



**NOTTINGHAM CITY COUNCIL**  
**OVERVIEW AND SCRUTINY COMMITTEE**

**Date:** Wednesday, 18 June 2014

**Time:** 1.30 pm (Councillors are reminded that there is a pre-meeting at 1.00 pm in LB31)

**Place:** LB31 - Loxley House, Station Street, Nottingham, NG2 3NG

**Councillors are requested to attend the above meeting to transact the following business**

**Deputy Chief Executive, Corporate Director and Chief Finance Officer**  
**Constitutional Services Officer:** Angelika Kaufhold **Direct Dial:** 0115 8764296

**AGENDA**

**Pages**

- |          |  |         |
|----------|--|---------|
| <b>1</b> | <b>APOLOGIES FOR ABSENCE</b>   |         |
| <b>2</b> | <b>DECLARATIONS OF INTERESTS</b>   |         |
| <b>3</b> | <b>MEMBERSHIP CHANGES TO CALL IN PANEL</b><br>To confirm the membership of the Call in Panel and to elect a Vice-Chair                         |         |
| <b>4</b> | <b>MINUTES OF LAST MEETING HELD ON 12 MAY 2014 (FOR CONFIRMATION)</b>  | 3 - 6   |
| <b>5</b> | <b>THE CRIME AND DRUGS PARTNERSHIP PLAN AND DISCUSSION WITH THE POLICE AND CRIME COMMISSIONER</b><br>Report of the Head of Democratic Services | 7 - 18  |
| <b>6</b> | <b>PROGRAMME FOR SCRUTINY</b><br>Report of Head of Democratic Services   | 19 - 30 |

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER 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



**NOTTINGHAM CITY COUNCIL**

**OVERVIEW AND SCRUTINY COMMITTEE**

**MINUTES of the meeting held at Tea Room - Council House on 12 May 2014  
from 18.46 - 18.52**

- ✓ Councillor Brian Parbutt (Chair)
- ✓ Councillor Azad Choudhry
- ✓ Councillor Georgina Culley
- ✓ Councillor Pat Ferguson
- ✓ Councillor Mohammed Ibrahim
- ✓ Councillor Carole Jones
- ✓ Councillor Gul Nawaz Khan
- ✓ Councillor Neghat Nawaz Khan
- ✓ Councillor Ginny Klein
- ✓ Councillor Thulani Molife
- ✓ Councillor Anne Peach
- ✓ Councillor Mohammed Saghir
- ✓ Councillor Roger Steel
- ✓ Councillor Marcia Watson

✓ indicates present at meeting

**Colleagues, partners and others in attendance:**

Rav Kalsi - Constitutional Services Officer

**1 URGENT ITEM - APPOINTMENT OF VICE-CHAIR**

The Chair was of the opinion that this item, although not included on the agenda, should be considered as a matter of urgency in accordance with Section 100(b)(4)(b) of the Local Government Act 1972, to allow for a timely update of the item.

**RESOLVED to appoint Councillor Glyn Jenkins as Vice-Chair for the municipal year 2014/15.**

**2 APOLOGIES FOR ABSENCE**

None.

**3 DECLARATIONS OF INTERESTS**

None.

**4 MINUTES**

The Committee confirmed the minutes of the meeting held on 9 April 2014 as a correct record and they were signed by the Chair.

## **5 TERMS OF REFERENCE**

The Committee considered the Terms of Reference agreed at Annual Council on 12 May 2014.

**RESOLVED to note the terms of reference for Overview and Scrutiny Committee.**

## **6 ESTABLISHMENT OF OVERVIEW AND SCRUTINY COMMITTEE SUB-COMMITTEES 2014/15**

The Committee considered the appointments and terms of reference of its sub committees (the Call-in Panel, and Scrutiny Review Panels) and the appointment of the five scrutiny chairs.

**RESOLVED**

- (1) to appoint the following Councillors as Chairs of the Scrutiny Review Panels:**

**Councillor Glyn Jenkins  
Councillor Carole Jones  
Councillor Gul Khan  
Councillor Ginny Klein  
Councillor Brian Parbutt**

- (2) to approve the terms of reference and membership of the Call-in Panel and to appoint Councillor Brian Parbutt as Chair of the Panel;**
- (3) to approve the terms of reference for Scrutiny Review Panels.**

## **7 APPOINTMENT OF CO-OPTees ON OVERVIEW AND SCRUTINY**

The Committee considered the arrangements for co-option to the Overview and Scrutiny Committee and/or its sub committees.

