



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

# Agenda

## Overview and Scrutiny Committee

Date: **Monday 11 November 2019**

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Time: **5.30 pm**

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Place: **Chappell Room**

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For any further information please contact:

**Helen Lee**

Democratic Services Officer

0115 901 3894

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# Overview and Scrutiny Committee

## Membership

**Chair**                      Councillor Liz Clunie

**Vice-Chair**                Councillor Paul Feeney

Councillor Sandra Barnes  
Councillor Michael Boyle  
Councillor Jim Creamer  
Councillor Rachael Ellis  
Councillor Andrew Ellwood  
Councillor Mike Hope  
Councillor Simon Murray  
Councillor Marje Paling  
Councillor Martin Smith  
Councillor Sam Smith  
Councillor Jennifer Thomas

# AGENDA

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- 2 **To approve, as a correct record, the minutes of the meeting held on 30 September 2019.** 5 - 10
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Report of the Democratic Services Officer.
- 7 **Any other item which the Chair considers urgent.**

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## **MINUTES OVERVIEW AND SCRUTINY COMMITTEE**

**Monday 30 September 2019**

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Mike Hope
Councillor Michael Boyle	Councillor Marje Paling
Councillor Rachael Ellis	Councillor Martin Smith
Councillor Andrew Ellwood	Councillor Jennifer Thomas

Apologies for absence: Councillor Sandra Barnes, Councillor Simon Murray and Councillor Sam Smith

Officers in Attendance: H Barrington, P Whitworth and H Lee

### **54 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillors S Barnes, S Smith and Murray.

### **55 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 JULY 2019.**

#### **RESOLVED:**

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

### **56 DECLARATION OF INTERESTS.**

None.

### **57 HOUSING NEEDS AND HOMELESSNESS**

Paul Whitworth, Housing and Welfare Support Manager attended the committee to inform members about a range of issues relating homelessness and the availability of temporary accommodation.

He provided a comprehensive overview of the issue. There were 577 homeless applications in 2018/19 and so far 2019/20 there have been 289. Currently there are 159 ongoing cases. 121 households were placed in temporary accommodation in 2018/19 and 76 have required temporary accommodation this year. Presently there are 37 households in temporary accommodation.

The housing needs section works to prevent families becoming homeless using a variety of mechanisms. This can include mediation with landlords or family members, sourcing privately rented accommodation, advising where there are rent or mortgage arrears and assisting with Homesearch applications.

Priority homeless will be given access to temporary accommodation, some of which may be outside the borough. Currently the range of temporary accommodation available includes the authority's own 2 bedroom apartments, property leased from housing associations, Hound Lodge hostel in West Bridgford and as a last resort bed and breakfast accommodation, this is mainly in hotels.

There are a number of difficulties when trying to secure permanent accommodation. Complex cases which can include people with criminal convictions, mental health issues, a history of rent arrears, large families and those needing properties that are adapted to meet their physical needs are difficult to place. High rent, affordability of rent if on benefits and the requirement for large deposits is also an issue.

During discussion the following points were highlighted:

- Gedling Homes is the largest social landlord in Gedling but there is a range of other smaller providers registered as social landlords. Nottingham City Council does have some rented accommodation in the borough but this is solely for use by their residents.
- The necessity to establish a local connection when applying for social housing.
- Work is undertaken with the Landlords Forum to encourage landlords to provide suitable accommodation.
- Different mechanisms are used to encourage potential cases to seek help early include advertising on buses. The use of social media is being considered.

**RESOLVED to:**

Thank Paul Whitworth for the very interesting and informative presentation.

The Committee welcomed Councillor Wheeler to discuss matters relating to his Health and Wellbeing Portfolio. Mike Hill, Deputy Chief Executive and Director of Finance also attended the meeting.

Councillor Wheeler outlined the areas of responsibility in his portfolio and gave a presentation and answered questions received in advance of the meeting.

It was explained that the decrease in attendance at leisure centres was due to the closure of Calverton and Arnold leisure centres for remedial building work. The opening of a new private sector gym on a major bus route has had a knock on effect on Redhill attendance.

The fall in DNA membership was discussed. Both Calverton and Carlton Forum have over achieved DNA income during Quarter 1. Arnold Leisure Centre was slightly below and Redhill was below target. To counteract this there has been investment in Redhill and the new facility is currently being promoted. There are currently 4251 live DNA members compared to 4,246 in Quarter 5 last financial year. The use of a meeting for users to gather comments/complaints and compliments rather than a comments book was suggested.

It was explained that the target for processing of Housing Benefit claims may have slipped because more claims are made during Quarter 1. This was probably due to people receiving a new annual Council Tax demand and claiming a reduction. High levels of staff sickness will have had an effect. New claims are declining due to the transition to Universal Credit but there has also been an increase in changes of circumstance.

Access to temporary accommodation had been examined earlier in the committee.

The lack of social housing and how Gedling Borough does not have its own housing stock, except for small amount of temporary accommodation, and relies on Gedling Homes housing stock and a number of registered social housing landlords to provide accommodation was discussed.

**RESOLVED to:**

Thank Councillor Wheeler for his presentation.

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the

meeting, summarising performance at the end of Quarter 1 of the financial year.

How performance information is made available for Members and the time table for the publication of the data was described. It was explained that this report refers to the first quarter of the financial year and some indicators will show little progress however it was expected that all the actions identified for the year would be met.

There were a number of indicators above or below target. The number of additional homes provided at 135, the highest level of completions since 2014/14 Quarter 2, and the number of school-age work experiences placements already above the annual target of 6 were highlighted as examples of particularly positive performance. The average time to process Housing Benefit change in circumstances was below target but it expected that the indicator will be back on track by the end of Quarter 2.

Attention was drawn to the Appendix which highlights achievements that have made a difference to people's lives.

It was explained how the information in this report could be used by the committee particularly when preparing questions for Portfolio Holders and developing the work programme.

The interpretation of the data and particularly how trends are identified was questioned and it was agreed that some clarification would be available at the next committee meeting.

**RESOLVED:**

- To note the progress against actions and performance indicators in the 2018/2019 Gedling Plan as at the end of Quarter 1.
- To ask for clarification regarding how trends are interpreted.

**60 OVERVIEW AND SCRUTINY COMMITTEE ANNUAL REPORT 2018/2019**

Members considered the Scrutiny Annual Report which had been circulated in advance of the meeting.

Members discussed the report and requested an update on the Gedling Homes pilot 'right to buy' scheme, one of the items included in the summary of scrutiny at committee section.

It was then agreed that the report should be submitted to Council.



**RESOLVED to:**

- Refer the report to Council.

61

**SCRUTINY WORK PROGRAMME**

**CABINET RESPONSE TO HOUSEHOLD RECYCLING REVIEW**

Members were informed that the report was not yet finalised and would not be available at the committee. It was agreed that the Chair of the committee would follow this up.

**INFORMATION REQUESTED AT THE JULY COMMITTEE**

Members received a range of information requested at the July committee.

Additional information relating to the Carlton Contact Centre opening times was requested.

**INFORMATION UPDATE FROM PREVIOUS ITEMS AT COMMITTEE**

The progress of the Arnold shop/pub watch digital radio scheme was noted.

**SCRUTINY WORKING GROUPS**

Members were updated on the progress of the working groups.

**SCRUTINY IN COMMITTEE**

Members were advised that Councillor D Ellis, Portfolio Holder for Public Protection would be attending the next committee meeting. There was a brief discussion regarding what information members would like including when he attends. It was agreed that issues around knife crime and how neighbourhood wardens work with the police should be included.

