

# **POLICY AND PERFORMANCE IMPROVEMENT COMMITTEE ANNUAL REPORT**

## **2022-23**



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## Contact Us

Our residents, tenants and businesses can contact us in a number of ways.

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**In person:** Castle House, Great North Road, Newark, Nottinghamshire NG24 1BY

The offices and telephone lines are open 9am to 5pm Monday to Friday. Most of our services are also available on our website.

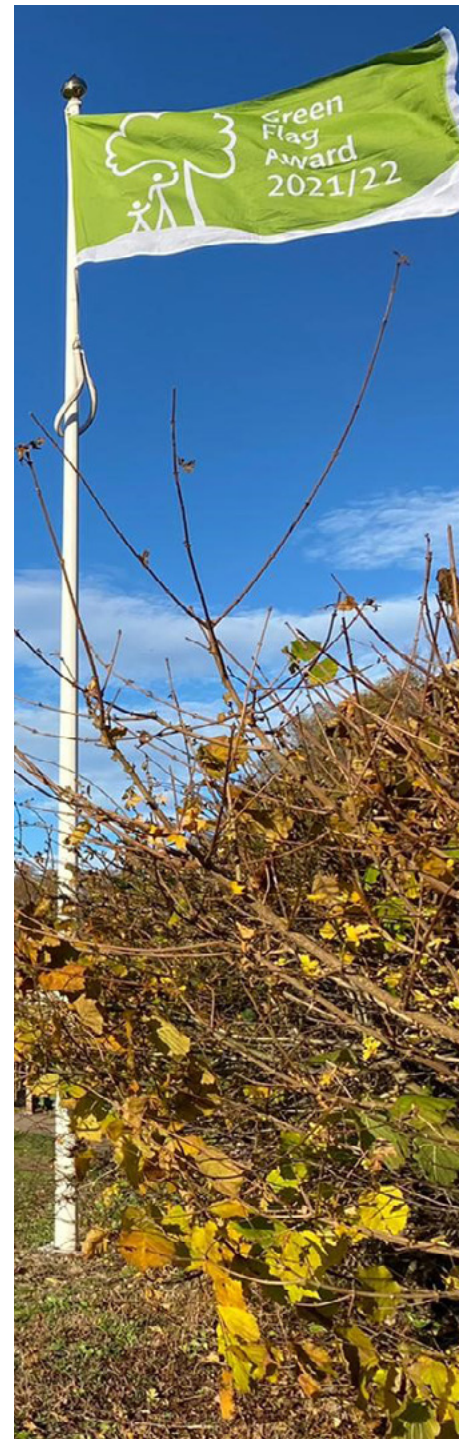
**Social media:**  /NSDCouncil  @NSDCouncil  @NSDCouncil  @Newark and Sherwood District Council



# INTRODUCTION TO NEWARK AND SHERWOOD

We, Newark and Sherwood District Council (NSDC), are one of seven district councils in Nottinghamshire. We are the middle layer of local government in this area with Nottinghamshire County Council covering the whole County and 74 parish and town councils sitting within the NSDC area.

For every £1 a resident pays in Council Tax 8.5 pence comes to NSDC and the remaining funds go to Nottinghamshire County Council, Nottinghamshire Police, the Police and Crime Commissioner, Nottinghamshire Fire and Rescue and parish/town councils.





