



Civic Centre,
Arnot Hill Park,
Arnold,
Nottinghamshire,
NG5 6LU

Agenda

Overview and Scrutiny Committee

Date: **Monday 8 May 2017**

Time: **5.30 pm**

Place: **Chappell Room**

For any further information please contact:

Helen Lee

Democratic Services Officer

0115 901 3894

Overview and Scrutiny Committee

Membership

Chair Councillor Meredith Lawrence

Vice-Chair Councillor Paul Feeney

Councillor Bruce Andrews
Councillor Sandra Barnes
Councillor Tammy Bisset
Councillor Kevin Doyle
Councillor Roxanne Ellis
Councillor Helen Greensmith
Councillor Barbara Miller
Councillor Marje Paling
Councillor Stephen Poole
Councillor Alex Scroggie
Councillor John Truscott

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MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 13 March 2017

Councillor Meredith Lawrence (Chair)

| | |
|--------------------------|---------------------------|
| Councillor Paul Feeney | Councillor Barbara Miller |
| Councillor Bruce Andrews | Councillor Marje Paling |
| Councillor Sandra Barnes | Councillor Stephen Poole |
| Councillor Tammy Bisset | Councillor Alex Scroggie |
| Councillor Kevin Doyle | Councillor John Truscott |
| Councillor Boyd Elliott | |

Apologies for absence: Councillor Helen Greensmith

Officers in Attendance: H Barrington, A Callingham, A Dubberley and J Robinson

152 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillor Greensmith. Councillor Elliott attended as substitute.

153 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 23 JANUARY 2017

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

154 DECLARATION OF INTERESTS.

None.

155 OPERATIONAL POLICING IN ARNOLD AND CARLTON

As part of this item the Committee were expecting to receive a briefing from Inspector Stephen O'Neil of Nottinghamshire Police on operational policing in Arnold and Carlton.

Unfortunately Inspector O'Neil was unable to attend due to illness but had offered members the opportunity to raise any issues and then reply at a later date.

Councillor Barnes spoke about an issue that had been discussed at a recent neighbourhood watch meeting where concern had been expressed that police officers did not appear to spend a sufficient amount of time with elderly residents who had been the victims of burglary.

Members also discussed the customer contact points for residents and noted that police staff were shortly to move into the Council's Jubilee House site with a police contact point at the Civic Centre opening thereafter. Plans were still progressing to site a contact point at Carton Fire Station.

RESOLVED:

To note the position.

156

PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE

The Committee welcomed Councillor Hollingsworth, Portfolio Holder for Growth and Regeneration, to discuss a range of issue relating to her portfolio accompanied by John Robison, Chief Executive.

Councillor Hollingsworth provided information on the topics identified by members as follows:

Carlton Square

- 45 residential units were under construction at the former DBH house building and the council had recently sold an area of land to be used as a car park for the development.
- Pre-development funding of £30,000 had been secured to investigate the potential of further retail premises being opened in the area. A brief was being drawn up for this work.
- It was hoped that regeneration would improve the whole area and it was also hoped to work with Gedling Homes to improve their properties in the vicinity.
- Some artist impressions of how the area could look after development had been commissioned as part of feasibility work and these could be made available.

Former Carlton Brass Headquarters

- It was initially hoped that 8 starter homes could be constructed on the site which was in Council ownership. However this scheme was not viable due to the constraints of the starter home scheme. Alternative uses for the site were being identified.

Arnold Market

- Cabinet had given officers approval to negotiate a purchase with the site's owner but this did not commit the council to purchase the site.
- £25,000 of funding had been secured from the Nottinghamshire pre-development fund to progress this work.

Empty Homes

- 150% of the Council Tax charge was levied on properties empty for more than two years which does not seem to have led to a reduction in empty homes across the area.
- An officer was being recruited on a temporary basis to work on bringing empty homes back into use. This area of work was particularly complex and the Council could consider using compulsory purchase orders in future.

Business rates

- Business rate reforms were due to apply shortly and it was becoming clear that there would be some Gedling Businesses paying more rates and some paying less.
- Business rate relief would apply to a greater number of low rateable businesses although a number of very complicated calculations still had to be made to assess the full picture.
- There would be transitional relief, as announced in the budget, although it was unclear how this might apply locally.

Stalled sites

- This was an increasingly frustrating area and work was constantly ongoing to bring forward developments that had been given planning permission.
- The Homes and Communities Agency had allocated pre-development funding to bring forward the Rolleston Drive site.
- The development brief for the Top Wighay site had recently been refreshed and it was hoped that this would bring forward new applications.
- The site on the corner of Adbolton Avenue and Westdale Lane was shortly to be the subject of a planning application for 12 apartments.
- The Ashworth Street Medical Centre was likely to be developed soon following a change in ownership.
- It was hoped that a planning application for 72 dwellings on the former Metalifactory site on Mansfield Road would be submitted in the spring.
- Final details of layout for the Teal Close development were being agreed with a construction start date imminent.
- The lack of progress for the Sainsbury's site in Colwick remained a frustration.

Housing Development Company

- The Council was currently investigating the potential to establish a housing development company. It was explained that due to low interest loans available to local authorities it may be financially viable to create an “arm’s length” company to bring forward housing developments which are needed in the Borough.

Gedling Access Road

- Various land ownership issues were currently being worked through with an expected construction start date planned for spring 2018. Unfortunately a more precise date could not be given due to the uncertainties associated with land ownership issues currently being worked on.

Integrated Transport

- A revised integrated transport strategy for the Borough is expected to be approved through Cabinet shortly. This would set out a strategic outlook including everything from aspirations for a tramline and a 4th Trent Crossing through to improvements to cycle lanes and walking routes. The strategy would aim to connect people with jobs.
- Members discussed bus routes in particular concern about a lack of connectivity to the new country park and the lack of a bus service that links areas of the Borough east to west. The Chief Executive said that it may be of merit to examine the issue of bus connectivity further with the possibility of adding more detail to the integrated transport plan.

Future Portfolio Holder Attendance

Members were advised that Councillor Gregory would be attending the next to Committee for members to be given an opportunity to examine the Community Development Portfolio which includes:

- Community Centres
- Neighbourhood working
- Community Events
- Arts, culture and play
- Community engagement and consultation, including liaison with the voluntary sector and Parish Councils
- Equalities
- Members’ Services including Member training and development

Members were reminded to submit ideas for areas to be examined by email to Helen Lee as soon as possible.

Requests for additional information

Members noted that an article giving information about fly tipping and residents' duties for disposing of waste was due to be published in the July contacts magazine.

RESOLVED to:

- 1) Thank Councillor Hollingsworth for her attendance; and
- 2) Note the information provided.

157

COUNCIL PLAN 2016/19: OVERVIEW OF QUARTER 3

The Director of Organisational Development and Democratic Services presented a report, which had been circulated in advance of the meeting, informing the committee about the position against improvement for action and performance indicators in the 2016/17 Gedling Plan.

Of the 8 indicators shown red at the end of quarter 3, 4 were expected to improve and be on target at year end. However 4 indicators were expected miss the target by year end.

The target expected to be missed were:

- Affordable Housing – the target for the number of affordable homes constructed in the Borough would be behind target which reflected the national picture. Efforts were being made to get building underway and the feasibility of a Local Authority Development Company was being explored.
- Waste – The level of recycling was expected to miss target with a resulting increase in black bin waste. It was hoped that active promotion of the garden waste scheme would lead to new customers and therefore more garden waste being taken out of black bins.
- Employee Sickness – The target for the number of staff working days lost to sickness is not expected to hit target due to a spike in sickness levels over the winter period. Managers are still, under the direction of the SLT, monitoring this rigorously with the aim of returning staff to work as soon as they are able.

