



NOTTINGHAM CITY COUNCIL
OVERVIEW AND SCRUTINY COMMITTEE

Date: Monday 8 May 2017

Time: At the rising of Annual Council

Place: Tea Room - Council House

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

Corporate Director for Strategy and Resources

Senior Governance Officer: Laura Wilson **Direct Dial:** 0115 8764301

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTERESTS**
- 3 MINUTES** 3 - 4
To confirm the minutes of the meeting held on 5 April 2017
- 4 OVERVIEW AND SCRUTINY COMMITTEE TERMS OF REFERENCE** 5 - 8
Report of the Head of Legal and Governance
- 5 ESTABLISHMENT OF THE OVERVIEW AND SCRUTINY CALL-IN PANEL** 9 - 10
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- 6 WORK PROGRAMME** 11 - 16
Report of the Head of Legal and Governance
- 7 DATES OF FUTURE MEETINGS**
To consider meeting at 2.00pm on the following Wednesdays:

<u>2017</u>	<u>2018</u>
14 June	3 January
5 July	7 February
6 September	7 March
4 October	4 April
8 November	
6 December	

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

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT WWW.NOTTINGHAMCITY.GOV.UK. INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

NOTTINGHAM CITY COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

MINUTES of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 5 April 2017 from 14.00 - 15.05

Membership

Present

Councillor Brian Parbutt (Chair)
Councillor Gul Nawaz Khan (Vice Chair)
Councillor Leslie Ayoola
Councillor Azad Choudhry
Councillor Mohammed Ibrahim
Councillor Patience Uloma Ifediora
Councillor Glyn Jenkins
Councillor Neghat Khan
Councillor Anne Peach

Absent

Councillor Josh Cook
Councillor Georgina Culley
Councillor Pat Ferguson
Councillor Sue Johnson
Councillor Ginny Klein

Colleagues, partners and others in attendance:

Noel McMenamin - Governance Officer
Laura Wilson - Senior Governance Officer

56 APOLOGIES FOR ABSENCE

Councillor Josh Cook – other Council business
Councillor Georgina Culley - unwell
Councillor Sue Johnson – leave
Councillor Ginny Klein – other Council business

Beverley Frost

57 DECLARATIONS OF INTERESTS

None.

58 MINUTES

Subject to recording Councillor Choudhry's apology for absence for medical reasons and correctly recording Councillor Anne Peach's name, the minutes of the meeting held on 8 March 2017 were confirmed as a correct record and signed by the Chair.

59 WORK PROGRAMME 2017/18 DEVELOPMENT

The Chair introduced the report, detailing impending changes in approach to the scrutiny function, and requesting the Committee to identify potential topics to include in the work programme in the 2017/18 municipal year.

The Chair explained that under changes to the Committee's Terms of Reference, to be approved at Full Council in May 2017, the Committee will have 2 Vice-Chairs. One

Vice-Chair will chair the Health Scrutiny Committee, and the other will chair the Children and Young People's Scrutiny Committee. Review panels will no longer meet, and all scrutiny activity will take place within the 3 scrutiny committees.

The Committee then considered a list of possible issues for scrutiny in 2017/18, and identified the following for inclusion in the work programme:

- (a) Southern Gateway development– the impact on road users, including buses and cyclists, the phasing of the development, and the communications strategy;
- (b) commercialism - to look at the effectiveness of the commercialism agenda in generating income to support the Council's budget;
- (c) air quality update - to look at the work taking place with partners to develop and implement actions to improve air quality, including diesel emissions;
- (d) new business growth – how effective are measures to encourage small business growth, and the impact on poverty in Nottingham;
- (e) Big Ticket Programme – to review the impact of the Programme on services and resources;
- (f) joined-up working – with a focus on how planning, enforcement and related functions work on managing Houses in Multiple Occupation;
- (g) flytipping – measures being taken to reduce prevalence, the effectiveness of enforcement and prosecutions, links to bulk waste, trade waste and recycling services;
- (h) update on the review of enforcement agents;
- (i) update on traffic enforcement, especially in city centre and around schools;
- (j) update on cycling issues.

RESOLVED to request that the Senior Governance Officer and the Chair work to develop the work programme for the 2017/18 municipal year on the basis of the Committee's discussion.