**RESOLVED**

- (1) to appoint David Richards (as Church of England Diocese representative) and Ken Daly (as Roman Catholic Diocese representative) for scrutiny of education matters;**
- (2) to appoint Mr Richard Matthews as a statutory co-opted Parent Governor Representative for a period of four years for scrutiny of education matters;**
- (3) to note that Assim Ishaque has 2 years remaining as a statutory co-opted Parent Governor Representative for scrutiny of education matters;**

- (4) to appoint Beverley Denby as a non-statutory co-opted Third Sector Advocate for the municipal year 2014/15 (with the option of continuing for a further year 2015/16).

**8 URGENT ITEM - DATES OF FUTURE MEETINGS**

The Chair of the meeting was of the opinion that this item, although not included on the agenda, should be considered as a matter of urgency in accordance with Section 100B(4)(b) of the Local Government Act 1972, to give members sufficient notice of future Committee dates.

**RESOLVED** to meet on the following Wednesday's at 2.00 pm:

**2014**

4 June  
9 July  
3 September  
8 October  
5 November  
3 December

**2015**

7 January  
4 February  
4 March  
8 April

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<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>18 JUNE 2014</b>
<b>THE POLICE AND CRIME COMMISSIONER AND CRIME AND DRUGS PARTNERSHIP – ANNUAL SCRUTINY</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**1. Purpose**

Representatives of the Crime and Drugs Partnership (CDP) will be attending to provide an overview of the progress against delivery of priorities of the Nottingham Crime and Drugs Partnership – Partnership Plan with a focus on key targets as well as Paddy Tipping the Police and Crime Commissioner to discuss and evaluate the first year of the Office of the Police Crime Commissioner.

**2. Action required**

The Committee is asked to explore the relationship between the Police and Crime Commissioner and the CDP one year on. Also to use the information received at the meeting to inform questioning and scrutiny of the activity of the CDP, its progress against targets and to identify any potential areas for further scrutiny activity for inclusion in the work programme.

**3. Background information**

- 3.1 The Overview and Scrutiny Committee has a statutory duty to scrutinise the work of and progress against targets of the CDP on an annual basis under the Police and Justice Act 2006. The CDP last attended this Committee in June 2013<sup>1</sup>.
- 3.2 The Year 4, Crime and Drugs Partnership (CDP) Plan was submitted for approval by full Council on 9 June 2014. The plan sets out the Partnership’s approach to reducing crime, substance misuse, re-offending and anti-social behaviour
- 3.3 The CDP Partnership Plan for 2014/15 was approved by the Partnership Board on 24 February 2014. Its content is based on the outcome of the Board development day in December 2013 and the results of the 2013/14 Strategic Assessment
- 3.4 The CDP Partnership Plan 2014/15 performs a statutory duty to co-operate in order to formulate and implement a strategy for the reduction of crime and disorder in the area and a strategy for combating substance misuse in the area<sup>2</sup>.
- 3.5 The CDP Partnership Plan 2013/14 marked the final year of the Partnership’s planning cycle and consequently, it was the final year for most of the Partnership’s targets<sup>3</sup>. It was proposed by the CDP Board to extend the targets for another year using the same performance framework. This was agreed by the Board in February 2014 with a view to devising a different performance framework with targets to 2020.
- 3.6 The Partnership Plan 2014/15 performs a statutory duty of the Partnership<sup>4</sup> and gives strategic direction to the work that the Partnership will undertake this year.

