



**MINUTES  
OF THE MEETING OF THE  
CORPORATE OVERVIEW GROUP  
WEDNESDAY, 14 JUNE 2023**

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena, Rugby Road, West  
Bridgford

**PRESENT:**

Councillors T Combellack (Chair), A Edyvean, P Gowland, L Plant, R Walker,  
L Way and G Williams

**OFFICERS IN ATTENDANCE:**

C Caven-Atack	Service Manager - Corporate Services
Catherine Evans	Service Manager – Economic Growth and Property
Katie Brennan	Finance Business Partner
E Richardson	Democratic Services Officer

**1 Apologies for Absence**

There were no apologies for absence.

**2 Declarations of Interest**

There were no declarations of Interest.

**3 Minutes of the meeting held on 21 February 2023**

The minutes of the meeting held on 21 February 2023 were approved as a true record and were signed by the Chair.

**4 Role and Remit**

The Service Manager for Corporate Services presented an overview of Rushcliffe's Scrutiny structure and role to the Committee.

The Service Manager for Corporate Services explained that the Terms of Reference for the Corporate Overview Group were to create and receive feedback on work programmes, reviewing the matrices of items put forward for the Growth and Development, Communities and Governance Scrutiny Groups. The Committee also scrutinised financial and performance management information and received reports relating to corporate matters such as health and safety, diversity and corporate strategies and policies where appropriate prior to their adoption. The Service Manager for Corporate Services confirmed that she was the lead Officer for this Group.

The Service Manager for Corporate Services explained that the purpose of the Governance Scrutiny Group was to retrospectively review actions taken by the Council, including financial and audit reports and legislative and statutory

matters, such as the Annual Governance Statement, the Statement of Accounts, the Council's Risk Management Framework, Constitution and regular reports on Asset and Investment Management. She said that the Service Manager for Finance was the lead Officer for that Group.

The Service Manager for Corporate Services explained that the purpose of both the Growth and Development Scrutiny Group and the Communities Scrutiny Group was to be more forward looking, reviewing one or two topics at each meeting, sometimes inviting external speakers to present to the Group. The Growth and Development Scrutiny Group looked at significant projects which contributed towards growth in the Borough, including infrastructure, housing and employment units to ensure that residents and the community had the support that they needed. The Communities Scrutiny Group looked at the Council's partnerships to ensure that they met the needs of the community and provided value for money and explored areas of community concern to look at how they could be addressed, including health and wellbeing, sport, community action and environmental projects and initiatives. She confirmed that the Service Manager for Economic Growth and Property was the lead Officer for the Growth and Development Scrutiny Group and that the Service Manager for Neighbourhoods was the lead Officer for the Communities Scrutiny Group.

## **5 Diversity Annual Report and update on the Equality and Diversity Strategy**

The Service Manager for Economic Growth and Property presented the Diversity Annual Report to the Group and explained that the report included information about Rushcliffe Borough Councillors, information from the 2021 census and that the number of Council employees had increased due to bringing Streetwise Environmental in-house.

The Service Manager for Economic Growth and Property took the Group through the demographic data, highlighting that 89% of residents were white, 28% of residents were aged 60+, that 6% of residents had a long term health problem or disability which limited their daily activity and that there were slightly more males than females in the Borough. In comparison, 84% of Rushcliffe Borough Council staff were white, with this standing at 88% for the East Midlands and 25% of East Midlands' residents were aged 60+. The Council had 38% female and 62% male employees, likely impacted by it having a manual workforce.

In relation to gender pay gap reporting, the Service Manager for Economic Growth and Property explained that all employers with 250+ employees had to declare this information and that for the Council the ratio in 2022 was 3.46% higher for women.

In relation to job applicants, the Service Manager for Economic Growth and Property said that 60% had been white, 92% had not reported a disability and the majority were aged between 25 and 34, which was lower than the majority Council employee age which was between 45 to 54.

In relation to Rushcliffe Borough Councillors, the Service Manager for Economic Growth and Property said that 66% were male and the majority were

aged 65+. The Council did not currently record Councillor ethnicity.

The Service Manager for Economic Growth and Property presented an update on the Equality and Diversity Scheme and explained that the scheme had evolved to become a live document with a supporting action plan to proactively monitor progress. She confirmed that the Action Plan had been adopted in May 2021 and was reported to this Group annually, to review work carried out over the last 12 months and to influence planning for the coming 12 months.