Areas highlighted as being ahead of target or as key achievements in Quarter 3 included the Council's work with refugee resettlement, digitalisation initiatives in the council as well as increase in apprenticeships being offered by the council and attendances at the Bonington Theatre.

RESOLVED:

To note the progress against actions and performance indicators in the 2016/19 Gedling Plan.

158

SCRUTINY OF CRIME AND DISORDER

Members welcomed Andy Callingham, Service Manager Public Protection, to talk to the Committee about the link between mental health and crime which was identified as a potential area for scrutiny at the last meeting.

It was explained that this area was extremely challenging involving a number of agencies and that one possible way forward would be for officers to extend their review of existing processes to all areas of the council. There were also a number of confidentiality issues that would prevent member involvement in specific cases and this council rarely took the lead in such matters so scrutiny involvement may prove fruitless.

RESOLVED

- 1) Not to pursue any further work in this area due to the complexities outlined by the Service Manager; and
- 2) Note that an internal review of processes carried out by the Council was already ongoing within relevant teams and that this review would be extended corporately.

159

SCRUTINY WORK PROGRAMME

Scrutiny in working groups

The following updates were given on current working groups:

- Issues of an ageing population
Councillor Doyle said that the group had taken evidence from Gedling Homes, the County Council and Age UK. He would be attending a meeting of Gedling's older person's council soon and it was hoped recommendation from the group would be made soon after that.
- Income generation
Councillor Lawrence said that the group had already met the Deputy Chief Executive and further meetings with other directors were planned to gather evidence.
- Councillor Standard
Members had volunteered to be part of the group and a meeting would take place soon.

RESOLVED:

To note the information on current scrutiny activity.

**160 REPORTS AND NOTICES RECEIVED BY THE CHAIR OF THE
OVERVIEW AND SCRUTINY COMMITTEE AS REQUIRED UNDER
THE CONSTITUTION OR LAW**

Members considered a report, which had been circulated in advance of the meeting, giving information on matters referred to the Chair as required by the constitution

RESOLVED:

To note the report.

161 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 7.15 pm

Signed by Chair:
Date:

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Report to: Overview and Scrutiny Committee

Subject: Programme of Portfolio Holder Attendance

Date: 8 May 2017

Author: Democratic Services Officer

1. PURPOSE OF THE REPORT

- I. To consider the areas of responsibility of the Portfolio Holder Community Development, Councillor Gary Gregory, as part of the rolling programme of Portfolio Holder attendance.
- II. To discuss areas for examination which are responsibility of the Leader and Deputy Leader for the July committee?

2. BACKGROUND

At the 20th July 2015 Overview and Scrutiny Committee, Members agreed to continue with a programme of attendance by Portfolio Holders, and relevant officers, at committee. Areas of performance, within each portfolio for examination, would be identified, and questions for the Portfolio Holder submitted in advance of each meeting. 'Ad hoc' questions could also be put forward at the meeting itself. Non-executive Members are also invited to submit questions for the Portfolio Holder.

3. 2016/2017 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE

Councillor Gary Gregory, Portfolio Holder for Community, is attending the committee to discuss areas of responsibility in his Portfolio which include:

- Community Centres
- Neighbourhood working
- Community Events

- Arts, culture and play
- Community engagement and consultation, including liaison with the voluntary sector and Parish Councils
- Equalities
- Members 'services including Member training and development

A customised report detailing performance outcomes for Q3 for the above Portfolio is attached at **Appendix 1**.

3.1 Questions received in advance of the committee

The following areas for discussion have been submitted in advance of the committee:

- Why are there no performance indicators for this Portfolio?
- Gedling Youth Council. How do you "ensure young people are an integral part of the Council's decision making progress"?
- How are you building a positive relationship with our parish councils and communities?
- Progress of the asset transfer, disposal of the GBC community centres"?
- Implement Locality Plans in the Council's priority neighbourhoods – What does this entail, which neighbourhoods and how are they chosen?
- Implement Actions to support the Councils Armed Forces Community Covenant – what action has been taken?

4. FUTURE PORTFOLIO HOLDER ATTENDANCE

Councillor John Clarke Leader of the Council, and Councillor Michael Payne Deputy Leader and Portfolio Holder for Resources and Reputation, will be attending the next meeting of the committee to give Members the opportunity to examine their areas of responsibility.

Leader of the Council

Councillor John Clarke

- Overall strategy and delivery of agreed Council priorities and objectives.

- Oversight of all Cabinet responsibilities.
- Building and developing relationships with partners at a local, regional, national and international level to pursue matters of interest to the Council and the community.
- Representing the interests of the Council and the wider community on the Nottingham and Nottinghamshire Combined Authority, East Midlands Council, and other key strategic local, regional and national bodies.
- Oversight of the Council's Collaboration Agreement with Newark and Sherwood and Rushcliffe Councils.
- Building and maintaining positive relationships with and between elected Members and employees.
- Promoting and encouraging effective corporate governance and the highest standards of probity.

Deputy Leader and Portfolio Holder for Resources & Reputation

Councillor Michael Payne

- Budget strategy, financial management and local taxation.
- Asset Management, including the Council's investment property, sales and purchase of land
- Communications, marketing and promotion.
- Media relations.
- Customer Services, information and communications technology

Members are asked to consider which service areas they would like to examine. If they have any specific issues they would like addressed Members are requested to submit questions in advance of the meeting.

Customised reports detailing performance outcomes for Q3 are attached at **Appendix 2** to assist Members' identify areas for consideration.

5. RECOMMENDATION

The Overview and Scrutiny Committee is recommended to:

- consider, ask questions and comment on the information provided
- thank Councillor Gregory and other guests for their attendance
- identify areas in the for examination at the July Committee

APPENDICIES

Appendix 1: Q3 Community Development

Appendix 2: Q3 Leader & Deputy Leader

Portfolio Holder Performance report Quarter 3 2016/17

Community Development Portfolio

| PI Status | | Long Term Trends | | Short Term Trends | |
|--|-----------|---|---------------|---|---------------|
|  | Alert |  | Improving |  | Improving |
|  | Warning |  | No Change |  | No Change |
|  | OK |  | Getting Worse |  | Getting Worse |
|  | Unknown | | | | |
|  | Data Only | | | | |

| Action Status | |
|---|------------------------------------|
|  | Cancelled |
|  | Overdue; Neglected |
|  | Unassigned; Check Progress |
|  | Not Started; In Progress; Assigned |
|  | Completed |

NB there are no performance indicators reported on a quarterly basis for this portfolio

