

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Councillor Request for Scrutiny</b>	
<b>Proposed topic of scrutiny ...</b>	Conservation Areas
<b>I would like to understand ... (key lines of enquiry)</b>	<p>Residents are expressing concerns about how conservation areas are operated within the borough and what effect being in a conservation area can have on other planning matters. This scrutiny would look to understand the following:</p> <ul style="list-style-type: none"> <li>• What is a conservation area?</li> <li>• Why is it designated?</li> <li>• Where they are?</li> <li>• What features they contain?</li> <li>• What makes them special?</li> <li>• How they are determined?</li> <li>• What effect they have on planning matters?</li> <li>• What other restrictions apply?</li> <li>• What does a conservation area not prevent?</li> <li>• What is the statutory requirement?</li> <li>• Is there a policy?</li> <li>• What's it like living in one?</li> <li>• What are the positives and negatives?</li> <li>• What resources does the borough have for this area of work?</li> <li>• Are residents in conservation areas notified of tree felling requests?</li> <li>• Are planning notifications and consultation notices sent to residents in conservation areas?</li> </ul>

	<ul style="list-style-type: none"> <li>• Does RBC specifically train planning committee members in conservation?</li> <li>• Should the council have an independent conservation area panel as in some other Boroughs i.e. Elmbridge BC?</li> <li>• Is RBC conservation policy in accord with Historic England? <a href="https://hisotricengland.org.uk/advice.hpg.has.conservation-areas/">(https://hisotricengland.org.uk/advice.hpg.has.conservation-areas/)</a></li> </ul> <p>Once Councillors understand Conservation Areas in more detail they will be able to put residents' concerns in context, respond to such concerns and make suggestions to officers if any changes or improvements can be made.</p>
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<b>I think this topic should be scrutinised because ...</b>  <b>(please tick)</b>		<b>Poor Performance Identified</b>
		<b>Change in Legislation or Local Policy</b>
	✓	<b>Resident Concern or Interest</b>
		<b>Cabinet Recommendation</b>
		<b>Links to the Corporate Strategy</b>
		<b>Other (please state reason)</b>

**Officer Consideration of Councillor Request for Scrutiny**

Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue		There are always alternative ways but scrutiny of the issue will address councillors concerns
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	

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<b>Recommendation</b>	Schedule for scrutiny
<b>Lead Officer</b>	Andrew Pegram
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>	Growth and Development Scrutiny Group in April 2021

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Councillor Request for Scrutiny</b>	
<b>Proposed topic of scrutiny ...</b>	Tree Conservation, Protection, Planting and Husbandry
<b>I would like to understand ... (key lines of enquiry)</b>	<p>Our policy on protection of trees on our own sites and in conservation areas and efforts to conserve and or replace felled trees. I would also like to see more consideration given to planting of trees on and within new developments when considering planning applications.</p> <p>We should be asking</p> <ul style="list-style-type: none"> <li>• What is our policy on TPOs and what protection do they provide</li> <li>• How do you get a TPO put on a tree</li> <li>• Can a TPO be removed and if so by whom and in what circumstances</li> <li>• If a tree with a TPO dies or has to be felled what is the policy on replacement</li> <li>• Shouldn't there be automatic replacement of TPOd trees</li> <li>• Can TPOs be placed on trees on private land</li> <li>• What is planning regulation re tree protection and preservation</li> <li>• What regulation are in place to protect trees during planning development on site</li> </ul>