<sup>1</sup> Information taken from the Council report for 9 June 2014

<sup>2</sup> s5,s6 and s7 Crime and Disorder Act 1998

<sup>3</sup> This is the case for the all crime target, successful drug treatment and re-offending. The ASB target is part of the Council Plan which is due for completion in March 2015

<sup>4</sup> s5,s6 and s7 Crime and Disorder Act 1998

- 3.7 The Partnership Plan 2014/15 is based on robust evidence as set out in the 2013/14 Strategic Assessment.
- 3.8 Nottingham CDP is the local Community Safety Partnership. The Crime and Disorder Act 1998 established Community Safety Partnerships, placing a statutory duty on public authorities (referred to as Responsible Authorities<sup>5</sup>) to co-operate in order to formulate and implement a strategy for the reduction of crime and disorder in the area and a strategy for combating substance misuse in the area<sup>6</sup>. The CDP partnership Plan 2014/15 performs this function and gives strategic direction to the Partnership.
- 3.9 The Partnership Board held a strategic planning day in December 2013 to discuss long-term performance, strategic risks and opportunities for change. The planning day reinforced the Partnership's commitment to its four overall aims while suggesting areas for more detailed focus such as violent offending, alcohol as a major part of the substance misuse agenda, repeat victims/offenders and anti-social behaviour.
- 3.10 The Partnership is also under a duty to prepare and publish an evidence base to underpin the development of the strategy and in February 2014 the CDP Board approved the content of its 2013/14 Strategic Assessment, which has been published on the CDP website.

4. **List of attached information**

None.

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

None.

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

Further information relating to Nottingham Crime and Drugs Partnership can be found on their website via this link: <http://www.nottinghamcdp.com/>.

7. **Wards affected**

Citywide.

8. **Contact information**

Contact Colleague

Angelika Kaufhold - Overview and Scrutiny Review Co-ordinator

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<sup>5</sup> The Responsible Authorities are the Local Authority, Nottinghamshire Police, Nottinghamshire Probation, Nottinghamshire Fire & Rescue Service and the Clinical Commissioning Group.

<sup>6</sup> s5,s6 and s7 Crime and Disorder Act 1998



Appendix A



# Nottingham Crime & Drugs Partnership Partnership Plan 2014/15

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**Working together to reduce Crime, Disorder and the misuse of Drugs**

[www.nottinghamcdp.com](http://www.nottinghamcdp.com)



# Crime and Drugs Partnership Plan 2014/15

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## FOREWORD

“Nottingham has seen some significant changes over the last four years in relation to how our partner agencies work together. Most notably, neighbourhood policing continues to be strengthened through the delivery of key public services at a local level based on shared boundaries. We have seen vast improvements, not only in terms of lower levels of crime, anti-social behaviour and drug use but also in relation to the root causes including deprivation, teenage pregnancy and educational attainment. We know that long-term crime reduction is only sustainable by addressing problems locally and by tackling those root causes and that is why Nottingham is committed to a long-term strategy of early intervention and prevention. Our Partnership Plan sets out our priorities and how we will work together, and with our communities, in order to make Nottingham safer and healthier for all residents and visitors to our city”

**Pete Moyes, Director of the Nottingham Crime and Drugs Partnership**

## THE PARTNERSHIP BOARD

This plan has been agreed by our Partnership Board who are:

- |                             |  |
|-----------------------------|--|
| Nottingham City Council     | Nottinghamshire Fire and Rescue Service      |
| Nottingham City Homes       | Nottinghamshire Probation Trust <sup>1</sup> |
| Nottinghamshire Police      | Nottinghamshire County Council               |
| One Nottingham              | Nottingham Clinical Commissioning Group      |
| Nottingham Trent University |  |

## INTRODUCTION

The Nottingham Crime and Drugs Partnership (CDP) is a multi-agency organisation responsible for tackling and addressing crime and substance misuse in Nottingham. We are made up of a number of statutory and non-statutory agencies including the Police, the City Council, the Fire and Rescue Service, the Probation Service, Public Health and the Clinical Commissioning Group, Health providers, the Drug and Alcohol Action Team, the City’s two universities, Nottingham City Homes, the Business Community and voluntary sector organisations such as Victim Support and Neighbourhood Watch.

We are a statutory partnership under the Crime and Disorder Act 1998, which requires all key agencies in Nottingham to work together in the prevention of crime. These partnerships are known nationally as Community Safety Partnerships (CSPs) and they were established on the understanding that the causes of crime are complex and that no single agency holds the key to reducing crime and its impact on society. Thus, crime reduction and prevention is not the sole responsibility of the police and the key to tackling crime is through multi-agency working that addresses not only enforcement but prevention as well.