Actions

| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|---|----------------|---|-----------------|--|-------|
| Implement Locality Plans in the Council's priority neighbourhoods | Lance Juby |  | 31-Mar-2019 | <div style="width: 28%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 28% | |
| Implement actions to support the Council's Armed Forces Community Covenant | Lance Juby |  | 31-Mar-2019 | <div style="width: 29%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 29% | |
| Deliver a programme of community events | Lance Juby |  | 31-Mar-2019 | <div style="width: 86%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 86% | |
| Progress asset transfer or disposal of the Council's community centres | Lance Juby |  | 31-Mar-2019 | <div style="width: 52%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 52% | |
| Promote and encourage employee and community volunteering and residents' involvement in local activities | Lance Juby |  | 31-Mar-2019 | <div style="width: 73%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 73% | |
| Support further development of Gedling Youth Council and ensure young people are an integral of the Council's decision making process | Lance Juby |  | 31-Mar-2017 | <div style="width: 60%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 60% | |
| Build a positive relationship with our Parish Councils and rural communities | Lance Juby |  | 31-Mar-2019 | <div style="width: 43%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 43% | |
| Develop and implement Gedling Elected Members Standard | Alec Dubberley |  | 31-Mar-2019 | <div style="width: 0%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 0% | |

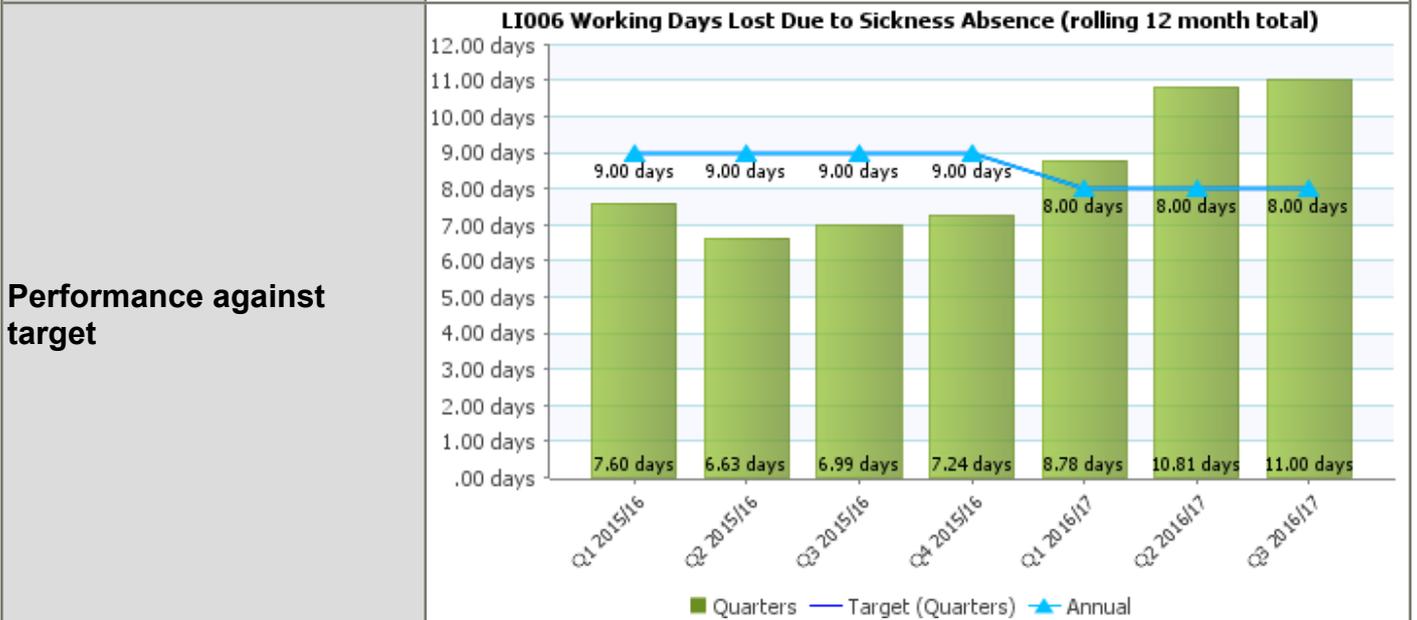
Leader Portfolio

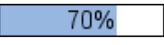
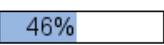
LI006 Working Days Lost Due to Sickness Absence (rolling 12 month total)

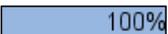
| | | | |
|----------------------|-----------------------|---|---|
| Managed By | David Archer | Status |  |
| Current Value | Current Target | Trend compared to last period | Trend compared to year ago |
| 11.00 days | 8.00 days |  |  |

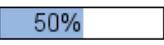
Latest Note

Absence for December is slightly better "month on month" compared to this time last year. Currently the number of cases of long term absence has decreased which helps to keep absence levels below those experienced in recent months. However, there has been substantial short term absence which means that the overall monthly rate of absence remains moderately high.



| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|---|--------------------------------|---|-----------------|--|--|
| Review current employee engagement and improve/modify where necessary | Rosie Caddy |  | 31-Mar-2017 |  | |
| Provide business support for small and medium businesses | Dawn Alvey; Julie Beresford |  | 31-Mar-2019 |  | <p>Economic Growth continues to promote business and financial support initiatives via the Business Keep Me Posted function on a monthly basis. In addition Economic Growth takes details on initiatives to the Gedling Business Partnership on a monthly basis. The department continues to promote the Gedling Apprenticeship Grant.</p> <p>A letter will be sent to businesses located within the rural areas in Q4 to promote LEADER and the next funding round of the Nottinghamshire County Council Capital Fund.</p> <p>During Q3 arrangements were made for a business advisor from D2N2 Growth Hub to hold a business surgery at GBC in January 2017. Outcomes to be reported at the end of Q4.</p> <p>Meetings have been held with the partnership manager from the Growth Hub to see how we can collaborate more and encourage Gedling based businesses to access support. We are</p> |

| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|--|----------------|---|-----------------|---|--|
| | | | | | <p>looking at a range of options which including hosting Growth Hub events in the Borough, working on joint events and regular business surgeries at the Civic Centre.</p> <p>17 employers have received support via the Erasmus+ apprenticeship support service to recruit an apprentice to date.</p> |
| Promote and encourage registration for and turnout at elections scheduled during 2016-19 | Alec Dubberley |  | 31-Mar-2019 |  100% | |
| Develop a range of activities to improve staff health and well-being | David Archer |  | 31-Mar-2019 |  91% | |
| Create a programme of activities to create a more compassionate society across the borough | John Robinson |  | 31-Mar-2017 |  100% | |
| Pursue further opportunities to reduce costs and/or improve services through collaboration with Rushcliffe and Newark and Sherwood Councils and other local authorities and partners | John Robinson |  | 31-Mar-2019 |  100% | |
| Implement recommendations arising from pay and rewards review | Mike Hill |  | 31-Mar-2017 |  100% | |
| Progress findings of feasibility study into provision of a Fourth Trent Crossing | John Robinson |  | 31-Mar-2019 |  100% | |

| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|--|---------------|---|-----------------|--|---|
| Deliver The European funded ERASMUS + apprenticeship project | John Robinson |  | 31-Mar-2019 |  | <p>Micro-site launched.</p> <p>Support service underway - 17 businesses supported in Q3.</p> <p>First cohort of mentoring training delivered - participation by 7 businesses.</p> |
| Ensure the Council plays a leading role and secures tangible benefits from any devolved powers and budgets from Central Government | John Robinson |  | 31-Mar-2017 |  | |
| Implement 'Refresh' organisational development programme | John Robinson |  | 31-Mar-2019 |  | |