The Service Manager for Economic Growth and Property said that the focus was to make Rushcliffe a welcoming place with easy to access services for everyone, and a place where everyone could achieve their potential. She said that the aim was for these ambitions to be embedded across the Council and as such it had been designated as a strategic task which would be regularly reported on. Training had also been provided for all staff and Councillors and the Council would be further supported by East Midlands Councils in shaping the work of the Steering Group.

The Service Manager for Economic Growth and Property highlighted schemes which had been delivered by the Council over the past year, including at Rushcliffe Country Park which had a new shelter with hard flooring and wheelchair accessible benches and paths and a changing places toilet, Bingham Arena which had been built to the highest accessibility standards and Gresham which was home to the East Midlands PAN Disability Football League.

The Service Manager for Economic Growth and Property referred to Rushcliffe Chief Executive giving a presentation at a Recruiting Talent event which promoted the benefits of recruiting staff from a wider, more inclusive pool of talent.

In relation to UKSPF and Rural England funding, the Service Manager for Economic Growth and Property explained that the Council had received circa £3m to be spent by March 2025, which it had used to provide community workshops and one-to-one support about the cost of living pressures and the Council was looking at how best to repeat that in the coming year. The Council had also provided grant pot funding for local businesses and community organisations which had required Equality Impact Assessments to be included as part of the application. It was hoped that the grant funding would bring forward a variety of projects that would bring benefit to Rushcliffe communities.

The Group was informed that improvements had been made to Adbolton Play Area and at Alford Road and Abbey Road making them more inclusive for all to use and that Rushcliffe Community Team had been working with Ellerslie cricket club to support costs associated with setting up a walking cricket team targeted at 50+ ages.

The Group was informed that the Council had supported Holiday Activities and Food Fund (HAF) which offered free school holiday provision for children and young people aged 5 – 16 years who received benefits-related free school meals. In supporting Rushcliffe to become a Dementia Friendly borough, the Alzheimer's Society had delivered a Dementia Friends information session to

the Council's leadership and the first Memory Café at Rushcliffe Country Park would be held in June providing opportunity for residents to experience nature based activities and to socialise and enjoy the beautiful surroundings.

In relation to housing, the Service Manager for Economic Growth and Property explained that the Council was working in partnership with Broxtowe Youth Homelessness to deliver homelessness prevention training sessions to over 268 young people in schools in Rushcliffe and that it had resettled 41 individuals as part of the Syrian Vulnerable Persons Resettlement Scheme, 13 individuals via the Afghan Relocations and Assistance Policy and the Afghan Citizens Resettlement Scheme and had provided £178k capital grant to deliver an affordable rented wheelchair adapted bungalow in Cropwell Bishop and £812k Disabled Facilities Grant.

The Service Manager for Economic Growth and Property said that the Council hoped to replicate a previous event where students from a local school had visited the Council to learn about elections and democracy. She said that the Council was reviewing its Equality Impact Assessments with support from East Midlands Councils and that it would be engaging with and supporting the Rushcliffe Youth Forum.

In relation to future UKSPF funding schemes, the Service Manager for Economic Growth and Property said that the Council was starting to make plans now and so this gave opportunity to contribute. She noted that £100k of funding had been secured to install changing places toilets at Gresham and Cotgrave and that the Council was considering ideas to mark Chinese New Year in response to the growing Hong Kong community based in the Borough

The Chair referred to the Rushcliffe Community Cohesion Network and asked why it had finished in 2012. The Service Manager for Economic Growth and Property said that it had been one of the groups that the Council had supported as part of the Local Strategic Partnership and that it had disbanded when that support stopped, and she thought that it was now important to look at what other groups existed in its place.

The Chair asked whether the Recruiting Talent Event would be repeated and the Service Manager for Economic Growth and Property said that this could be organised.

The Vice Chair of Communities Scrutiny Group asked for more information about Disability Confident Employer accreditation and the Service Manager for Economic Growth and Property said that she would report back to the Group.

