



**NOTES**  
**OF THE MEETING OF THE**  
**PARTNERSHIP DELIVERY GROUP**  
**TUESDAY 30 JUNE 2015**

Held at 7 pm in the Council Chamber, Civic Centre, Pavilion Road, West Bridgford

**PRESENT:**

Councillors Mrs J A Smith (Chairman), M Buckle (substitute for Councillor M W Suthers), A M Dickinson (substitute for Councillor A Phillips), J Donoghue, J E Greenwood, E J Lungley, G R Mallender, E A Plant, J G A Wheeler

**ALSO IN ATTENDANCE:**

A Hill                                      Head of Commercial Development, Nottingham City Council  
L Kimberley                                Head of Trading Operations, Nottingham City Council

**OFFICERS PRESENT:**

D Banks                                    Executive Manager - Neighbourhoods  
D Burch                                    Service Manager - Neighbourhoods  
K Marriott                                Executive Manager - Transformation  
V Nightingale                            Senior Member Support Officer  
C Taylor                                    Community Development Manager

**APOLOGIES FOR ABSENCE:**

Councillors A Phillips, M W Suthers

**1. Declarations of Interest**

There were none declared.

**2. Notes of the Previous Meeting**

The notes of the meeting held on Thursday 12 March 2015 were accepted as a true record.

**3. Role and Remit**

The Executive Manager - Transformation gave a presentation outlining the Group's role in the Council's scrutiny process. She outlined that scrutiny gave an opportunity for Members to hold the Cabinet to account, to influence policy development and service delivery. It enabled Members to consider issues which affected the Borough and the community and to consider the work of external partners.

She informed the Group that over the last fifteen years the concept of working in partnership had developed with local authorities delivering services in partnership with other public bodies and the private and social sectors. The Group's remit included driving forward existing partnerships, helping to bring partnership working into the Council's mainstream work for the benefit of the

community and developing an approach to future partnership working. One key element was to examine the effectiveness of the partnership working arrangements.

In conclusion the Executive Manager - Transformation outlined the Group's work programme and how items could be added to it. She summarised the scrutiny matrix, which assisted Members to identify if the issue was appropriate to scrutinise and the likely impacts and benefits scrutiny would provide. It was also important to identify how the item would help support the Council's corporate priorities. Members were informed of the role of the Scrutiny Chairmen and Vice Chairmen's meetings, which were to ensure that topics were scrutinised by the most appropriate group, ensure that there were no duplications and also to raise awareness of each group's activities. Members were informed that as part of the Work Programme discussion at each meeting the Group were asked to consider questions for the next visiting company. The Executive Manager - Transformation said that this had proved beneficial as it gave people the opportunity to address Members' concerns at the meeting rather than having to provide information at a later date. She stressed that this did not preclude Members from asking other questions at the meeting.

#### **4. Review of the Cooperation Agreement for Fleet Maintenance and Garage Service Provision**

The Executive Manager - Neighbourhoods presented a report outlining the partnership with Nottingham City Council in respect of fleet maintenance and garage service provision. He explained that this had been an innovative approach by the Borough and City Councils to work in cooperation. The arrangement commenced in April 2014 and the City Council now maintains vehicles for both Rushcliffe and Streetwise. By undertaking this new method of working both Councils have benefitted financially and this will assist the Borough Council with its plans to relocate the Depot. Colleagues meet weekly to discuss the day to day business and quarterly to consider performance.

Mr Hill and Mr Kimberley gave a presentation outlining the cooperation agreement and how it had been delivered and developed over the first 12 months. They stated that it had been identified in 2010 that local authority funding would become an issue and that, where possible, services should consider becoming more competitive. Since then the City Council's garage service had introduced shift changes to increase capacity, sought commercial opportunities by investing in commercial sales and marketing personnel in order to fully utilise the skill sets and infrastructure. Mr Hill was pleased to say that there had been very low staff turnover and therefore the Council had an experienced team of people.

Members were informed that the Council had won the contract for the Nottingham Fire and Rescue Service in July 2011 and an agreement with Nottingham City Homes had followed in July 2013. In May 2013 the City Council had been one of three bidders to reach the final stages in Rushcliffe Borough Council's procurement process. In August 2013 the Borough Council ended its procurement process and began informal discussions with the City Council in respect of a partnership approach. This new approach was

approved by the City Council's Executive Board and Rushcliffe's Cabinet in January 2014 and began in April.

This new arrangement provided the Borough Council with savings and income for Nottingham City Council with any additional savings being shared on a 50:50 basis. It was agreed that the agreement should be transparent, clear and simple and should be able to accommodate other local authorities in the future when necessary. Members were informed that staff were transferred from the Borough Council to the City Council and that this had been successfully carried out.