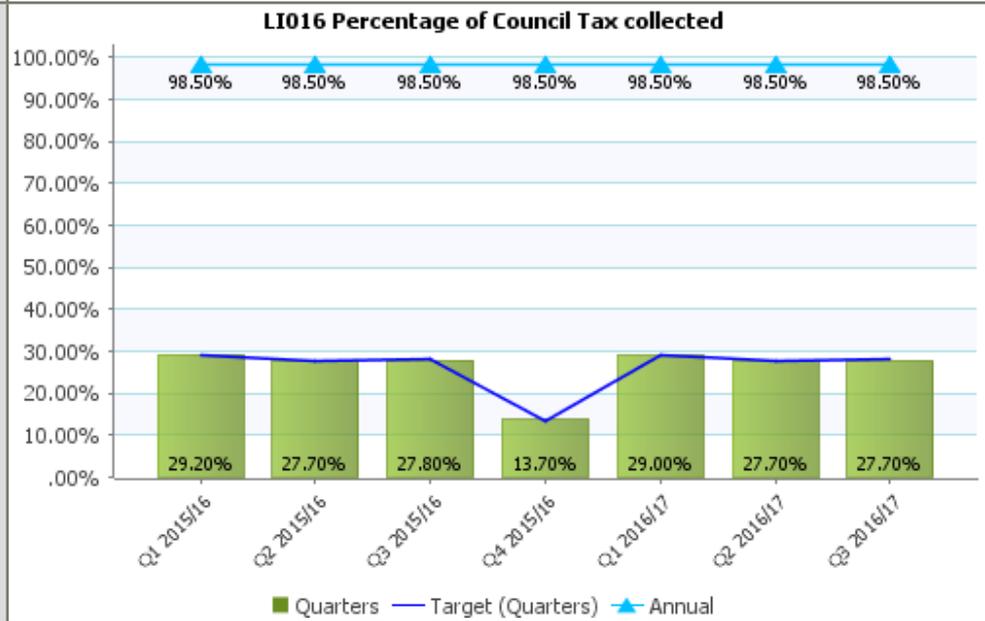
Portfolio Owners Resources and Reputation Portfolio

LI016 Percentage of Council Tax collected

| | | | |
|----------------------|-----------------------|---|---|
| Managed By | Duncan Adamson | Status |  |
| Current Value | Current Target | Trend compared to last period | Trend compared to year ago |
| 27.70% | 27.90% |  |  |

Latest Note

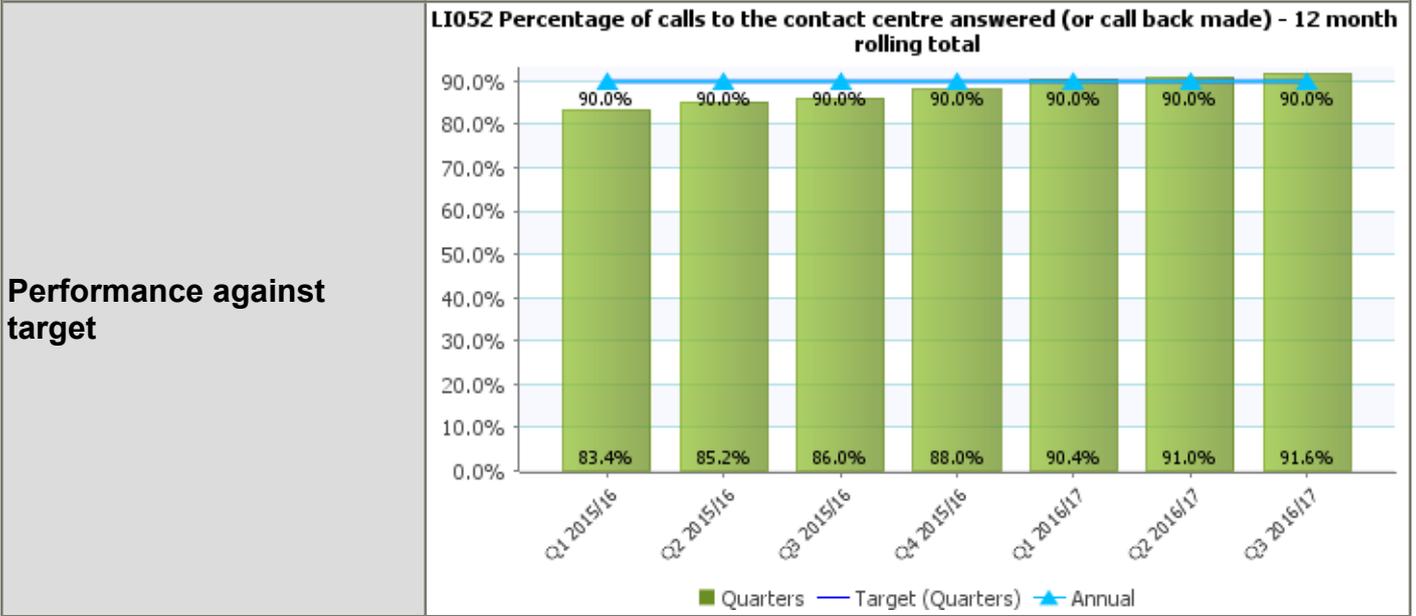
Performance against target



LI052 Percentage of calls to the contact centre answered (or call back made) - 12 month rolling total

| | | | |
|----------------------|-----------------------|---|---|
| Managed By | Rosie Caddy | Status |  |
| Current Value | Current Target | Trend compared to last period | Trend compared to year ago |
| 91.6% | 90.0% |  |  |

Latest Note

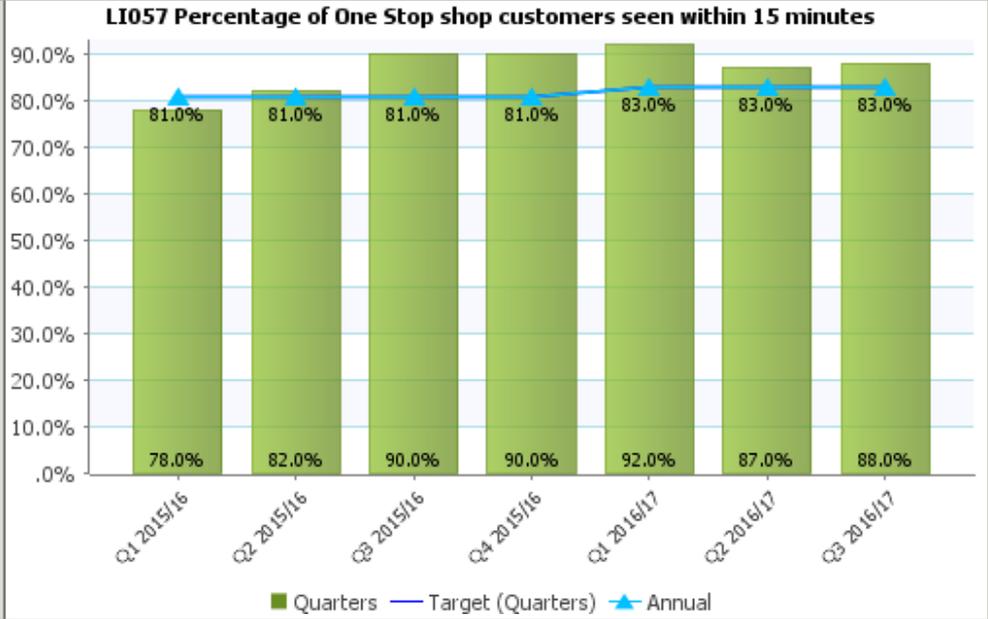


LI057 Percentage of One Stop shop customers seen within 15 minutes

| | | | |
|----------------------|-----------------------|--------------------------------------|-----------------------------------|
| Managed By | Rosie Caddy | Status | |
| Current Value | Current Target | Trend compared to last period | Trend compared to year ago |
| 88.0% | 83.0% | | |