Crime and drug related offending in Nottingham has dropped significantly over recent years. Since 2002 crime in the city has reduced by over 60% (representing over 40,000 less crimes) and the gap between Nottingham’s crime rate and that of the average amongst other similar cities has reduced by 84%. Furthermore, the number of offenders testing positive for heroin/cocaine under ‘test on arrest’ has reduced by almost half<sup>ii</sup>. These significant achievements are the result of strong partnership working between all the partners in the CDP. We want to build on this success and make Nottingham even safer and help more people live productive and healthy lives free from the harms of drugs and alcohol misuse. This plan sets out our strategic vision for the future and outlines how we, as a collective group of partners, will continue to work together in order to achieve our objectives.

## THE NOTTINGHAM PLAN TO 2020

The Crime and Drugs Partnership is one of the thematic partnerships working towards achieving the long-term 2030 vision for the city:

### **SAFE, CLEAN, AMBITIOUS, PROUD**

Nottingham by 2030 will be a city which has tackled deprivation and inequality by:

- Being one of Europe's top ten cities for science and innovation; sport and culture.
- Making every neighbourhood a great place to live.
- Giving the best start in life to all of our children and young people.
- Making poverty history
- We will do this by being radical, bold and daring to be different.

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In moving towards our 2030 vision, the Crime and Drugs Partnership takes the lead on delivery of the 'Safer' agenda of the Nottingham Plan.

By 2020 the CDP will:

The Board agreed that the targets to measure performance in 2014/15 will be:

- Reduce all crime' by 6% (over 2013/14 baseline) by March 2015;
- Reduce all anti-social behaviour calls to the police by 50% (over a 2006/07 baseline) by March 2015; and,
- Increase the number of people completing drugs treatment to 5% above the Core Cities average by March 2015; and

## THE COMMISSIONER'S PLAN

The first publically elected Police and Crime Commissioner for Nottinghamshire, Paddy Tipping, took office in November 2012. The Commissioner has responsibility for developing and implementing the Police and Crime Plan for Nottinghamshire. The Crime and Drugs Partnership was consulted on the development of the Plan and our Partnership Plan for Nottingham was developed with due regard to the objectives and priorities of the Commissioner as outlined in his Plan. As a result our plan seeks to compliment the work of the Commissioner in making Nottingham safer.

## THE STRATEGIC ASSESSMENT 2013/14

In order to ensure that we are tackling the community safety issues that you and your community are most concerned about, the Partnership conducts an annual assessment of crime and substance misuse in Nottingham. The assessment looks at levels and patterns of offending and substance misuse so that solutions and interventions can be developed on a robust evidential basis. The assessment includes consultation with communities in order to make sure that we are addressing the issues that matter the most to Nottingham's residents. The Partnership's 2013/14 assessment was published in February 2014 and can be found on our website<sup>iii</sup>.

The assessment highlighted various priorities including violence (particularly domestic and alcohol-related violence) and the impact of alcohol and drugs as key issues for the City. Furthermore, the sustained reductions in crime over the last ten years has seen Nottingham's crime profile change dramatically with, what are often perceived to be, 'less

serious' forms of crime now accounting for the highest volume offences. Offending is now spread more evenly across a much wider range of offence types and as a result, a purely thematic approach will no longer provide the reductions required in order to meet the Partnership's ambitious targets.

In response the Partnership will continue to address the priorities highlighted whilst also addressing volume crime and any emerging issues through a partnership problem-solving approach at a local level. In order to provide additionality to the Partnership's approach, a focus will also be on those places and people most affected by crime and anti-social behaviour. The analysis highlighted that half of all crime occurs in 5 wards and the city centre. These 'High Impact Neighbourhoods' represent the areas where a strategic partnership focus can have the most impact.

The assessment also highlighted that people aged 18 to 24 continue to represent the CDP's key demographic group accounting for a disproportionate amount of crime in terms of offending (45%) and victimisation (42%)<sup>iv</sup>. In response 18 to 29 year-olds will be a key element of the Partnership's approach.

The results of the assessment have shaped our priorities for the next 12 months and informed our strategic planning so that we can work towards the 2030 Vision for the city and the 2020 Nottingham Plan.

