



Civic Centre,  
Arnot Hill Park,  
Arnold,  
Nottinghamshire,  
NG5 6LU

# Agenda

## Cabinet

Date: **Thursday 11 February 2016**

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Time: **12.30 pm**

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Place: **Reception Room**

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For any further information please contact:

**Lyndsey Parnell**

Senior Elections and Members' Services Officer

0115 901 3910

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# Cabinet

## Membership

**Chair** Councillor John Clarke

**Vice-Chair** Councillor Michael Payne

Councillor Peter Barnes  
Councillor David Ellis  
Councillor Kathryn Fox  
Councillor Jenny Hollingsworth  
Councillor Henry Wheeler

**Observers:** Councillor Chris Barnfather

## **AGENDA**

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## **MINUTES CABINET**

**Thursday 17 December 2015**

Councillor John Clarke (Chair)

Councillor Michael Payne  
Councillor Peter Barnes  
Councillor David Ellis

Councillor Jenny Hollingsworth  
Councillor Henry Wheeler

Observers: Councillor Chris Barnfather

Absent: Councillor Kathryn Fox

Officers in Attendance: J Robinson, H Barrington, S Bray, M Kimberley,  
D Wakelin, A Dubberley and C Goodall

### **53 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillor Fox.

### **54 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 NOVEMBER 2015.**

#### **RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

### **55 DECLARATION OF INTERESTS.**

None.

### **56 RETALIATORY EVICTION AND THE DEREGULATION ACT 2015**

Sam Palmer, Food, Health and Housing Manager introduced a report, which had been circulated prior to the meeting, briefing members on the Retaliatory Eviction and Deregulation Act 2015.

#### **RESOLVED to:**

Note the new provisions introduced by the Retaliatory Eviction and the Deregulation Act 2015.

### **57 THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015 - STATEMENT OF PRINCIPLES FOR**

## **DETERMINING FINANCIAL PENALTIES**

Sam Palmer, Food, Health and Housing Manager introduced a report, which had been circulated prior to the meeting, briefing members on the Smoke and Carbon Monoxide Alarm (England) Regulations 2015.

Members thanked Sam Palmer and his team for their work on this project.

### **RESOLVED to:**

Note the new provisions introduced by the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 and the adopted 'Statement of Principles' October 2015.

## **58 UPDATE TO THE INFORMATION SECURITY POLICY**

The Council Solicitor and Monitoring Officer introduced a report, which had been circulated prior to the meeting, which proposed changes to the Council's information security policy.

### **RESOLVED to:**

- 1) Approve the revised Information Security Policy at Appendix 1 to the report; and
- 2) Authorise the Corporate Director to approve future minor updates to the Policy or any changes required in order to secure Public Service Network compliance (or equivalent security standard).

## **59 PROGRESS REPORTS FROM PORTFOLIO HOLDERS.**

### **Councillor Peter Barnes (Environment)**

- Congratulations to the Parks and Street Care Team on reaching the finals of the APSE Awards.
- Further funding for play equipment on the Country Park had been secured. Work on the feasibility of a visitors centre was ongoing.
- Planning permission had been given for a housing development to the rear of Gedling Country Park.
- Consideration was being given to convert an old train line to a cycle track from Gedling Country Park to Netherfield.

### **Councillor Henry Wheeler (Housing, Health and Well-being)**

- Demand for homelessness services had recently risen

- There was concern about the impact of Gedling Homes services due to recent financial difficulties.
- Work on tackling loneliness would continue with partners such as Age UK.
- Work on reducing smoking among residents was continuing and a meeting of the tobacco declaration group was held recently.
- Additional schools had signed up to be dementia friendly.
- The 'Goals 4 Life' and 'Girls Make it Happen' sports schemes continued to be successful.
- Grants for community sports development were to be relaunched.
- The programme of events at the Bonington Theatre continues to grow.

#### **Councillor David Ellis (Public Protection)**

- The latest report had shown a continued reduction in crime in the Borough.
- A recent event about how to tackle hate crime had provided a valuable insight.
- A food premises owner in Carlton was recently convicted for repeated poor hygiene practises.
- An information session on enforcement activity had been arranged for members early in the New Year.

#### **Councillor Jenny Hollingsworth (Growth and Regeneration)**

- The Economic Development team had recently been working with local developers to maximise job opportunities.
- The Gedling Menu was a continuing success with all seven local schools now involved.
- Gedling Homes had been awarded funding to provide affordable housing in Arnold.

#### **Councillor Michael Payne (Resources and Reputation)**

- The 'Keep me posted' email alert service for residents was now active.
- The Pride of Gelding awards would run again in early 2016.

- Work was being carried out to support small local businesses in times of hardship by arranging business rate relief.
- Work to settle refugees, led by the Chief Executive, had been taking place.

**Councillor John Clarke (Leader of the Council)**

- Thanks was given to all departments within the Council for their hard work over the past year.
- The leader advised that he would be attending a further meeting on devolution and was hopeful to report progress soon.

**60 MEMBER'S QUESTIONS TO PORTFOLIO HOLDERS.**

None.

**61 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 1.45 pm

Signed by Chair:  
Date:



## Report to Cabinet

**Subject:** Quarterly Budget and Performance Plan Monitoring

**Date:** 11 February 2016

**Author:** Senior Leadership Team

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### Wards Affected

Borough-wide

### Purpose

- To update Cabinet on the likely outturn of the Revenue and Capital Budgets for the 2015/2016 financial year. The budgets include all carried forward amounts from the 2014/2015 financial year.
- To inform Cabinet of the position against Improvement Actions and Performance Indicators in the 2015/2016 Gedling Plan.

### Key Decision

This is a Key Decision.

### Background

- 1.1 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.2 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have been brought together and are now embedded in the way the Council works.
- 1.3 In addition, performance reports now focus more directly on the Council's priorities and offer an "early warning" system of instance where targets may not be secured.
- 1.4 As usual, comprehensive details about current performance against the Gedling Plan can be accessed through the following link on the Council's website:-

<http://www.gedling.gov.uk/aboutus/howwework/prioritiesplansperformance/howisgedlingdoing/>

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Members are recommended to view this document which provides valuable background detail to this summary paper. It provides a more in-depth review of indicators, actions and outcomes for quarter 3.

- 1.5 A full set of papers that appear on the website have been printed and these reports are available in the Members' Room. They contain explanations of variances from expected performance together with trend arrows for all the performance indicators within the Gedling Plan (note that an upward arrow indicates improved performance, irrespective of whether improvement is represented by a higher or lower value) and progress bars for all Gedling Plan actions showing progress made against project milestones.
- 1.6 The assessment criteria used for actions and indicators is based on red, amber and green traffic light symbols. To be assessed as green performance indicators must be in line with their expected performance at this stage of the year, whilst actions must be on target against the "completed" or "in progress" milestones determined within Covalent.