The Vice Chair of Communities Scrutiny Group referred to recording Councillor ethnicity and thought that it may help encourage a more diverse range of people to come forward. She noted that the Council had not reported any information about children with disabilities and thought that this would be available from Nottinghamshire County Council and would support making play areas and leisure centres more inclusive. She said that she was pleased to learn that the Council would be supporting Rushcliffe Youth Forum and suggested promoting Democracy Week to local schools. The Service Manager for Economic Growth and Property confirmed that the Elections Team was

engaging with local schools.

The Chair of Communities Scrutiny Group referred to data about job applicants and asked whether it could be broken down to look at job type and disability. The Service Manager for Economic Growth and Property said that she would review what information the Council held. The Service Manager for Corporate Services explained that Officers did not have any knowledge about candidates' disabilities when assessing and interviewing applicants, that it was only when a decision had been that this became available so that adjustments could be made if required.

The Chair of the Communities Scrutiny Group referred the Ellerslie Walking Group and disability sports groups and asked how they were created, whether the groups approached the Clubs or the other way around and whether there was scope for other local clubs to do the same. The Service Manager for Economic Growth and Property said that Ellerslie had applied for Reach Rushcliffe funding and had set it up with support from the Council's Community Team, who worked with clubs across the Borough. She said that she would report back to the Group with more information.

The Group asked whether the Council provided information for the Hong Kong community and the Service Manager for Economic Growth and Property said that she had met with East Midlands Councils who were looking to run an event in Rushcliffe focussed on supporting and engaging with that community. The Group asked whether the Council had plans to celebrate other traditions such as Diwali.

The Chair of Communities Scrutiny Group asked whether there was any information available in relation to veterans, particularly in relation to housing and healthcare, to look at how best to signpost and tailor support. The Service Manager for Economic Growth and Property said that she would report back to the Group.

The Vice Chair of Governance Scrutiny Group referred to changing places toilets and suggested that there was need for one at West Bridgford Park as this had the most popular play area. In relation to West Bridgford, she said that there was a problem with café furniture moving across pavements creating difficulty for people with mobility issues. The Service Manager for Economic Growth and Property said she had visited the area recently to look at how best to address this.

The Chair of Governance Scrutiny Group referred to engagement with local schools and thought that it was beneficial for Councillors to engage with and visit their local schools. The Chair supported incorporating this into democracy week proposals.

The Chair of Governance Scrutiny Group referred to the gender pay gap and asked whether the Council monitored it at employee role level and the Service Manager for Economic Growth and Property confirmed that it did. The Chair of Growth and Development Scrutiny Group asked about reviewing Officer pay information to check that it was equitable, and the Service Manager for Corporate Services confirmed that information about senior staff salaries was

publicly available and that staff salary in general was the responsibility of the Head of Paid Service. The Service Manager for Corporate Services agreed to feedback comments from the Group to the Head of Paid Service for review.

It was **RESOLVED** that the Corporate Overview Group:

- a) considers and endorses the report information provided for the diversity annual report
- b) reviews the action taken so far as a part of the Equality, Diversity and Inclusion Scheme action plan and made suggestions for future action or areas of focus.

## 6 **Financial and Performance Management**

The Service Manager for Corporate Services introduced the Financial and Performance item and noted that performance had been delivered through a pandemic, the implementation of Brexit, the war in Ukraine and a cost of living crisis.

The Finance Business Partner presented the Q4 Financial Report. She confirmed that the Council's Statement of Accounts for 2022/23 had been published on 31 May 2023 in accordance with statutory deadlines.

The Finance Business Partner said that the Council had an overall revenue efficiency position of £1.979m which was summarised in Table 1, with the mean variances summarised in Table 2 and all variances detailed in Appendix A. She said that the main overspends were due to agency costs for the Planning and Waste Teams, delays in the Crematorium and Bingham Arena and for fleet repairs. She confirmed that the Planning Team was now fully established and their reliance on agency staff would reduce going forwards.

The Finance Business Partner said that the main underspend was due to increased planning income, income from Edwalton Golf Course and from interest from investments due to the rise in interest rates.

The Finance Business Partner explained that business rates reliefs were applied to 2044 businesses who benefitted from over £8.7m of additional rates relief and that the Council has administered grants for Energy Rebates of £150 each which totalled £5.644m. The Council had also distributed grants under the Energy Bills Support Scheme and the Alternative Fuel Payments totalling £0.171m.