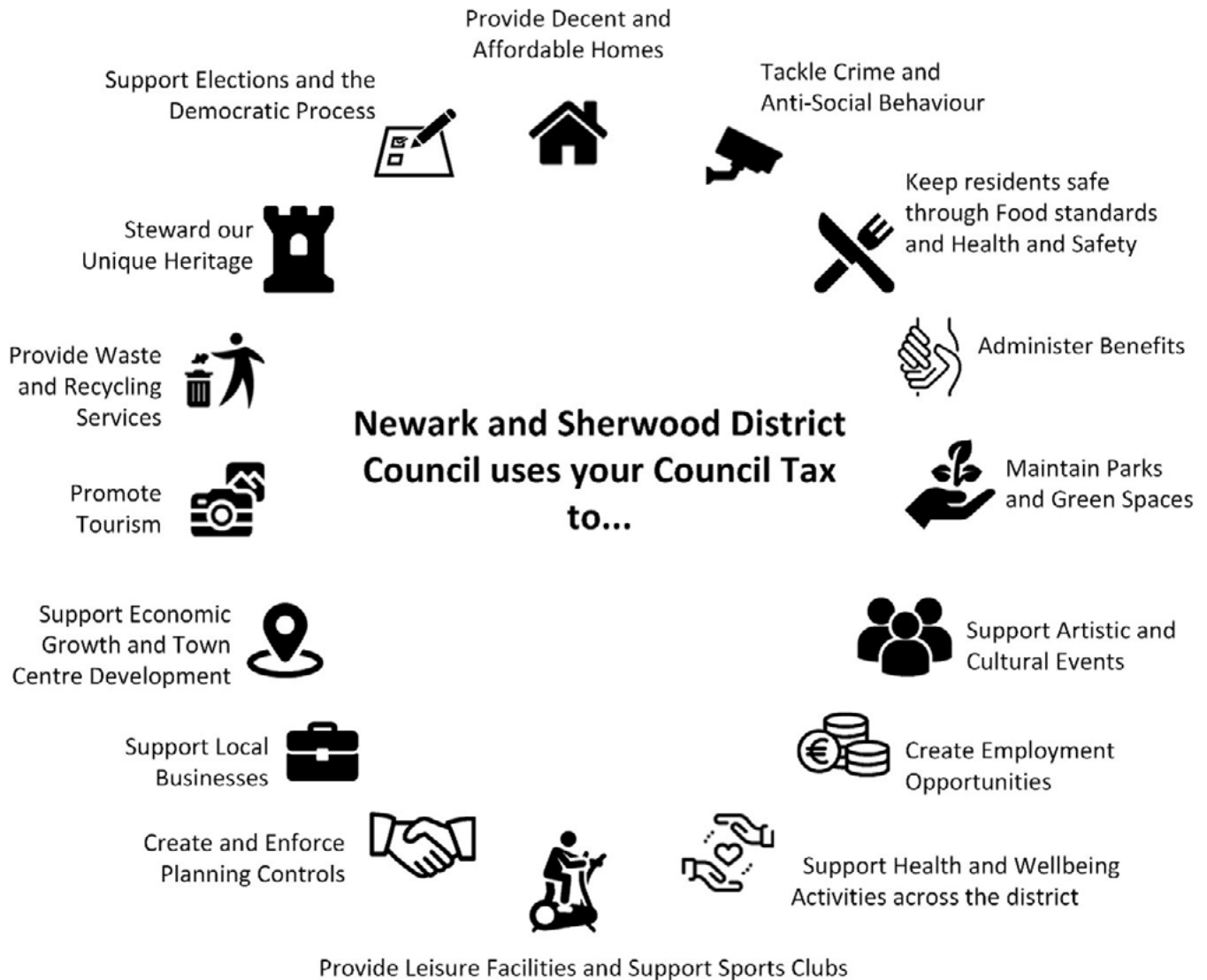
The map illustrates the Newark-on-Trent region, highlighting its connectivity via roads, railways, and waterways. Key features include:

- Road Network:** Major roads like the A614, A616, A617, and A618 are shown in red. Other roads like the A6030 and A6075 are shown in yellow.
- Railways:** Represented by black lines with cross-ticks, showing routes to Sheffield, Doncaster, Lincoln, and Grantham.
- Rivers:** The River Trent flows through the area, with several tributaries like the River Easing and River Ouse.
- Urban and Rural Areas:** Urban areas are shaded in yellow, while parks and forests like Sherwood Forest are shaded in green.
- Place Names:** Numerous towns and villages are labeled, including Ollerton, Edwinstowe, Southwell, Newark-on-Trent, and others.
- Directions:** Arrows point towards various towns and cities, such as Sheffield, Doncaster, Lincoln, and Grantham.

There are 53,331 dwellings, of which around 10% are owned by the District Council (social housing).

# OUR SERVICES

We deliver a range of services at the Council and the diagram below summarises our responsibilities.



We are also a landlord to over 5,500 council homes. As a landlord we carry out the housing management functions for these homes, allocating tenancies, undertaking repairs and maintenance, maintaining housing estates and collecting rent.



# OVERVIEW OF THE POLICY AND PERFORMANCE IMPROVEMENT COMMITTEE

Our Policy and Performance Improvement Committee (PPIC) fulfils the 'scrutiny' function required in the Cabinet model, as well as serving as an integral role in improving the work of the Council. It is an open meeting, meaning public and press can attend, and the Committee meets at least five times a year. PPIC itself is not a decision-making body, it makes recommendations that are taken to the appropriate Portfolio Holder, Cabinet or Committee for decision. The recommendations made by PPIC enable improvements to be made to policies and services and how they are implemented. PPIC also plays a valuable role in developing policy and strategy. A work programme is developed for the year but has suitable capacity to ensure issues can be considered as they arise, PPIC is responsible for developing its own work programme.

PPIC may also choose to look at a specific issue, decision or topic by adding a review to the work programme. For example, they may review a service pilot, scrutinise progress of a key project or review an area where performance is not as expected. This can be done after a decision has been made or they may choose to feed into the decision making by reviewing the topic to ensure a decision is well made.