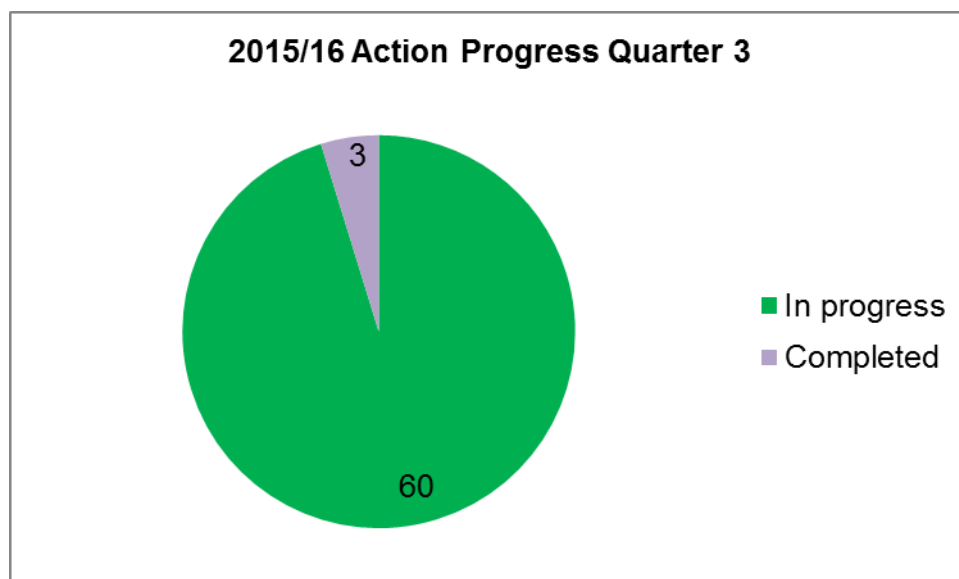
## **Proposal**

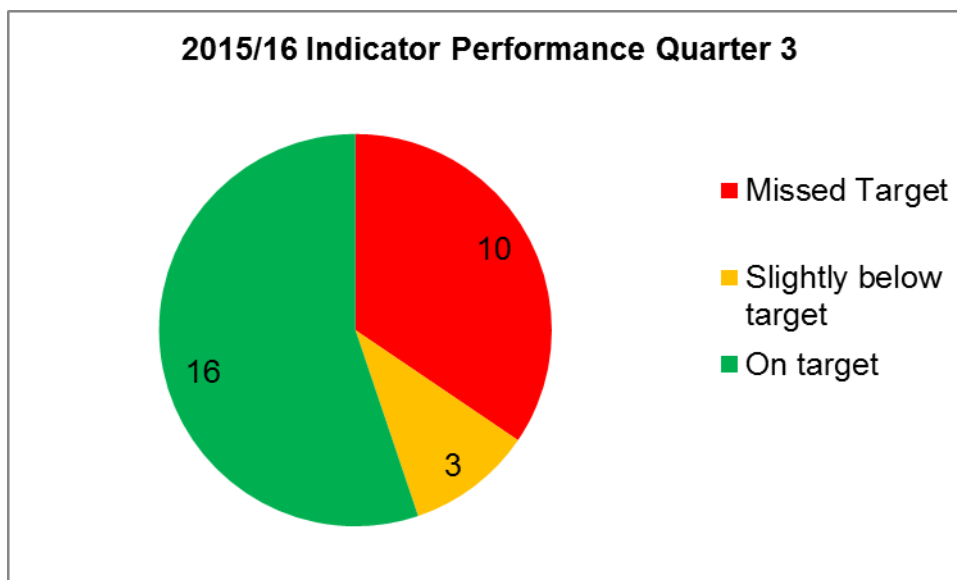
### **2 Quarterly Progress Report**

#### **2.1 Performance Information**

#### **Current Performance**

- 2.1.1 Overall Performance at quarter 3 against of the 2015/16 Gedling Plan actions and indicators shows the following.

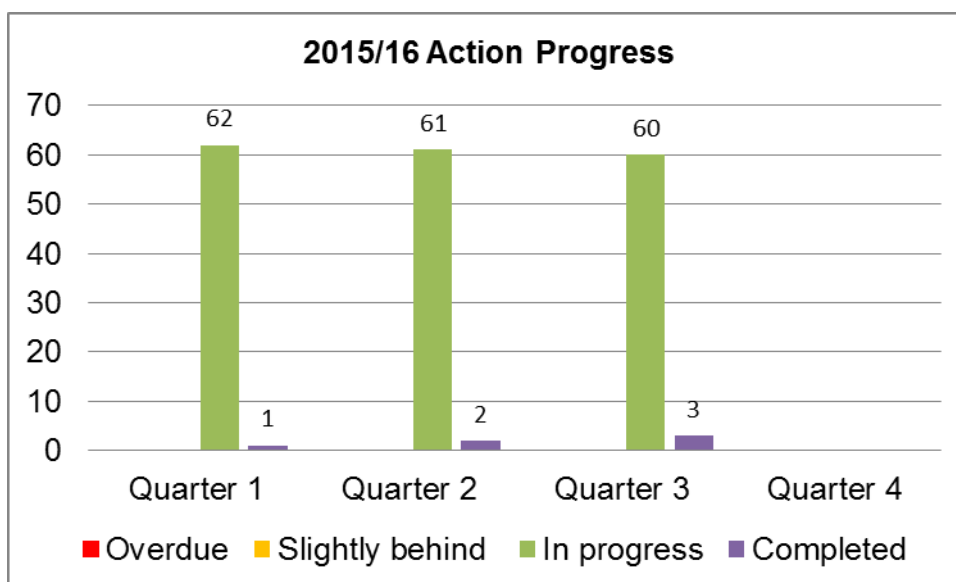




Following the Cabinet discussion about quarter 2 performance, this report highlights current performance challenges and action being taken to address these.

## Actions

2.1.2 All of the 63 Gedling Plan actions are currently on target or completed. Progress against the actions is set out below:



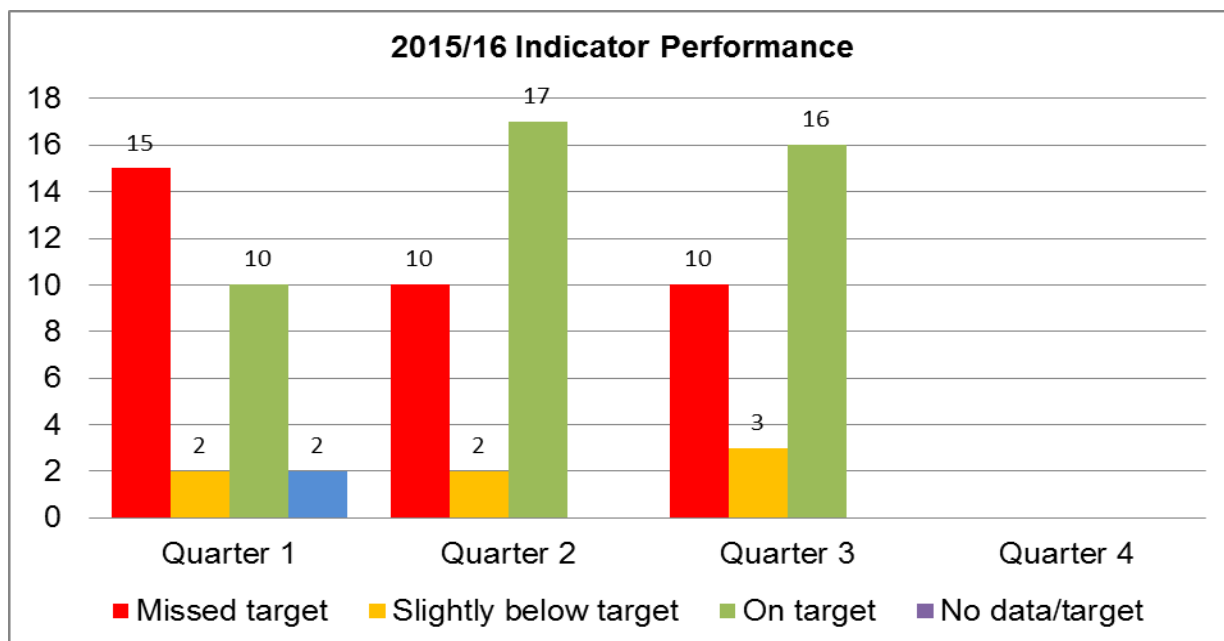
## Action Target Change Requests

2.1.3 No requests for changes have been requested.

## Indicators

2.1.4 Overall performance at the end of quarter 3 is positive, although highlighting some issues. Just over half (16) of the 28 performance indicators that are appropriate for quarterly monitoring are on target. However, of the remainder, 3 are amber and 10 are

red. Progress against the indicators at the end of quarter 3 is set out below:



2.1.5 Of the 10 indicators showing red at the end of quarter 3, 1 is expected to improve and be on target at year end. However, the following 10 indicators are anticipated to be behind target at year end, despite management action.

(a) Number of fly tipping incidents reported to Gedling Borough Council

There has been a significant rise in the number of fly-tipping incidents this year, despite successful enforcement operations leading to well publicised prosecutions. It is not sustainable for the Council to continue to remove an ever increasing number of fly-tips so officers are focusing on how best to prevent them happening in the first place. While there are some patterns, for example certain hot-spot locations, the often random nature of fly-tipping makes it extremely difficult to prevent.

(b) Number of visits to leisure centres

In keeping with the national picture, public swimming is in decline and a significant contributory factor in the less than estimated number of leisure centre visits. The poor condition of the outdoor pitches at Redhill and Carlton Forum is a further reason but we are hopeful that a joint funding bid for Redhill will result in major investment and a recovery of usage. Going forward into 2015/16 and subject to funding being secured, we will be enhancing the range of activities offered at our leisure centres including a new health suite and refurbishing the fitness suite at Carlton Forum, develop a parent and baby activities, raise awareness of leisure opportunities at our centre for people with a disability and introduce direct debit membership for swimming lessons.

(c) Preventing Homelessness – number of households who considered themselves as homeless, who approached the Council, and for whom housing advice resolved their situation

The Housing Needs team is experiencing a continued upturn in demand for its

services. There are a number of reasons for this, including an increase in the proportion of complex cases, reduced supply of private rented accommodation, loss of specialist support services as a result of county council budget reductions and the impact of welfare reforms. Agency staff have been recruited to assist with the rising caseload and to ensure a focus on preventative action.

(d) Average time to process homeless applications (number of working days)

This indicator is behind target at the end of quarter 3 and expected to miss target at year end for the reasons set out at (c) above.

(e) Net additional homes provided

While current performance is adrift of target, 632 units are in various stages of delivery. For example, 26 units are currently under development and a further 164 units have been granted planning permission and are awaiting a start on site. Major developments such as Gedling Colliery and Top Wighay, which are making good progress, will deliver over 400 units.

(f) Number of affordable homes delivered (gross)

Current performance is behind target predominantly as a result of developers not progressing residential development sites which include a percentage of affordable housing. However, 26 units will be delivered on the former Grove public house site during the summer of 2016 and work ongoing with our social housing partners could deliver a further 100 units during 2017.

(g) Percentage of Minor planning applications processed within 8 weeks

Processing of major planning applications is going well however the performance in dealing with minor and other planning applications is well below expected levels. This is largely due to a lack of capacity and therefore additional support - technical, administrative and professional planning - has either been introduced already or is subject to recruitment which is underway

(h) Percentage of Other planning applications within 8 weeks

This indicator is behind target at the end of quarter 3 and expected to miss target at year end for the reasons set out at (g) above.