	<ul style="list-style-type: none"> <li>• What are our Policies on tree planting when considering planning applications</li> <li>• Who allows the felling of trees in Conservation areas</li> <li>• What are the consequences or remedies for unlawful felling</li> <li>• What protection is provided to trees in Conservation areas</li> <li>• Why are trees not replaced when felled in public areas</li> <li>• Why are trees not replaced on streets in urban area</li> <li>• Who is responsible for trees in public areas, parks, spaces and road sides</li> <li>• How can the public request the planting of trees on public land</li> <li>• Who is the final arbiter when there is a dispute regarding whether a TPO is in force on a tree or not when documentation differs.</li> <li>• Do we offer guidance to land owners on protection and pruning of trees</li> <li>• Does protection include hedges which are wildlife habitats</li> </ul>	
<p><b>I think this topic should be scrutinised because ...</b> <b>(please tick)</b></p>		<p><b>Poor Performance Identified</b></p>
	*	<p><b>Change in Legislation or Local Policy</b></p>
	*	<p><b>Resident Concern or Interest</b></p>
		<p><b>Cabinet Recommendation</b></p>
	*	<p><b>Links to the Corporate Strategy</b></p>
		<p><b>Other (please state reason)</b> Whilst not a change in Government policy, more emphasise is being placed on tree planting and implications on flooding alleviation, climate change and carbon capture.</p>

<b>Officer Consideration of Councillor Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>	✓	<b>Officer Comment</b>
- Issue already being addressed	x	Not in its own right
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation		Possibly Newton and Colston Bassett
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	Can be left with officers to look into and feedback to interested parties
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
<b>Recommendation</b>		Schedule for scrutiny
<b>Lead Officer</b>		Andrew Pegram
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>		Growth and Development Scrutiny Group January 2022

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>		
<b>Proposed topic of scrutiny ...</b>	Residents' Survey	
<b>I would like to understand ... (key lines of enquiry)</b>	<p>The Council conducts a survey of its residents every three years. The next survey is due in the late summer of 2021 with results being analysed over the winter period.</p> <p>This scrutiny will enable councillors to review the Residents' Survey results, compare these against previous results and (if possible) similar surveys undertaken in other authority areas.</p> <p>Any areas for improvement can be identified and potential actions suggested. This exercise may generate suitable items for future scrutiny.</p>	
<b>I think this topic should be scrutinised because ... (please tick)</b>	<input type="checkbox"/>	<b>Poor Performance Identified</b>
	<input type="checkbox"/>	<b>Change in Legislation or Local Policy</b>
	<input checked="" type="checkbox"/>	<b>Resident Concern or Interest</b>
	<input type="checkbox"/>	<b>Cabinet Recommendation</b>
	<input checked="" type="checkbox"/>	<b>Links to the Corporate Strategy</b>
	<input type="checkbox"/>	<b>Other (please state reason)</b>
<b>Officer Consideration of Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>		<b>Officer Comment</b>
- <b>Issue already being addressed</b>	x	The survey will be analysed internally but this scrutiny would give councillors the opportunity to reflect on the results and play a part in drawing up an action plan to address community concerns

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- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	The matter can be dealt with internally by officers
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
<b>Recommendation</b>	Schedule for scrutiny	
<b>Lead Officer</b>	Charlotte Caven-Atack	
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>	Corporate Overview Group March 2022	

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>		
<b>Proposed topic of scrutiny ...</b>	Housing Delivery Plan	
<b>I would like to understand ... (key lines of enquiry)</b>	<p>The Housing Delivery Plan is due for a refresh in 2021:</p> <ul style="list-style-type: none"> <li>• What is the vision and priorities for the Delivery Plan?</li> <li>• What are the housing needs?</li> <li>• What are the targets to be delivered?</li> <li>• Do the priorities target resources to meet current and future needs?</li> <li>• What are the challenges and opportunities?</li> <li>• Will the theme of partnership working continue in the new Delivery Plan?</li> <li>• How will the Delivery Plan be monitored?</li> </ul>	
<b>I think this topic should be scrutinised because ... (please tick)</b>	<input type="checkbox"/>	<b>Poor Performance Identified</b>
	<input type="checkbox"/>	<b>Change in Legislation or Local Policy</b>
	<input type="checkbox"/>	<b>Resident Concern or Interest</b>
	<input type="checkbox"/>	<b>Cabinet Recommendation</b>
	<input type="checkbox"/>	<b>Links to the Corporate Strategy</b>
	<input checked="" type="checkbox"/>	<b>Other (please state reason)</b> Key Council Strategy under review this year
<b>Officer Consideration of Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>	<input checked="" type="checkbox"/>	<b>Officer Comment</b>
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	