Where more detailed work is required, such as the development of a policy or the detailed review of a service area, a working group is set-up to undertake this work. Working groups meet on average 3 to 5 times, listen to evidence and examine data, then develop recommendations which are forwarded for a relevant decision.

PPIC also has statutory powers to scrutinise decisions the Cabinet is planning to take and those that have already been taken.



# COMPOSITION OF MEMBERSHIP

PPIC consists of 15 Councillors, including a chair and vice chair, who are appointed by Full Council, which reflect the political proportions of the Council. The Committee has had a busy year examining a broad range of issues affecting the Council, its services, and local people. PPIC has also had a watching brief of all items going to Cabinet for decision, raising queries as appropriate and providing comments. This has led to a variety of topics being reviewed, both in Committee and by working groups. Any Councillor can submit a topic to be examined and any member can request to join a working group.

## 2022/23 in Numbers

Committee members	-	15
Substitute members	-	5
Additional members on working groups	-	4
Meetings	-	6
Reports/presentations	-	22
Working Groups	-	3

**6 COMMITTEE MEETINGS**

**15 COMMITTEE MEMBERS**

**5 SUBSTITUTE MEMBERS**

**4 ADDITIONAL MEMBERS ON  
WORKING GROUPS**

**22 REPORTS/PRESENTATIONS**

**3 WORKING GROUPS**

# REVIEW OF WORK

PPIC has been involved in developing and shaping Council policies and strategies, questioning the Council's performance and driving improvement to services. During the year PPIC received information in the form of presentations, updates and reports. Here is a snapshot of the work PPIC has been doing in the last 12 months, separated into the 4 key areas that demonstrate PPIC's responsibilities:

1. **Working groups**
2. **Shaping policy and strategy**
3. **Driving service improvement**
4. **Scrutinising and questioning performance.**

## 1. Working Groups

If a detailed piece of work, such as a piece of development or review, is required a working group is set-up to enable this work to be done outside of the main Committee agenda. Any working group set-up must have a clear aim and this aim must improve the quality of life of residents and/or enable value for money of local services. A working group might develop a policy or strategy, undertake a piece of development work such as shaping a bid or undertake a review of an area experiencing poor performance. Any member can ask for PPIC to look at a topic by completing a [Topic Request Form](#) which can be found on the members' intranet. PPIC will consider any requests but in principle the topic should be something where PPIC can add value, a working group must improve the quality of life for local residents or achieve greater value for money across at least 2 wards.

### 1.1 Members Digital Tools Working Group

In response to a topic request form, a cross party working group, facilitated by Dave Richardson, ICT & Digital Services Business Manager, was set-up to review the digital tools provided to Councillors with the aim of establishing what tool or tools would be best to assist Councillors to undertake their roles effectively and efficiently, this working group consisted of 5 members.

The working group met 3 times between July and September 2022, looking at:

- the current situation with member digital tools in terms of practices, use of tools and paper and issues faced
- any changes required to ensure fit for purpose digital tools are available to Councillors
- the induction and ongoing support to Councillors
- the different options available to Councillors.





## Outcome

The working group made a recommendation in relation to hardware, namely that moving forwards (after the May 2023 elections) Councillors will be offered a laptop as standard, or a windows tablet as an alternative option on request. They also recommended a member training programme (to be delivered in-house by ICT and Information Governance) to include mandatory induction training and then an annual refresher for all Councillors on cyber security, GDPR and using Microsoft 365.

These recommendations were endorsed by PPIC on 28 November 2022 before being approved by the Portfolio Holder for Organisational Development and Governance. These recommendations are now being implemented.

## 1.2 Tackling Anti-Social Behaviour

In response to a topic request form, a cross party working group facilitated by Ella Brady, Transformation Manager, was established to consider tackling Anti-Social Behaviour (ASB). This working group consisted of 6 members. The working group met for 5 sessions, between July and October 2022, which included a visit to the CCTV Centre. The working group also met with the Police, Newark and Sherwood's Acting Inspector and Early Intervention Officer.

## Outcome

This working group put forward various recommendations to improve how the Council handles ASB in the district this included:

- improving communications
- to review and improve the location of CCTV
- improve partnership working
- change the way that Community Protection Officers operate to better tackle ASB
- signing the Community Safety Charter and to encourage partners to do so.

These recommendations were endorsed by PPIC on 28 November 2022 before being approved by Cabinet on 23rd February 2023.



### 1.3 Customer Strategy Working Group

In the 2022 Resident Survey, residents were asked to rate their satisfaction with the Council as well as give specific feedback on areas of improvement. A key area of improvement identified was how the Council communicates and consults with its residents. As a result of this, PPIC decided to set-up a working group, facilitated by Jill Baker, Customer Services Business Manager, to develop a Customer Experience Strategy to improve the quality and consistency of the customer experience. This working group consisted of 7 Councillors and a representative from the Tennant Engagement Board.