(i) Residual household waste per household in Kg

This indicator is on target at the end of quarter 3 but is expected to miss target at year end. In line with national trends, the amount of residual waste being produced has increased. We are currently running a bulky waste amnesty which also can increase the weight of waste sent to landfill. However, during the next financial year we will have a new refuse freighter and will be able to increase our garden waste customer base, this should reduce the amount of garden waste included in the residual bin waste which currently makes up around 15% of our waste sent for incineration. The good news is that the incinerated waste produces heat for homes on the district heating scheme.

(j) Percentage of household waste sent for reuse, recycling and composting

While recycling performance is showing an improvement, this significant stretching target will not be hit in the current year. Plans to significantly expand the garden waste scheme in 2016/17 will bring it into reach however.

## **Performance Target Change Requests**

2.1.6 No target changes are requested.

## **2.2 Financial Information**

2.2.1 Appendices 1 and 2 set out details of the current financial position on the Council's General Fund Revenue Budget and the Capital Programme 2015/16.

### **2.2.2 General Fund Revenue Budget**

Appendix 1 outlines how the General Fund Revenue budget is divided between the Portfolio areas of the Council and includes a detailed variance analysis identifying the current proposed changes for the year against the approved budget for each Portfolio area. Cabinet is recommended to approve these changes.

Included in Appendix 3 is a list of all the virements carried out in Quarter 3 following approval from Portfolio holders.

Included in Appendix 4 is a list of all transfers to/from Earmarked Reserves and Revenue Budget Funds following approval from Chief Financial Officer and Corporate Director.

The following table summarises the overall financial position of the General Fund Revenue Budget and the expected total spend for the year. This information has been compiled using the best information made available to Financial Services by the relevant spending officers as at 31 December 2015. The overall resource implication for the Council's General Fund is a predicted **underspend of £471,000**. The major areas of underspend include: £164,000 on Rent Allowances due to increased government subsidy and a reduced bad debt position, the saving is expected to be ongoing and has been included in the 2016/17 base budget; £100,000 on Council Tax and Housing Benefits staffing due to posts held vacant whilst completing a restructure, the saving is not expected to be ongoing; £113,000 in additional income in planning, parks, cemeteries and investment returns, of which approximately half is expected to be ongoing and has been included in the 2016/17 base budget.

### **General Fund Revenue Budget 2015/2016 – Change Analysis**

	£
The original 2015/16 budget approved by Council on 3 March 2015	<b>12,877,800</b>
Revenue Carry Forwards from 2014/15 approved under delegation arrangements by the Financial Officer	97,800
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The current approved budget for 2015/16 and Cabinet's Maximum Budget is:	<b>12,975,600</b>
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Up to the end of December 2015 expenditure less income totalled	7,864,901
In the remaining 3 months of the year we expect net expenditure less income to be	4,639,699
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Total net revenue spend for the year is currently expected to be	12,504,600
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<b>Projected Revenue Underspend</b>	<b>(471,000)</b>
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#### **2.2.3 Capital Programme**

Appendix 2 details the current projected position on the Capital Programme and its financing for 2015/16, analysed by Portfolio, and this is summarised in the table below. Cabinet is recommended to approve these changes.

### **Capital Budget 2015/2016 - Change Analysis**

	£
Original 2015/16 budget approved by Council on 3 March 2015	<b>3,227,400</b>
Capital Carry Forwards from 2014/15 approved under delegation arrangements by the Chief Finance Officer	589,100
Additional Budget for Repair and Renewal Flood Grant Scheme funded by DCLG Grant (Portfolio Holder approval 19/05/15 and 17/08/15)	70,000
Amendments approved by Cabinet at Quarters 1 and 2	(220,500)
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<b>The current total approved budget for 2015/16</b>	<b>3,666,000</b>
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### **Proposed Quarter 3 Amendments to the 2015/16 Programme:**

#### **(a) Schemes identified for deferral to 2016/17**

Carlton Forum Health Suite due to a review of the scheme scope	(82,600)
Arnold LC Boiler Upgrade to allow for consideration of alternative options	(82,300)
Hayter Triple Mower - due to extended useful life	(28,000)

	£
Volvo Gravedigger - due to extended useful life	(30,000)
VW Light Van - due to extended useful life	(42,000)
2 Ford Transit Tippers - ordered but not due for delivery until June 2016	(60,000)
Transit Box Van - ordered but not due for delivery until June 2016	(26,000)
Dennis Kerbside Freighter - ordered but not due for delivery until June 2016	(150,000)
CCTV Monitoring Room Upgrade - due to ongoing negotiations for future provision	(50,000)
Depot Offices and Welfare Facilities, partially deferred to 2016/17 due to delay in foundation work	(200,000)
Asset Management Fund, deferred to 2016/17 for future schemes	(260,000)

**(b) Identified savings on schemes**

Various vehicle savings due to procurement efficiencies	(18,000)
Saving on Redhill Gym Equipment due to procurement efficiencies	(19,200)

**(c) Additional schemes for approval**

Additional contribution to the Affordable Housing Scheme (former pub site Cavendish Road) financed by S106 contribution - due to a change in planning assumptions on the site which enables an additional 3 units to be delivered (taking the total from 38 to 41) and a shortfall in HCA funding. A VFM assessment of the tenders indicates the project continues to offer good value per unit.	72,000
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<b>Total Proposed Amendments To Capital Programme</b>	<b>(976,100)</b>
<b>Proposed Revised Capital Programme 2015/16</b>	<b>2,689,900</b>

Actual Expenditure to Quarter 3 2015/16	1,646,882
Estimated Expenditure Quarter 4 2015/16	1,043,018
<b>Projected Outturn 2015/16</b>	<b>2,689,900</b>



There is currently sufficient funding available in 2015/2016 to finance the Capital Programme as outlined above.

### **3. Alternative Options**

Option – Not to amend the original Council approved budgets during the year to reflect the latest projected outturn position.

Advantages:

- The final outturn position of the Council can be easily compared to its original intentions when the budget was set and areas of budget risk identified.

Disadvantages:

- Budgets not aligned to current budget pressures resulting in increased likelihood of budget overspend and emerging Council priorities not being addressed;
- Restrict the effectiveness of medium term planning process and preparation of the forward budget if pressures and areas of efficiency are not readily identifiable during budget preparation;
- Budget not reflective of latest performance information.

Reason for rejection - not likely to result in the best outcomes in financial management or support delivery of priorities.

### **4. Financial Implications**

The nature of the report is such that it has significant resource implications across the Council. The report itself demonstrates how resources are being managed.

### **5. Appendices**

Appendix 1 – General Fund Revenue Budget 2015/16 – Budgetary Control Report

Appendix 2 - Capital Programme 2015/16 – Budgetary Control Report

Appendix 3 – Virements approved by Portfolio Holders

Appendix 4 – Transfers to/from Earmarked Reserves and Revenue Budget Funds.

### **6. Background Papers**

Detailed Quarterly Budgetary Control Exception Reports

### **7. Recommendation**

Members are **recommended**:

- a) To note the progress against Improvement Actions and Performance Indicators in the 2015/2016 Gedling Plan;
- b) To approve the General Fund Revenue Budget virements included within Appendix 1;
- c) To approve the changes to the Capital Programme included in paragraph 2.2.3;
- d) To note the virements and transfers to/from reserves and funds during the last quarter as detailed in appendices 3 and 4; and
- e) To include details of budget and performance monitoring in a quarterly performance digest, to be published on the Council's website and Intranet in line with the recommendations of Performance Review Scrutiny Committee.

## **8. Reasons for Recommendations**

To inform Members of the Council's performance against targets and expectations for the third financial quarter of the year.

To align the budgets to the current pressures and priorities and ensure the delivery of Council objectives is supported.

**Grand Summary****Revenue Quarterly Budgetary Control Report****Period 201509****December 2015**

	<b>Current Approved Budget</b>	<b>Profiled Budget</b>	<b>Actual to date</b>	<b>Variance</b>	<b>%</b>	<b>Projected Outturn</b>	<b>Projected Annual Variance</b>
	£	£	£	£		£	£
Community Development	1,448,400	924,833	821,375	-103,458	-11	1,427,800	-20,600
Housing, Health & Well-being	2,417,000	867,150	814,840	-52,310	-6	2,236,000	-181,000
Public Protection	1,501,600	491,200	488,037	-3,163	-1	1,502,700	1,100
Environment	4,552,800	2,479,605	2,041,167	-438,437	-18	4,464,800	-88,000
Growth & Regeneration	1,240,700	873,700	48,506	-825,194	-94	1,180,700	-60,000
Resources & Reputation	1,710,600	4,786,375	3,650,976	-1,135,399	-24	1,692,600	-18,000
<b>Total General Fund</b>	<b>12,871,100</b>	<b>10,422,862</b>	<b>7,864,901</b>	<b>-2,557,962</b>	<b>-25</b>	<b>12,504,600</b>	<b>-366,500</b>
<b>Cabinets General Fund Maximum Budget</b>	<b>12,975,600</b>					<b>12,504,600</b>	<b>-471,000</b>