The inclusion of the Forward Plan and its use when developing the work programme for the committee was explained.

**RESOLVED:**

- The Chair would contact the Portfolio Holder for the Environment regarding the Household Recycling Review response.
- To note the information from the July Committee and request additional information regarding the Carlton Contact Point

- To note the information relating the digital shop radio scheme.
- To note the information regarding the working groups.
- Request information relating to knife crime and how the Police work with neighbourhood wardens when Councillor Ellis attends the committee.

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

Members considered a report, which had been circulated in advance of the meeting, which included information on items referred to the chair as required by the constitution.

**63        ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 7.55 pm

Signed by Chair:  
Date:



**Report to:** Overview and Scrutiny Committee

**Subject:** Programme of Portfolio Holder Attendance

**Date:** 11<sup>th</sup> November 2019

**Author:** Democratic Services Officer

## 1. PURPOSE OF THE REPORT

- I. To consider the areas of responsibility of Councillor David Ellis, Portfolio Holder for Public Protection as part of the programme of holding the Executive to account.
- II. To discuss areas for examination in the Young Peoples and Equalities and the Community Developments Portfolios in preparation for the January meeting.

### RECOMMENDATION

The Overview and Scrutiny Committee is recommended to:

- consider, ask questions and comment on the information provided
- thank Councillor Ellis and other guests for their attendance
- discuss and consider areas for examination in Councillor V McCrossen's and Gregory's portfolio.

## 2. BACKGROUND

At the 15<sup>th</sup> July 2019 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. 2018/2019 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE**

**3.1** Councillor David Ellis, Portfolio Holder for Public Protection is attending the committee to give Members the opportunity to examine areas of responsibility in his Portfolio which includes:

- Crime Reduction and Community Safety
- Public Protection
- CCTV and RIPA
- Safeguarding
- Environmental Health
- Empty Properties.

**3.2 Questions and areas for discussion received in advance of the committee.**

1. We know that knife crime is a big issue and resources are being put into tackling it (quite rightly), but is the focus on knife crime detracting from increases in other areas of crime?

A customised report detailing performance outcomes for Q1 is attached at **Appendix 1** to assist Members' identify areas for consideration.

### **4. FUTURE PORTFOLIO HOLDER ATTENDANCE**

Councillor Viv McCrossen, Portfolio Holder for Young People and Equalities and Gary Gregory, Portfolio Holder for Community Development, will be attending the next meeting of the committee to give Members the opportunity to examine areas within their Portfolios.

Areas of responsibility in the Young People and Equalities Portfolio include:

- Play and events for young people
- Equalities
- Youth Council and Youth Mayor

- Engagement and Consultation with young people
- Liaison with various bodies and agencies in relation to mental health
- Support the Deputy Leader in the development of a Social Mobility Commission and delivery of agreed key actions
- Work with the Portfolio holder for Growth and Regeneration in reducing levels of youth employment
- Work with the Portfolio holder for Public Protection to reduce risk and fear of crime for young people.

Areas of responsibility in the Community Development Portfolio include:

- Community centres
- Neighbourhood working
- Community events
- Arts and culture
- Community engagement and consultation including liaison with the voluntary sector and Parish Councils
- Member services, including member training and development.














A customised report detailing performance outcomes for Q2 for the above portfolios will be circulated, in advance of the next committee; to assist Members' identify areas for consideration.

## **APPENDICES**







### **Appendix 1: Q1 Public Protection**





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# Quarter 1 Performance Report

PI Status		Action Status		Short Term Trends	
	Alert		Cancelled		Improving
	Warning		Overdue; Neglected		No Change
	OK		Check Progress		Getting Worse
	Unknown		Not Started; In Progress		
	Data Only		Completed		

## Portfolio Owners Public Protection


Title	Service Area	Status	Completion Date	Progress Bar	Notes
Develop an employment scheme with Department of Work and Pensions, Probation and the Prison Services to reduce re-offending	Organisational Development		31-Mar-2020	<div style="width: 16%;"><div style="width: 16%;"></div></div> 16%	
Tackle anti-social behaviour and crime with partners	Public Protection		31-Mar-2020	<div style="width: 25%;"><div style="width: 25%;"></div></div> 25%	
Seek prosecution and enforcement action for dog fouling, anti-social behaviour and against those that fly-tip waste	Public Protection		31-Mar-2020	<div style="width: 10%;"><div style="width: 10%;"></div></div> 10%	
Develop further the public protection hub arrangements	Public Protection		31-Mar-2020	<div style="width: 47%;"><div style="width: 47%;"></div></div> 47%	
Invest in new and existing CCTV in priority hot spots	Public Protection		31-Mar-2020	<div style="width: 26%;"><div style="width: 26%;"></div></div> 26%	
Extend the Neighbourhood wardens Service	Public Protection		31-Mar-2020	<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%	

Title	Service Area	Status	Completion Date	Progress Bar	Notes
Bring at least 20 empty homes back into use	Public Protection		31-Mar-2020	<input type="text" value="0%"/>	
Review the pilot Selective Licensing Scheme and investigate new schemes in the borough	Public Protection		31-Dec-2019	<input type="text" value="0%"/>	
Robustly inspect and work with food premises to improve the standards where required	Public Protection		31-Mar-2020	<input type="text" value="0%"/>	
Develop a 'Quality Scheme' for safe places, health and food outlets	Community Relations		31-Mar-2020	<input type="text" value="0%"/>	



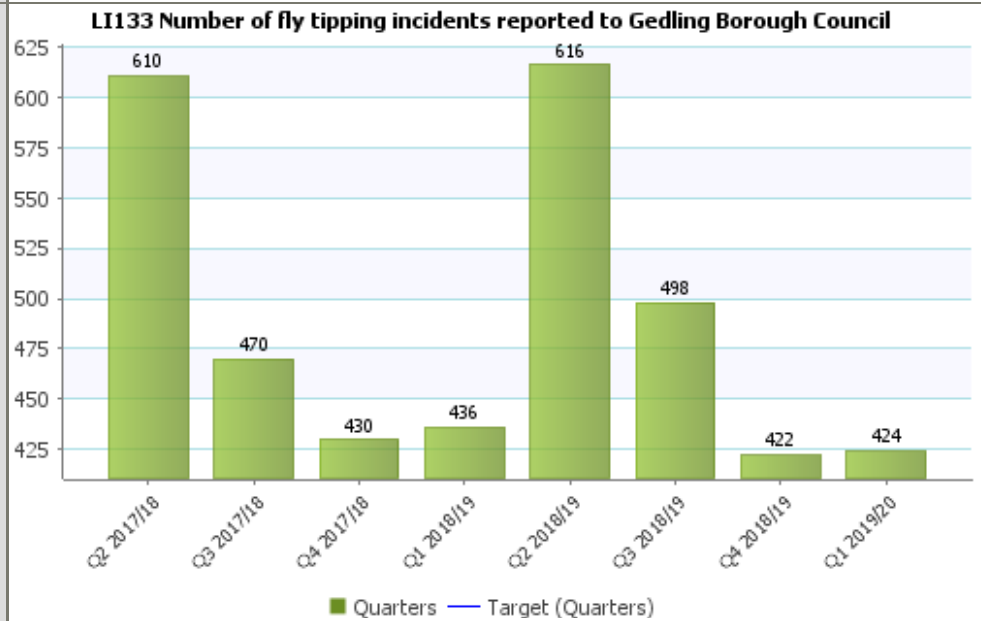
## Performance Indicators

### LI133 Number of fly tipping incidents reported to Gedling Borough Council




<b>Service Area</b>	Public Protection	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
424	Tracking Only	↓	↑

