Safeguarding Children Boards and the CSE cross-authority group which is chaired by the police. The cross-authority group has a number of specific work streams that it is working to in order drive forward standards and practice in line with new guidance and research:

- **CSE Awareness Training for Professionals**

Through the working group of CSECAG, CSE training for professionals has been introduced into safeguarding training this year. The training targets all professional who are involved with child sexual exploitation especially those who may come into contact with children and young people subject to or vulnerable to CSE. It is crucial that professionals are able to identify the indicators of CSE and take appropriate action where necessary. The first full day of CSE Training for frontline staff took place at Bulwell Riverside on 10 July 2013. The feedback from attendees has been very positive.

- **CSE Awareness for Children & Young People**

The working group has commissioned and financed a theatre production by the Pint Sized Theatre Company about child sexual exploitation. The performances of this company will be delivered to schools and academies around the City for the age range of students most at risk of or vulnerable to CSE. The NSPCC will produce session plans and DVD's and teachers will be trained around the subject before the production is performed to the children. This type of production is the most innovative way of raising awareness of CSE to children and Young People and a number of other LSCBs have been involved in similar productions within their own authorities.

A further strand of work in this area is the CSE resource catalogue that was created by the group from a various sources and media for CSE. This was uploaded on the 16 July 2013 to the LSCB website and allows access to anyone requiring professional advice around child sexual exploitation. The pack also includes posters and leaflets that can be printed offering advice and information as well as a list of support agencies and organisations involved in the world of CSE.

- **CSE Looked After Children Working Group**

The LAC working group was formed as part of the CSE action plan (1.4) and the terms of reference has been drafted and confirmed. The membership of this group will include a representative from OFTSED and the Nottingham City Council's missing children team. This group is in its infancy having had only one initial meeting but it is seen as critical in improving the protection afforded to looked after children. It is anticipated that the remit for this group will eventually extend well beyond the subject of child sexual exploitation.

- **CSE with Girls in Gangs**

CSE within girls and gangs had been included in the CSECAG action plan for the first time this year following the recommendations of the report by the Children's Commissioner. This action is also in its infancy but contact has already been made with other work in the City to move it forward.

- **CSE Data Collection**

The scoping and monitoring document from the University of Bedfordshire (UOB) is now incorporated into every strategy for child sexual exploitation. The IRO will be responsible for populating the document with the information provided by agencies within the meeting. There will only be one document in existence for each CSE referral and hopefully in the future this process will enable us to provide a clearer picture of CSE within Nottingham.

- **CSE Co-located Team recommendation**

The CSECAG report for co-located CSE teams was presented to the City Operational Management Group on the 4 July 2013 and following advice further work has been tasked around the recommendations contained therein. It is clear that a stepped approach will be employed to bring together in a virtual team initially, professionals actively involved in CSE investigations. As part of the report, the commissioning of a local authority CSE coordinator was recommended and that this post would collate and direct activity around CSE. The OMG was supportive and this will be progressed shortly.

- **CSE Practitioners Forum**

A CSE Practitioners Forum has been created and the first event will take place before the end of the year. It is estimated that there will be between 30 & 40 attendees for the forum and that interest had been shown from a number of different agencies and support services. The first event is likely to be spent identifying gaps in knowledge/understanding and resources, which will inform future response. The content of successive events will involve pre-planned input e.g. updates from NWG. The YOT, CAMHS, Residential Care. School safeguarding leads and POW have also been invited and discussions from this forum will feed into CSECAG meetings.

3.0 What should we be doing next?

- Work continues to the CSE cross-authority group strategy and action plan, reporting into the Local Safeguarding Boards
- Commissioners will be asked to consider different approaches to working with CSE, for example through a co-located team approach.
- Commissioners may also be asked to consider how we resource the specialist emotional and psychological support needed for children and young people who may either be at risk of sexual exploitation or who are already being sexually exploited, but may not immediately recognise the relationship as such.

Martin Hillier

Chair of the Child Sexual Exploitation Cross Authority Group

15 October 2013

OVERVIEW AND SCRUTINY COMMITTEE
4 DECEMBER 2013
PROGRAMME FOR SCRUTINY
REPORT OF HEAD OF DEMOCRATIC SERVICES

1. Purpose

To consider and set the overall programme and timetable for scrutiny activity for the forthcoming year.

2. Action required

The Committee is asked to:

- a) **note the items scheduled for forthcoming meetings of the Overview and Scrutiny Committee;**
- b) **to appoint members to forthcoming scrutiny review panels;**
- c) **to put forward ideas for scoping potential review topics for meetings to be held in February, March and April 2014;**
- d) **identify any topics to be put forward as ideas for potential policy briefing sessions.**

3. Background information

3.1 One of the main roles of the Overview and Scrutiny Committee is setting, managing and co-ordinating the overall programme of scrutiny work.