**COMMUNITY DEVELOPMENT PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>The Arts &amp; Tourism</u></b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	30.9	23.3	7.6		Salary savings due to maternity leave not being covered.
Supplies & Services	12.8	8.8	4.0		Reduction in income and expenditure budgets due to the termination of the Arts Dance project.
Income	(6.0)	(2.2)		3.8	
<b><u>Sports Development</u></b>					
Employee Expenses	41.5	31.1	10.4		Savings due to vacant Sports Development Officer post.
<b><u>Community Centres</u></b>					
Employee Expenses	164.2	161.8	2.4		Savings due to Caretaker vacancies.
Supplies & Services	10.7	20.7		10.0	Creation of income and expenditure budgets to facilitate the Pre-feasibility grant from Locality for the Community Ownership & Management of Assets (COMA) programme.
Income	(134.5)	(144.5)	10.0		
<b><u>All other budget heads</u></b>					
Including items previously reported	1,328.8	1,328.8			
<b>PORTFOLIO TOTAL</b>	<b>1,448.4</b>	<b>1,427.8</b>	<b>34.4</b>	<b>13.8</b>	<b>Net Portfolio Total £20.6K Favourable</b>

**HOUSING, HEALTH & WELLBEING PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Housing Needs</u></b>	£'000	£'000			
Supplies & Services	64.6	69.6		5.0	Under achievement of budget reduction; joint working proposals not viable.
<b><u>Leisure Services</u></b>					
Employee Expenses	41.0	44.5		3.8	Increase in hours of the seconded Service Manager starting January 2016.
				1.5	Increase in training budget due to Health & Safety training no longer being delivered by internal department.
Revenue Income	(46.5)	(33.5)	1.8	13.0	The Healthy Community Officer was not included in the 2015-16 budget and the post holder was seconded to Gedling Homes. Due to the secondment ending earlier than expected, the post holder has returned to GBC and his salary will revert to the substantive grade, which can not be reclaimed; resulting in a cost to the council.
<b><u>Calverton Leisure Centre</u></b>					
Premises Related Expenses	118.0	115.0	3.0		Reduction in oil prices per litre.
Revenue Income	(346.8)	(373.5)	26.7		Increased allocation of DNA members to this site.

**HOUSING, HEALTH & WELLBEING PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Carlton Forum Leisure Centre</u></b>					
Employee Expenses	730.5	756.0		25.5	Holiday and vacancy cover levels higher than budgeted expectations. Business process review underway.
Premises Related Expenses	237.8	234.3	3.5		Reduction in water recharges from the Academy.
Revenue Income	(1,181.2)	(1,139.1)		42.1	All Weather Pitch closed due to health & safety concerns relating to the condition of the pitch, reduced drinks commission and Carlton Fair moved due to works being carried out on land. In addition there has been a reduced allocation of DNA members to this site.
<b><u>Redhill Leisure Centre</u></b>					
Revenue Income	(515.4)	(494.2)		21.2	Reduced allocation of DNA members to this site.
<b><u>Arnold Theatre</u></b>					
Employee Expenses	70.3	66.7	3.6		Delay in implementation of the cinema project (by 3 months), resulting in savings on expenditure and reduced income.
Supplies & Services	28.1	25.7	2.4		
Revenue Income	(68.7)	(56.8)		11.9	

**HOUSING, HEALTH & WELLBEING PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Arnold Leisure Centre</u></b>					
Employee Expenses	409.7	427.5		17.8	Increase in instructor costs due to additional swim courses, offset by increased income.
Premises Related Expenses	183.8	174.8	9.0		Water usage has reduced mainly due to fewer closures for health & safety, less need to part empty and refill and fewer works being carried out.
Revenue Income	(311.3)	(352.4)	41.1		Additional income from swim courses, partially offset by additional instructor. In addition there has been an increased allocation of DNA members to this site.
<b><u>Richard Herrod Centre</u></b>					
Premises Related Expenses	136.3	127.0	9.3		Reduced gas and electricity charges.
Revenue Income	(351.3)	(350.0)		1.3	Reduced income from the gaming machine.
<b><u>Council Tax Benefits</u></b>					
Revenue Income	(40.0)	(58.0)	18.0		Run-off of CTB regime, abolished in April 2013, has been slower than anticipated.

**HOUSING, HEALTH & WELLBEING PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Rent Allowances</u></b>					
Supplies & Services	377.0	209.0	168.0		A net saving of £74.7K due to a reduction in the contribution to the bad debt provision following a review of the aged debt position and the current overpayment recovery levels.
Income (Overpayment recoveries)	(972.0)	(878.7)		93.3	
Transfer Payments	27,681.7	26,753.5	928.2		The majority of benefit expenditure is subsidised by Central Government at the rate of 100%. However, in some cases this rate is reduced. The latest assessment of the likely net position results in net additional income of £89.1K. This is largely due to a R S L converting to a charity, attracting 100% subsidy. The original subsidy assumption was 60% and this change generates a saving to the General Fund.
Income	(27,044.0)	(26,204.9)		839.1	
<b><u>Housing Benefit Administration</u></b>					
Employee Expenses	597.7	555.8	41.9		Underspend due to unfilled vacancies during review of establishment, restructure report now approved by SLT.
All other budget heads Including items previously reported	2,617.7	2,617.7			
<b>PORTFOLIO TOTAL</b>	<b>2,417.0</b>	<b>2,236.0</b>	<b>1,256.5</b>	<b>1,075.5</b>	<b>Net Portfolio Total £181K Favourable</b>



**PUBLIC PROTECTION PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Licencing &amp; Hackney Carriages</u></b>	£'000	£'000			Fall in the number of taxi drivers resulting in a reduction in Drivers Licence income and Vehicle Licence income. This is partly offset by a saving in salaries in Taxi Licencing and an increase in Topography income.
Employee Expenses	170.6	159.4	11.2		
Revenue Income	(656.4)	(607.1)		49.3	
<b><u>Comm Protection &amp; Dog Control</u></b>					
Employee Expenses	270.1	257.1	13.0		Saving due to employee seconded to CCG, not fully replaced.
Supplies & Services	189.1	174.1	15.0		Saving in CCTV maintenance.
Third Party Payments	75.6	66.6	9.0		Saving in CCTV monitoring due to renegotiated contract.
<b><u>All other budget heads</u></b>	1,452.6	1,452.6			
Including items previously reported					
<b>PORTFOLIO TOTAL</b>	<b>1,501.6</b>	<b>1,502.7</b>	<b>48.2</b>	<b>49.3</b>	<b>Net Portfolio Total £1.1K Adverse</b>

# ENVIRONMENT PORTFOLIO

Appendix 1

## BUDGETARY CONTROL REPORT - DECEMBER 2015

### REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Car Parks</u></b>	£'000	£'000			
Revenue Income	(74.7)	(79.2)	4.5		Additional income due to increased sales of long stay permits and an increase in pay and display income.
<b><u>Fleet Management</u></b>					
Employee Expenses	279.6	273.4	6.2		Saving due to fitter vacancy.
Transport Related Expenses	530.2	514.7	15.5		Saving due to a reduction in the price of fuel. This is in addition to the £27K saving reported at quarter 2.
Supplies & Services	48.3	49.5		1.2	Increase in the cost of Hazardous Waste Collection.
<b><u>Parks</u></b>					
Supplies & Services	217.2	196.2	21.0		Reduced waste disposal costs.
Revenue Income	(399.5)	(413.5)	14.0		Additional income from grounds maintenance works for third parties.
<b><u>Cemeteries</u></b>					
Revenue Income	(400.7)	(428.7)	28.0		Additional income received for burials.
<b><u>All other budget heads</u></b> (including items previously reported)	4,352.4	4,352.4			
<b>PORTFOLIO TOTAL</b>	<b>4,552.8</b>	<b>4,464.8</b>	<b>89.2</b>	<b>1.2</b>	<b>Net Portfolio Total £88K Favourable</b>

**GROWTH & REGENERATION PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Development Management</u></b>	<b>£'000</b>	<b>£'000</b>			
Supplies & Services	73.6	223.6		150.0	Homes & Communities Agency Grant for Housing Zone Capacity Funding; £2k spent on consultancy and remainder transferred to Earmarked Grant Reserve for spend in future years.
Revenue Income	(346.7)	(546.7)	150.0		
			50.0		
<b><u>Planning Policy</u></b>					
Revenue Income	(28.3)	(38.3)	10.0		Additional CIL Administration income.
<b><u>All other budget heads</u></b> (including items previously reported)	1,542.1	1,542.1			
<b>PORTFOLIO TOTAL</b>	<b>1,240.7</b>	<b>1,180.7</b>	<b>210.0</b>	<b>150.0</b>	<b>Net Portfolio Total £60K Favourable</b>

**RESOURCES & REPUTATION PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Audit and Asset Management</u></b>	£'000	£'000			
Supplies & Services	40.6	43.6		3.0	Overspend due to Drug and Alcohol screening supplies.
<b><u>Corporate Management</u></b>					
Employee Expenses	520.2	607.8		87.6	Redundancy payment following restructure.
<b><u>Postages</u></b>					
Supplies & Services	67.9	60.9	7.0		Reduction in volumes and move from franking to pre-paid envelopes.
<b><u>Estates &amp; Valuation</u></b>					
Employee Expenses	66.9	65.4	1.5		Salary savings from vacant Technical Officer post.
<b><u>Information Technology</u></b>					
Supplies & Services	750.2	744.2	6.0		Saving on software licences due to delay in Bartec system going live.
<b><u>Public Offices</u></b>					
Supplies & Services	62.1	72.1		10.0	Additional tables and chairs needed for Civic Centre.

