

<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>7 SEPTEMBER 2016</b>
<b>PROGRAMME FOR SCRUTINY</b>
<b>REPORT OF HEAD OF LEGAL SERVICES 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

2.1 note the items scheduled on the work programme for the Overview and Scrutiny Committee and Scrutiny Review Panels for 2016/17.

2.2 agree a date, appoint a scrutiny review panel chair and members to the following scrutiny review panel:

To consider the use of enforcement agents (bailiffs) by Nottingham City Council.

**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.

3.4 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 fewer, but more in depth reviews which will enable panels to explore and challenge more.

Commissioning scrutiny reviews

3.5 Delivery of the programme will primarily be through the commissioning of time-limited (2 to 3 meetings maximum) 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.

- 3.6 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.
- 3.7 The Committee held a workshop session in March 2016 and identified a number of areas for consideration during 2016/17. These topics have been identified and are listed in Appendix 1 to this report.
- 3.8 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.

#### 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.
- 3.10 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

- 3.11 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** – Feasibility criteria for topics

**Appendix 2** – Long list of main scrutiny topics

**Appendix 3** - Long-list of potential future OSC/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

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**Appendix 1** - 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.

## Appendix 2

<b>7 September 2016</b>	<ul style="list-style-type: none"><li>• <b>Changing Faces of Trading Standards in Nottingham</b> To consider an update from the Chief Executive on the Council's transition from 'Good to Great' and the resulting changes to the Council's operating model.  (Richard Antcliffe, Chief Licensing, Trading Standards and Anti-Social Behaviour Officer)</li><li>• <b>Discussion with Portfolio Holder for Energy and Sustainability</b> To consider an update from the Portfolio Holder on his Council plans, priorities and challenges (Councillor Alan Clark)</li><li>• <b>Work Programme</b> To agree a draft work programme for 2016/17</li></ul>
<b>5 October 2016</b>	<ul style="list-style-type: none"><li>• <b>Discussion with Portfolio Holder for Business, Growth and Transport</b> To consider an update from the Portfolio Holder on her Council plans, priorities and challenges (Councillor Nick McDonald)</li><li>• <b>Voluntary and Community Sector Grants</b>  (Louise Graham, Voluntary and Community Sector Partnerships Specialist, Market Strategy and Development)</li><li>• <b>Work Programme</b> To agree a draft work programme for 2016/17</li></ul>

<p><b>9 November 2016</b></p>	<ul style="list-style-type: none"> <li> <b>Nottingham City Safeguarding Children's Board Annual Report</b>  To consider a report from the Chair of the NCSCB on its Annual Report  (NCSCB Chair, Chris Cooke) </li> <li> <b>Discussion with Portfolio Holder for Resources and Neighbourhood Regeneration</b>  To consider an update from the Portfolio Holder on his Council plans, priorities and challenges  (Councillor Graham Chapman) </li> <li> <b>Work Programme</b>  To agree a draft work programme for 2016/17 </li> </ul>
<p><b>7 December 2016</b></p>	<ul style="list-style-type: none"> <li> <b>Flood Mitigation Strategy in Nottingham</b>  To consider joint working and flood mitigation processes in Nottingham  (Highways at Nottingham City Council, Highways Agency, Severn Trent Water) </li> <li> <b>Discussion with Lead of the Council</b>  To consider an update from the Leader on his Council plans, priorities and challenges  (Councillor Jon Collins) </li> <li> <b>Work Programme</b>  To agree a draft work programme for 2016/17 </li> </ul>
<p><b>4 January 2017</b></p>	<ul style="list-style-type: none"> <li> <b>Tourism in Nottingham and Nottinghamshire</b>    (Hugh White, Director of Sports, Culture and Parks) </li> <li> <b>Discussion with Portfolio Holder for Early Intervention and Early Years</b> </li> </ul>

	<p>To consider an update from the Portfolio Holder on his Council plans, priorities and challenges (Councillor David Mellen)</p> <ul style="list-style-type: none"> <li>• <b>Work Programme</b> To agree a draft work programme for 2016/17</li> </ul>
8 February 2017	<ul style="list-style-type: none"> <li>• <b>Housing and the Private Rented Sector in Nottingham</b>  (Housing)</li> <li>• <b>Discussion with Portfolio Holder for Schools</b> To consider an update from the Portfolio Holder on his Council plans, priorities and challenges (Councillor Sam Webster)</li> <li>• <b>Work Programme</b> To agree a draft work programme for 2016/17</li> </ul>
8 March 2017	<ul style="list-style-type: none"> <li>• <b>Cycling Strategy in Nottingham</b>  (Transport colleagues)</li> <li>• <b>Discussion with Portfolio Holder for Energy and Sustainability</b> To consider an update from the Portfolio Holder on his Council plans, priorities and challenges (Councillor Alan Clark)</li> <li>• <b>Work Programme</b> To agree a draft work programme for 2016/17</li> </ul>

**5 April 2017**

- **Discussion with Portfolio Holder for Planning and Housing**  
To consider an update from the Portfolio Holder on her Council plans, priorities and challenges  
(Councillor Jane Urquhart)
- **Work Programme Session**  
To agree a draft work programme for 2017/18



**Scrutiny Review Topics 2016/17**

	<b>Topic</b>	<b>Comments</b>
<b>1</b>	<b>Deprivation in Nottingham –</b> Nottingham is amongst the local authority districts with the largest proportion of highly deprived neighbourhoods in England.	<b>Review to take place on Thursday 15 September 2016, 10am.</b>  <ul style="list-style-type: none"> <li>• Councillor Sue Johnson to chair the Panel.</li> <li>• Scope to be finalised and submitted for approval to OSC.</li> </ul>
<b>2</b>	<b>Graduate retention and recruitment in Nottingham –</b> a review to look more closely at what work is taking place to improve and encourage graduates to remain in the city.	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Azad Choudhry to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>3</b>	<b>Impact of Welfare Reform in Nottingham –</b> What is the impact of the Welfare Reforms introduced in April 2013 on citizens and services in Nottingham.	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Glyn Jenkins to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>4</b>	<b>Fracking in Nottingham and Nottinghamshire –</b> a review to look closely at the impact of fracking in Nottingham and neighbouring authorities.	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Brian Parbutt to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>5</b>	<b>Effectiveness of Nottingham City Council's consultation process</b>	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Glyn Jenkins to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>6</b>	<b>Parking enforcement in Nottingham</b>	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Azad Choudhry to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>7</b>	<b>Housing regeneration in Nottingham –</b> Nottingham City Council aims to build 2,500 new houses that Nottingham people can afford to rent or buy. Is that a deliverable target?	<b>Status – to be scheduled</b>  <ul style="list-style-type: none"> <li>• Councillor Sue Johnson to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
<b>8</b>	<b>Cycling in Nottingham –</b>	<b>Status – to be scheduled</b>

	<p>Nottingham City Council has an ambitious vision for a cycle city and recently secured £6.1m to kick start an overhaul of the Council's cycling facilities.</p>	<ul style="list-style-type: none"> <li>• Councillor Glyn Jenkins to chair the Panel.</li> <li>• Scope needs to be finalised with chair and submitted for approval to OSC.</li> </ul>
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