OVERVIEW AND SCRUTINY COMMITTEE
8 MAY 2017
OVERVIEW AND SCRUTINY COMMITTEE TERMS OF REFERENCE
REPORT OF THE HEAD OF LEGAL AND GOVERNANCE

1 Purpose

- 1.1 To ensure all members of the Overview and Scrutiny Committee are aware of the terms of reference for the Committee, and the implications for the operation of the Committee during the year.

2 Action required

- 2.1 The Committee is asked to note the terms of reference for the Overview and Scrutiny Committee, as approved at Council on 8 May 2017.

3 Background information

- 3.1 On 8 May 2017 Council established the Overview and Scrutiny Committee and agreed its terms of reference.

4 List of attached information

- 4.1 Overview and Scrutiny Committee Terms of Reference.

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

- 5.1 None.

6 Published documents referred to in compiling this report

- 6.1 Appointments and first meetings of Committees and Joint Bodies 2017-18 – Council, 8 May 2017
- 6.2 Amendments to the Constitution – Council, 8 May 2017

7 Wards affected

- 7.1 All

8 Contact information

- 8.1 Laura Wilson
Senior Governance Officer
0115 8764301
laura.wilson@nottinghamcity.gov.uk

OVERVIEW AND SCRUTINY COMMITTEE TERMS OF REFERENCE

- (a) To set, manage and co-ordinate the overview and scrutiny work programme to ensure all statutory roles and responsibilities accorded to the overview and scrutiny function, with the exception of health scrutiny, are fulfilled, including the ability to:
 - i. hold local decision-makers, including the Council's Executive, to account for their decisions, action and performance;
 - ii. review policy and contribute to the development of new policy and the strategy of the Council and other local decision-makers where it impacts on Nottingham residents;
 - iii. explore any matters affecting Nottingham and/ or its residents;
 - iv. make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive;
- (b) to maintain an overview of key strategic issues relevant to Nottingham and its residents to inform decisions about the work programme so that it is focused on, and adds value by the examination of, issues of local importance and concern;
- (c) to monitor the effectiveness of the overview and scrutiny work programme and the impact of outcomes from overview and scrutiny activity, including the outcomes of review panels;
- (d) to work with the other scrutiny committees, to support effective delivery of a co-ordinated overview and scrutiny work programme;
- (e) to establish a sub-committee known as the Call-In Panel to meet as required to consider call-in requests in accordance with the Council's Call-In Procedure;
- (f) to commission time-limited review panels (no more than 1 panel at any one time) to carry out a review of a matter within its remit. Commissioning includes setting the remit, initial timescale and size of membership to meet the needs of the review to be carried out. Such review panels will be chaired by the Chair of the Overview and Scrutiny Committee;
- (g) to consider requests for councillor calls for action;
- (h) to receive petitions in accordance with the Council's Petitions Scheme;
- (i) to commission separate policy briefings to inform councillors about current key issues relevant to Nottingham, to aid decisions about the future overview and scrutiny work programme and prepare councillors to undertake overview and scrutiny work that has already been commissioned;

- (j) to co-opt people from outside the Council to sit on the Committee or any review panels or commissions, to support effective delivery of the work programme.

The Committee has 14 members. Membership must not include members of the Executive Board. The Committee is politically balanced, with allocation of seats between political groups determined on a year by year basis.

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OVERVIEW AND SCRUTINY COMMITTEE
8 MAY 2017
ESTABLISHMENT OF THE OVERVIEW AND SCRUTINY CALL-IN PANEL
REPORT OF HEAD OF LEGAL AND GOVERNANCE

1 Purpose

- 1.1 To establish the Call-in Panel as a sub-committee of the Overview and Scrutiny Committee for 2017/18 and approve the terms of reference and membership.

2 Action required

- 2.1 The Committee is asked to approve the terms of reference and membership of the Call-in Panel as detailed in Appendix 1.

3 Background information

- 3.1 The terms of reference for Overview and Scrutiny Committee require it to appoint a Call-in Panel to respond to the call-in of Executive decisions prior to implementation.
- 3.2 The Chair of the Overview and Scrutiny Committee is the Chair of the Call-in Panel, and the Vice-Chairs of the Committee will also be Vice-Chairs of the Call-in Panel.

4 List of attached information

- 4.1 Call-in Panel terms of reference and membership.