In relation to 2022/23 efficiency savings of £33k, the Finance Business Partner said that this had been used to supplement the Government funding to discount Council Tax bills.

In relation to UK Shared Prosperity and Rural England Prosperity Funding, the Finance Business Partner explained that the Council would receive £2.571m over the next three years and confirmed that the Council had brought Streetwise inhouse on 1 September 2022. She said that the net outturn position for 2022/23 gave a £0.189m overspend largely due to the additional

costs pressures of pay and inflation.

In relation to Rushcliffe Oaks Crematorium and Bingham Arena and Enterprise Centre, the Finance Business Partner reported that Rushcliffe Oaks cremations were in line with targets and that the Enterprise Centre had 92% occupancy.

The Finance Business Partner referred to revenue reserves and said that there was a net transfer of £4.003m as detailed in Appendix B, of which key transfers were £1.017m from the New Homes Bonus reserve to offset the Minimum revenue Provision, £2.466m from the Organisation Stabilisation Reserve and £3.707m appropriated to meet the collection fund deficit.

In relation to transfers in, the Finance Business Partner said that these totalled £4.763m, with significant items being £1.587m New Homes Bonus receipts, £1.006m from in year efficiencies and £0.973m to the Treasury Capital Depreciation Reserve which was approved as part of Quarter 3 revenue reporting.

The Finance Business Partner said that the overall level of reserves was healthy at £19.572m although there were risks going forward from inflation and pay increases and the uncertainty regarding future funding streams.

The Finance Business Partner said that the overall capital efficiency totalled £5.599m which equated to 73% of the budget spent. She referred the Group to a summary of the outturn position at Table 3 and to Appendices E and F for a summary of the main variances. She explained that £5.426m was recommended to be carried forward, the majority of which related to delays in Bingham Arena and the Crematorium and carrying over budgets to cover post opening enhancements.

The Group were informed that Special Expenses outturn was detailed in Appendix D and that the Council had a total deficit of £0.138m which was £0.018m more than last year and inflation was higher and income lower than expected.

In summary, the Finance Business Partner said that the position was positive and that the Council had put money into reserves but continued to be exposed to cost of living impacts.

The Vice Chair of Governance Scrutiny Group asked whether agency usage was expected to reduce for the Waste Team. The Finance Business Partner said that the Team would likely always have some reliance on agency staff due to the nature of the work requiring a certain number of people to carry out some jobs which would require short-term cover when people were off. The Vice Chair of Governance Scrutiny Group noted that Health Service ran a bank agency for such situations.

The Service Manager for Corporate Services introduced the Q4 Performance Scorecards and said that there were three task exceptions, which were:

- Digital principles which involved 25 projects designed to expand how the Council used technology and that last year work on the new website had been prioritised which had led to other tasks being reprogrammed for

2023/24;

- Delivery of employment land on strategic sites had made significant progress at Fairham, Newton, Cotgrave and Edwalton, all of which were large projects which would be rolled forward;
- Implementation of proposals from the new planning legislation due to it not having been released by the Government as yet.

In relation to performance, the Service Manager for Corporate Services referred to paragraph 4.27 which detailed areas of high performance. She also referred the Group to four corporate indicators, and three operational targets that had been missed, which included value of savings achieved by the Transformation Strategy impacted by delays in opening Bingham Arena and the Crematorium and which had been offset by better than expected performance at Edwalton Golf Club. The percentage of household waste sent for recycling was also below target due to a dry summer leading to little gardening and green waste which contributed highly to the Council's recycling targets and the Planning Team had experienced some issues processing an increase in planning applications.

The Group was informed that the target time for calls answered by the Customer Contact Centre had been increased from 60 seconds last year to allow time to answer complex customer queries from vulnerable residents in relation to the cost of living crisis. Customer Contact Centre staff were also letting residents know where information was available on the Council's website.

The Chair said that it was important to monitor directing residents to the website as some may not be IT literate.

The Chair referred to usage of community facilities. The Group noted that whilst there may still be some recovery from the pandemic it may also be that people were socialising differently, using spaces differently, by different demographics and that some social activities were now being held online. The Group thought that market factors such as hire costs and the marketing and booking of community spaces could also impact on usage. The Group agreed that this item would benefit from further scrutiny.