The working group met 4 times between December 2022 and March 2023, looking at:

- customer data, case studies and what good customer service looks like
- how customers get in touch
- how enquiries are handled
- how the Council constantly improves its customer service and learns from feedback.

Through these meetings the working group developed the 'Customer Promise'. The Customer Promise is a customer facing document which highlights the behaviour the Council will follow when interacting with customers. The Customer Promise has been designed to be accessible for the customer and as such is in an impactful and easily digestible format.

The working group also identified some minor improvements to the website that have now been implemented.

#### Outcome

The Customer Promise was presented to PPIC on 6 March 2023 and endorsed by the Committee. As these promises are the key principles to guide all customer interactions, they formed the base of the Customer Experience Strategy which was then developed. The working group then met once more to review and endorse the draft strategy which will be presented, alongside the endorsed Customer Promise to Cabinet in June before going out for public consultation. Following this consultation, the strategy will be finalised and used to shape customer service across the Council.





## 2. Shaping Policies and Strategies

### 2.1 2022 Residents Survey (Sept 2022)

It is important for the Council to gather the thoughts and feelings of our residents, in order to improve the policies and services we offer, therefore we carry out a residents survey every 4 years. The Committee considered a report and presentation, delivered jointly by the Transformation and Service Improvement Manager and Transformation Service Improvement Officers, on the findings from the 2022 Residents' Survey undertaken between May and July 2022. This consultation consisted of three elements:

- an open survey that was completed by any district resident over the age of 16
- a representative sample gathered to 'sense check' the open survey
- a series of focus groups were held to gather the views of underrepresented groups.

The presentation outlined to Councillors the views of residents who had completed the survey across a range of subject areas, giving a clear indication what residents felt were a priority to them.

#### Outcome

The Committee noted the findings of the 2022 Residents' Survey and endorsed for them to be used to shape the 2023-27 Community Plan, to be developed by officers and Councillors following the May 2023 election in consultation with the newly elected councillors.

### 2.2 STAR Survey (Tenants) (Sept 2022)

It is important for the Council to gather its Tenants opinions on the services they receive; therefore, we carry out a Survey of Tenants & Residents (STAR) every year. This Survey establishes how satisfied Council tenants are with a range of measures relating to their Council home, tenancy, communal services, and neighbourhood.

The Committee considered the report presented by the Director of Housing, Health & Wellbeing, which showed the results of the Survey.

The report provided Councillors with the background of the collection and collation of data in relation to Tenant Satisfaction Measures (TSMs) and how these are used and aligned to STAR. Councillors were also talked through the highlights of the STAR survey findings in these key areas, repairs, anti-social behaviour, lettings, complaints and queries, neighbourhood, home, empowerment, and value for money.

#### Outcome

The Committee unanimously agreed the recommendations be forwarded to Cabinet for decision, namely, running a kerbside glass recycling service with an eight weekly collection frequency and using a 140-litre bin.

However, Councillors of the Committee recommended to Cabinet that before a final decision was undertaken consideration be given to a period of public consultation on the recommended service option, given the significant capital and revenue costs involved and the need to effectively interface with Recycling Ollerton and Boughton and the communities this charity serves.

This recommendation was actioned, and public consultation took place between 13th January and 12th February 2022. The survey was advertised via social media, council partners (such as parish councils) and via the 'green booklet' which was an information booklet sent to all households in the district in late January/early February. After a positive response from public consultation, with 92.7% (5,854) of respondents in general support of the proposal to introduce a kerbside glass recycling service in Newark & Sherwood. Cabinet approved the implementation of a glass collection service in the district.

### 2.3 Climate Emergency Update (Nov 2022)

The Committee considered a report and presentation, from the Environmental Policy and Projects Officer, on progress against the Climate Emergency Strategy and associated Action Plan.

The Council declared a Climate Emergency in 2019 and the work undertaken since that time resulting in the Council's agreed target for carbon reduction and the development of the Action Plan to deliver the vision outlined in the 'Climate Emergency Strategy'. Details were then provided in relation to the ongoing initiatives which the Council are committed to, which included:

- The Green Rewards App
- Carbon reduction support to businesses and community groups
- Installation of solar panels on some of the Council's buildings
- Developing a plan to decarbonise the Council's estate
- Development of a 'Brunel Drive master plan' to enable the greening of the council's fleet of vehicles
- Climate awareness training for Councillors and officers involved in decision making
- Delivery of 'LAD2' grants to deliver energy efficient improvements to 50 homes, and
- Tree planting across the district.

Councillors were also presented with the Council's carbon footprint for 2021/22 and notes the increase in the footprint caused by the inclusion of Southwell Leisure Centre into the Council's estate and the delivery of new Council services (such as garden waste).