**RESOURCES & REPUTATION PORTFOLIO****BUDGETARY CONTROL REPORT - DECEMBER 2015****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Customer Services</u></b>	£'000	£'000			
Employee Expenses	632.0	621.0	11.0		Saving due to vacancies in One Stop. Posts now filled.
<b><u>Revenues - Local Taxation</u></b>					
Employee Expenses	391.1	333.0	58.1		Underspend due to unfilled vacancies during review of establishment, restructure report now approved by SLT.
Supplies & Services	194.0	170.2	23.8		Underspend on Postages (volume) and Legal and Professional Services
<b><u>Corporate Income &amp; Expenditure</u></b>					
Revenue Income	(168.5)	(179.7)	11.2		Additional investment interest generated.
<b><u>All other budget heads</u></b> (including items previously reported)	(845.9)	(845.9)			
<b>PORTFOLIO TOTAL</b>	<b>1,710.6</b>	<b>1,692.6</b>	<b>118.6</b>	<b>100.6</b>	<b>Net Portfolio Total £18K Favourable</b>

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## FINANCIAL MANAGEMENT REPORT - CAPITAL BUDGET MONITORING

	Original Capital Programme	Carry Forwards	Quarter 1 Cabinet	Quarter 2 Cabinet	Virements/ Supplements	Revised Cap Prog inc c/f & supp £000's	Quarter 3 Proposals to Cabinet £000's	Revised Cap Prog inc Qtr 3 Proposals £000's	Actual To Date £000's	Estimate for Qtr 4 £000's	Latest Projected Outturn £000's
<b>EXPENDITURE</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>							
Community Development	0.0	18.1	0.0		0.0	18.1		18.1	0.0	18.1	18.1
Growth & Regeneration	0.0	114.0	0.0		0.0	114.0		114.0	0.0	114.0	114.0
Public Protection	762.9	0.0	0.0		-8.9	754.0	-50.0	704.0	395.3	308.7	704.0
Environment	1389.4	237.8	-15.0	-55.5	0.0	1556.7	-358.1	1198.6	882.2	316.4	1198.6
Health, Housing and Wellbeing	219.3	132.6	0.0		0.0	351.9	-108.0	243.9	120.1	123.8	243.9
Resources & Reputation	855.8	86.6	0.0	-150.0	78.9	871.3	-460.0	411.3	249.3	162.0	411.3
<b>TOTAL EXPENDITURE</b>	<b>3227.4</b>	<b>589.1</b>	<b>-15.0</b>	<b>-205.5</b>	<b>70.0</b>	<b>3666.0</b>	<b>-976.1</b>	<b>2689.9</b>	<b>1646.9</b>	<b>1043.0</b>	<b>2689.9</b>
<b>RESOURCES</b>											
Specific Capital Grant - Disabled Facilities Grant	464.0					464.0		464.0	464.0	0.0	464.0
Borrowing		224.5	-70			154.5	101.4	255.9		255.9	255.9
Capital Receipts	1815.0	72.8		-129.5		1758.3	-1095.5	662.8	200.0	462.8	662.8
Revenue Contribution	500.0	45.9				545.9	-4.0	541.9		541.9	541.9
Performance Reward Grant	100.0			-100.0		0.0		0.0		0.0	0.0
NLEP funding Waste Mgmt System		8.1				8.1		8.1		8.1	8.1
S106 Funding - GCP	150.0	107.0				257.0		257.0		257.0	257.0
S106 - Burton Road		6.4				6.4		6.4		6.4	6.4
S106 Commuted Sum		114.0				114.0	72.0	186.0		186.0	186.0
S106 Calverton Parish Council	109.4					109.4		109.4		109.4	109.4
S106 Bestood Parish Council Skate Park			55.0			55.0		55.0		55.0	55.0
Lottery Funding		10.4				10.4		10.4		10.4	10.4
Contribution from Reserve for CCTV	50.0					50.0	-50.0	0.0		0.0	0.0
DCLG Grant Flood					70.0	70.0		70.0	66.1	3.9	70.0
Anesco Contribution				24.0		24.0		24.0		24.0	24.0
Rushcliffe Borough Council	39.0					39.0		39.0		39.0	39.0
<b>TOTAL RESOURCES</b>	<b>3227.4</b>	<b>589.1</b>	<b>-15.0</b>	<b>-205.5</b>	<b>70.0</b>	<b>3666.0</b>	<b>-976.1</b>	<b>2689.9</b>	<b>730.1</b>	<b>1959.8</b>	<b>2689.9</b>
<b>UNDER/(OVER RESOURCED)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>			<b>0.0</b>

## NOTES :-

1. All budgets are grossed up with any contribution from outside bodies shown as income in the Resources section.

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## Virements Approved by Portfolio Holders

**Quarter Ended December 2015**

Revenue		
		£
	No Virements to report at quarter 3.	
	<b>General Fund Total</b>	<b>£0</b>

Capital		
		£
	No Virements to report at quarter 3.	
	<b>General Fund Total</b>	<b>£0</b>

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## Transfers to/from Earmarked Reserves and Revenue Budget Funds

### Quarter Ended December 2015

As approved by Chief Financial Officer and Corporate Director in Accordance with the delegations outlined in the Financial Regulations.

Usage of Earmarked Reserves		
		£
<b>1.</b>	<b>Environment: Grounds Maintenance Parks</b>	
	Contractors for temporary Car Park at Gedling Country Park	40,000
	Contribution from Asset Management Reserve	(40,000)
<b>2.</b>	<b>Growth &amp; Regeneration: Planning Policy</b>	
	Consultancy for impact of future development sites on heritage assets	3,900
	Contribution from Planning & LDF Reserve	(3,900)
<b>3.</b>	<b>Growth &amp; Regeneration: Planning Policy</b>	
	Consultancy for impact of future development sites	4,900
	Contribution from Planning & LDF Reserve	(4,900)
<b>4.</b>	<b>Public Protection: Private Sector Housing</b>	
	Contribution to Newark and Sherwood DC to co-ordinate Warm Homes on Prescription Pilot	29,100
	Contribution from Fuel Poverty grant	(29,100)
<b>5.</b>	<b>Growth &amp; Regeneration: Planning Policy</b>	
	Purchase of CIL software	15,000
	Contribution from Planning & LDF Reserve	(15,000)
<b>6.</b>	<b>Growth &amp; Regeneration: Planning Policy</b>	
	Funding a Service Level Agreement with Nottingham City Council to support the Biological and Geological Records Centre	(3,900)
	Contribution from Planning & LDF reserve	3,900
<b>7.</b>	<b>Community Development: Pond Hills Lane Community Centre</b>	
	Pond Hills Lane Community Centre boiler repairs & upgrade	800
	Contribution from Asset Management Reserve	(800)
<b>8.</b>	<b>Housing, Health &amp; Well-being: Leisure</b>	
	Joint use maintenance for Calverton Leisure Centre	12,900
	Joint use maintenance for Carlton Forum Leisure Centre	25,800
	Joint use maintenance for Redhill Leisure Centre	3,300
	Contribution from Joint Use Maintenance Reserve	(42,000)
	<b>General Fund Total</b>	<b>£0</b>

Usage of Revenue Budget Funds		
		£
	No usage of Revenue Budget Funds in quarter 3.	
	<b>General Fund Total</b>	<b>£0</b>



## Report to Cabinet

**Subject:** Prudential Code Indicator Monitoring 2015/16 and Quarterly Treasury Activity Report for Quarter ended 31 December 2015

**Date:** 11 February 2016

**Author:** Corporate Director (Chief Financial Officer)

### Wards Affected

All

### Purpose

To inform members of the performance monitoring of the 2015/16 Prudential Code Indicators, and to advise members of the quarterly treasury activity as required by the Treasury Management Strategy.

### Key Decision

This is not a key decision.

### Background

- 1.1 The Council is required by regulations issued under the Local Government Act 2003 to report on its Prudential Code indicators and treasury activity. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 1.2 For 2015/16 the minimum reporting requirements are that the Full Council should receive the following reports:
  - An annual treasury strategy in advance of the year (the TMSS, considered by Cabinet on 19 February 2015 and subsequently approved by Full Council on 3 March 2015).
  - A mid-year treasury update report
  - An annual review following the end of the year describing the activity compared to the strategy.

In accordance with best practice, quarterly monitoring reports for treasury activity are provided to members, and this exceeds the minimum requirements.

- 1.3 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report provides details of the position at 31 December 2015 and highlights compliance with the Council's policies.

## **Proposal**

### **2.1 Economic update**

UK GDP growth was strong in 2013 and 2014, at 2.2% and 2.9% respectively, indeed growth for 2014 was the strongest since 2006. The economy faces challenges including the appreciation of sterling against the euro, weak growth in the EU, China and the emerging markets, plus the dampening effect of the Government's austerity programme – albeit that the pace of reductions was eased in the Autumn Statement. Despite these challenges, the Bank of England (BOE) November Inflation Report included a forecast for growth over the three years 2015 to 2017 to be around 2.7%, 2.5% and 2.6% respectively. In reality, growth in 2015 is likely to be nearer 2.2%, however this is still relatively strong and is being driven by consumer demand as the squeeze on disposable incomes has been reversed by a recovery in wage inflation at the same time as CPI inflation has fallen to around zero. Investment expenditure is also expected to support growth.