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- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	✓	Could chose not to get involved – finalised Strategy will go to full Council
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
<b>Recommendation</b>	Schedule for scrutiny	
<b>Lead Officer</b>	TBC	
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>	Communities Scrutiny Group January 2022	

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>	
<b>Proposed topic of scrutiny ...</b>	Safeguarding of Vulnerable Adults and Children
<b>I would like to understand ... (key lines of enquiry)</b>	<p>Nottinghamshire County Council are responsible for the Safeguarding Strategy which we support the delivery of. It is important that we understand what is included in the strategy, what we are responsible for and that it fits the needs of our communities. The county-wide strategy is due for review and renewal this year:</p> <ul style="list-style-type: none"> <li>• What are the key themes/priorities in the County Strategy?</li> <li>• Are there any gaps in provision/support?</li> <li>• Where are the areas of need in Rushcliffe?</li> <li>• What action has been taken in the last year in Rushcliffe?</li> <li>• What impact has Covid 19 had on numbers of people in Rushcliffe that are at risk?</li> <li>• How can Councillors support this work?</li> <li>• Do Councillors need any additional training?</li> </ul>
<b>I think this topic should be scrutinised because ... (please tick)</b>	<input type="checkbox"/> <b>Poor Performance Identified</b>
	<input type="checkbox"/> <b>Change in Legislation or Local Policy</b>
	<input type="checkbox"/> <b>Resident Concern or Interest</b>
	<input type="checkbox"/> <b>Cabinet Recommendation</b>
	<input type="checkbox"/> <b>Links to the Corporate Strategy</b>

	✓	<b>Other (please state reason)</b> Key Council Strategy under review this year
<b>Officer Consideration of Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>	✓	<b>Officer Comment</b>
- Issue already being addressed	x	
- Issue has already been considered in the last 2 years?	x	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	x	
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
<b>Recommendation</b>		Schedule for scrutiny with the aim of raising awareness and putting Rushcliffe's views forward to the County Council
<b>Lead Officer</b>		TBC
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>		Communities Scrutiny Group July 2021

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>	
<b>Proposed topic of scrutiny ...</b>	Waste Strategy
<b>I would like to understand ... (key lines of enquiry)</b>	<p>The waste strategy is due for an update. This has been due for the last 18months but officers are awaiting a new Environmental Bill which is expected to have far reaching ramifications. This opportunity for scrutiny will inform the new strategy going forward:</p> <ul style="list-style-type: none"> <li>• What have we achieved in the last 5 years?</li> <li>• What changes have been introduced – Government legislation or otherwise</li> <li>• What are the new priorities/themes for the strategy?</li> <li>• What are the areas of concern/focus?</li> <li>• What actions are we going to take?</li> <li>• What impact has Covid 19 had on waste and recycling rates and tonnages?</li> <li>• What more can we do to educate residents about the need for recycling and what they can/cannot recycle?</li> <li>• Will the strategy include reference to low carbon targets e.g. reduction in plastics and how we will achieve and influence that?</li> <li>• What role can Councillors play?</li> </ul>

I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input type="checkbox"/>	Change in Legislation or Local Policy
	<input type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input checked="" type="checkbox"/>	Other (please state reason) Key Council Strategy under review
<b>Officer Consideration of Request for Scrutiny</b>		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>	Councillors could allow officers to interpret any emerging legislative changes
Is there sufficient capacity ...		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	
- Officer Resources?	<input checked="" type="checkbox"/>	
Recommendation	Schedule for scrutiny	
Lead Officer	Darryl Burch	
Proposed Timescale for Scrutiny and Scrutiny Group	Communities Scrutiny Group April 2022	

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>	
<b>Proposed topic of scrutiny ...</b>	Proposed new footbridge over the River Trent
<b>I would like to understand ... (key lines of enquiry)</b>	<p>Nottingham City Council are promoting the delivery of a new footbridge over the River Trent, landing in the general vicinity of Lady Bay. The bridge will provide an additional link across the River Trent for use by pedestrians and cyclists. This will no doubt be of interest to our residents and may raise a number of questions:</p> <ul style="list-style-type: none"> <li>• What are the timescales for the delivery of the bridge?</li> <li>• What is the consent process for the bridge?</li> <li>• What involvement does Rushcliffe Borough Council have in this project?</li> <li>• What is the proposed location for the bridge?</li> <li>• What are the benefits to residents/the area?</li> <li>• Are there likely to be any impacts on residents/the area?</li> <li>• How is the bridge being funded?</li> <li>• What would be the arrangements/ responsibilities for future maintenance of the bridge?</li> <li>• What is the impact on river users?</li> </ul>