#### Latest Note

Performance against target

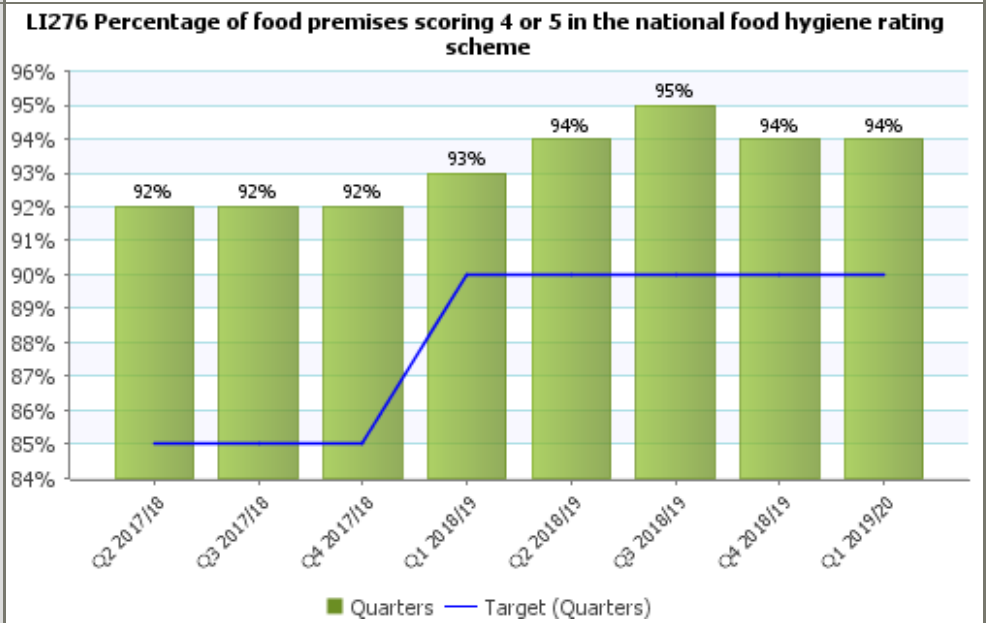


**LI276 Percentage of food premises scoring 4 or 5 in the national food hygiene rating scheme**

<b>Service Area</b>	Public Protection	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
94%	90%		

**Latest Note**

**Performance against target**

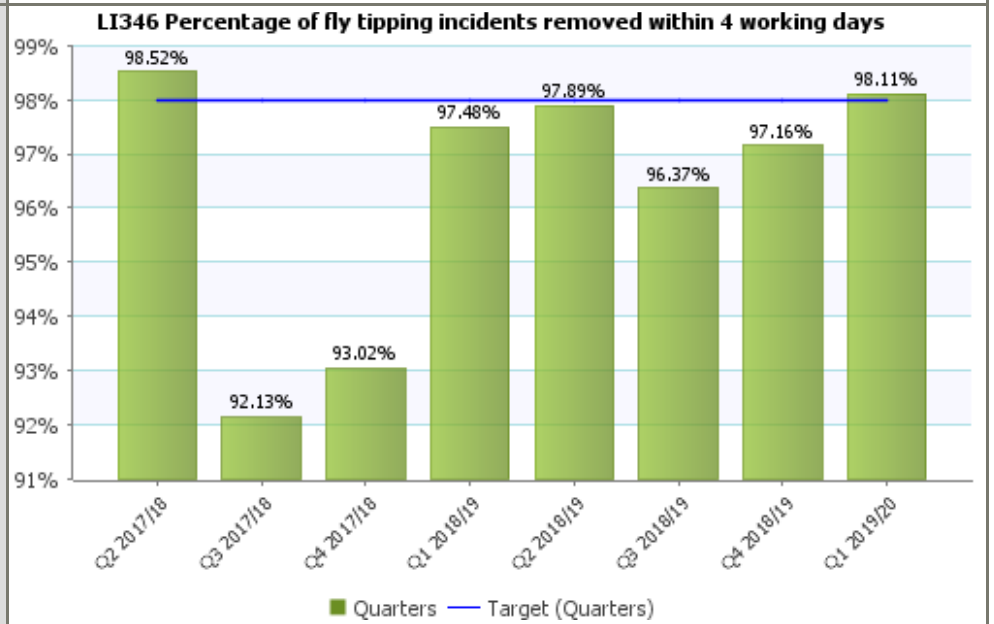


**LI346 Percentage of fly tipping incidents removed within 4 working days**

<b>Service Area</b>	Transport and Waste Services	<b>Status</b>	✔
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
98.11%	98%	↑	↑