#### Outcome

Councillors reflected on the presentation queried several items including the recycling of milk carton lids and the lessons learned from the use of electric vehicles by the Council's Community Protection Officers. They also reflected on the uptake of the Green Awards app and how it was promoted through parish councils who could assist with encouraging take-up of the suggesting the App was promoted through parish councils. This has now been actioned and a 'Green Rewards toolkit' has been sent to for parish councils to promote the App via their networks.

The Committee noted the progress against the action plan and net carbon neutral target.





## 2.4 NSDC Tree Strategy (Nov 2022)

Having adopted a carbon reduction plan in 2019 in response to the climate emergency, with the aim to be carbon neutral by 2035, the Council has placed an increased emphasis on the planting and care for new and existing tree cover throughout the district. Our Community Plan sets out the Council's objectives to enhance and protect the district's natural environment, including a commitment to plant over 10,000 trees by 2023. This target has already been met through community giveaways and direct planting. This included the creation of new woodland at Vicar Water Country Park in conjunction with Sherwood Forest Trust.

The Committee considered a joint report from the Director of Communities and Environment and the Development Manager for Environmental Services which provided Councillors with the opportunity to review the Tree Strategy and its implications.

The Leader of the Council attended the meeting and presented the report to Committee, endorsing the recommendations and recommending that Councillors forward the report to Cabinet for consideration. He provided a summary of the background to the development and proposal to adopt the Tree Strategy and the options considered together with the financial implications.

In considering the report, Councillors agreed that it was a document that the Council could take pride in, providing information as to the importance of trees both nationally and within the district.

### Outcome

The Committee agreed that Cabinet be recommended to support the Council's green ambitions to 'enhance and protect the district's natural environment' as stated in the Community Plan. The Committee also supported the release of the Tree Strategy to partners for consultation and supported the proposal to increase the budget assigned to essential tree survey and maintenance work.





## 2.5 Cost-of-living Response (Jan 2023)

The Committee considered an update, provided by the Director for Housing, Health, and Wellbeing, on the Council's response to the Cost-of-Living crisis. The Director advised that the Council's response has been directed to four groups, namely, residents, tenants, businesses, and colleagues. Councillors were also advised on a range of specific initiatives and services that were currently being discussed and would be presented to Cabinet in February for consideration.

### Outcome

The Committee noted the update and the considerable work done to date to support people through this crisis.

## 2.6 Housing Strategy (Jan 2023)

A Housing Strategy outlines the Council's vision for housing and the actions it will take on housing delivery as well as plans for tackling key issues. The Committee considered a presentation, delivered by the Housing Development Officer, on the development of a new Housing Strategy.

This is not a statutory document, but it does support and link into statutory policies and strategies, and it provides stakeholders, developers/applicants, and residents with a clear picture of the Council's priorities and funding.

Councillors were presented with the three emerging themes:

- Theme 1 – enabling housing growth and regeneration
- Theme 2 – meeting the district's housing needs and aspirations
- Theme 3 – driving excellence in housing standards across tenures.

### Outcome

Councillors welcomed and supported the development of a Housing Strategy, noting that it would offer opportunities for collaborative working with partners. They noted that some of the proposals were contrary to the 'Council's Local Plan' and queried how this would be resolved. They were informed that the strategy's development would involve working with the Council's Planning Policy and Infrastructure Business Unit on such issues.

Councillors endorsed the emerging themes and noted the next steps in the strategies development.





### 3. Driving Service Improvement

#### 3.1 Review the Executive Forward Plan

It is a standard item that PPIC reviews the Council's Executive Forward Plan and the minutes from Cabinet. This enables the committee to see what decisions are being made across the Council, review and comment on progress and performance and request more information and updates from officers as required. For example, the review of the Newark Town Investment Plan was added to the committee's work programme following a review of the Forward Plan.

#### 3.2 Empty Homes (June 2022)

The Committee considered a presentation, given by the Business Manager for Housing and Estates, on the Empty Homes Standard Pilot. The pilot was initiated following feedback on the current property standards at point of re-let with the aim to improve the quality of our homes when they are re-let. The pilot allowed for flexibility enabling tenants to have choices in relation to their particular home and personal circumstances what additional service or provision they required.

The presentation summarised the process of letting a home to a new tenant and outlined what was being trialled in the six-month pilot. The new standard being trailed included providing a higher standard of decoration/condition as part of empty home standard and a new 'starting well' fund to provide a one-off grant to a new tenant to assist with the set-up of the property (for the tenant to use on their new home).

Tenants involved in the pilot were asked about their satisfaction with the scheme. Tenant satisfaction was 98% in March 2022 (during the pilot) compared to 93% in March 2021.

#### Outcome

Councillors agreed to recommend to Cabinet to adopt the new Empty Homes standard.