## THE PARTNERSHIP STRUCTURE

The Partnership will be organised for good governance and coordinated action:

- **Partnership Board** – Providing strategic governance of the partnership
- **Partnership Executive Group** – Providing leadership in operational matters
- **Task & Finish Groups** – Coordinating action at an operational level
- **Locality Boards** – Coordinating action at a Locality Board level
- **Neighbourhood Action Teams** – Coordinating action with a strong focus on high impact neighbourhoods

## SUPPORT TEAM

The role of the Partnership Support Team will be to continue supporting the Partnership with a clear remit to:

- Identify and share best practice
- Develop an understanding of problems
- Develop and build strategic and tactical plans
- Monitor performance, identify risks and provide insight behind the issues
- Provide a coordinating function
- Commission effective services based on need

## THE PARTNERSHIP APPROACH FOR 2014/15

The Partnership Board convened on 2<sup>nd</sup> December 2013 for their annual Strategic Planning Day. The meeting assessed the Partnership's performance over the previous 12 months and considered the aims, strategy, direction and approach of the Partnership in tackling crime, anti-social behaviour, substance misuse and reoffending in Nottingham for the forthcoming year.

### Overall Aims

The overall aims of the Partnership are to:

- **Reduce All Crime**
- **Reduce Anti-Social Behaviour**
- **Reduce Substance Misuse**
- **Reduce Reoffending**

### Strategic Focus and Delivery

To meet the Partnership's aims, additional focus will be given strategically in 2014/15 to:

- Violence (inc. domestic violence)
- Alcohol as a subcategory of substance misuse
- Repeat offenders and repeat victims rather than repeat locations
- Anti-social behaviour

To convert strategic planning into activity the Partnership will continue to use an approach that delivers thematic activity and is accountable to localities, working to build inter-organisational links:

- Coordination of thematic Executive Group meetings subsequent Task and Finish groups
- A four tier model<sup>v</sup> and locality working

- A problem solving approach
- Evidence based practice and a hypothesis testing approach

### Operational Focus and Delivery

The partnership's operational focus will support high quality service delivery through:

- The delivery of holistic services
- Appropriate data sharing
- Coordinate initiatives in neighbourhoods that are disproportionately affected by crime
- Emphasis on the 5 'C's: co-location, communication, coordination, collaboration and co-production.

The partnership will continue to commission high quality services that meet the needs of Nottingham's citizens:

- Integrating Drugs and Alcohol treatment systems
- Ending Gang and Youth Violence
- Third Party Reporting for Hate Crime
- Domestic and Sexual Violence Services

### Issues to Explore in 2014/15

The Partnership will explore further issues:

- Mental health and crime
- Rethinking the traditional measures for Crime, ASB & Reoffending
- Qualitative performance measures
- Repeat offenders and victims of anti-social behaviour

## DELIVERY AND PERFORMANCE FRAMEWORK

The Partnership will deliver its overall aims through the following delivery framework:

Area of Strategic Focus	Delivery	Key Performance Measure
<b>Violence</b>	Domestic and Sexual Violence Strategy The City Centre Plan Ending Gang and Youth Violence	Reduce 'all crime' by 6% (over a 2013/14 baseline) by March 2015
<b>Reactive Response to emerging issues and Volume Crime</b>	Problem Solving at CDP Executive Problem Solving at Locality Boards Neighbourhood Partnership Tasking	
<b>Substance Misuse (Drugs and Alcohol)</b>	The Drug Strategy and Treatment Plan The Alcohol Strategy and Treatment Plan	Increase the number of people successfully completing treatment to be at least 5% above the Core Cities average by March 2015
Page 15  <b>Reoffending</b>	Reducing Reoffending Board Youth Offending Team Young People's Panel Multi Agency Public Protection Arrangements Multi Agency Prolific and Priority Offender Management Meeting Vulnerable Persons' Panel Ending Gang and Youth Violence Hubs Complex Persons' Panels Multi Agency Risk Assessment Conference Domestic Abuse Referral Team Priority Families Project	To develop a measure based on the Integrated Offender Management cohort
<b>Anti-Social Behaviour</b>	Problem Solving at CDP Executive Problem Solving at Locality Boards Respect for Nottingham Strategy	Reduce ASB calls to the Police by 50% by March 2015
<b>Mental Health</b>	Further work required to scope the extent to which mental health impacts on crime and ASB	Benchmark the impact of mental health on crime