**Latest Note**

**Performance against target**

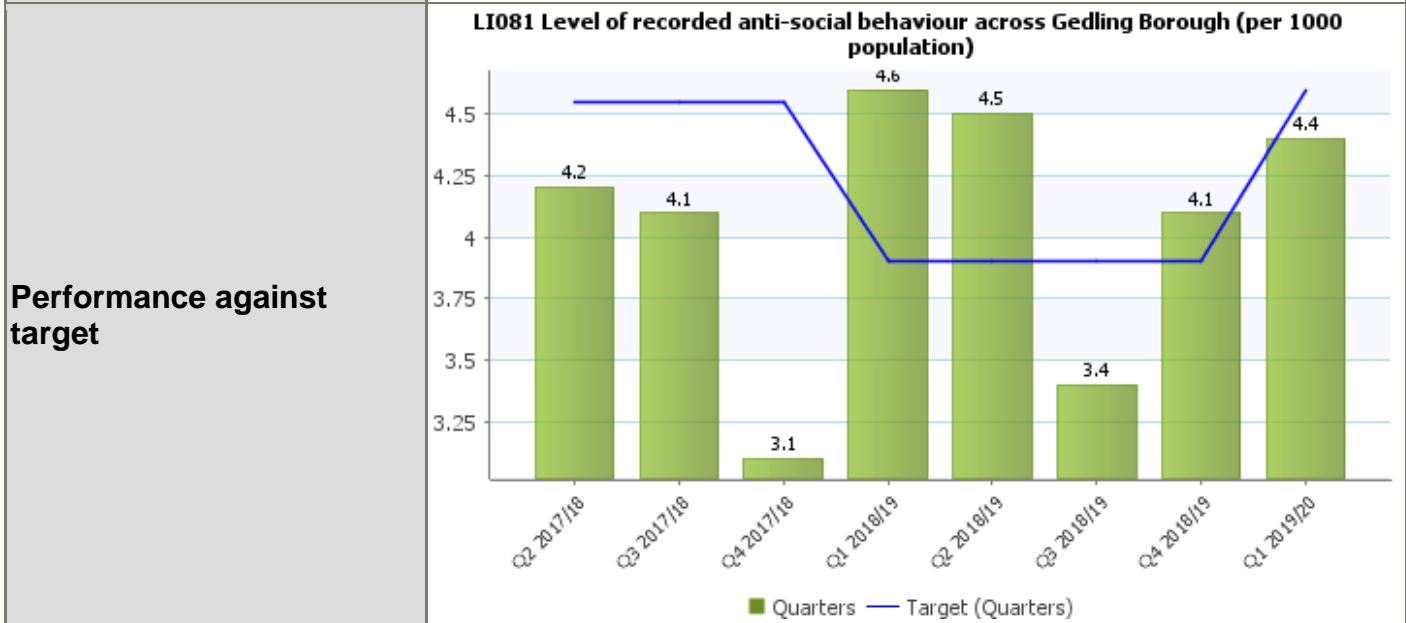





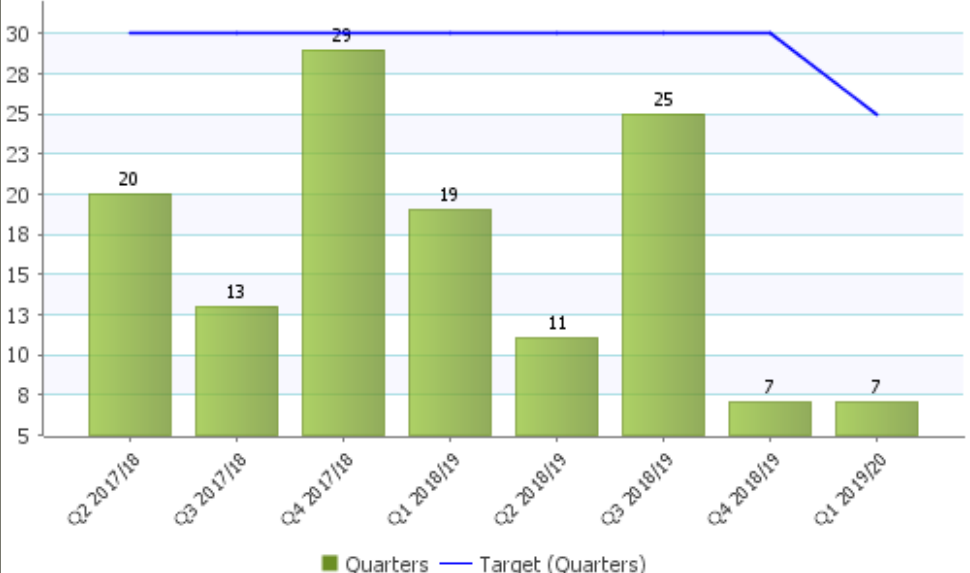
LI076 Level of All Crime across Gedling Borough rate per 1000 population																					
Service Area	Public Protection	Status																			
Current Value	14.6	Trend compared to last period																			
Current Target	14.7	Trend compared to year ago																			
Latest Note																					
Performance against target	<p style="text-align: center;"><b>LI076 Level of All Crime across Gedling Borough rate per 1000 population</b></p> <table border="1"> <caption>Quarterly Crime Rates (per 1000 population)</caption> <thead> <tr> <th>Quarter</th> <th>Rate</th> </tr> </thead> <tbody> <tr><td>Q2 2017/18</td><td>13.1</td></tr> <tr><td>Q3 2017/18</td><td>14.2</td></tr> <tr><td>Q4 2017/18</td><td>12.9</td></tr> <tr><td>Q1 2018/19</td><td>14.7</td></tr> <tr><td>Q2 2018/19</td><td>13.5</td></tr> <tr><td>Q3 2018/19</td><td>15.3</td></tr> <tr><td>Q4 2018/19</td><td>14.8</td></tr> <tr><td>Q1 2019/20</td><td>14.6</td></tr> </tbody> </table>			Quarter	Rate	Q2 2017/18	13.1	Q3 2017/18	14.2	Q4 2017/18	12.9	Q1 2018/19	14.7	Q2 2018/19	13.5	Q3 2018/19	15.3	Q4 2018/19	14.8	Q1 2019/20	14.6
	Quarter	Rate																			
Q2 2017/18	13.1																				
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Q1 2018/19	14.7																				
Q2 2018/19	13.5																				
Q3 2018/19	15.3																				
Q4 2018/19	14.8																				
Q1 2019/20	14.6																				

**LI081 Level of recorded anti-social behaviour across Gedling Borough (per 1000 population)**




<b>Service Area</b>	Public Protection	<b>Status</b>	✔
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
4.4	4.6	↓	↓

**Latest Note**



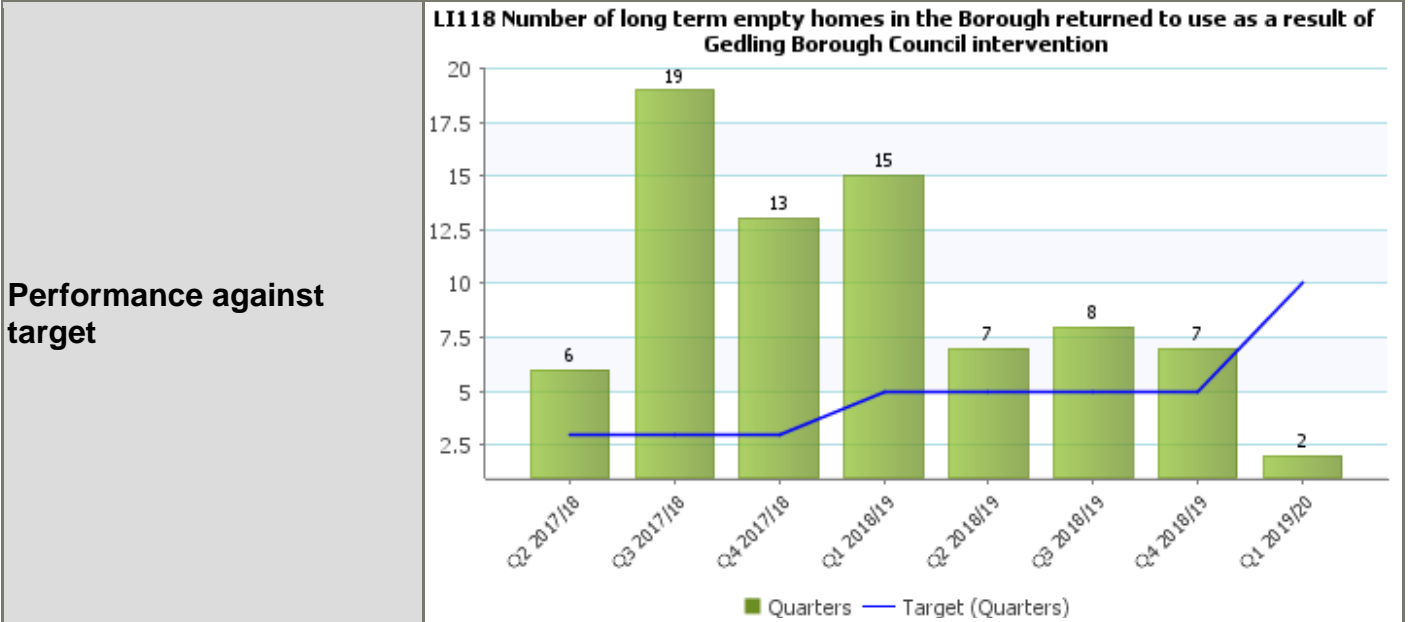
LI107 Number of litter and dog fouling Fixed Penalty Notices (FPN) served																					
Service Area	Public Protection	Status																			
Current Value	Current Target	Trend compared to last period	Trend compared to year ago																		
7	25																				
Latest Note	<p>The focus in the first half of the year is to address ASB resulting in fewer Litter Fixed Penalty Notices. This focus is demand and priority led. The service, as well as focusing on ASB primarily in the Arnold area has also been short of two members of staff as well as having some long term sickness issues. However staffing levels have been addressed with the appointment of two new members of staff. There has also been a significant reduction in cigarette litter, and therefore a reduction in FPNs issued, due to the widespread use of vaping.</p>																				
Performance against target	<p style="text-align: center;"><b>LI107 Number of litter and dog fouling Fixed Penalty Notices (FPN) served</b></p>  <table border="1"> <caption>Quarterly FPN Data</caption> <thead> <tr> <th>Quarter</th> <th>FPN Count</th> </tr> </thead> <tbody> <tr> <td>Q2 2017/18</td> <td>20</td> </tr> <tr> <td>Q3 2017/18</td> <td>13</td> </tr> <tr> <td>Q4 2017/18</td> <td>29</td> </tr> <tr> <td>Q1 2018/19</td> <td>19</td> </tr> <tr> <td>Q2 2018/19</td> <td>11</td> </tr> <tr> <td>Q3 2018/19</td> <td>25</td> </tr> <tr> <td>Q4 2018/19</td> <td>7</td> </tr> <tr> <td>Q1 2019/20</td> <td>7</td> </tr> </tbody> </table>			Quarter	FPN Count	Q2 2017/18	20	Q3 2017/18	13	Q4 2017/18	29	Q1 2018/19	19	Q2 2018/19	11	Q3 2018/19	25	Q4 2018/19	7	Q1 2019/20	7
Quarter	FPN Count																				
Q2 2017/18	20																				
Q3 2017/18	13																				
Q4 2017/18	29																				
Q1 2018/19	19																				
Q2 2018/19	11																				
Q3 2018/19	25																				
Q4 2018/19	7																				
Q1 2019/20	7																				

