

## Neighbourhood Services Scrutiny Commission - Work Programme 2019-2020

Meeting date	Meeting items	Actions Arising	Progress
<b>3 July 2019</b>	<ol style="list-style-type: none"> <li><b>Portfolio Overview</b> by lead directors (to include structure chart and Q&amp;A session).</li> <li><b>Food safety service plan 2019/20</b> – presentation slides and report.</li> <li><b>Draft Work programme 2019/20</b> – work in progress – members to consider and suggest items.</li> </ol>	<p><b>Item 1 agreed:</b></p> <ul style="list-style-type: none"> <li>That an option of joint working with Housing Scrutiny Commission on “Universal Credit” to be added to the work programme.</li> <li>That the Director of Finance circulate details of multi hub locations through the Members Bulletin to all members.</li> <li>That the Director of Neighbourhood and Environmental Services be requested to progress and action the priorities for the service mentioned in his presentation.</li> </ul> <p><b>Item 2 agreed:</b></p> <ul style="list-style-type: none"> <li>That the Food Safety Team be commended for the great work they carry out and;</li> <li>That the Food Safety team consider reaching out to young people in the city to raise awareness of food safety issues and the impact this can have.</li> </ul> <p><b>Item 3 agreed:</b> to note the work programme as work in progress.</p>	
<b>4 September 2019</b>	<ol style="list-style-type: none"> <li><b>Library services provision</b> - reading projects / schemes across the city to improve literacy for children (lead director John Leach) – CYPS invited for joint scrutiny of this item</li> <li><b>Universal credit impacts - one year on</b> – report (lead officer Alison Greenhill)</li> <li><b>Work Programme</b> <ol style="list-style-type: none"> <li>Proposal for new review topic: ‘The Viability of a Community Lottery for Leicester’ – draft scope (Lead: Chair/Anita)</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>Agreed: Head of Neighbourhood Services be requested to <ul style="list-style-type: none"> <li>provide Members with programmes of events at libraries; and</li> <li>That the presentation be noted.</li> </ul> </li> <li>Universal Credit impacts report noted.</li> <li>New task group review supported.</li> </ol>	

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<p><b>30 October 2019</b></p>	<ol style="list-style-type: none"> <li><b>1. Domestic and Sexual Violence Services (DSV) – progress on consultation</b></li> <li><b>2. Waste and Recycling service provision - presentation</b></li> <li><b>3. Bring banks service - report</b></li> <li><b>4. Work Programme</b></li> </ol>	<ol style="list-style-type: none"> <li><b>1. Report agreed, and</b> <ol style="list-style-type: none"> <li>a) Lead Director be asked to send a reminder to all Councillors to encourage them to participate in the consultation at <a href="https://consultations.leicester.gov.uk/">https://consultations.leicester.gov.uk/</a>; and</li> <li>b) The commission to receive a report at an appropriate time on the diversity of users of domestic and sexual violence and abuse services in Leicester, including the wards and/or areas of the city service users are from and, if possible, information on identified barriers to accessing the services.</li> </ol> </li> <li><b>2. Report agreed, and</b> <ol style="list-style-type: none"> <li>a) That the Director of Neighbourhood and Environmental Services be asked to consider how engagement with schools in relation to waste management can be improved.</li> </ol> </li> <li><b>3. Report agreed, and</b> <ol style="list-style-type: none"> <li>a) That the Director of Neighbourhood and Environmental Services be asked to circulate details of the proposed changes to bring bank sites to all Councillors once the changes have been confirmed; and</li> <li>b) To undertake a full survey of textile bins at bring bank sites, to ensure that they are being emptied at appropriate frequencies; and</li> <li>c) To consider how recycling services can be further promoted, for example through the use of advertising on local radio stations.</li> </ol> </li> </ol>	
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<p><b>15 January 2020</b></p>	<p><b>1. Council budget</b> – relating to neighbourhood services portfolio</p> <p><b>2. Community Safety Plan – Update</b></p> <p><b>3. Leicester City Council's Public Safety Service</b></p>	<p><b>Item 1 Agreed:</b></p> <p>1). That commission comments and the minute extract be shared with the Overview Select Committee and Council; and</p> <p>2). That the Information on the Council's website regarding Council Tax increase for properties that have added extensions and planning advice to inform of possible increases to Council Tax to be shared with members.</p> <p><b>Item 2 Agreed:</b></p> <p>The presentation be noted, and that Officers be commended for work being done and is reassuring and hope the work continues to support those that are vulnerable in the new plan;</p> <p>2) That the Director of Neighbourhood and Environmental Services be requested to:</p> <p>a) provide the results on the pilot on modern day slavery and this item to be added to the work programme;</p> <p>b) take into consideration comments made by members, particularly cyber fraud, support outside of the city centre being enhanced and information being disseminated to ward members;</p> <p>c) send an invitation to the Community Gold Meeting to Members;</p> <p>d) further update the Commission in a years' time on how progress is being made on priorities outlined.</p> <p><b>Item 3 Agreed:</b></p> <p>Members congratulated the Public Safety Team on the work carried out in the city;</p> <p>2) That the Director of Neighbourhood and Environmental Services be requested to Inform Councillor Govind about the level of noise in relation to the fireworks being sold, and;</p> <p>3) With an increased demand potentially leading to an increased impact on public safety the Director of Neighbourhoods and Environmental Services be requested to further update the Commission in a years' time.</p>	
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<p><b>4 March 2020</b></p>	<p><b>1. Neighbourhood Services Digital offer highlighting: Public access computers and the replacement programme</b> (presentation format)</p> <ul style="list-style-type: none"> <li>• <i>Wi-Fi in Libraries</i></li> <li>• <i>UK Online beginners support programme</i></li> <li>• <i>E-Books and E-Resources (Manifesto)</i></li> </ul> <p><b>2. Noise Control – the work of the council’s Noise Control Team</b> (presentation format)</p>		
<p><b>22 April 2020</b> Items to be confirmed</p>	<p><b>1. Knife Crime Strategy</b> – report on the emerging knife crime strategy work.</p> <p><b>2. Draft Local Plan</b> - tbc</p> <p><b>3. Report of findings from the ‘Task Group Scrutiny review of The Viability and Appropriateness of a Community Lottery for Leicester’</b></p>		