This includes:

- mapping out an initial programme for scrutiny at the start of the municipal year
- monitoring progress against the programme throughout the year, and making amendments as required
- evaluating the impact of scrutiny activity and using lessons learnt to inform future decisions about scrutiny activity.

3.2 At this meeting, the Committee will have the opportunity to discuss topics for scrutiny review; making sure they have a clear focus; and set the programme of scrutiny activity accordingly.

3.3 In setting the programme for scrutiny activity, the Committee should aim for an outcome-focused work programme that has clear priorities and is matched against the resources available to deliver the programme. It is intended to hold reviews in single session meetings with topics that lend themselves to this style of review.

Commissioning scrutiny reviews

3.4 Delivery of the programme will primarily be through the commissioning of time-limited review panels to carry out reviews into specific, focused topics. All reviews must have the potential to make a positive impact on improving the wellbeing of local communities and people who live and/or work in Nottingham; and to ensure resources are used to their full

potential, reviews must have a clear and tight focus and be set a realistic but challenging timetable for their completion.

- 3.5 In setting the programme of scrutiny reviews, it is important that the programme has flexibility to incorporate unplanned scrutiny work requested in-year. However, the Committee will only be able to schedule unplanned work after it has reassessed priorities across the scrutiny programme and considered the impact on existing reviews of the diversion of resources. When the Committee monitors the overall programme for scrutiny at each meeting there will be opportunity to do this.
- 3.6 The Committee has already agreed the review items and memberships need to be agreed for these.
- 3.7 When establishing a review panel, the Committee needs to decide on:
- a clear and tight remit for the review
 - a timescale within which the review should be carried out
 - size of review panel, including whether any co-opted members should be involved
 - chair of the review panel (to be appointed from the pool of five scrutiny chairs)

and should have regard to the need over the year to engage as many councillors as possible in the scrutiny process.

Schedule of 'overview' items

- 3.8 The Committee also needs to agree a schedule of 'overview' items to come to future Overview and Scrutiny Committee meetings which is shown at Appendix 1. At each meeting, the Committee will look in-depth at one key strategic issue. In addition to providing an opportunity for scrutiny of strategic issues, this approach will support Committee members in having an overview of key current issues affecting Nottingham to inform work programming decisions.

Policy briefings

- 3.9 Through the process of developing the programme for scrutiny, the Committee may identify issues which call for a policy briefing. The purpose of these briefings is to inform councillors about a current key issue or to prepare councillors for review work that has been commissioned. These informal briefings will not be occasions for scrutiny to be carried out, although they may result in a suggestion for a new scrutiny topic, which would need to be considered by this Committee against the current programme for scrutiny and available resource. Policy briefings will not form part of the Overview and Scrutiny Committee's agenda but will be held separately and be open to all councillors to attend.

Monitoring programme for scrutiny

- 3.10 On an ongoing basis the Committee will be responsible for managing and co-ordinating the programme for scrutiny and assessing the impact of scrutiny activity. At all future meetings the Committee will monitor the progress of the programme, making amendments as appropriate.
- 3.11 The Health Scrutiny Panel will be setting its programme of work, focused around the statutory health scrutiny role and scrutiny of social care issues (a change to its terms of reference) and agreed its work programme at its first meeting held on 29 May 2013. When monitoring the programme for scrutiny, the Overview and Scrutiny Committee will need to take the work of the Health Scrutiny Panel into consideration to avoid duplication and make sure work is carried out in the most effective way.

4. **List of attached information**

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

Appendix 1 – Overview and Scrutiny Committee agenda

Appendix 2 - Policy Briefing sessions

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

None

6. **Published documents referred to in compiling this report**

None

7. **Wards affected**

Citywide

8. **Contact information**

Contact Colleagues

Angelika Kaufhold Overview and Scrutiny Co-ordinator angelika.kaufhold@nottinghamcity.gov.uk 0115 8764296	Jane Garrard Overview and Scrutiny Co-ordinator jane.garrard@nottinghamcity.gov.uk 0115 8764315
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The feasibility criteria includes:

<p>Decision making and being a critical friend</p>	<p>Is it a topic/key decision which requires consultation with Overview and Scrutiny <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> 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>	

Overview and Scrutiny Committee agenda - List of potential topics for 'overview' items

Below is a list of 'overview' items (based on background research and intended to encompass the broad remit of Overview and Scrutiny) to be included on the agendas for meetings of the Overview and Scrutiny Committee during 2013/14. It is intended that the Committee will consider one strategic overview item at each of its meetings. Agreed items will be scheduled depending upon timeliness for the item and availability of contributors – a schedule will be brought to the next Overview and Scrutiny Committee meeting.