**LI118 Number of long term empty homes in the Borough returned to use as a result of Gedling Borough Council intervention**




<b>Service Area</b>	Public Protection	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
2	10		

**Latest Note**

Whilst the target was exceeded last year, the number of empty homes returned to use dipped in quarter 1. The officer is dealing currently with 118 properties that are empty and could potentially come back into use. The focus is to address those properties that are causing the most problems to communities which are naturally the more difficult ones to conclude and as a result, a smaller number of cases came to fruition in quarter 1.

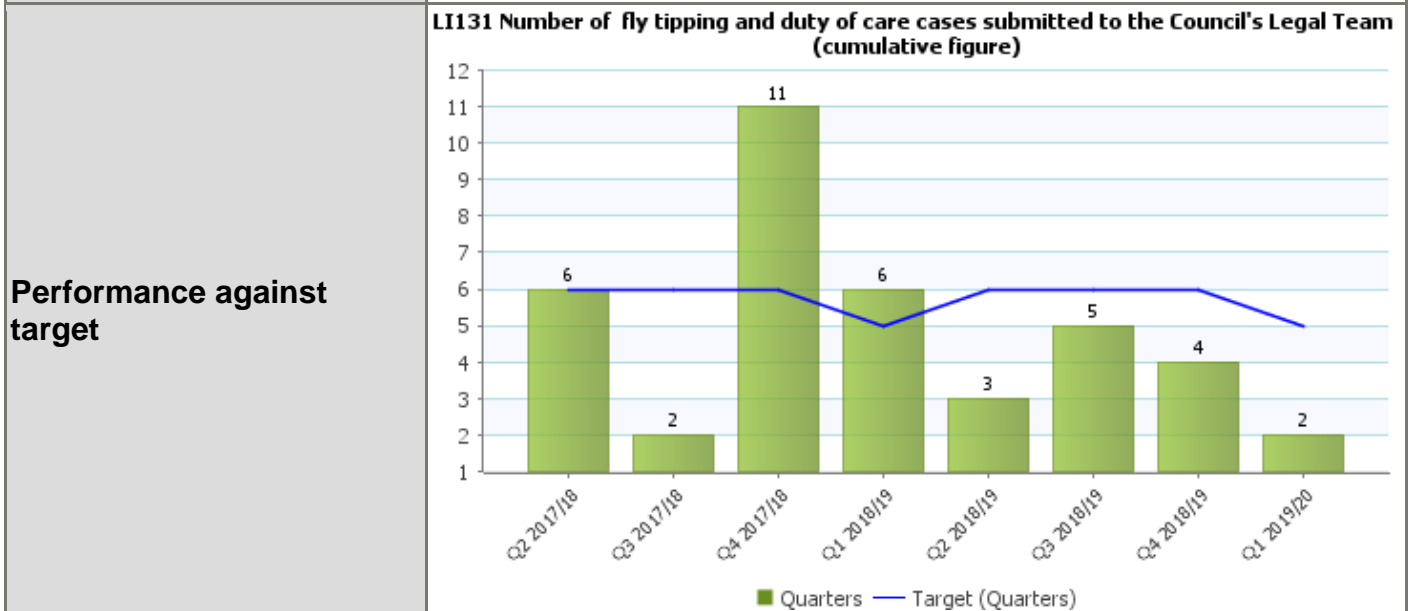


**LI131 Number of fly tipping and duty of care cases submitted to the Council's Legal Team (cumulative figure)**

<b>Service Area</b>	Public Protection	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend compared to last period</b>	<b>Trend compared to year ago</b>
2	5		

**Latest Note**

The focus in the first half of the year is to address ASB resulting in fewer fly tipping prosecutions. This focus is demand and priority led. The service, as well as focusing on ASB primarily in the Arnold area has also been short of two members of staff as well as having some long term sickness issues. However staffing levels have been addressed with the appointment of two new members of staff. Fly tipping prosecutions will be pursued where there is sufficient evidence to do so but this performance figure is largely dependent on what cases become available to take forward







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**Report to:** Overview and Scrutiny Committee

**Subject:** Scrutiny Work Programme

**Date:** 11<sup>th</sup> November 2019

**Author:** Democratic Services Officer

## 1. PURPOSE OF THE REPORT

To provide an update on the 2018/19 and 2019/20 programme of scrutiny reviews and information requested at the September committee.

### RECOMMENDATIONS

The Overview and Scrutiny Committee is recommended to:

- Consider and comment on the Household Refuse Recycling review response
- Consider and comment on the information updates and decide if further information is required
- Discuss the progress of the scrutiny working groups
- Note the work programme forward plan.

## 2. CABINET RESPONSE TO THE HOUSHOLD RECYCLING REVIEW

The report and recommendations were presented to Cabinet on the 1<sup>st</sup> August 2019. A written response to the recommendations is attached at **Appendix 1**. Members will have the opportunity to discuss the response to the recommendations.

## 3. INFORMATION REQUESTED AT THE JULY COMMITTEE

## **I. VISITS TO CARLTON CONTACT CENTRE**

At the July Committee members were concerned about the low number of people using the Carlton Contact point and asked for information regarding discussion or surveying of residents about opening on a different day.

Prior to opening the hub we surveyed 192 people in the locality as to their favoured day for opening. The results were as follows (the respondents were able to tick multiple boxes);

Monday	69.46%
Tuesday	61.68%
Wednesday	64.07%
Thursday	53.89%
Friday	58.08%

Unfortunately Monday presents us with an issue due to staffing the Civic Centre as it is, by far, our busiest day, particularly on the telephones (which currently represents the favoured method (by a very wide margin) of getting touch with the Council). Taking staff out on a Monday will mean an overall reduced telephone service for all Borough residents on our busiest telephone day.