Latest Note

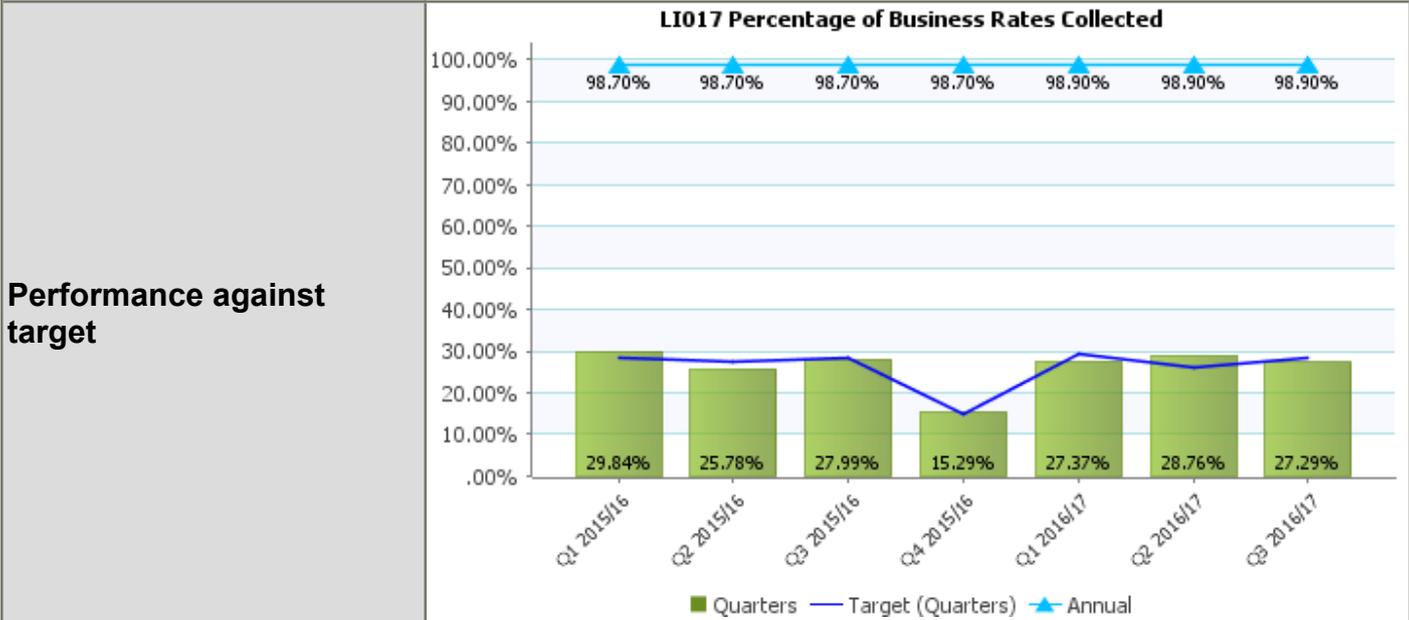
Performance against target



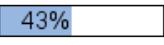
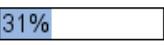
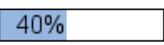
LI017 Percentage of Business Rates Collected

| | | | |
|----------------------|-----------------------|--------------------------------------|-----------------------------------|
| Managed By | Duncan Adamson | Status | ⚠ |
| Current Value | Current Target | Trend compared to last period | Trend compared to year ago |
| 27.29% | 28.19% | ↓ | ↑ |

Latest Note 0.4% below cumulative target. Within expected collection rate fluctuations, expect to be on target by 31/3/2017.



| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|---|------------------|---|-----------------|---|---|
| Provide public toilet facilities at the Civic Centre. | Vince Rimmington |  | 28-Feb-2017 | <div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 50% | |
| Ensure the development and approval of an updated Asset Management Strategy | Vince Rimmington |  | 31-Mar-2017 | <div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 0% | |
| Launch customer contact point in Carlton/the surrounding area | Rosie Caddy |  | 31-Mar-2017 | <div style="width: 0%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 0% | |
| Improve Civic Centre face to face reception facilities | Rosie Caddy |  | 31-Mar-2019 | <div style="width: 7%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 7% | Unfortunately the budget bid for reception improvements was unsuccessful. Contact has been made with partners to ascertain whether there is any appetite for joint funding. |
| Implement and embed Customer Services standards and charter | Rosie Caddy |  | 31-Mar-2017 | <div style="width: 40%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 40% | Design complete and approved by SLT. Portfolio Holder report being prepared. |
| Undertake residents' satisfaction survey in 2017 and review approach to consultation | Rosie Caddy |  | 31-Mar-2018 | <div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 50% | |
| Refresh and update the Council's website | Rosie Caddy |  | 31-Mar-2017 | <div style="width: 10%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 10% | |
| Ensure the council gets the best deal when negotiating developer contributions | Mike Avery |  | 31-Mar-2019 | <div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 50% | |
| Ensure arrangements are in place to support local residents with the transition to Universal Credit | Duncan Adamson |  | 31-Mar-2017 | <div style="width: 100%;"><div style="background-color: #4F81BD; height: 10px;"></div></div> 100% | |

| Title | Managed By | Status | Completion Date | Progress Bar | Notes |
|--|------------------|---|-----------------|--|---|
| Explore and where appropriate implement new technology and digital tools to improve efficiency of services | Mark Lane |  | 31-Mar-2019 |  | |
| Gather information from each service area about what customer feedback is being gathered (Including complaints and compliments) and how it's being used | Helen Barrington |  | 31-Mar-2017 |  | Information gathered and report prepared for Refresh Board to consider whether any additional actions needed. |
| Create a stronger commercial and entrepreneurial culture – explore new service delivery models that facilitate generation of new income streams/ reductions in costs | Mike Hill |  | 31-Mar-2019 |  | |
| Put in place measures to encourage customers to access information and service online | Helen Barrington |  | 31-Mar-2019 |  | |



Report to Overview and Scrutiny Committee

Subject: Recording of Meetings

Date: 8 May 2017

Author: Democratic Services Officer.

1. Purpose of the Report

To consider the continuation of the system of recording meetings.

2. Background

2.1 At the final meeting of the Overview and Scrutiny Committee before the last Borough elections in 2015, the Committee asked officers to investigate the option of the Council making its own recordings of council committees as an official record of proceedings. They were concerned about members of the public potentially making their own recordings and editing the content out of context. At that time there had been no documented incidents where 'mischievous' or 'malicious' recordings had been made.