## TARGETS AND PROGRESS

Target	Baseline	2014/15	2015/16	2016/17
		Target <sup>i</sup>	Target <sup>i</sup>	Target <sup>i</sup>
To Reduce All Crime by 6% (over a 2013/14 baseline) by March 2015	30,099* (2013/14)	28,293 -6%	TBC	TBC
To Reduce ASB Calls to the Police by 50% (over a 2006/07 Baseline) by March 2015	28,095 (2006/07)	14,048 <sup>vi</sup> -50%	TBC	TBC
To Increase the Number of People Successfully Completing Treatment to be 5% above the Core Cities average by March 2015	16.91%** (2013/14)	5% above core cities average	TBC	TBC
To Reduce Re-Offending Measure	Placeholder	TBC	TBC	TBC

<sup>i</sup>All targets and actual performance are shown as % change over the previous year unless stated otherwise

\* Based on projected end-of-year performance (baseline and target to be updated pending end-of-year outcome)

\*\*Based on Dec 2013 data (rolling 12 months)

<sup>i</sup> In light of the Transforming Rehabilitation agenda, the MoJ's current thinking is that the National Probation Service will continue to be a Responsible Authority and Community Rehabilitation Companies will be designated as Responsible Authorities in the contracts and therefore subject to the statutory requirement to participate in Community Safety Partnerships.

<sup>ii</sup> The number of people testing positive for 'trigger offences' (mainly made up of acquisitive crimes like theft and burglary) reduced from 44% in 2007/08 to 23% (last 12 months ending Dec 2012).

<sup>iii</sup> [Web link to be added](#)

<sup>iv</sup> Those aged 18 to 24 represent 28% of all offenders and 28% of victims.

<sup>v</sup> The four tier model embodies a problem solving approach at the lowest possible local level with escalation of issues where required. The model is made up of Neighbourhood Structures (e.g. Neighbourhood Action Teams), Locality Boards, the CDP Executive and the CDP Board.

<sup>vi</sup> The All ASB figure for 2013/14 was projected to be 15,550 (target to be updated pending end-of-year outcome)





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<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>18 JUNE 2014</b>
<b>PROGRAMME FOR SCRUTINY</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**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) **agree the work programme for the Overview and Scrutiny Committee for 2014/15 to December;**
- b) **appoint a chair, agree the membership and scope for a Scrutiny Review Panel (SRP) to explore the trends identified in the Citizens Survey date to be arranged;**
- c) **note membership that the SRP on the Changing Educational Landscape will be arranged to take place in July 2014.**

**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 been provided with background information on potential scrutiny review items which were discussed at the meeting held on 5 March 2014. The scopes, chair and memberships will need to be agreed for these at forthcoming meetings.
- 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.

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

**Appendix 3** – Review of status of SRP topics for 2013/14

**Appendix 4** – SRP topics for 2014/15

**Appendix 5** – Long-list of potential future SRP topics

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 <a href="mailto:angelika.kaufhold@nottinghamcity.gov.uk">angelika.kaufhold@nottinghamcity.gov.uk</a> 0115 8764296	Jane Garrard Overview and Scrutiny Co-ordinator <a href="mailto:jane.garrard@nottinghamcity.gov.uk">jane.garrard@nottinghamcity.gov.uk</a> 0115 8764315
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The feasibility criteria includes:

<b>Decision making and being a critical friend</b>	<b>Is it a topic/key decision which requires consultation with Overview and Scrutiny <u>prior</u> to the decision being taken.</b>	Yes – include. No – apply other criteria and consider removing
<b>Public Interest and relevance</b>	<b>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?</b>	Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing
<b>Ability to change or influence</b>	<b>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?</b>	Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing
<b>Range and scope of impact</b>	<b>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></b>  <b>Is there interest from partners and colleagues to undertake and support this review and will it be beneficial?</b>	Yes – apply other criteria and consider inclusion No – apply other criteria and consider removing
<b>Avoidance of duplication of effort</b>	<b>Is this topic area very similar to one already being scrutinised in another arena or has it already been investigated in the recent past?</b>	Yes – consider involvement in the existing activity or consider removing No – apply other criteria and consider inclusion.

**Overview and Scrutiny Committee agenda - List of 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 for 2014/15. 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. The following items are all subject to final confirmation.