As Wednesday was the next highest this day was chosen.

We are generally finding that where people need to bring documents in for copying etc. they will do this at the hub if they live/work over there. Other than that, demand for the service is quite low.

Rosie Caddy  
Service Manager, Customer Services and Communications

## **II. GEDLING HOMES RIGHT TO BUY**

### Background

The Government has previously made a commitment to extend the Right to Buy to housing association tenants and undertook a Pilot in 2016-17. As a follow up to this, a second Pilot in the Midlands was developed to test one for one replacement of housing sold and the portability of discounts for tenants who are unable to buy the property they currently live in.

Tenants were invited to register for the Midlands Regional Right to Buy Pilot in Autumn 2018. The registration and subsequent ballot process was managed by the

Ministry of Homes, Communities and Local Government (MHCLG). Once the registration period had ended MHCLG randomly selected tenants to proceed in the Pilot.

### Gedling Homes

In total, 11 Gedling Homes tenants applied for the Pilot and 8 were successful in through the ballot.

Eligibility checks were completed on these 8 tenants, as well as financial assessments to ensure they were able to sustain their purchase and were fully aware of the costs of home ownership. At this stage 1 of the tenants opted not to proceed any further with their application.

At the outset of the Pilot each participating landlord set a criteria for the homes that they would consider selling under the Pilot, and if a successful applicant could not purchase their existing home because of this criteria then attempts would be made to port their discount to another property. None of the successful tenants have had to pursue the option of porting their discount to another property.

The process of purchasing under the Pilot mirrors the standard Right to Buy process with an independent valuation being used to calculate the discount a tenant is entitled to based upon the length of time they have held a qualifying tenancy. Gedling Homes completed its first sale through the Pilot in early October. The remaining 6 tenants have all accepted their offers and are in the process of conveyance. Gedling Homes anticipates that these remaining sales will complete with the 19/20 financial year.

Mike Murphy

Assistant Director of Income and Leasehold  
Jigsaw Homes Group

### **III. EXPLANATION OF TRENDS DATA**

The heading “Trend Compared to Last Period” compares the current quarter to the previous quarter.

The heading “Trend Compared to a Year Ago” compares the current quarter to the average of the previous 4 quarters.



The direction of the arrows should be read as:

- upwards shows improvement irrespective of whether the improvement is a lower or higher figure
- downwards shows that performance is getting worse.

These should only be seen as a guide to direction of travel.

With regards the PI's queried, see below:

**LI076 Level of All Crime across Gedling Borough rate per 1000 population**

Current Value	Current Target	Trend compared to last period	Trend compared to year ago
14.6	14.7		

For this indicator a lower figure shows improvement. For the 'Trend compared to last period' the figure for Q1 (14.6) was lower than Q4 (14.8) hence an improvement so it's an upwards arrow.

The 'Trend compared to year ago' compares the Q1 figure of 14.6 to the average of the previous 4 quarters, which equates to 14.575, which is lower than 14.6. The figure has got worse in the long term so the arrow is downwards.

**LI133 Number of fly tipping incidents reported to Gedling Borough Council**

Current Value	Current Target	Trend compared to last period	Trend compared to year ago
424	Tracking Only		

Again for this indicator a lower figure shows improvement. For the 'Trend compared to last period', the figure for Q1 (424) was higher than Q4 (422), so the figure had got worse, hence it's a downwards arrow.

The 'Trend compared to year' ago compares the Q1 figure of 424 to the average of the previous 4 quarters, which equates to 493. Therefore the current figure of 424 is lower which indicates improvement - hence the upward arrow.

**LI081 Level of recorded anti-social behaviour across Gedling Borough**

Current Value	Current Target	Trend compared to last period	Trend compared to year ago
4.4	4.6		

Also for this indicator a lower figure shows improvement. The 'Trend compared to last period' i.e. the quarter before shows a downwards arrow as the figure for Q1 (4.4) was higher than Q4 (4.1).

The 'Trend compared to year ago' compares the Q1 figure of 4.4 to the average of the previous 4 quarters, which equates to 4.15, so the figure has got worse in the long term, hence the downward arrow.

Alan Green  
Performance Projects Officer.

#### **IV. REFUSE STICKERS**

An update on the issuing of new refuse stickers was requested  
We are waiting for the joint officers' board to conclude the decision on the exact layout of the stickers. They are to be consistent across Nottinghamshire.

In essence though they will have exactly the same information as what is on the back of every domestic waste calendar that is issued to every household.

Esther Storer  
Business Development and Support Manager – Environmental Services

#### **4. SCRUTINY WORKING GROUPS**

##### **Executive-Scrutiny protocol.**

Working group members: Councillors Clunie, Paling, Lawrence and Boyle

A draft executive/scrutiny protocol has been developed. After discussion with the Monitoring Officer this is being revised and will be sent back to the working group for approval prior to it being sent to Cabinet for agreement.

##### **Economic Development**

Working Group members: Councillors Clunie Boyle, Ellis, S Smith, M Smith.

A scoping document for the working group has been approved; a copy is attached at Appendix 2.

At the last meeting members considered 3 hypothetical sites which enabled consideration of social and economic priorities when the Council could intervene using Strand 3 of the Commercial Property Investment Strategy.

##### **Housing Allocations Policy**

The Council is currently leading on the refresh of the South Nottinghamshire Homelessness and Rough Sleeping Strategy, covering Broxtowe, Gedling and Rushcliffe.

A Consultation with key stakeholders runs from 21<sup>st</sup> October – 18<sup>th</sup> November with the refresh due to be published by 31<sup>st</sup> December. Due to the time frame it would be difficult for the committee to be involved in this consultation. However the Council will also be shortly undertaking a full 12 week consultation on its Housing Allocation Policy which sets out the rules for how we allocate social housing. If the committee agrees to take this forward nominations will be invited for members to be included in the working group.

## 5. **SCRUTINY IN COMMITTEE**

At the Overview and Scrutiny Committee on July 15th, 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 will be 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 will also be invited to submit questions for the Portfolio Holder.

At the last meeting members requested that in order to enable all Portfolio Holders to attend an additional committee was arranged. The date for this additional committee is the 27<sup>th</sup> April.

**The programme for 2019/20 is below:**

<b>November 11th</b>	Councillor D Ellis
<b>January 20th</b>	Councillor V McCrossen/ Councillor Gregory
<b>March 9th</b>	Councillor Hollingsworth/Councillor P Barnes
<b>April 27th</b>	Councillor Clarke/ Councillor Payne

The scrutiny work programme is attached at **Appendix 3**.

A copy of the Forward Plan which sets out details of key and non-key decisions which the Cabinet, individual Portfolio Holders or officers expect to take during the next four month period is attached at **Appendix 4**. A key decision is one that has financial implication over £500,000 or one that affects two or more wards. It has been requested that in future a copy is included in



the Overview and Scrutiny papers for Members to be aware planned decisions about which they may want information.