2.2 The issue was researched, and a paper setting out three options for the recording of meetings was presented to the July 2015 meeting of the Scrutiny Committee. The merits of each method of recording were discussed and it was agreed to recommend to Cabinet that a system of audio recording and broadcasting was implemented. It was agreed that there would be a trial period of audio recording of the Planning Committee and Council. This would use the Audio Minutes system which integrates with the Council website. This would enable the public to be able to listen live to meetings at home; recordings would also be available for twelve months on the website, similar to services as the BBC iPlayer. The option chosen was seen as providing an affordable solution. There would be no set up cost and the council would be on a 'pay as you go' arrangement. It

- was envisaged that the cost of the service would be relatively modest and anticipated costs would be met from existing budget.
- 2.3 The recording was implemented but due to a range of technical issues, and the system not working consistently, the trial was extended and has now concluded. It is now evident that due to these technical problems use of the current system is not possible and continuation of recording would now require additional budget.
 - 2.4 At the last meeting of the committee, members requested information regarding the number of people who listened to the recording and were informed that detailed analysis was not available; it was estimated to be in the low teens.
 - 2.5 As part of the evaluation of the trial the Senior Leadership Team asked for a survey to understand if there was demand for audio recording. A small scale survey amongst residents was undertaken through the Council's social media channels where residents were asked if they would value or use such a facility. Disappointingly no feedback either positive or negative was received.
 - 2.5 There have been no recorded incidents of 'malicious' recordings being made.
 - 2.6 Alternative options to enable recordings to be made of meetings were explored although these were not taken forward due to a number of practical considerations. One possible alternative that was discussed was making a recording not using the audiomminutes system by using a simple sound recording set up. This was not taken forward due to a number of practical considerations such as giving access to the recordings to the public and issues surrounding storage. The principle of recording meetings and not making them freely available was also felt to be not in keeping with the desire to keep decision making open and transparent.
 - 2.7 Members are asked to consider in the light of the lack public interest, and the need to spend additional budget, if the recording of meetings should be discontinued. The view of officers is set out below

2.8 Due to a number of factors officers are recommending that the trial is concluded and the Council does not audio record meetings in the future. The reasons for this are:

- There is very little evidence of any demand for this service from the public; and
- The costs for the service have increased significantly since the trial was started resulting in the service becoming unaffordable within the agreed budget. The service is non-statutory and the council must prioritise existing resources towards services that we have a duty to deliver and are valued by residents.

3. Recommendation

The Overview and Scrutiny Committee is recommended to:

- 1) Discuss the issue of recording committee meetings; and
- 2) Consider making a recommendation to Cabinet on the future for audio recording of meetings.

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Report to: Overview and Scrutiny Committee

Subject: Overview and Scrutiny Committee Annual Report

Date: 8 May 2017

Author: Democratic Services Officer

PURPOSE OF THE REPORT

As part of its work programme, the Overview and Scrutiny Committee, is required to prepare an Annual Report which highlights work undertaken by the committee, over the preceding year, for submission to Council. This report is a summary of the key pieces of work undertaken by the committee during the past year.

INFORMATION

Scrutiny is undertaken by the Overview and Scrutiny Committee itself and by smaller working groups, which examine issues and concerns in more detail. This year, the Committee has held decision makers to account, contributed to policy development and made recommendations for improvement. Working groups, which are cross party and non-political, have examined specific issues, gathered information from a wide range of sources and made recommendations for change to Cabinet Members. Progress on the implementation of accepted recommendations is reported back to the Overview Committee.

Monitoring the progress of recommendations from earlier working groups, the Bonington Theatre and the Obesity reviews, has continued. Approximately 90% of recommendations from these reviews were accepted by the decision makers and have either been implemented, or are progressing. The Committee has scrutinised two areas in depth, income generation and issues of an ageing population and conclusions and recommendations will shortly be developed. A new work programme which will enable members to examine issues in greater detail will be developed at the September Overview and Scrutiny Committee.

The agreed programme of attendance by Portfolio Holders has been met. This enables members of the Committee to examine areas and ask questions about issues and concerns within each Portfolio. Members submit questions in advance and additional questioning takes place at the committee itself. This programme gives Members the opportunity to examine key service areas and learn more about

the authority's work. It holds the Executive to account on performance issues and presents future service developments within individual portfolios. The progress of a number of initiatives the Council has been monitored, including the development of Gedling Country Park, the revitalising of Arnold Market and the recording of council committee meetings.

One role the committee has undertaken is to monitor the Council's quarterly performance information against key performance indicators. Issues followed up have included residual household waste, fly tipping incidents and the processing of homeless applications.

The Overview and Scrutiny Committee also serves as the Crime and Disorder Committee and annually scrutinises the work of the South Notts. Safety Partnership. The group learnt about the increase in antisocial behaviour and criminal activity linked to mental health disorders but decided that no further action was required from the information they received.

This year the Committee undertook a Councillor Call for Action, which considered the processes undertaken by the Council for issuing Section 215 notices under the Town and Country Planning Act, specifically in relation to the properties on 72-74 Westdale Lane. Members concluded that there had been particular issues that had impacted on the original Section 215 notice not being progressed, and the delay in issuing a new notice. Staffing issues and changes in ownership of the land have prolonged the process. Officers in the Planning Department were aware of the issues that impacted on the delay in actioning the Section 215 notice and systems to ensure that this delay does not happen again are being developed.

The committee has not only examined activities which are the responsibility of Gedling Borough but also received briefings about the East Midlands Ambulance Service, questioned the closure of the Willows medical surgery and visited the Mansfield Materials Recovery Facility. Paddy Tipping, the Nottinghamshire Police and Crime Commissioner attended the committee and discussed front line policing in Arnold and Carlton.

There have been a number of development opportunities attended by members of the committee, including the chair attending an Effective Scrutiny event, facilitated by the LGA and a number of East Midlands Councils Scrutiny Network meetings.

We are now reaching the conclusion of the work undertaken by the Committee in 2016-2017. It is now time to consider the development of the work programme of work for 2017-2018. Key to developing the Overview and Scrutiny work programme is ensuring that the issues that really matter to local residents and businesses are reflected in the work for the year ahead. Scrutiny of Cabinet Members will continue to play an important part of our work. Working in partnership with external organisations will remain central to the work of the Committee, as it looks to find

improvements to important local issues. The Committee strive to continue to deliver an interesting, varied and challenging work programme.

RECOMMENDATION

The Overview and Scrutiny Committee is recommended to:

- Discuss the report and agree its submission to Council.

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Report to: Overview and Scrutiny Committee

Subject: Scrutiny Work Programme

Date: 8 May 2017

Author: Democratic Services Officer

1. PURPOSE OF THE REPORT

- I. To discuss the six month progress report on the recommendations of the Obesity review.
- II. To provide an update on the scrutiny work programme and discuss the 2016/2017 programme of scrutiny reviews.

2. COMPLETED SCRUTINY REVIEWS 2015/16

2.1 Obesity Report

The report and recommendations were presented to Cabinet on the 4TH August 2016 and a written response was presented to the Overview and Scrutiny Committee on the 21st November 2016. A six month update on the progress of the implementation of the accepted recommendations is attached at **Appendix 1**.

3. SCRUTINY WORK PROGRAMME

SCRUTINY WORKING GROUPS

- **Issues of an aging population review**

Working group members; Councillor Doyle (Chair), Gregory, Paling, Scoggie and Walker.

The working group is examining a range of challenges presented by the growth of an aging population, this will include what the authority is doing including issues around health, housing, care and loneliness. The working group is currently drawing together its conclusions, and developing recommendations.

- **Income Generation**

Working group members: Councillors Lawrence (Chair), Paling, Scoggie, Miller, Andrews.

Members have been considering income generation activity by the authority. As the authority faces a decrease in funding it is necessary to consider how additional income could be generated by adopting a more commercial approach, rather than just simply increasing fees and charges. The working group has been considering a range of ideas available to the authority to increase income generation, and the legal framework, and constitutional requirements, of any initiatives developed.