Date of meeting	Possible item and focus
4 December 2013	Child Sexual Exploitation To discuss the work of the Council and its partners on the activities, partnership working and legal framework to combat child sexual exploitation
8 January 2014	Customer Access Programme, Citizen First and Have your say To explore the council's existing procedures for dealing with complaints - processes and learning, how this links in with and progress of both Citizen First and the Customer Access Programme.
5 February 2014	Equality and Fairness Commission This item has been proposed to consider the work of the Equality and Fairness Commission and development of a protocol between the EFC and the Overview and Scrutiny.
5 March 2014	Provision of advice to citizens (tbc) To review the impact of current economic climate on welfare advice provided by the Council and Citizens Advice etc and what has changed in terms of the advice sought, how it is provided and where
9 April 2014	Overview and Scrutiny Workshop to identify topics for scrutiny review panels the 2014/15 Municipal Year

List of potential policy briefings

Below is a list of potential topics for policy briefings that have been put forward by councillors to date. The Committee will need to identify any topics to be put forward as ideas for potential policy briefing sessions at this stage – this process can be ongoing throughout the year.

Date	Topic	Comments

Scrutiny Review Panels 2013/14

Date and Time	Topic	Chair /Membership	Lead Officer
Thursday 28 November 2013 2.00 pm	How effective is the action being taken by the Council to communicate and enforce its policies relating to wheelie bins on pavements?	Azad Choudhury (Chair) Mohammed Ibrahim Glyn Jenkins Sally Longford Toby Neal	Angelika Kaufhold Richard Antcliff Daniel Ayrton – Waste and Recycling Manager (A Vaughan)
Friday 13 December 2013 at 3.00 pm	Gully Cleaning – since the implementation of the 3 Cities Good Practice Guide for gulley cleansing in 2012/13, how effective is this proving and how are customer's expectations being managed?	Glyn Jenkins (chair) Toby Neal Brian Parbutt Roger Steel	Angelika Kaufhold Chris Capewell – Team Leader Bridges/Drains Paul Daniels - Senior Drainage Engineer (A Vaughan)
Wednesday 22 January 2014 at 2.00 pm	Is the funding available for tree management and maintenance being used in the most efficient and effective way possible? How is the Council managing the problems caused by tree roots, in particular damage to pavements/ roads?	Brian Parbutt (Chair) Roger Steel	Angelika Kaufhold Eddie Curry – Head of Parks and Open Spaces - communities (John Kelly)
Monday 3 February 2014 at 2.00 pm	How are the Council and its partners managing responsibilities for the management and upkeep of local public waterways?	Azad Choudhry (chair) Sally Longford	Angelika Kaufhold John Lee – Snr Rights of way officer – Development (David Bishop)
Tuesday 25 February 2014 at 2.00 pm	Topic to be confirmed	Glyn Jenkins (chair)	Jane Garrard
Friday 28 March 2014 at 3.00 pm	Topic to be confirmed	Brian Parbutt (chair)	Angelika Kaufhold
Wednesday 23 April 2014 at 2.00 pm	Topic to be confirmed	Mohammed Ibrahim (chair)	Angelika Kaufhold
23 September 2013 – completed	Tackling anti-social behaviour caused by irresponsible dog owners report of the Anti-social behaviour of irresponsible dog owners - Review Panel	Mohammed Ibrahim (Chair) Glyn Jenkins Gul Khan	Status: review report published

Friday 25 October - completed	Ash die back – to review the council's response to the prevalence of ash die back and what methods of monitoring and action are taking place.	Glyn Jenkins (Chair) Gul Khan Mohammed Ibrahim Roger Steel	Status: review report published
Monday 11 November 2013 - completed	What is the Council doing to monitor and if applicable tackle parking congestion around educational establishments?	Brian Parbutt (chair) Glyn Jenkins Roger Steel	Status: review report being drafted

Unscheduled scrutiny review panels:

Date and Time	Topic	Chair /Membership	Lead Officer
Monday 30 September 2013 completed	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 – response to recommendations	Brian Parbutt Georgina Culley	Angelika Kaufhold Tony Vardy Alex Norris
Ongoing and merged Exploring the implications of the changing educational landscape	How is the changing relationship between schools and the Council being managed and who will be responsible for educational performance outcomes for children? What action is the Council taking to address the shortage of school places for primary and secondary stage – current and planned activity and how will this address parental choice?	Glyn Jenkins Azad Choudhry Sally Longford Thulani Molife Eileen Morley	Jane Garrard Jane Garrard Jonny Kirk – Project Manger School Org Team (Nick Lee – Head of School Access and Improvement)
<i>Ongoing</i>	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?	Glyn Jenkins	Angelika Kaufhold

<i>March – to be confirmed</i>	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?	<i>Not needed</i>	<i>To be confirmed</i>
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