## **APPENDICES**

**Appendix 1: Household Refuse Response**

**Appendix 2: Economic Development Working Group Scope**

**Appendix 3: Overview and Scrutiny work programme**

**Appendix 3: Forward Plan**

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## Responses to Scrutiny Review Recommendations

### Report to Overview Committee

Title of the review: Household Refuse Recycling

Date review completed: 11 March 2019

Date Presented to Cabinet: 1 August 2019

Portfolio Holder: Councillor Barnes

Chair of the review group: Councillor Feeney

Officer supporting the review: Helen Lee

Response due to the Overview Committee (28 days):

#### 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.

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

#### Recommendation 1

**Funding should be made available to employ an officer to assist in increasing recycling rates. This role could include:**

- I. Travelling with crews to carry out a proactive role with residents when contaminated bins are located**
- II. Using available performance-data effectively to prioritise areas with low recycling or high contamination rates to provide targeted communications to residents.**
- III. Improving communication and education campaigns by making the additional costs associated with dealing with contaminated recycle waste more explicit . Publicise statistics relevant to Gedling regarding contamination rates and the effect this has on recycling targets.**

- IV. **Work with children and young people to introduce sessions in schools, youth clubs and other similar organisations to achieve a better understanding of their attitude to minimising waste, reuse and recycling, and to improve their engagement.**
- V. **Provide information on activities the Council is taking on wider policy issues such as waste reduction/single use plastic.**
- VI. **Review the Councils website so that it encourages residents to reduce waste, re use and recycle effectively including what can and cannot be recycled and importantly the implications of getting it wrong.**

To be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly accepted  Do not accept

The Council used to employ a Recycling Officer before the austerity measures and reductions in government funding were forced upon local authorities. The Cabinet agrees in principle that the employment of a Recycling Officer would be worthwhile and have benefit to addressing some of our contamination issues. However this needs to be assessed against a full review of the staffing of the Environmental Services team in the coming months.

**Recommendation 2**

**Officers look further into electronic surveillance systems on all new waste vehicles to enable the viewing and recording of waste being deposited into individual residents' bins.**

**Part 1** – to be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Waste vehicles already come equipped with cameras to aid manoeuvrability and record activity to defend against allegations of accidents or vehicle damage. This suggested approach would be too expensive to add to the existing vehicle fleet, but technology is developing all of the time and it would be no surprise if new vehicles were to be delivered with this technology included.

However the main issue with this approach is twofold. Firstly, once a bin is emptied into the back of the lorry then it is too late to reject the bin, and the loaders are not allowed to access the truck to retrieve contaminates for health and safety reasons. Secondly, bins are not readily identified and it is sometimes unclear as to which property it belongs to.

### Recommendation 3

**Issuing an updated recycling wheel to all residents.**

**Part 1** – to be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Recycling is dictated by the County Council contract with Veolia, and there is a Countywide contamination working group that reviews and agrees all advertising and messaging regarding contamination and recycling issues. An updated recycling wheel was considered by the working group a few months ago, but was rejected due to cost.

With this in mind, Gedling officers will consider the best approach to deliver further recycling advice for our residents.

### Recommendation 4

**Promote the recycling message on paper communications from the Council e.g. envelopes, inside the envelope with the Council tax bill.**

**Part 1** – to be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

This is agreed in principle, and officers will review the options available for promoting the recycling message on paper communications. Some services, for example the printing and distribution of Council tax bills, are delivered externally and discussions will need to be held with the relevant supplier, particularly as a number of inserts are already included with the bill.

The Council does already advertise recycling via the Contacts magazine, the TV screens in council-owned buildings, and the website.

### Recommendation 5

**Ensure that waste and recycling are part of the landlord's registration scheme requirements and that landlords are required to display information on waste collection and recycling**

**Part 1** – to be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

There is no requirement for private landlords to register their properties, hence the Council has recently introduced the Selective Licensing scheme in Netherfield as a pilot. Condition 15 of the selective licence states:

*“Dealing with Rubbish:*

*The licence holder shall at the beginning of a tenancy, provide written information to the occupiers of the property indicating:*

- *What day refuse collections take place*
- *What type of bins to use for household and recycling waste*
- *Details of the council’s bulky waste collection service*
- *The occupier’s responsibility to put bins out no earlier than 4pm on the day before collection and to return refuse containers within the boundary of the property by 8am the day after they are emptied*
- *That occupiers should make arrangements for any extra rubbish that cannot fit in the bins to be collected and/or disposed of as soon as is reasonably possible and ensure that such rubbish, where possible, is stored at the rear of and within the boundary of the property until collection/disposal*
- *The licence holder shall ensure so far as is reasonably possible, that the occupiers make arrangements for the collection of waste in accordance with these provisions and, when the property is unoccupied, adhere to these provisions him/herself.”*

This condition only applies to landlords who have received a selective licence from the Council, which is currently around 90 homes.

Officers are addressing the issues associated with bins on a case by case basis when administering the licence, and have been liaising with the Community Protection team and Locality Co-ordinator as any issues arise.

## **Recommendation 6**

**Use Council premises, such as leisure and community centres, to improve communication with residents and to provide information ensuring that they recycle correctly themselves to promote a good example.**

**Part 1** – to be completed after the report has been presented to Cabinet

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

All recycling operations and promotional material will be reviewed at council-owned premises. Veolia are currently working on a short video that we will be able to use on our internal TV screens in the Civic Centre and Leisure Centres.

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## Overview and Scrutiny Review Scoping Report

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**Review Title:** The opportunity to intervene – for what social and economic reasons?

Chair of the review group: Councillor Rachel Ellis

Working Group members: Councillors Paling, Cluny, S Smith, M Smith and Boyle

Portfolio Holder: Cllr. Jenny Hollingsworth

Corporate Director: Chief Executive Karen Bradford

Lead Officer: Helen Lee

### Reason for the review

To consider what economic and social benefits the EGR team need to be considered when working under Strand 3 of the Commercial Property Investment Strategy (CPIS). This is the recently adopted strategy which enables the authority to purchase land or property to which value can be added to create a higher return than previously. This aim supports the aspiration for a vibrant economy and sustainable and dynamic communities included in the Gedling Plan.

### Specific focus of the review

To develop principles that can be taken into account that will support the authority to deliver economic and social benefits when purchasing land and property for redevelopment under Strand 3 of the CPIS process. This could include identifying geographical areas where it would be desirable to purchase property/land that could result in increased employment, the transport links needed to support growth and areas of deprivation that could benefit from increased investment.

What we hope to achieve?

Criteria/framework that can be used to assess the social and economic benefits that can derive to an area when considering the purchase of land or properties under Strand 3 of the CPIS.

Information required from whom.

This could include:  
Economic Growth and Regeneration Service Manager  
Town Centre Manager  
Economic Growth Manager

How we will get the information.

Discussion at working groups  
Desktop research

Public Involvement.

Equalities issues.

There should be no adverse effect on the groups which fall within the protected categories as defined in the Equalities Act 2010.

Corporate Director comments.

Timescales for the review

Action		Date
Approval from O & S	The formal process prior to commencing the review	
Drafting the scoping document		
Meeting and evidence gathering meetings		
Drafting the recommendations and report		
Report to Overview Committee		
Report to Cabinet		
Response to Overview (within 28 days)		
Six month update		

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<b>Overview and Scrutiny Committee work programme 2019/20</b>					
	<b>Programme of Portfolio Holding to account</b>	<b>Performance review</b>		<b>Current reviews</b>	<b>Responses to scrutiny reviews</b>
<b>July 15</b>		<b>Quarter 4 data</b>	<b>Work programming.</b>		
<b>September 30</b>	<b>Councillor Wheeler Housing, Health and Wellbeing</b>	<b>Quarter 1 Performance</b>	<b>Annual Report Update shop radios</b>		
<b>November 11</b>	<b>Councillor Ellis Public Protection</b>		<b>C&amp;D Scrutiny</b>		<b>Response to Household Refuse Recycling Report</b>
<b>January 20</b>	<b>Councillor McCrossen Young People and Equalities Councillor Gregory Community Development</b>	<b>Quarter 2 Performance</b>			
<b>March 9</b>	<b>Councillor Hollingsworth Councillor P Barnes</b>	<b>Quarter 3 Performance</b>			
<b>27<sup>th</sup> April</b>	<b>Councillor Clarke Councillor Payne</b>				
<b>Carried forward from 2018/19</b>			<b>Update domestic violence data Procurement processes and local businesses.</b>		

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# Gedling Borough Council

## FORWARD PLAN

### FOR THE FOUR MONTH PERIOD 1 SEPTEMBER 2019 TO 31 DECEMBER 2019

This Forward Plan sets out the details of the key and non-key decisions which the Executive Cabinet, individual Executive Members or Officers expect to take during the next four month period.