Date of meeting	Focus
18 June 2014 at 1.30 pm - confirmed	<b><u>Community Safety Partnership</u></b> – Annual feedback on progress of Crime and Drugs Partnerships with focus on specific targets and evaluation on the first year of the Office of the Police Crime Commissioner.
9 July 2014 at 2.00 pm - confirmed	Leader of the Council
3 September 2014 At 2.00 pm – confirmed	<b><u>The Nottingham Plan 2020</u></b> – progress of targets and identifying issues for further exploration in the One Nottingham and Scrutiny Panel Board (last considered 4 September 2013)
8 October 2014 at 2.00 pm confirmed	<b><u>Probation Reforms</u></b> How will the newly established probation service in Nottingham mitigate the risks associated with its transformation and what do these changes mean for the Council?
5 November 2014 TBC	<b><u>From “Good to great”</u></b> – changing the Council’s operating model – the realignment of council services: (i) Delivery of new city vision (ii) Enablers of transformation (iii) Business enablers What is the focus for restructure and how are public services being realigned to deliver more customer focused services and how will this improve services to citizens?
3 December 2014 Update from previous year	<b><u>Nottingham Growth Plan</u></b> – progress in meeting targets to tackle youth unemployment in the City, Jobs Fund and Apprenticeships (last attended 2 October 2013)
7 January 2015 confirmed	<b><u>Citizen First/Customer Access Programme Implementation</u></b> – progress and what difference is this making to citizens? (last attended 8 January 2014)
4 February 2015	TO BE DETERMINED

<b>Date of meeting</b>	<b>Focus</b>
4 March 2015	TO BE DETERMINED
8 April 2015	TO BE DETERMINED



**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.

<b>Date</b>	<b>Topic</b>	<b>Comments</b>
TBA	Individual Electoral Registration	

### Appendix 3

#### Review of status of Scrutiny Review Panels 2013/14

Date and Time	Topic	Chair /Membership	Lead Officer
<b>Wednesday 2 April 2014 at 2.00 pm NEW DATE JULY</b>	Exploring the implications of the changing educational landscape Part 2 (final meeting)	Glyn Jenkins (chair) Choudhry Sally Longford Thulani Molife Eileen Morley	Jane Garrard/Angelika Kaufhold
<b>23 September 2013 – completed</b>	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
<b>Friday 25 October - completed</b>	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
<b>Monday 11 November 2013 - completed</b>	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 published
<b>Thursday 28 November 2013 2.00 pm - completed</b>	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	Status: review report published
<del>Friday 13 December 2013 at 3.00 pm</del>  <b>Monday 20 January 2014 at 2.00 pm</b>	Gully Cleaning – since the implementation of the 3 Cities Good Practice Guide for gully cleansing in 2012/13, how effective is this proving and how are customer's expectations being managed?	Glyn Jenkins (chair) Mohammed Ibrahim Gul Khan Brian Parbutt Roger Steel	Status: response to recommendations received 29 May 2014
<b>Wednesday 22 January 2014 at 2.00 pm</b>	Is the funding available for tree management and maintenance being used in the most efficient and effective way possible?	Brian Parbutt (Chair) Glyn Jenkins Anne Peach Roger Steel	Status: Review report being drafted

	How is the Council managing the problems caused by tree roots, in particular damage to pavements/ roads?		
<b>Monday 3 February 2014 at 2.00 pm</b>	How are the Council and its partners managing responsibilities for the management and upkeep of local public waterways?	Azad Choudhry (chair) Glyn Jenkins Neghat Khan Sally Longford	Status : report being drafted
<b>Tuesday 25 February 2014 at 2.00 pm</b>	Exploring the implications of the changing educational landscape Part 1	Glyn Jenkins (chair) Choudhry Sally Longford Thulani Molife Eileen Morley	Jane Garrard/Angelika Kaufhold
<b>Wednesday 7 May 2014 at 2.00 pm</b>	Allotments	Mohammed Ibrahim (chair) Glyn Jenkins Anne Peach Roger Steel	Status : report being drafted