The BOE Inflation Report was notably subdued with inflation barely climbing back to the 2% target within the 2-3 time horizon. However, with the price of oil continuing downward there could be several more months of low inflation still to come, with commodity prices being generally depressed by the Chinese economic downturn. There are therefore considerable risks around whether inflation will rise as strongly as previously thought and this will make it more difficult for the BOE to start raising Bank Rate, especially given the slowdown in Chinese growth and other economic concerns.

The US economy grew by 3.9% in Q2 of 2015 and 2% in Q3. It had been confidently expected that the Federal Reserve (the Fed) would start raising US interest rates at its September meeting, however downbeat news during the summer around Chinese growth and its impact on emerging countries was cited as the reason for a delay. Domestic and international concerns have since abated and the first rise was subsequently made at the Fed's December meeting.

In the Eurozone, the European Central Bank (ECB) began a 1.1 trillion euro programme of quantitative easing (QE) in March 2015 and this is now expected to run until March 2017. The programme of monetary easing appears to have had a limited positive effect in helping the recovery of

consumer and business confidence, and starting to improve economic growth. Financial markets were disappointed by the ECB's lack of more decisive action in December and it is likely that it will need to boost its QE programme if it is to significantly improve Eurozone growth and to get inflation up from the current level of around zero to its target of 2%.

## 2.2 Interest rate forecasts

Capita Asset Services (CAS) undertook a review of its interest rate forecast on 9 November after the August BOE Inflation Report. This latest forecast includes no change to the timing of the first increase in Bank Rate as being Q2 of 2016. With CPI inflation now likely to beat or near zero for most of 2015 and into early 2016, it is currently very difficult for the Monetary Policy Committee (MPC) to commence increasing rates. Furthermore the report was notably subdued regarding inflation climbing to 2% within 2-3 years. In addition, current growth in average weekly earnings is unlikely to provide ammunition for the MPC to raise rates. The significant appreciation of sterling against the euro during 2015 has also acted to dampen UK growth, whilst volatility in financial markets since the inflation report has resulted in volatility in equity and bond prices, bond yields, and therefore PWLB rates.

It is expected that CPI inflation will start to rise sharply around mid-2016 once initial falls in fuel and commodity prices fall out of the 12 month calculation of inflation. This will cause the MPC to take a much keener interest in the inflation forecasts over their 2-3 year time horizon.

The Governor of the BOE, Mark Carney, has repeatedly stated that increases in Bank Rate will be slow and gradual since the MPC is concerned about the impact of such increases on heavily indebted consumers.

CAS has provided the following forecast, indicating that a first rise in Bank Rate is still expected to be in Q2 of 2016.

	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19
Bank rate	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.50%	1.50%	1.75%	1.75%	2.00%	2.00%	2.00%
5yr PWLB rate	2.40%	2.60%	2.70%	2.80%	2.80%	2.90%	3.00%	3.20%	3.30%	3.40%	3.50%	3.50%	3.60%
10yr PWLB rate	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%
25yr PWLB rate	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%	4.20%	4.30%	4.30%	4.40%	4.40%	4.40%	4.50%
50yr PWLB rate	3.60%	3.70%	3.80%	3.90%	4.00%	4.00%	4.10%	4.20%	4.20%	4.30%	4.30%	4.30%	4.40%

## 2.3 Investment strategy

The Treasury Management Strategy Statement (TMSS) for 2015/16 was approved by Council on 3 March 2015.

The Council's investment priorities remain the security of capital and good liquidity. Whilst the Council will always seek to obtain the optimum return (yield) on its investments, this will at all times be commensurate with proper levels of security and liquidity. In the current economic climate and with heightened credit concerns, it is considered appropriate either to keep investments short term to cover cash flow requirements, or to extend the period up to one year with selected government backed counterparties.

During the period from 1 April to 31 December 2015, significant use has been made of a Money Market Fund currently achieving a return of around 0.44%. This fund is an AAA rated investment vehicle which allows the pooling of many billions of pounds worth of funds into a highly diversified fund. Whilst the rate of return remains quite low, it is still well in excess of overnight treasury deposit rates.

The Treasury Activity Report for the quarter ended 31 December 2015 is attached at Appendix 1, in accordance with the Treasury Management Strategy. For reference, definitions of LIBOR and LIBID are given at Appendix 2.

Members will note that investment interest of £77,636 was generated during the period from 1 April to 31 December 2015. This represents an equated rate of 0.74% and outperforms the benchmark 7 day LIBID rate, which averaged 0.35% for the same period. In cash terms this represents additional income to the General Fund of around £40,900 and was achieved by positive investment management. Performance in respect of the longer 3 month LIBID rate, which averaged 0.43%, still represents additional income of £32,500.

It is currently anticipated that the outturn for investment interest will be £103,600, an increase of £11,200 on the original estimate for 2015/16 of £92,400. The impact of this increase is included in the Q3 revenue budget monitoring report elsewhere on this agenda.

Rates in the market remain very low and as loans mature it is challenging to replace them, since security and liquidity will always be the overriding factors in the Council's treasury management. Interest rates are not expected to start rising until at least Q2 of 2016, and then only gradually, and not significantly.

Credit ratings advice continues to be taken from CAS and the Chief Financial Officer has adopted the CAS credit rating methodology for the



selection of investment counterparties. This employs a sophisticated modelling approach utilising credit ratings from all three of the main rating agencies to give a suggested maximum duration for investments. Accordingly it does not give undue preponderance to one agency's ratings.

The methodology subsequently applies an "overlay" to take account of positive and negative credit watches and/or credit outlook information, which may increase or decrease the suggested duration of investments. It then applies a second overlay based on the credit default swap spreads for institutions, the monitoring of which has been shown to give an early warning of likely changes in credit ratings. CAS has recently made changes to this second overlay to reflect the more benign credit risk environment that has arisen following increasingly stringent requirements placed on banks by the market regulators to ensure that they have the capacity to withstand future shocks. It also incorporates sovereign ratings to ensure selection of counterparties from only the most creditworthy countries.

The CAS modelling approach combines all the various factors in a weighted scoring system and results in a series of colour coded bands which indicate the creditworthiness of counterparties. The colour bandings are as follows:

- Yellow 5 years (UK Government debt or its equivalent)
- Purple 2 years
- Blue 1 year (nationalised or semi nationalised UK banks only)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

All credit ratings are monitored weekly and the Council is also alerted to interim changes via its use of the CAS creditworthiness service, however ratings under the methodology will not necessarily be the sole determinant of the quality of an institution. Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

**The ultimate decision on what is prudent and manageable for the Council will be taken by the Chief Financial Officer under the approved scheme of delegation.**

## 2.4 New borrowing

No new long-term borrowing was undertaken during the quarter ended 31 December 2015.

The Council's Capital Financing Requirement (CFR) represents its "underlying" need to borrow to finance capital investment. Due to favourable interest rates, borrowing in advance of need is sometimes desirable, with the result that the CFR can differ to the actual borrowing planned in the year.

It is not currently anticipated that any new borrowing will be undertaken during 2015/16.

Interest rates remain low, and the PWLB certainty rate, available to all authorities providing relevant information to CLG, allows the Council to take advantage of a discount of 20 basis points. Advice will be taken from CAS with regard to the amount and timing of any additional borrowing, and should conditions become advantageous, some borrowing in advance of need will also be considered by the Chief Financial Officer.

## 2.5 Debt rescheduling

Debt rescheduling opportunities are limited in the current economic climate, and due to the structure of interest rates. Advice in this regard will continue to be taken from CAS. No debt rescheduling has been undertaken during the period from 1 April to 31 December 2015.

## 2.6 Compliance with Prudential and treasury indicators

It is a statutory duty for the Council to determine and keep under review the affordable borrowing limit. The Council's approved Prudential and Treasury Indicators (affordability limits) are included in the Treasury Management Strategy Statement (TMSS) approved by Full Council on 3 March 2015.

During the financial year to date the Council has at all times operated within the treasury limits and Prudential Indicators set out in the council's TMSS, and in compliance with the Council's Treasury Management Practices. The Prudential and Treasury Indicators as at 31 December 2015 are shown at Appendix 3.

These indicators are based on estimates of expected outcomes, and are key indicators of "affordability". They are monitored on a quarterly basis, and Appendix 3 compares the approved indicators with the projected outturn for 2015/16, and shows variances on some of the indicators, as described below:

a) Prudential Indicators:

i) Capital Expenditure

The latest projected outturn shows that capital expenditure is expected to be £2,689,900. This differs to the original estimate of £3,227,400 due to the inclusion of approved carry-forward requests from 2014/15 and to approved variations to the capital programme during 2015/16, including slippage to 2016/17.

ii) Capital Financing Requirement (CFR)

The projected closing CFR for 2015/16 is £11,583,100. This is lower than the approved indicator of £11,894,200, mainly due to slippage in the capital programme, and to savings on the 2014/15 capital programme that reduced the borrowing requirement.

iii) Ratio of Financing Costs to Net Revenue Stream

The projected outturn of 9.93% shows a reduction from the approved indicator of 10.39%. This largely due to reductions in MRP as a result of slippage and savings on the capital programme in 2014/15, but also to an increase in projected investment income due to positive investment management.

iv) Maximum gross debt

The Council must ensure that its gross debt does not, except in the short term, exceed the opening capital financing requirement, plus estimates of any additional CFR for 2015/16 and the following two financial years. This allows flexibility for early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes. The Council's gross debt at 31 December 2015 was £8.812m which was well within the approved indicator.