### 3.3 Tenant Annual Report (March 2023)

The Tenant Annual Report is a report made annually for tenants which allows them to 'scrutinise' us (the Council as their landlord) by presenting them with information on our performance in key areas as well as information on repair and maintenance budgets, the number and nature of complaints received that year and a summary of how we are using complaints to improve housing services.

Since 2020, the Tenant Annual Report has been published online, on the Council's website, with hard copies provided on request and printed and left in Community Centres. This approach represents value for money and a green approach to sharing the Council's performance. Complementing the online newsletters the Council also produce.

The intention for the 2022-23 Tenant Report is to involve tenants in the design, content and editing of the Tenant Annual Report to ensure that the information published meets the needs of the intended audience, as well as the requirements of the Regulator of Social Housing and the Housing Ombudsman. Local Influence Network Chairs and the Portfolio Holder for Health and Housing will have the final editorial sign off and regularly keep the format and content under review to make sure it is current and relevant to tenants' requirements.

The report also outlined for Councillors that new tenant satisfaction measures come into force from the 1 April 2023. These 24 measures aim to enable the regulator to benchmark and compare performance of all registered providers against key measures that are important to tenants. We are awaiting further details of the new standard, but it is likely there will be further requirements to publish information on our performance and tenants' views on our services as these may be included in future annual reports.

#### Outcome

Councillors endorsed the timetable and approach to the development for the 2022-23 report.





## 4. Scrutinising and Questioning Performance

### 4.1 Performance Reporting

It is also the role of the Committee to review how the Council is performing across all of its functions and across all of its budgets

#### 1. Financial performance

How we are performing against the Medium-Term Financial Plan

#### 2. Service performance

How the Council is performing against its Community Plan

The committee received quarterly reports reviewing the Council performance, which describe performance against the Community Plan, look at key performance indicators (KPIs) and highlighting any areas of concern. Councillors reviewed these reports every quarter and asked questions, scrutinised and requested more information and updates from officers on areas of improvement as required.

### 4.2 NSDC Community Lottery (June 2022)

Councillors received a report reviewing the impact of the Community Lottery after one year. The report summarised the impact of the scheme since its launch in May 2021.

As of June 2022, 62 'Good Causes' had registered with the lottery and were receiving financial support through ticket sales. The membership target of 50 good causes in the first year was achieved within three months of the launch and the number grew steadily to its current number. Councillors were informed of the positive contribution the lottery made to the voluntary and community sector organisations within the district.

#### Outcome

Councillors requested that information is provided as to the actual benefits experienced by the participating organisations. It was agreed that this would be included in future reports.

### 4.3 Anti-Social Behaviour - Police Agenda (Sept 2022)

The Committee received a presentation on Anti-Social Behaviour (ASB) by Acting Inspector Ward, Nottinghamshire Constabulary. He advised that he undertook the setting of his policing agenda on a 3 monthly basis with ASB being on that agenda for 6 months and would remain on there for the following 3-month period.

He updated the Committee that for the past financial year, ASB had seen a decrease of 4% but it was still an area of focus, and the main 3 areas of concern were, off-road biking, swimming in open water and neighbour disputes. He also explained how Nottinghamshire Police work with the Council to set local priorities, informed by data, and set-up targeted programmes based on local need.

#### Outcome

Councillors were able to ask several questions and seek clarification relating to their wards and the district as a whole. Of the 21 wards within Inspector Ward's area, 11 had seen a reduction in ASB, 3 had remained static; and 7 had seen an increase. Councillors thanked Inspector Ward for his presentation and attendance at the Committee.

#### 4.4 Tenant Engagement Board (TEB) (Sept 2022)

The Committee considered a verbal update from Councillor Penny Rainbow, the Vice-Chairman of the Committee and a Member of the Tenant Engagement Board, on the work programme of the TEB.

The first meeting of the TEB took place in August 2022 where principles and standard agenda items, such as performance and complaints, were agreed. Since this first meeting the work program has included:

- A review of performance focusing on gas servicing and how this could be improved with a view to getting early access to properties to carry out the works
- A review of the STAR results, it was agreed that the repairs service would be reviewed as a result of this tenant feedback
- The Housing Ombudsman Self-Assessment for Effective Complaint Handling and associated action plan was considered. As a result of this the TEB also considered how the role of the Ombudsman might be better promoted, and with how the process for a tenant to make a complaint about housing services might be improved. For example, it was agreed that feedback information be provided on the phoneline's recorded message
- It was noted that tenant satisfaction measures were being introduced with further updates to come.

#### Outcome

The Consultation & Engagement Strategy and associated action plan were endorsed and recommended to Cabinet.

#### 4.5 Gas Servicing Compliance (Nov 2022)

The Committee considered a report, from the Director for Housing, Health and Wellbeing, on the latest position with the gas safety programme for the Council's social housing.