**Potential Scrutiny Review Topics 2014/15**

	<b>Topic</b>	<b>Comments</b>
<b>1</b>	<p><b>NOTTINGHAM CITIZEN'S SURVEY</b></p> <p>The results of the Nottingham Citizens' survey carried out in November and December 2013 have recently been published. The following slides show some of the findings of particular relevance to the Council.</p> <ul style="list-style-type: none"> <li>○ Potential areas for better understanding the implications of the Citizens' Survey 2013</li> </ul>	<p><b>Date - TBC</b></p> <p>Take a more in depth look at the figures and the correlation between questions Explore the issues around why so many more disabled people expressed dissatisfaction with the Council</p>
<b>2</b>	<p>A review of commissioning and procurement as a way of promoting equality for potential inclusion in the 2014/15</p>	<p><b>September 2014 - TBC</b></p> <p>Proposed at OSC Feb 2014 by Imoegen Denton referred by EFC Review the procurement strategy and ask how equality measures are included Scope being drafted</p>
<b>4</b>	<p><b>COMMERCIALISM</b></p> <p>With significant budgetary pressures expected for local government until 2019/20 how can Nottingham City Council engender a 'commercial culture' to help manage these pressures? How can we maximise the benefits of grants/charitable funding for the city?</p>	<p><b>Awaiting scoping and approval to include on SRP programme</b></p>
<b>5</b>	<p><b>DEMOGRAPHIC CHANGES,</b></p> <p>Trends and Challenges in Nottingham City – Understanding our changing population and potential implications to service delivery.</p> <p>Need to explore the changes in demography in Nottingham and how this will impact on : The ageing population; Council services; Health Services etc.</p>	<p><b>Awaiting scoping and approval to include on SRP programme</b></p>
<b>6</b>	<p><b><u>Housing in the City</u></b> – how is the Council addressing the issue of creating family housing and social/affordable housing Given the census data showing families moving out of city to find suitable family housing?</p>	<p><b>Briefing note first and then approval to include on SRP programme</b></p>

**Scrutiny Review Panels – long-list of potential future items**

<p><b>FE COLLEGES</b> - How far is Nottingham City Council supporting Nottingham's Further Education (FE) colleges in order to equip young people with the right skills for local employment?</p>	<p>Obtain more information/background to establish what the current picture is BEFORE deciding whether to pursue as a topic for an SRP</p> <ul style="list-style-type: none"> <li>• What are the current partnership arrangements/networking between FE colleges/Council/partners/local business</li> <li>• How can this be improved and what level of influence does the Council/local business sector have to encourage courses for core skills needed by the private sector?</li> <li>• How can the prospects for young people be improved and how can we build a strong partnership?</li> <li>• Need joined up thinking by all agencies/partners</li> <li>• Impact of youth unemployment figures and trends</li> </ul>
<p><b>IT</b> - How is the Council ensuring its IT infrastructure is fit for purpose and meets the requirements of citizens, colleagues and councillors?</p>	
<p><b>Tourism</b> – what is the Council doing to make Nottingham a tourist destination of choice and how does it know what citizens and tourists want?</p>	
<p><b>Staff engagement</b> – how can the councillors be sure that colleagues are fully engaged with changes in work practices (commercialism) and need for leaner cost efficient services and structural changes (Good to Great). How are staff morale being measured and their views being sought? When was the last staff questionnaire and when is the next one due? What lessons have been learnt? Are these changes and austerity measures impacting on staff retention?</p>	

<p><b>Fixed odds gambling</b> – a recent article in the Nottingham Post highlighted research carried out by the Campaign for Fairer Gambling, gamblers in Nottingham spent £40,896,139 on the machines. Nottingham is amongst the 55 most deprived English boroughs which lost £470m on the gaming machines last year, against £231m in the 115 most affluent areas in the country.</p>	<p>Is this affecting some of Nottingham’s most vulnerable residents, what research is available and is there any action that can be taken by the Council to address this given that the Association of British Bookmakers have said it will also introduce alerts when a customer has spent <u>£250 or played for 30 minutes</u> as part of a new code to tackle problem gambling.</p> <p>How accurate is the data and how was it collated?</p> <p>What is the profile of citizens?</p> <p>How prolific are premises offering this on Nottingham’s streets?</p> <p>Will the companies in Nottingham adhere to the voluntary code?</p>
<p><b>Credit Unions</b> - An effective way of addressing citizen’s increasing use of pay day lenders?</p>	