In relation to Gamston Community Hall, the Service Manager for Corporate Services said that lower usage may be due to groups having found alternative venues whilst it had been used by the NHS to deliver vaccinations. She said that the Council had a new booking system through the new website.

The Service Manager for Corporate Services suggested that programming this item for scrutiny early 2024 would allow time for Officers to review relevant information and for any impact from the new booking system to be evaluated. The Group asked if Jubilee Hall at Bingham Arena could be included.

The Group asked about the Performance Indicators, including about their formulation and review. The Service Manager for Corporate Services explained that the indicators were divided into two sectors, one for the large strategic corporate tasks and one for operational key services delivered by the Council. She explained that later in the year the Group would be presented with a range



of strategic performance indicators for it to prioritise those it would like to monitor against the new Corporate Strategy. In relation to operational indicators, she explained that the Council monitored a wide range of performance as determined by senior staff and that the Group chose which of those it wanted to be reported in the Performance Report. The Group could request information about areas of interest outside of that process.

It was **RESOLVED** that the Corporate Overview Group:

- a) notes the 2022/23 revenue position and efficiencies identified in Table 1, the variances in Table 2 and notes the carry forwards and appropriations to reserves in Appendix E;
- b) notes the other changes to the earmarked reserves as set out at Appendix B;
- c) notes the re-profiled position on capital and notes the capital carry forwards outlined in Appendix C and summarised in Appendix F;
- d) notes the update on the Special Expenses outturn at paragraph 4.16 and in Appendix D, and
- e) considers whether scrutiny is required for identified exceptions.

## 7 **Consideration of Scrutiny Group Work Programmes**

The Chair referred to Appendix 2 which set out matrices of items that had already been approved by the former Corporate Overview Group and included onto the scrutiny programme for 2023/24.

In relation to Biodiversity Net Gain item, the Service Manager for Corporate Services said that the Council sought to have a draft scheme in place in readiness for Government regulations due for release in November 2023. The Vice Chair of Governance Scrutiny Group asked for information about the timing of hedgerow cutting to be included.

Councillor Thomas joined the meeting to present her matrix for Housing density in new housing sites. She said that housing site applications would come forward with an expected number of houses which often increased during the planning process, which was of concern to residents and impacted on the infrastructure available. She said that her proposal was to review how the initial housing numbers were determined and whether that process could be more robust.

Councillor Thomas referred to housing density being closely related to housing mix with bigger houses requiring more space, including how much open space was provided on the estate. She referred to Government proposals that housing density should be looked at in terms of existing housing density in the area, which would lead to replication of housing mix rather than a wider diversity. She said that a broadbrush approach may not provide the best housing mix and that it was important to make best and most efficient use of each piece of land. She said that the process for planning of estates needed to

be reviewed and required more scrutiny and discussion than a briefing note

The Chair noted the recommendation for a briefing note in the first instance but said that this did not preclude it coming forward for scrutiny thereafter.

The Group asked about the process for determination and programming of scrutiny items and the Service Manager for Corporate Services explained that Appendix 4 set out the current programme, noting that each meeting reviewed one or two items which allowed a maximum of 8 scrutiny items per group per year. She said that time for Officers to collate and review information also need to be considered in the programming and that sometimes it could be more expedient to provide the information in a different way.

The Group asked whether housing density sat within an existing policy which was due for review and the Service Manager for Corporate Services said that it may fit within the Local Plan linked to the work of the Local Development Framework Group.

In relation to provision of the briefing note, the Service Manager for Corporate Services said that this would enable information to be provided sooner than the item could be programmed into the scrutiny schedule and which could then be refined as to what information was to be reviewed. The Group agreed for this item to be taken forward in the scrutiny work programme.

Councillor Thomas presented her matrix for Management of open spaces within new developments but said that she had not had any input into the matrix itself. She said that it had come forward in response to the motion passed at Council in which the Council recognised the problems with public open spaces on new housing estates and committed to undertake a full detailed options appraisal and seek opportunities to improve the situation.

Councillor Thomas said that the particular issue was the ownership and management of open spaces and thought that that point was only covered by the final bullet point of the matrix. She had concern that the review would not fully address the motion. She welcomed the work that was taking place on this item but had some concern for the focus not to be on covering old ground and refining the question but on solving the problem, for both new and existing estates. Councillor Thomas suggested that residents could be invited to attend the scrutiny meeting to present their perspective.