The Director advised that at the end of September 2022 the percentage of compliant properties was 87.96%. This led to the Council referring themselves to the Regulator for Social Housing. The regulator found the Council to be in breach of the acceptable level. The Council now need to undertake an audit of the service and refer this to the Regulator for scrutiny if this audit is found to be acceptable the Council will no longer be in breach.

Since September resolving this issue has been a top priority and housing colleagues have been working with the regulator to provide updates on progress. The status at the time of reporting (11 Nov 2022) was 98.96% compliance and the regular are now content with progress to remedy the issue. The Director further advised that the Tenant Engagement Board (TEB) were looking, in depth, at the issue to understand the barriers and reluctance of tenants to allow Council contractors access to carry out checks such as gas servicing.

#### Outcome

Councillors noted the update and welcomed the progress made to date.





#### **4.6 Enviro-crime (Jan 2023)**

Enviro-Crime includes a range of 'Environmental Crimes', including littering, graffiti and dog controls. The Committee were provided with an update on the enviro-crime activity undertaken by Waste Investigations Support & Enforcement Ltd (WISE), as part of the enforcement pilot.

This subject generated a lively and lengthy debate from Councillors of the committee and in considering the report, Councillors raised a number of queries around the environmental crime activity in the district, these included:

- how the areas to patrol were determined
- the reason for the high proportion of FPNs not paid or cancelled
- effectiveness of partnership working between WISE and the Council
- effects and possible remedies of littering from vehicles
- working in schools to educate students
- evidence gathered to aid in possible prosecutions
- whether FPNs act as a deterrent
- are there sufficient and appropriate litter bins provided to stop littering occurring
- the training of WISE operatives.

##### **Outcome**

After a lengthy discussion Councillors raised several issues and some important changes to be addressed in any future contract for procurement of external providers of this enforcement service, these included:

- a review of whether FPNs were effective and appropriate for identified repeat offenders
- that there be specific targeting of littering where it had a visual impact on an area
- that a review of the provision of bins be carried out to ensure they were appropriate for the area they were located in.

Councillors noted the report and recommended that the comments made by members of the Committee be considered for inclusion in any future contract specification.

#### **4.7 Compliance Update, Housing Stock Presentation (Jan 2023)**

The Committee considered a presentation, delivered by the Director of Housing, Health and Wellbeing, providing an overview of the Housing Regulatory Framework and the Council's compliance processes.

The presentation highlighted the four elements of the framework and the Council's responsibilities for each one:

- Regulator of Social Housing
- Housing Ombudsman
- Building Safety Regulator
- Department of Levelling Up, Housing & Communities.

During this presentation the director also updated on gas servicing.

##### **Outcome**

Councillors were pleased to see that the gas servicing situation continued to improve and requested further information as to the reason why tenants were refusing access at the remaining 26 non-compliant properties. The Committee agreed that the presentation and compliance performance exceptions be noted.

#### 4.8 Briefing on property compliance across the Corporate Estate (Jan 2023)

The Committee considered a report, presented by the Business Manager for Corporate Property, on compliance procedures across the estate with a focus on the corporate estate and tenanted properties. The report provided Councillors with an overview of compliance activities and their importance together with statistical information as to the number and type of sites managed and visited.

##### Outcome

Councillors noted the report and the assurance given on the compliance procedures in place.

#### 4.9 The work of The Community Development Team (March 2023)

The Committee considered the report and presentation, given by the Business Manager of Regeneration and Housing Strategy and the Senior Health Improvement Officer, which gave Councillors an overview of the work undertaken by the Community Development and Health Improvement Team. Councillors were provided with details of the team structure, the work undertaken and information on upcoming events in 2023/24.

Councillors were asked to comment on the work of the team and their upcoming priorities. Councillors praised the work of officers at the Young People's Centre in Ollerton and the positive impact that the Ollerton Community Alcohol Partnership (CAP) and the other CAPs in the area, had in helping young people to make the choice to stop drinking, smoking and using other substances. Councillors also asked questions in relation to the aspiration of a smoke free county and requested further information about the Best Start scheme and the support that residents and Councillors can provide in resettling families fleeing the war in the Ukraine.

##### Outcome

Councillors noted the presentation and the valuable work the team undertake.





#### 4.10 Scrutiny Role

Scrutiny is a statutory requirement for local authorities that, like Newark and Sherwood District Council, operate a Leader and Cabinet (Executive) model of decision making. PPIC does not make decisions but instead monitors the decisions made by Portfolio Holders and Cabinet. The overview and scrutiny role, carried out by PPIC members, is designed to support the work of the Council and its Cabinet.