The current members of the Executive Cabinet are:

Councillor John Clarke – Leader of the Council

Councillor Michael Payne – Deputy Leader and Portfolio Holder for Resources and Reputation

Councillor Peter Barnes – Portfolio Holder for Environment

Councillor David Ellis – Portfolio Holder for Public Protection

Councillor Gary Gregory – Portfolio Holder for Community Development

Councillor Jenny Hollingsworth – Portfolio Holder for Growth and Regeneration

Councillor Viv McCrossen – Portfolio Holder for Young People and Equalities

Councillor Henry Wheeler – Portfolio Holder for Health and Wellbeing.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Open / Exempt (and reason if the decision is to be taken in private)  Is this a Key Decision?
<b>Community Asset Transfer of Haywood Road Community Centre</b> To consider the community asset transfer of Haywood Road Community Centre to the Haywood Road Community Association.	<b>10 Oct 2019 Cabinet</b>	Lance Juby, Service Manager Community Relations		Portfolio Holder for Community Development	Open  No
<b>Draft Sport and Physical Activity Strategy</b> To receive the draft sport and physical activity strategy.	<b>10 Oct 2019 Cabinet</b>	Debbie Roberts, Project Manager		Portfolio Holder for Housing, Health and Wellbeing	Open  Yes
<del> <b>Carlton Square Regeneration Scheme - Delivery Phase</b>            To seek the relevant permissions required to move onto the delivery phase of the Carlton Square regeneration scheme.         </del>	<b>10 Oct 2019 Cabinet</b>	Joelle Davies, Service Manager Economic Growth and Regeneration		Portfolio Holder for Growth and Regeneration	Open  Yes
<b>Housing Allocation Policy - Consultation on Amendments 2019</b> Amendments are required to the Housing Allocation Policy to meet new legislation and guidance. This reports seeks permission to consult on the proposed amendments.	<b>10 Oct 2019 Cabinet</b>	Joelle Davies, Service Manager Economic Growth and Regeneration		Portfolio Holder for Housing, Health and Wellbeing	Open  No
<b>Quarterly (Q2) Budget Monitoring and Virement Report</b> To update members on financial performance for the 2nd quarter of the 2019/20 year.	<b>7 Nov 2019 Cabinet</b>	Alison Ball, Service Manager Finance		Portfolio Holder for Growth and Regeneration	Open  Yes
<b>Adoption of the Sport and Physical Activity Strategy</b> To agree the final sport and physical activity strategy	<b>7 Nov 2019 Cabinet</b>	Debbie Roberts, Project Manager		Portfolio Holder for Housing, Health and Wellbeing	Open  Yes
<b>Gedling Plan Quarter 2 Performance</b>	<b>7 Nov 2019</b>	Alan Green,		Leader of the Council	Open



Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)  Is this a key decision?
<b>Report</b> To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2019/2020 Gedling Plan for the most recent quarter	<b>Cabinet</b>	Performance and Project Officer			No
<b>Quarterly (Q3) Budget Monitoring and Virement Report</b> To update members on financial performance information for the 3rd quarter of the 2019/20 year.	<b>30 Jan 2020 Cabinet</b>	Alison Ball, Service Manager Finance		Portfolio Holder for Resources and Reputation	Open  Yes
<b>Gedling Plan Quarter 3 Performance Report</b> To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2019/2020 Gedling Plan for the most recent quarter	<b>30 Jan 2020 Cabinet</b>	Alan Green, Performance and Project Officer		Leader of the Council	Open  No
<b>Gedling Plan 2020/21 (including General Fund Revenue Budget)</b> To approve the priorities, objectives and top actions for the Council for the forthcoming year with the associated revenue budget.	<b>13 Feb 2020 Cabinet</b>  <b>5 Mar 2020 Council</b>	Alison Ball, Service Manager Finance		Portfolio Holder for Resources and Reputation	Open  Yes
<b>Capital Programme and Capital Investment Strategy</b> To approve the capital investment strategy and capital spending programme for the next financial year.	<b>13 Feb 2020 Cabinet</b>  <b>5 Mar 2020 Council</b>	Alison Ball, Service Manager Finance		Portfolio Holder for Resources and Reputation	Open  Yes
<b>Willow Farm Development Brief June 2019</b> For Cabinet to approve a development brief for land at Willow Farm.	<b>12 Dec 2019 Cabinet</b>	Graeme Foster, Principal Planning Officer		Portfolio Holder for Growth and Regeneration	Open  Yes

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## **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**

Notifications received where it has not been possible to obtain 3 quotations for a contract estimated to be between £10,000 and £50,000.

- **Provision of replacement play equipment and surface material Carnarvon Grove, Carlton.**

To appoint a contractor to supply and install 5 pieces of 'end of line' heavily discounted play equipment and then set them in bespoke play area surfacing at Carnarvon Grove Play area to refurbish the area which had become derelict due to repeat vandalism. The Council has undertaken soft market testing and identified BD & A Smith as best placed to deliver this contract who have undertaken work of a similar bespoke nature for both Nottingham City Council and Mansfield District Council. The project has to be delivered in a very tight time frame and is specialist in nature as it requires the purchase of bespoke play area surfacing material and specific end of line 'heavily discounted' play equipment to achieve the 'lean budget' set.

- **Contract for Telephony Maintenance and Support**

The Council's current contract for maintenance and support of its telephone system with 4Sight Ltd. Had been in place since October 2018 and replaced a longstanding arrangement with a different supplier. The current contract was procured through a competitive process in accordance with the Council's standing orders, by obtaining three quotes and was therefore market tested. 4Sight Ltd. also through a competitive process were successful in tendering for the installation of a major upgrade to the Council's telephony system. During this transitional period continuity of service is paramount and, to ensure this stability in maintenance and support is required. Switching supplier at this time would cause disruption and delays to the upgrade. It is therefore proposed that the Council enters into a further three year contract with the current provider.

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.

- **Haywood Road Community Centre**

In accordance with the Community Asset Transfer Policy the transfer of Haywood Road Community Centre from Gedling Borough Council to Haywood Road Community Association by way of a 99 year, full repairing lease under a 'peppercorn' rent arrangement.

- **Sale of Land at 3 Perlethorpe Crescent**

The land which comprises of part of a grass verge in between the road and footpath at Perlethorpe Crescent is currently maintained by Gedling Borough Council. The owner of 3 Perethorpe Crescent expressed an interest in purchasing the land. As this is a sale of land for a value of under £20,000 the Corporate Director has assessed the most effective method of disposal. In this instance the direct sale to the purchaser is the most effective method as it is not likely that anyone else would benefit from buying land in that particular location.

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.