The Chair asked if there was anything that Councillor Thomas would like to be included in the matrix. Councillor Thomas said that a key area involved residents paying a management company to carry out services and whether there were other ways that this could be managed, such as the Council adopting spaces or residents paying the Council to manage spaces. She said that different estates had different S106 in place and suggested having a consistent approach for all going forward.

The Service Manager for Corporate Service agreed to take the matrix back to Officers for input from Councillor Thomas and thought that it would be possible to maintain its timing in the programme. The Group agreed for this item to be taken forward in the scrutiny work programme without need for it to return to

this Group.

The Chair noted the matrix for Streetwise In-Sourcing and the Service Manager for Corporate Services explained that the service had been brought in-house due to it not meeting the objectives of why it was outsourced. The timing of the report would allow a review of progress within the first 12 months. The Group agreed for this item to be taken forward in the scrutiny work programme

The Chair noted the matrix for Corporate Strategy and the Service Manager for Corporate Service explained that the Council was running a month long public consultation and holding internal working groups, the results of which along with political priorities and proposals would be presented to the Group in September for review, following which a document would be prepared for the Group to review at its November meeting. The Group agreed for this item to be taken forward in the scrutiny work programme

Councillor Thomas presented her matrix for East Midlands Airport - impacts of future flight path changes and aircraft noise in general. She referred to the East Midlands Airport consultation on flight paths which was an ongoing, long, consultative process. The consultation on noise had not been announced at the time of preparing the matrix. She said that she had responded to the consultation as an individual but was aware that the Council could respond as an organisation and as such, she would like to invite representatives from the Airport to attend a scrutiny meeting to discuss the proposals.

Councillor Thomas said that there was a wider issue of noise impact but noted that that part of the consultation was closing on 31 July. The Service Manager for Corporate Services said that an article would be included in Councillors' Connections tomorrow to raise awareness.

The Chair highlighted that Councillors could register as stakeholders to receive updates on the consultation. The Group agreed for this item to be taken forward in the scrutiny work programme.

Councillor Gowland presented her matrix Model for provision of Social Housing. She said that the Council no longer owned any social housing and that current provision wasn't working. She said that there wasn't enough housing available for young single people nor for families receiving support for housing. She said that the proposal was for the Council to bring some housing back into its own control and build a small number of social housing to support residents not served by the registered housing associations or the private sector. The Group agreed for this item to be taken forward in the scrutiny work programme.

The Group reviewed the Work Programmes. The Service Manager for Corporate Service explained that a Review of Growth Boards had been provisionally allocated to October Growth and Development Scrutiny Group following recommendation from Cabinet and pending completion of a scrutiny matrix. In relation to the proposal to scrutinise Community Facilities, the Service Manager for Corporate Service said that a matrix would be brought forward for review with potential for it to be scheduled for January 2024.

It was **RESOLVED** that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One)
- b) consider the topics for scrutiny submitted by Councillors and officers, and already accepted by the 2022/23 Corporate Overview Group (Appendix Two)
- c) determine any additional topics to be included in a scrutiny group work programme for 2023/24 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Three)
- d) review the current work programme for each of the scrutiny groups (Appendix Four).

#### **Work Programme 2023-24 – Corporate Overview Group**

14 June 2023	<ul style="list-style-type: none"> <li>• Standing Items               <ul style="list-style-type: none"> <li>○ Feedback from Scrutiny Group Chairmen</li> <li>○ Feedback from Lead Officer</li> <li>○ Consideration of Scrutiny Group Work Programmes [including previously agreed matrices]</li> <li>○ Financial and Performance Management</li> </ul> </li> <li>• Rolling Items               <ul style="list-style-type: none"> <li>○ Diversity Annual Report and update on the Equality and Diversity Strategy</li> </ul> </li> </ul>
5 September 2023	<ul style="list-style-type: none"> <li>• Standing Items               <ul style="list-style-type: none"> <li>○ Feedback from Scrutiny Group Chairmen</li> <li>○ Feedback from Lead Officer</li> <li>○ Consideration of Scrutiny Group Work Programmes</li> <li>○ Financial and Performance Management</li> </ul> </li> <li>• Rolling Items               <ul style="list-style-type: none"> <li>○ Health and Safety Annual Report</li> <li>○ Corporate Strategy</li> </ul> </li> </ul>
7 November 2023	<ul style="list-style-type: none"> <li>• Standing Items               <ul style="list-style-type: none"> <li>○ Feedback from Scrutiny Group Chairmen</li> <li>○ Feedback from Lead Officer</li> <li>○ Consideration of Scrutiny Group Work Programmes</li> <li>○ Financial and Performance Management</li> </ul> </li> <li>• Rolling Items               <ul style="list-style-type: none"> <li>○ Customer Feedback Annual Report</li> <li>○ Corporate Strategy</li> </ul> </li> </ul>