- **Gedling Councillor Standard**

Working Group members: Councillor Collis, Elliott, Miller, Paling, Parr, Scoggie

This working group will be meeting shortly to develop a set of guidelines which will determine standards of behaviour expected from an elected member.

SCRUTINY IN COMMITTEE

At the Overview and Scrutiny Committee in June 27th 2016, Members agreed to continue with a programme of attendance by Portfolio Holders and relevant officers at committee. Areas of performance within each Portfolio for examination are identified, and questions for Portfolio Holders submitted in advance of each meeting, however 'ad hoc' questions may be put forward at the meeting itself. Non-executive Members are also invited to submit questions for the Portfolio Holder.

Councillors Clarke and Payne will be attending the committee on the 17th July concluding the current programme of Portfolio Holder attendance. Members are asked to consider if they would like to continue with this method of holding the Executive to account.

The scrutiny work programme is attached at **Appendix 2**.

4. RECOMMENDATION

The Overview and Scrutiny Committee is recommended to:

- consider and discuss the responses to the Obesity Review recommendations progress report
- consider continuation of the programme of Portfolio Holder attendance
- note the information regarding the scrutiny work programme.

APPENDICES

Appendix 1: Obesity Report

Appendix 2: Scrutiny work programme

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Responses to Scrutiny Review Recommendations

Report to Overview Committee

Title of the review: **Obesity Scrutiny Working Group**

Date review completed: June 2016

Date Presented to Cabinet: 4 August 2016

Portfolio Holder: Councillor: H Wheeler

Chair of the review group: Councillor Viv McCrossen

Officer supporting the review: Helen Lee

Response due to the Overview Committee (28 days): 21 November 2016

6 month progress report to the Overview Committee: 8 May 2016

Guidance

The final report and recommendations from the above review have been considered by Cabinet and a written response to the recommendations from the responsible Cabinet Member to the Overview Committee is required within twenty eight days of the date the review was presented to Cabinet. A further six month report on the progress of accepted or partially accepted recommendations will also be required.

If you need any further assistance in completing this response please contact the Officer that supported the review

Recommendation3

Resources are made available for obesity prevention education, with a particular emphasis on families, children and young people, outlining the risks that poor diet and lack of exercise will have on health in later life.

The Portfolio Holder accepts this recommendation.

Changepoint's "Jump Avenue" free family healthy lifestyle programme is delivered from Arnold Hill Community Centre. The adult programme is delivered from Westdale Lane Community Centre. The Council is also working with Changepoint to deliver a family healthy lifestyle project in Bestwood Village. An update on provision

delivered within Gedling Primary Schools to be requested from Gedling Sports Partnership.

Six month progress report

Changepoint lifestyle programmes continue to run from GBC community centres.

Initial plans to deliver healthy lifestyle project with Changepoint at Hawthorne School in Bestwood Village unsuccessful due to lack of engagement from families. Plans to be revisited in 2017.

Gedling Borough Council has submitted an expression of interest to become a Sport England Local Delivery Pilot. If successful this programme will adopt a “whole systems” approach to getting those people who are currently inactive active. This approach will promote better collaboration between statutory partners and the community and voluntary sector to support families to become active.

In May the Council will be leading a Sugar Awareness Campaign that will highlight the range of choices available to families in terms of sugar in their diet. Resources will include a promotional video involving the Director of Health and Wellbeing and Dr Ian Campbell, an expert on Obesity prevention, as well as a social media campaign and an engagement event with the community in Arnold Town Centre on 19 May. Partners will include Changepoint, Gedling’s Leisure Centres, NHS Oral Health Promotion Team, National Ice Centre and Gedling Sports Partnership.

Gedling Sports Partnership are running Change4Life programmes in schools locally and were approached in March by the Department of Education and Department of Culture, Media and Sport to do some further national pilot work.

Recommendation 5

Improve and promote the self-referral route for Changepoint Weight Management Services.

The Portfolio Holder accepts this recommendation.

The Council has been promoting the Changepoint Weight Management programme by:

- signposting any referrals we have received for the de-commissioned Positive Moves scheme on to Changepoint.
- signposting DNA Health participants to Changepoint if they have an interest in weight loss

- regular meetings with the local Changepoint Health coach to explore joint working opportunities
- circulating Changepoint updates to all community partners so they are aware of sessions available in Gedling
- inviting Changepoint representatives to local steering groups in Killisick, Netherfield and Newstead
- informing Council staff of the service through our workplace health initiative and annual staff health fair

Response received from Public Health – Nottinghamshire:

Call to action cards are available and self-referral only requires a phone call or email T:03330050092 or E: changepointnotts@everyonehealth.co.uk

Six month progress report

GBC continue to promote the Changepoint service. As part of the May Sugar Awareness Campaign it is proposed a joint letter from Changepoint and GBC is sent to schools promoting the service. Changepoint will be a key partner in the campaign promoting their service and offering wider nutrition advice to residents.

Recommendation 6

Rigorous monitoring of the effectiveness of the Changepoint Weight Management Service is undertaken.

The Portfolio Holder accepts this recommendation.

The Council receives monitoring information through its membership on the Nottinghamshire Tackling Excess Weight Steering Group. Monitoring information to be discussed at the Gedling Health and Wellbeing Delivery Group.

Response received from Public Health – Nottinghamshire:

Rigorous monitoring is being undertaken. The nature of the service is for long term (12 month) behaviour change and so by the end of year 2 of the contract we will see what impact there has been. Please find attached a copy of the 2015/16 annual report.

Six month progress report

Monitoring continues to be undertaken by Nottinghamshire County Council's Public Health Team that has commissioned the programme. Changepoint are invited to report local progress to partners at the Gedling Health and Wellbeing Delivery Group, chaired by the Director for Health and Wellbeing.

Recommendation 7

That there is a monthly article, in the Contacts magazine, promoting healthy lifestyles, sports activities, including walking and cycling, fitness classes and take-up of the allotment scheme. This could include nutritional advice and the inclusion of a healthy nutritious recipe.

The Portfolio Holder partially accepts this recommendation.

The Portfolio Holder accepts that regular promotion be undertaken and that the most appropriate method be considered.

Contacts magazine is published only three times a year and not monthly. There have already been the following articles in Contacts during 2016:

- Mental Health Challenge
- Gedling parkrun
- Parklife – enjoy the great outdoors (
- Summer Carnival of Sport – children's summer activities
- DNA Health Case study
- Smoking Cessation Service
- Changepoint promotion
- Sign up to local health forum
- DNA Nutrition and Leisure Centre Promotion
- Girls Make it happen
- Talking therapies

Regular communication regarding healthy lifestyles is also happening through the Leisure Keep Me Posted e-marketing. A Health and Wellbeing Keep Me Posted category is also being developed to further promote healthy lifestyles. Opportunities will also be promoted on social media.

The Leisure Centres have also launched DNA Nutrition an on-line tool that helps to design a healthy and nutritious diet for individuals. This will become free to all DNA members from January.

Six month progress report

A Community Health and Wellbeing Keep Me Posted category has been launched in February 2017 and will be circulated every two month. It now has 600+ subscribers to date and has covered topics such as Change Point Obesity and Weight Management Service, Health for Teens website, Walking in Gedling, talking therapies and Macmillan support.