Treasury Management Indicators:

These indicators are based on limits, beyond which activities should not pass without management action. They include two key indicators of affordability and four key indicators of prudence.

Affordability

- i) Operational boundary for external debt.
- ii) Authorised limit for external debt.

## Prudence

- iii) Upper limit for fixed interest exposure – represented by the maximum permitted net outstanding principal sum borrowed at fixed rates. Please note that a negative indicator represents a position of net investment.
- iv) Upper limit for variable interest rate exposure – represented by the maximum permitted net outstanding principal sum borrowed at variable rates. Please note that a negative indicator represents a position of net investment.
- v) Maximum new principal sums to be invested during 2015/16 for periods in excess of 364 days - such investments are classified as a “non-specified”. This indicator is subject to the overall limit for non-specified investments set in the TMSS.
- vi) Upper limits for the maturity structure of borrowing - set to reduce the Council’s exposure to large fixed rate sums falling due for refinancing.

Appendix 3 shows the actual position as at 31 December 2015, and demonstrates that all activities are contained within the currently approved limits.

## **Alternative Options**

There are no alternative options, this report being a requirement of the Council’s Treasury Management Strategy Statement (TMSS).

## **Financial Implications**

No specific financial implications are attributable to this report, an adjustment to the budget for investment income being dealt with in the revenue budget monitoring report elsewhere on this agenda.

## **Appendices**

1. Treasury Activity Report 2015/16 for quarter ended 31 December 2015.
2. Definitions of LIBOR and LIBID
3. Prudential and Treasury Indicators for 2015/16 as at 31 December 2015.

## **Background Papers**

None identified.

## **Recommendation**

That:

Members note the report, together with the Treasury Activity Report for Quarter 3 at Appendix 1, and the Prudential and Treasury Indicator Monitoring for Quarter 3 at Appendix 3.

## **Reasons for Recommendations**

To comply with the requirements of the Council's Treasury Management Strategy Statement.

## **For more information, please contact:**

Alison Ball, Financial Services Manager, on 0115 901 3980

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**TREASURY ACTIVITY REPORT 2015/16****Quarter ended 31 December 2015**

	<b>Position @ 30 Sept 2015 £</b>	<b>Loans Made During Q3 £</b>	<b>Loans Repaid During Q3 £</b>	<b>Position @ 31 Dec 2015 £</b>
<b><u>Long Term Borrowing</u></b>				
PWLB	8,811,577	0		8,811,577
<b>Total Long Term Borrowing</b>	<b>8,811,577</b>	<b>0</b>	<b>0</b>	<b>8,811,577</b>
<b><u>Temporary Borrowing</u></b>				
Local Authorities	0	1,000,000	(1,000,000)	0
Public Corporations	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
<b>Total Temporary Borrowing</b>	<b>0</b>	<b>1,000,000</b>	<b>(1,000,000)</b>	<b>0</b>
<b>TOTAL BORROWING</b>	<b>8,811,577</b>	<b>1,000,000</b>	<b>(1,000,000)</b>	<b>8,811,577</b>
<b><u>Temporary Investment</u></b>				
Bank of Scotland	(6,500,000)	(3,000,000)	3,000,000	(6,500,000)
Barclays	(4,000,000)	(1,000,000)	1,000,000	(4,000,000)
HSBC Treasury	0	(13,985,000)	13,445,000	(540,000)
Ignis Money Market Fund (Std Life)	(2,075,000)	(17,114,000)	12,689,000	(6,500,000)
Royal Bank of Scotland	0	0	0	0
Santander	0	(2,000,000)	0	(2,000,000)
<b>Total Banks</b>	<b>(12,575,000)</b>	<b>(37,099,000)</b>	<b>30,134,000</b>	<b>(19,540,000)</b>
Building Societies	(2,000,000)	0	2,000,000	0
Debt Management Office	0	0	0	0
Local Authorities & Other	0	0	0	0
<b>TOTAL INVESTMENT (See below)</b>	<b>(14,575,000)</b>	<b>(37,099,000)</b>	<b>32,134,000</b>	<b>(19,540,000)</b>
<b>NET BORROWING / (INVESTMENT)</b>	<b>(5,763,423)</b>	<b>(36,099,000)</b>	<b>31,134,000</b>	<b>(10,728,423)</b>

**Temporary Borrowing & Investment Statistics at 31 December 2015****Investment:**

Fixed Rate Investment	(12,500,000)	(18,485,000)	17,945,000	(13,040,000)
Variable Rate Investment	(2,075,000)	(18,614,000)	14,189,000	(6,500,000)
<b>TOTAL INVESTMENT</b>	<b>(14,575,000)</b>	<b>(37,099,000)</b>	<b>32,134,000</b>	<b>(19,540,000)</b>

Proportion of Fixed Rate Investment	66.73%
Proportion of Variable Rate Investment	33.27%
Temporary Investment Interest Receivable	£ 77,636
Equated Temporary Investment	£ 10,421,620
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	0.74%
7 Day LIBID (Benchmark)	0.35%
3 Month LIBID	0.43%

**Borrowing:**

Temporary Borrowing Interest Payable	£ 111
Equated Temporary Borrowing	£ 35,617
Weighted Average Interest Rate Paid (Interest Payable / Equated Borrowing)	0.31%
7 Day LIBOR (Benchmark)	0.48%

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## **LIBOR - the London Interbank Offered Rate**

LIBOR is the interest rate at which the London banks are willing to offer funds in the inter-bank market. It is the average of rates which five major London banks are willing to lend £10 million for a period of three or six months, and is the benchmark rate for setting interest rates for adjustable-rate loans and financial instruments.

*ie. the London banks are LENDING to each other, which affects the rate at which the banks will lend to other parties eg. local authorities, ie. Gedling are BORROWING money*

## **LIBID - the Interbank BID (LIBID) rate**

LIBID is the interest rate at which London banks are willing to borrow from one another in the inter-bank market. It is the average of rates which five major London banks willing to bid for a £10 million deposit for a period of three or six months.

*ie. the London banks are BORROWING from each other, which affects the rates at which they will borrow from other parties eg. local authorities, ie. Gedling are LENDING money.*

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**Prudential Indicators for 2015/16**  
**1 April to 31 December 2015**

**Appendix 3**

**1. Prudential Indicators**

Affordability:

- a) Capital Expenditure
- b) Capital Financing Requirement
- c) Ratio of Financing Costs to Net Revenue Stream
- d) Incremental Impact of new 2015/16 Capital Investment Decisions:

e) Maximum Gross Debt

**2. Treasury Management Indicators**

- a) Operational Boundary for External Debt:

Borrowing  
Other Long Term Liabilities  
Total Operational Boundary

- b) Authorised Limit for External Debt:

Borrowing  
Other Long Term Liabilities  
Total Authorised Limit

- c) Upper limit for fixed interest rate exposure:

(Maximum outstanding net BORROWING)  
Additional Local Indicator - Investment Only  
Additional Local Indicator - Borrowing Only

- d) Upper limit for variable interest rate exposure:

(Maximum outstanding net BORROWING)  
Additional Local Indicator - Investment Only  
Additional Local Indicator - Borrowing Only

- e) Upper & Lower limits for the maturity structure of outstanding Borrowing during 2015/16:

Under 1 Year  
1 Year to 2 Years  
2 Years to 5 Years  
5 Years to 10 Years  
Over 10 Years

- f) Investment Treasury Indicator and limit:

Max. NEW principal sums invested in-year for periods OVER 364 days (ie. non-specified), subject to maximum non specified per counterparty of £3m AND to the prevailing overall counterparty limit AND to the TOTAL non specified limit of £5m.

	2015/16 Original Estimate	2015/16 Position at 31-Dec-15
(Council 3/3/15)		
£	3,227,400	£ 2,689,900
£	11,894,200	£ 11,583,100
	10.39%	9.93%
	£16.43	Not Applicable
£	12,457,100	£ 8,811,577
£	13,500,000	£ 8,811,577
£	1,500,000	£ -
£	15,000,000	£ 8,811,577
£	14,500,000	£ 8,811,577
£	1,500,000	£ -
£	16,000,000	£ 8,811,577
£	12,500,000	-£ 4,228,423
	100.00%	66.73%
	100.00%	100.00%
£	2,000,000	-£ 6,500,000
	100.00%	33.27%
	50.00%	0.00%
U	40%, L 0%	23%
U	40%, L 0%	0%
U	50%, L 0%	0%
U	50%, L 0%	0%
U	100%, L 0%	77%
£	3,000,000	£ 1,500,000

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## Report to Cabinet

**Subject:** Gedling Borough Local Development Scheme 2016

**Date:** 11<sup>th</sup> February 2016

**Author:** Planning Policy Manager

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### Wards Affected

Borough wide

### Purpose

To seek approval from Cabinet to bring the attached revised Local Development Scheme into effect from 12<sup>th</sup> February 2016.

### Key Decision

This is not a key decision.