	<ul style="list-style-type: none"> <li>• What public engagement has there been over the project?</li> <li>• What will the bridge look like?</li> </ul> <p>It is anticipated that public consultation will take place around July 2021 and this scrutiny could feed into that process.</p>	
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	<b>Poor Performance Identified</b>
	<input type="checkbox"/>	<b>Change in Legislation or Local Policy</b>
	<input checked="" type="checkbox"/>	<b>Resident Concern or Interest</b>
	<input type="checkbox"/>	<b>Cabinet Recommendation</b>
	<input checked="" type="checkbox"/>	<b>Links to the Corporate Strategy</b>
	<input type="checkbox"/>	<b>Other (please state reason)</b>
<b>Officer Consideration of Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>	<input checked="" type="checkbox"/>	<b>Officer Comment</b>
- Issue already being addressed	<input checked="" type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	
- Issue is a legal matter	<input checked="" type="checkbox"/>	
- Issue of a complaint investigation	<input checked="" type="checkbox"/>	
- Issue is a staffing matter	<input checked="" type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>	
<b>Is there sufficient capacity ...</b>		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	
- Officer Resources?	<input checked="" type="checkbox"/>	
<b>Recommendation</b>	Schedule for scrutiny	
<b>Lead Officer</b>	Andrew Pegram	
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>	Growth and Development Scrutiny Group July 2021	

# Rushcliffe Borough Council – Scrutiny Matrix

<b>Officer Request for Scrutiny</b>		
<b>Proposed topic of scrutiny ...</b>	Covid-19 Business Recovery Update	
<b>I would like to understand ... (key lines of enquiry)</b>	<ul style="list-style-type: none"> <li>• What support the Council has provided to businesses since the start of the pandemic</li> <li>• What support has been provided by others to local businesses e.g. D2N2 Growth Hub</li> <li>• What the impact of the pandemic has been:               <ul style="list-style-type: none"> <li>○ Unemployment</li> <li>○ Vacant units (high street and others)</li> <li>○ Business closures</li> </ul> </li> <li>• What further work is planned to support the economy to recover               <ul style="list-style-type: none"> <li>• Key risks/challenges</li> </ul> </li> </ul>	
<b>I think this topic should be scrutinised because ... (please tick)</b>	<input type="checkbox"/>	<b>Poor Performance Identified</b>
	<input type="checkbox"/>	<b>Change in Legislation or Local Policy</b>
	<input checked="" type="checkbox"/>	<b>Resident Concern or Interest</b>
	<input type="checkbox"/>	<b>Cabinet Recommendation</b>
	<input type="checkbox"/>	<b>Links to the Corporate Strategy</b>
	<input type="checkbox"/>	<b>Other (please state reason)</b>
<b>Officer Consideration of Request for Scrutiny</b>		
<b>Officer Feedback (please tick)</b>	<input checked="" type="checkbox"/>	<b>Officer Comment</b>
- Issue already being addressed	<input checked="" type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	
- Issue is a legal matter	<input checked="" type="checkbox"/>	
- Issue of a complaint investigation	<input checked="" type="checkbox"/>	
- Issue is a staffing matter	<input checked="" type="checkbox"/>	

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- <b>There is an alternative way of dealing with the issue</b>	x	
<b>Is there sufficient capacity ...</b>		
- <b>Scrutiny Work Programme?</b>	✓	
- <b>Officer Resources?</b>	✓	
<b>Recommendation</b>	Schedule for scrutiny	
<b>Lead Officer</b>	Catherine Evans	
<b>Proposed Timescale for Scrutiny and Scrutiny Group</b>	Growth and Development Scrutiny Group October 2021	