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

- 5.1 None.

6 Published documents referred to in compiling this report

- 6.1 The Council's Constitution.

7 Wards affected

- 7.1 All

8 Contact information

- 8.1 Laura Wilson
Senior Governance Officer
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CALL-IN PANEL

Terms of Reference

The Call-in Panel is a sub-committee of the Overview and Scrutiny Committee set up to determine the validity of call-in of Executive decisions and whether a decision should be referred back to the decision maker or, in certain cases, to Council, in accordance with the Constitution and Call-in Procedure.

The Call-in Panel comprises 9 councillors. Ordinarily, Overview and Scrutiny Committees/Panels should be politically balanced.

The Chair of the Overview and Scrutiny Committee will chair the Call-in Panel. The Scrutiny Vice-Chairs will be Vice-Chairs of the Call-in Panel.

Membership

To follow

OVERVIEW AND SCRUTINY COMMITTEE
8 MAY 2017
WORK PROGRAMME 2017/18
REPORT OF HEAD OF LEGAL AND GOVERNANCE

1 Purpose

- 1.1 To consider the Committee’s work programme for 2017/18, based on areas of work identified by the Committee at the April 2017 meeting.

2 Action required

- 2.1 The Committee is asked to note the work that is currently planned for the 2017/18 municipal year, and make amendments to the programme as appropriate.

3 Background information

- 3.1 The Committee is responsible for setting and managing its own work programme.
- 3.2 In setting a programme for scrutiny activity, the Committee should aim for an outcome-focused work programme that has clear priorities and a clear link to its roles and responsibilities. The work programme needs to be flexible so that issues which arise as the year progresses can be considered appropriately.
- 3.3 Where there are a number of potential items that could be scrutinised in a given year, consideration of what represents the highest priority or area of risk will assist with work programme planning. Changes and/or additions to the work programme will need to take account of the resources available to the Committee.

4 List of attached information

- 4.1 Overview and Scrutiny Committee 2017/18 Work Programme.

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

- 5.1 None

6 Published documents referred to in compiling this report

- 6.1 Overview and Scrutiny Committee minutes – 6 April 2017.

7 Wards affected

7.1 All

8 Contact information

8.1 Laura Wilson
Senior Governance Officer
0115 8764301
laura.wilson@nottinghamcity.gov.uk

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2017/18

DATE	ITEMS
14 June 2017	<p>Discussion with the Portfolio Holder for Energy and Sustainability To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Alan Clark)</p> <p>Citizen Survey To review the results of the Citizen Survey to help inform the work programme and gather evidence for the proposed reviews in 2017/18</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
5 July 2017	<p>Discussion with the Leader/Portfolio Holder for Strategic Regeneration To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Jon Collins)</p> <p>Broadmarsh Development To review the impact of the Broadmarsh development (Development)</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
6 September 2017	<p>Fly-tipping in Nottingham To review how the Council's waste services work together to combat flytipping – evidence gathering (Commercial and Domestic Waste, Commercial and Operations)</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
4 October 2017	<p>Discussion with the Portfolio Holder for Community Services To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Nicola Heaton)</p>

	<p>Fly-tipping in Nottingham To review how the Council's waste services work together to combat flytipping – evidence gathering (Commercial and Domestic Waste, Commercial and Operations)</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
8 November 2017	<p>Discussion with the Portfolio Holder for Business, Growth and Transport To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Nick McDonald)</p> <p>Fly-tipping in Nottingham Agreeing recommendations</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
6 December 2017	<p>Discussion with the Portfolio Holder for Leisure and Culture To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Dave Trimble)</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
3 January 2018	<p>Discussion with the Portfolio Holder for Planning and Housing To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Jane Urquhart)</p> <p>Work Programme To agree the work programme for the remainder of the 2017/18 municipal year</p>
7 February 2018	<p>Discussion with the Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration To consider and update from the Portfolio Holder on red and amber Council Plan priorities and budget pressures (Councillor Graham Chapman)</p>

	Fly-tipping in Nottingham Response to recommendations Work Programme To agree the work programme for the remainder of the 2017/18 municipal year
7 March 2018	Work Programme 2018/19 Development To discuss the work programme for 2018/19
4 April 2018	Work Programme To agree the work programme for the 2018/19 municipal year

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