The Group were informed of the scope of the agreement including how the vehicles were maintained including ensuring compliance with all legislation and the fact that a mobile mechanic facility was available so that service was not disrupted. In respect of the governance arrangements Members were informed that similar arrangements were in operation with Nottingham Fire and Rescue Service. There were clear performance indicators which could be benchmarked and this model enabled the City Council to clearly identify the improvements made over the last four years to other interested parties. As part of the quarterly meetings officers considered any trends and the life span of the vehicles. This assisted officers to make more informed decisions when looking at the replacement programme especially as all Nottinghamshire Authorities were part of a joint procurement programme for vehicles.

In respect of performance indicators all the targets were being met except for 100% of MOT passes for HGV vehicles; it was acknowledged that this had been an ambitious target and the only failure had been due to a light bulb. The Group was informed that detailed information was kept on all vehicles to ensure that all parts and servicing is clearly and transparently audited. Members were pleased to note that repairs were carried out quickly and that routine servicing was carried out between 4.00 pm and 7.00 am to ensure that vehicles were not unnecessarily out of action.

With regard to MOT's Members were informed that two local garages now carried out the service for taxis as part of the licensing process.

In conclusion Mr Kimberley explained the lessons learnt over the initial twelve months of the agreement and how this would impact on future years. It was noted that the agreement had made a saving of £19,000 in 2014/15 when compared to the 2013/14 budget and that officers had access to comprehensive data on the various vehicles allowing better use of the assets.

The Chairman thanked Mr Hill and Mr Kimberley for their informative presentation and for answering Members' questions. She requested that there be a further report in 12 months' time.

It was AGREED that Members had considered the presentation made by Nottingham City Council and endorsed the work of the cooperation agreement partnership.

## 5. Rushcliffe Business Partnership

The Community Development Manager presented a report outlining the work of the Rushcliffe Business Partnership which had been launched in 1999 as a forum for local businesses to network and develop new opportunities. He said that members were normally from small to medium size enterprises based within the Borough and membership was free of charge to any businesses. The Borough Council works with the Partnership to assist delivery of its Corporate Priority to support economic growth. The Partnership received an annual Service Level Agreement payment of £2,000 and also officer support to deliver

- 12 monthly networking events
- 1 annual event
- 1 website maintained and updated on a regular basis
- 3 quarterly themed networking events

Dr Collins gave a presentation outlining the work of the Business Partnership. He said that the key aims were to

- support businesses in Rushcliffe to grow and develop
- to increase trade between businesses in Rushcliffe
- to increase trade from outside the Borough

The Partnership had over 500 businesses registered with their website, which received approximately 550 hits per week. The Partnership also had over 1,250 followers on social media. The website had been re-launched during 2014/15 and was now targeted towards local businesses and marketing. Other highlights from 2014/15 included 27 networking events and over 200 delegates attending the annual business showcase. At the showcase delegates had received information regarding the D2N2 Local Enterprise Partnership and the Rehabilitation Centre at Stanford Hall.

Dr Collins stated that the priorities for the Partnership in 2015/16 were to strengthen links with other business groups, the D2N2 Local Enterprise Partnership and the Nottingham Business Engagement Group. He said that there needed to be more representation from the larger Rushcliffe villages on the Partnership Steering Group. Also the Partnership would be represented on the Rushcliffe Strategic Growth Board. As part of the work undertaken in 2015/16 the Partnership would be surveying their members to ascertain their views of how the Partnership could work for them, how it could provide information and act as a conduit for support.

The Group discussed how empty retail properties could have a negative effect on a town centre and how this could have an impact on West Bridgford. It was felt that West Bridgford was a very good area for leisure activities but lacked retail properties. Members were informed that this would be an item for the West Bridgford Local Growth Board to consider.

In respect of challenges for the future Dr Collins stated that a few sectors suffered from a skill shortage, especially engineering; whilst small businesses needed incubator units to allow them to grow, as was demonstrated by the

Council's RTEC centre and The Point. The Executive Manager - Transformation explained that the Council was considering providing small industrial units of approximately 750 – 2,000 square metres in Cotgrave as part of the Growth Deal funding that had been awarded.

Following a question regarding successes Dr Collins stated that in Rushcliffe the IT sector and small one or two person businesses were growing, however confidence was growing across the majority of sectors.

Following a question regarding the number of businesses run by women Dr Collins stated that approximately 50% of people attending the Partnership's monthly meetings were female.