The Spring 2017 Contacts magazine included the following articles:

- New play area and trim trail in Netherfield
- Skate Jam programme for young people in the Borough
- GBC Leisure Centres' DNA health and DNA membership schemes and swimming lessons
- The local obesity and weight management service
- Talking therapies
- A newly commissioned COPD social and gentle exercise group
- The Diabetes Prevention Programme
- Promotion of GBC allotment schemes

Recommendation 8

Promotion of a healthy lifestyle, including healthy eating, physical activity and available obesity prevention services are displayed on the side of refuse lorries.

The Portfolio Holder accepts this recommendation but the current budget challenges need to be understood. There is currently no specific health and wellbeing promotional budget held by the Council. The cost of an advert is free for GBC services, but there will be design costs. The opportunity for commissioned partners to advertise on lorries can be offered, however they will need to pay for this service.

Promotion to date on the side of refuse lorries has included leisure centre swimming, DNA health and Get Going In Gedling walking scheme.

Six month progress report

No update.

Recommendation 9

Members, through their work, as school governors, should encourage schools to consider adopting the 'daily mile' scheme.

The Portfolio Holder accepts this recommendation and will write a letter to all Members. The Council will also discuss with Gedling Sports Partnership their role in encouraging schools in the adoption of the daily mile.

Response received from Public Health – Nottinghamshire.

Support for the 'daily mile' is available from ChangePoint as part of the T1 commitment.

Six month progress report

The Portfolio Holder for Housing, Health and Wellbeing has written to all Members. A discussion with Gedling Sports Partnership on the daily mile is planned for 3 May 2017.

Recommendation 11

The provision of outdoor gymnasiums made available in all Gedling Borough Council parks and recreation areas, but particularly, that one is sited at Arnot Hill Park.

The Portfolio Holder partially accepts this recommendation.

This must be driven by budget availability in terms of installation and on-going maintenance. There are currently outdoor gyms located at the following sites:

- Killisick Rec
- King George V Rec, Arnold
- Burton Road Jubilee Park
- Honeywood Gardens

There is also outdoor gym equipment at Papplewick managed by the Parish Council. The Council is supporting the development of a community funding application for equipment in Bestwood Village.

The Council is also considering equipment at Arnot Hill Park, although recent consultation preferred the option of a refurbished play area as a priority. An outdoor gym will also complement the Bootcamp in Arnot Hill Park. There are no plans for

other parks to have outdoor gym equipment particularly as no funding is specifically available.

Research on the impact outdoor gyms have on health and wellbeing to be identified as a means to aid decision making.

Six month progress report

Following consultation proposals for new play provision is being considered for Arnot Hill Park.

GBC is working with Warren Action Group to plan a new outdoor gym on Muirfield Rec – this will be dependent on available budget.

Recommendation 12

The introduction of instructor supervised sessions to inform people how to properly use the outdoor gym equipment.

The Portfolio Holder partially accepts this recommendation.

The Council cannot employ instructors direct to perform such a role so this would rely on the availability of volunteers, interested community organisations, charities or existing private providers. There is no funding available for this so provision would need to be demand driven in order for it to be sustainable. We currently have no evidence whether this demand exists.

Parks and Street Care encourage Bootcamp classes in our parks, but currently only Arnot Hill Park is used.

Six month progress report

No further update.

Recommendation 13

Consideration of the feasibility of providing table tennis tables in all Gedling Borough parks and recreation areas.

The Portfolio Holder partially accepts this recommendation.

This must be driven by budget availability in terms of installation and on-going maintenance. There are currently no plans to roll them out as no funding is currently available. Bats and balls could also be an issue unless users brought their own.

Carlton-le-Willows Academy has opened a new table tennis centre called the Nottingham Sycamore Table Tennis Academy. Community access includes coaching, competitions, a family night, a Talent Development Centre, school holiday camps and open play for members of the public.

Six month progress report

No further update.

Recommendation 14

The siting of a “trim trail” at Gedling Country Park and other suitable locations.

The Portfolio Holder partially accepts this recommendation.

Funding has been obtained for a new trim trail to be located at Ley Street in Netherfield.

The Council’s plans for other locations must be driven by budget availability in terms of installation and on-going maintenance. There are currently no trim trails in any of the parks at present, as no budget is available.

Six month progress report

The trim trail at Ley Street in Netherfield was opened in March 2017 alongside a new play area – external funding was obtained from NCC’s Supporting Local Communities and WREN.

Recommendation 15

Healthy option vending machines are installed in leisure centres.

The Portfolio Holder partially accepts this recommendation, subject to consideration of the current contractual obligations the leisure centres have with regard to vending machines. Minimum requirements of the current contract is 10% of options available must be healthy.

Six month progress report

No further update.

Recommendation 16

The sale of fresh fruit in leisure centre receptions is trialled.

The Portfolio Holder partially accepts this recommendation, subject to consultation with leisure centre users.

Consultation to be undertaken through the Keep Me Posted Leisure database and other formats, to assess demand for fresh fruit. The findings will be used to inform future decisions.

Six month progress report

No further update.

Recommendation 17

Improve the shower facilities at the Civic Centre, to encourage staff to cycle to work and be more active at lunchtime.

The Portfolio Holder partially accepts this recommendation.

The new shower facilities in the depot are to be made available to Civic Centre staff. Consideration is also being given to secure cycle storage at the depot and Civic Centre, subject to available funding. If this is a possibility it is proposed a launch event is arranged to which Dr Bike will be invited so that staff can access some free bike maintenance. Consideration is also being made to a new cycle lease scheme for staff.

All staff who attended the recent Staff Conference were given a Gedling Cycle Map.

Six month progress report

New shower facilities are now available at the depot site.

Staff shower facility next to Arnot Hill House has been refurbished and a new gate with key code installed to access the courtyard adjacent to the House which offers secure cycle storage.

Overview and Scrutiny Committee work programme 2016/17

| | • Programme of Portfolio Holding to account | Performance review | | Current reviews | Responses to scrutiny reviews |
|-------------------|---|--------------------|--|---|---|
| 27 June 2016 | Councillor J Clarke & Cllr M Payne (Provisional) | Quarter 4 data | CCfA update Work programming | | Final Report and Recommendations Obesity Review Response to Bonington Theatre Report |
| 19 September 2016 | Councillor P Barnes Environment | Quarter 1 data | Update recording of meetings CCfA update Work programming | | |
| 23 November 2016 | Councillor Henry Wheeler Housing, Health and Wellbeing | Quarter 2 data | 6 month update Arnold Market EMAS | Ageing population | Response to the Obesity review |
| 23 January 2017 | Councillor David Ellis Public Protection | | • Crime and Disorder Scrutiny • Police and Crime Commissioner | Income generation | Update Bonington Theatre |
| 13 March 2017 | Councillor Jenny Hollingsworth Growth and Regeneration | Quarter 3 data | Operational Policing C&D Crime and Mental Health | | |
| 8 May 2017 | • Councillor Gary Gregory Community Development | | Annual Report Recording of meetings | | Update Obesity Review |
| 17 July 2017 | • Councillor Clarke • Councillor Payne | Quarter 4 | Asset Transfer | Final Report- Ageing Income Generation | |

Reports and Notices received by the Chair of Overview and Scrutiny Committee as required under the Constitution or Law.

1. Items referred to the Chair of Overview and Scrutiny Committee under Contract Standing orders and Standing orders for dealing with Land

Notification of decision to dispose of land or property other than the sale of council houses to sitting tenants pursuant to the right to buy.

- Sale of land, 2 Broad Close, Woodborough.

Please note that the above list may not be exhaustive; items may be referred at short notice to the Chair of Overview and Scrutiny Committee.

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