20 February 2024	<ul style="list-style-type: none"> <li>• Standing Items <ul style="list-style-type: none"> <li>○ Feedback from Scrutiny Group Chairmen</li> <li>○ Feedback from Lead Officer</li> <li>○ Consideration of Scrutiny Group Work Programmes</li> <li>○ Financial and Performance Management</li> </ul> </li> <li>• Rolling Items <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>
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### **Work Programme 2023-24 – Governance Scrutiny Group**

29 June 2023	<ul style="list-style-type: none"> <li>• Internal Audit Progress Report</li> <li>• Internal Audit Annual Report</li> <li>• Annual Governance Statement (AGS)</li> <li>• Treasury Management Update</li> <li>• Constitution Update</li> <li>• Code of Conduct</li> <li>• External Audit Annual Plan</li> <li>• Annual Audit Letter and Value for Money Conclusion</li> </ul>
28 September 2023	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• Going Concern</li> <li>• Asset and Investment Outturn 2022/23</li> <li>• Treasury Management Update</li> </ul>
23 November 2023	<ul style="list-style-type: none"> <li>• Internal Audit Progress Report</li> <li>• Annual Audit Report 2022/23</li> <li>• Treasury and Asset Investments – 6 monthly update</li> <li>• Asset Management Plan</li> </ul>
22 February 2024	<ul style="list-style-type: none"> <li>• Internal Audit Progress Report</li> <li>• Internal Audit Strategy</li> <li>• Risk Management Strategy</li> <li>• Risk Management – Update</li> <li>• Statement of Accounts</li> <li>• Treasury and Asset Investments Strategy 2024/25</li> </ul>

### **Work Programme 2023-24 – Growth and Development Scrutiny Group**

19 July 2023	<ul style="list-style-type: none"> <li>• A review of Rushcliffe Oaks Crematorium</li> <li>• Biodiversity Net Gains – New Legislation</li> </ul>
4 October 2023	<ul style="list-style-type: none"> <li>• How the Borough works with partners to plan for the infrastructure required to support growth</li> <li>• Review of Growth Boards</li> </ul>
3 January 2024	<ul style="list-style-type: none"> <li>• Sewerage Infrastructure and Discharge within Rushcliffe</li> <li>• Management of Open Spaces</li> </ul>
6 March 2024	<ul style="list-style-type: none"> <li>•</li> </ul>

## Work Programme 2023-24 – Communities Scrutiny Group

	Items / Reports
20 July 2023	<ul style="list-style-type: none"> <li>Review of the Empty Homes Strategy and Council Tax implications</li> </ul>
5 October 2023	<ul style="list-style-type: none"> <li>Social Housing Models</li> </ul>
18 January 2024	<ul style="list-style-type: none"> <li>Flight Paths</li> <li>Use of Community Facilities (TBC)</li> </ul>
21 March 2024	<ul style="list-style-type: none"> <li>Streetwise In-Sourcing</li> <li>Carbon Management Plan Update</li> </ul>

## Action Sheet

Minute item	Action	Officer Responsible
5	Information to be provided about Disability Confident Employer accreditation.	Service Manager Economic Growth and Property – please see the attached information sheet
5.	Information to be provided about veterans.	Service Manager Economic Growth and Property – please see the attached information sheet
5.	Information to be provided about establishing walking football/ cricket groups.	Service Manager Economic Growth and Property – please see the attached information sheet

The meeting closed at 9.31 pm.

CHAIRMAN