FORWARD PLAN / SUGGESTED ITEMS		

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Topic	Detail	Proposed Date
<b>KEY DECISIONS &amp; NON-KEY DECISIONS</b>	WATCHING BRIEF – members to consider relevant items to this commission, from the councils Corporate Plan of Key & Non-Key Decisions	Ongoing / watching brief
<b>CONSULTATIONS</b>	WATCHING BRIEF – members to consider relevant items to this commission from planned or live consultations to provide scrutiny comments and views	Ongoing / watching brief
<b>COUNCIL BUDGET</b>	WATCHING BRIEF – members to consider any budget impacts relevant to this commission, as necessary.	Ongoing / watching brief
Neighbourhood services Asset Transfer Update (lead director Matt Wallace / John Leach)	Commission to receive a report	Tbc
Community Safety Plan, including:  a) Tackling hate crime e.g. through schools and communities (lead directors John Leach / Paul Tinsley)  b) Tackling knife crime e.g. a city-wide strategy (lead director John Leach)	To receive report on actions and progress.  To consider Joint work with other scrutiny commissions? where necessary	April 2020
Food Safety Service Plan 2019/20 (lead director John Leach)	Annual update on a key area of public protection within the city	July 2019
Library services provision: a) Reading projects / schemes across the city e.g. to improve literacy for children (lead director John Leach)	To receive a report on actions / progress To invite CYPS for joint scrutiny of this item	Sept 2019
Adult Education services provision (lead director Mike Dalzell)	To receive a report on actions and progress To consider joint scrutiny for this item.	tbc

February 2020

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Waste and recycling service provision – report update (lead director John Leach)	To receive a report on actions and progress	October 2019
Discretionary payment - hardship fund (lead director Alison Greenhill)	To receive a report on actions and progress	September 2019
Universal Credit and Welfare advice service provision (lead director Alison Greenhill)	To receive report on actions and progress To consider inviting chair of OSC for this item on universal credit (scrutiny comments to inform OSC)	September 2019
Improving Neighbourhoods – possible topics to scrutinise tbc – for example:  a) Ward funding provision and community grant opportunities (Lead Directors: Alison Greenhill / John Leach / Miranda Cannon)  b) Community Lottery options and viability - Lead Directors: Alison Greenhill / Miranda Cannon.  c) Shop front improvement projects -tbc (Lead Director Andrew L Smith)	To receive reports on actions and progress  To consider joint scrutiny for items relevant to other scrutiny commissions?  A task group review has been established in October 2019 to look into the viability of a community lottery topic.	Tbc
Neighbourhoods Services Supporting Digital Inclusion (Lead Directors John Leach)	To receive report on actions and progress	March 2020
Regulatory Services (lead director John Leach) – such as: a) Private Sector Housing e.g. tackling rogue landlords and licensing scheme for private sector homes b) Food Safety and Environmental Health c) Licensing and Trading Standards d) Public Safety	To receive reports on actions and progress  To consider joint scrutiny for items relevant to other scrutiny commissions?	Tbc

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e) Noise and Pollution control f) Building Control		
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