Members queried if the Partnership worked closely with the universities in the area. Dr Collins explained that there were links into the universities and the secondary schools, however the Partnership was run by volunteers and this limited the amount of resources available. The Community Development Manager stated that there had been a rural business event held at the Sutton Bonington Campus but there had been a very small take up by students. He highlighted the work of the Council's YouNG network and how they were a link between young people looking for apprenticeships and businesses. He emphasised the work undertaken by YouNG to encourage young entrepreneurs and reminded Members of the market and food festival being held in July.

In conclusion Dr Collins stated that there was an array of help and funding available to small businesses; however it was often the case that businesses did not know how to access it. It was important that people became engaged and connected and it was hoped that this would be achieved by the Partnership, especially through its revamped website and networking events.

The Chairman thanked Dr Collins for his informative presentation and for answering Members' questions. She requested that there be a further report in the future.

Members felt that the Partnership was very good value for money and that the Partnership could benefit from holding events at different times and in different areas of the Borough as this could attract new people.

It was AGREED that that Members had considered the presentation made by the Rushcliffe Business Partnership and endorsed the work of the partnership.

## **6. Updated List of Partnerships**

The Executive Manager - Transformation presented the report which outlined the details of all the partnerships that the Council was involved in. She explained the rationale regarding which Group scrutinised the various partnerships and how this was overseen by the Scrutiny Chairmen and Vice Chairmen's meeting. She stated that this Group had scrutinised the initial arrangements with Streetwise Ltd and how, once this partnership was embedded, it would then fall under the remit of the Performance Management Board.

Members were given details of the strategic partnerships that were regularly considered by the Group, including Metropolitan Housing Trust the main Registered Social Landlord for the area; Waterloo Housing who as part of the Trent Valley Partnership provided affordable homes on rural exception sites; and the South Nottinghamshire Community Safety Partnership which involved the Police and other partners.

With regard to the list it was noted that the Council's rural customer contact point at Bingham had now moved to the Bingham Health Centre. It was also noted that the new partnership with Streetwise needed to be included.

It was AGREED that Members had considered the attached list to assist the development of a prioritised work programme for future meetings.

## **7. Annual Report**

The Group considered its annual report for 2014/15, which outlined the work undertaken by the Group during the year, including scrutiny of the Service Level Agreement with Rushcliffe Community & Voluntary Service and Rural Community Action Nottinghamshire; annual reviews of the partnerships with Metropolitan Housing Trust, Waterloo Housing and South Nottinghamshire Community Safety Partnership. Other reviews had included Positive Futures, Healthwatch Nottinghamshire, Choice Based Lettings and Streetwise Environmental. Officers stated that a composite document of all the scrutiny groups' annual reports would be presented to Council on 25 September 2015.

The Chairman asked that her thanks to the Vice Chairman and colleagues for their lively discussions be included in the document. She stated that the review of Metropolitan Housing Trust had been disappointing as the person had only just been appointed. The Executive Manager - Transformation explained that this had been noted at the time and that Ms Watson would again be attending this year.

It was AGREED that the Partnership Delivery Group approved the report, following minor corrections, and forwarded it on to Council for consideration.

## **8. Work Programme**

The Group considered its Work Programme. Councillor Wheeler enquired if parking could be added to the Programme. He was informed that the Performance Management Board considered the Council's Civil Enforcement partnership, although it was noted that the Board mainly received financial information. The Executive Manager - Transformation stated that the Council was considering new policies in respect of parking throughout the Borough, although it was anticipated that this would be considered by the Community Development Group. She agreed to bring this item to the next Scrutiny Chairmen and Vice Chairmen's meeting.

The meeting closed at 8.50 pm.

## Action Sheet

### PARTNERSHIP DELIVERY GROUP - TUESDAY 30 JUNE 2015

Minute Number	Actions	Officer Responsible
4. Review of the Cooperation Agreement for Fleet Maintenance and Garage Service Provision	A further report be provided in 12 months' time	Executive Manager - Neighbourhoods
5. Rushcliffe Business Partnership	a) Consider the Service Level Agreement payment as part of the Budget process  b) A further report be presented to the Group in the future.	Executive Manager - Transformation  Community Development Manager
6. Updated List of Partnerships	Update the list and add Streetwise Environmental Ltd	Executive Manager - Transformation
7. Annual Report	Update the Chairman's Forward and correct the typographical errors	Member Services
8. Work Programme	The Executive Manager - Transformation to request the Scrutiny Chairmen and Vice Chairmen's meeting to discuss which Group should consider the wider issue of developing parking policies for the Borough.  Include the Rushcliffe Business Partnership and the Garage Cooperation Agreement into the Group's work programme.	Executive Manager - Transformation  Member Services