#### 4.11 Bassetlaw & Newark Community Safety (Sept 2022)

The Committee considered a report, presented by the Business Manager for Public Protection, updating on the work undertaken by the Bassetlaw and Newark & Sherwood Community Safety Partnership (BNCSPP). The report set out the background behind the Community Safety Partnership (CSP) and outlined the authorities that formed the partnership before defining the elements of the partnership which are a statutory requirement and listing the priorities for 2022-23 together with the rationale for each priority.

Councillors queried how the list of priorities were reached and whether anything more local or specific could be added. They were advised that the priorities are broad and based throughout the district to meet the ranging needs of the partnership but that meetings are held every 3 months, to look at the police statistics on emerging crime and police priorities, and at this point more local priorities are considered. Councillors welcomed the flexible and agile approach to priority setting and queried whether any comments on social media were taken into consideration. The Business Manager advised that the statistical data used to set the priorities was generated by the police but added that council officers were able to gather local intelligence and that this information would be considered in the local priority setting process.

Councillors asked if they could feed into those priorities in the future and were advised that it the intention going forward is to bring the draft priorities to Committee (near yearend) to ask Committee to review and shape the priority list.

#### Outcome

Councillors noted the performance of the partnership and the 2022-23 priorities and endorsed the new process for shaping the 2023-24 priorities.



#### 4.12 Newark Town Investment Plan (Nov 2022)

The Committee received a report, presented by the Director of Planning and Growth, on the work done to date to develop the Town Investment Plan and updated on the delivery of the identified priority projects in the plan through the Newark Town Deal. The aim of the report was to provide assurance to Councillors on the process used to identify and deliver the projects funded by the Towns Fund and Levelling Up Fund Round 1.

The report set out the process for creating the Newark Town Investment Plan (TIP) together with details of the identified 10 priority projects. The report also highlighted the list of some 30 potential projects which may emerge and/or be priorities beyond the initial 10, setting a possible 30-year time frame for activity and focus. The financial position of the projects was detailed in the report together with risks and expected outputs, and the next steps for each project.

In considering the report, Councillors raised and received assurances on, several topics including:

- student progression through the Construction College
- access to high-speed fibre broadband throughout the district
- supporting apprenticeships at the Newark YMCA site
- qualifications included in the prospectus for the Air & Space Institute
- usage figures on the Brompton Bikes (3 docks installed at the time of reporting to support the '20 Minute Cycle Town' project).

#### Outcome

Councillors endorsed the process being followed in the development of the Town Investment Plan and noted the progress made to date in project delivery.





# FUTURE WORK

After the May 2023 elections, officers will work with the new Committee members to create a work programme for 2023-24.

However, we know for certain that over the next 12 months PPIC will continue to:

- review and challenge the performance of the Council
- hold Cabinet to account as critical friend
- consider topics raised by elected Councillors
- scrutinise the budget and review performance
- undertake reviews and develop strategies and policies
- scrutinise large-scale projects such as the Newark Town Investment Plan.

PPIC will also continue to work alongside its key public sector partners and key stakeholders within the council such as the Tenant Engagement Board.





## Appendix One:

### Policy & Performance Improvement Committee Members

1.	Councillor Miss Ronnie White (Chair)	<b>Ward:</b> Balderton South
2.	Councillor Mrs Penny Rainbow (Vice-Chair)	<b>Ward:</b> Southwell
3.	Councillor Louis Alex Brailsford	<b>Ward:</b> Rainworth North & Rufford
4.	Councillor Lee Brazier	<b>Ward:</b> Ollerton
5.	Councillor Mrs Betty Brooks	<b>Ward:</b> Balderton North & Coddington
6.	Councillor Scott Carlton	<b>Ward:</b> Edwinstowe & Clipstone
7.	Councillor Max Cope	<b>Ward:</b> Devon
8.	Councillor Donna Cumberlidge	<b>Ward:</b> Ollerton
9.	Councillor Mrs Linda Dales	<b>Ward:</b> Collingham
10.	Councillor Peter Harris	<b>Ward:</b> Southwell
11.	Councillor Simon Haynes	<b>Ward:</b> Bridge
12.	Councillor Mrs Lydia Hurst	<b>Ward:</b> Balderton South
13.	Councillor Jack Kelis	<b>Ward:</b> Bridge
14.	Councillor Neill Mison	<b>Ward:</b> Farndon & Fernwood
15.	Councillor Mike Pringle	<b>Ward:</b> Ollerton

#### Alternates

- Councillor Malcolm Brock
- Councillor Mrs Rita Crowe
- Councillor Laurence Goff
- Councillor Tim Wildgust
- Councillor Mrs Yvonne Woodhead

#### Officer Support

- Deborah Johnson - Director of Customer Services & Organisational Development
- Ella Brady - Transformation Manager
- Helen Brandham - Democratic Services Officer