### Background

The Local Development Scheme sets out the Council's project plan for the preparation of the Local Plan and for the preparation of amendments to the Policies Map which must be produced alongside the Local Plan. The Aligned Core Strategy adopted in September 2014 forms Part 1 of the Local Plan and the Local Planning Document for Gedling Borough will be Part 2 of the Local Plan after it is adopted. The Local Development Scheme lists the timetable for the remaining stages of the emerging Local Planning Document, Policies Map. The current Local Development Scheme covers the period 2013 – 2016 and is now out of date.

There is a requirement for the Council to have an up to date Local Development Scheme in place at the time of submission of the Part 2 Local Plan. It is anticipated that subject to Council's approval the Local Planning Document for Gedling Borough will be submitted during the autumn of this year in accordance with the new timetable specified in this revised Local Development Scheme which covers the period from 2016 – 2019.

### Proposal

The Localism Act 2011 amends section 15 of the Planning and Compulsory Purchase Act and provides that the local planning authority must specify the date at which the scheme is to come into effect and that the detail should be made available to the public.

It is proposed to bring the Local Development Scheme (appended to this report) into effect from 12<sup>th</sup> February 2016 and the revised scheme will be made available on Gedling Borough Council's website.

### Alternative Options

Not to specify a date upon which the revised Local Development Scheme will come into effect. The production and bringing into effect of a Local Development Scheme is a statutory

requirement and is required to be in place at the time of submission of a development plan document.

### **Financial Implications**

None

### **Appendices**

- Appendix - Gedling Borough Local Development Scheme, February 2016.

### **Background Papers**

None identified.

### **Recommendation**

#### **THAT Cabinet:**

- (a) Approves the revised Local Development Scheme and agrees that it shall come into effect on 12<sup>th</sup> February 2016.**

### **Reasons for Recommendations**

An up to date Local Development Scheme is required to be in place at the time of submission of development plan documents.

## **GEDLING BOROUGH COUNCIL**

### **GEDLING BOROUGH LOCAL DEVELOPMENT SCHEME 2016 - 2019**

**February 2016**

## 1. INTRODUCTION

Legislation<sup>1</sup> requires the Council to prepare and maintain a Local Development Scheme (LDS). This document is the revised LDS for Gedling Borough which will replace the existing Gedling Borough LDS, 2013 – 2016. This revised LDS contains the timetable for completing the Local Plan which will replace the existing Gedling Borough Replacement Local Plan (saved policies 2014). Part 1 of the Local Plan - the Aligned Core Strategy for Gedling Borough is already in place. Part 2 of the Local Plan called the Local Planning Document for Gedling Borough is under preparation and this revised Local Development Scheme covers the period 2016 – 2019 coinciding with its adoption.

The Part 2 Local Planning Document prepared within the framework of the ACS includes non-strategic site allocations and detailed development management policies.

The Local Plan is also illustrated by a Policies Map which must be updated to reflect the policies and proposals of the Local Plan and therefore is included in this LDS programme.

### **What is the Local Plan (formerly Local Development Framework)?**

1.1 The Local Plan consists of development plan documents which take account of local demands for development and growth and include planning policies to achieve sustainable development. The Local Plan may comprise a number of development plan documents and in combination this constitutes the Development Plan for the area. Development plan documents may include:

- Core Strategy – sets out the overarching spatial vision and the planning framework for other development plan documents;
- Development Management Policies – sets out policies for the management of development, against which planning applications for the development and use of land will be considered;
- Other site specific development plan documents – allocates specific sites and detailed policy guidance.

1.2 Documents which support the Local Plan include:

- Local Development Scheme – the timetable for the preparation of local development plans;
- Statement of Community Involvement (called the Gedling Borough Statement of Consultation) – sets out the Council's approach to engaging with local communities during plan preparation and when consulting on planning applications; and
- Authority Monitoring Report – sets out the progress in terms of producing development plan documents and implementing policies.

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<sup>1</sup> As set out in the Planning and Compulsory Purchase Act 2004 (as amended).



- 1.3 The Local Plan will also include a Policies Map which illustrates the geographic extent of policies and proposals on a map base.
- 1.4 The government has also introduced a system of neighbourhood plans which can be prepared by parish, town councils or by specially designated neighbourhood forums in areas without a parish. Such plans are optional but must take account of national planning policy and be in general conformity with the Local Plan. Neighbourhood Plans are not local development plan documents and therefore cannot be included in this Local Development Scheme. However, if adopted they form part of the Development Plan for the area (further information on neighbourhood plans is on Gedling Borough's website).
- 1.5 The individual documents that will make up the Development Plan are set out in **Figure 1** below.

**Figure 1 Local Plan**



## **2. Progress on the Local Plan**

- 2.1 Gedling Borough adopted its Statement of Consultation in June 2014. The Borough is committed to engaging with the local community on planning issues and this document sets out how and when the community will be consulted in the preparation of planning policy documents and also on planning applications.
- 2.2 Gedling Borough along with Broxtowe Borough and Nottingham City adopted aligned Core Strategies during 2014 and together with aligned Core Strategies adopted by Erewash and Rushcliffe Boroughs means there is a consistent and aligned strategic planning framework in place across the whole of the Greater Nottingham. The relevant Councils across the area have continued to work in cooperation and have commenced the preparation of separate but consistent Part 2 Local Plans. Gedling Borough's Local Planning Document has already been subject to two stages of public consultation and the detailed project plan for the remaining process is set out in appendix 1 below.

### **Supplementary Planning Documents**

- 2.3 Councils may also produce Supplementary Planning Documents (which supersede Supplementary Planning Guidance) to give further guidance on their adopted policies. Supplementary Planning Documents may cover a range of issues, which may be either thematic (e.g. affordable housing or open space provision) or site specific (e.g. development briefs for allocations). It is not necessary for Supplementary Planning Documents to be covered in the LDS. However, these documents are subject to Member approval and will also be subject to consultation on a similar basis to the Local Plan as set out in the Statement of Consultation.

### **3. THE TIMETABLE**

- 3.1 The Council has adopted a project management approach to preparing the various parts of its Local Planning Document and the detailed timetable for each stage is set out in the 'profile' attached as **Appendix 1**. Progress will be measured against 'milestones' to see whether there is any need to revise the published timetable.

#### **The Proposals Map**

- 3.2 Certain policies and proposals in the Gedling Borough Replacement Local Plan have been saved in their current form until their replacement under the new Local Plan format. As the Local Plan is adopted, the coverage of new policies and site-specific proposals will be included on a new composite Adopted Proposals Map.

#### **Sustainability Appraisal and Strategic Environmental Assessment**

- 3.3 The Local Planning Document is subject to an ongoing process of Sustainability Appraisal, which will incorporate the requirements for Strategic Environmental Assessment. This will inform the direction and content of each stage of the plan preparation process. The information used and the outcome of the appraisal process will be set out in an 'environmental report', which will accompany each development plan document. The timetable for this work will therefore run in parallel with each of the stages of plan preparation.

#### **Equality Impact Assessment**

- 3.4 Councils are also required by legislation to prepare an Equality Impact Assessment to make sure policies in the Local Plan do not discriminate against certain groups and that opportunities are taken to promote equality.

#### **4. FURTHER INFORMATION**

- 4.1 For further information on this Local Development Scheme please contact the Council at the address shown below. Information on the existing Local Plan and the new development plan process is also available on the Council's website.

By post: Gedling Borough Council  
Planning Policy  
Civic Centre  
Arnot Hill Park  
Arnold  
Nottingham  
NG5 6LU

By E-mail: [planningpolicy@gedling.gov.uk](mailto:planningpolicy@gedling.gov.uk)

Website: [www.gedling.gov.uk](http://www.gedling.gov.uk)

## APPENDIX 1

### Local Planning Document for Gedling Borough

Title	<b><i>Local Planning Document for Gedling Borough</i></b>
Role and content	Development Management - A suite of criteria based policies which are required to ensure that all development within the area meets the vision and strategy set out in the Aligned Core strategy  Site Specific Allocations - Identification of land for specific uses/policies and criteria based policies for potential unforeseen proposals
Status	Development Plan Document
Conformity with	Consistent with national planning policy, the Aligned Core Strategy and Sustainable Community Strategy.
Geographic coverage	Gedling Borough.

### Timetable and milestones (key milestones are in bold italics)

Stage	Dates
Starting Evidence Base	Complete January 2013
<b><i>Consultation on SA scoping report</i></b>	
Consultation on Issues and Options	Complete December 2013
Consultation on Preferred Option	Complete July 2015
<b><i>Publication of Submission Document</i></b>	May/June 2016
<b><i>Submission of document and sustainability appraisal to Secretary of State</i></b>	September 2016
Pre-examination meeting	October 2016
Independent Examination	December 2016/January 2017
Receipt of Inspector's binding report	March 2017
<b><i>Adoption</i></b>	April 2017
Post production (monitoring and review mechanisms)	Ongoing

### Arrangements for production

Organisational Lead	Planning Policy Manager
Political Management	Executive and Full Council
Internal Resources	Planning Policy Section, with technical, legal and administrative support from other teams as needed (including Development Management)
External Resources	Legal advice, outsource hardcopy printing
Community and Stakeholder involvement	Informal and formal public consultation as set out in the Statement of Community Involvement.

## THE PROPOSALS MAP AND INSET PLANS

<b>Title</b>	<b><i>The Proposals MAP and Inset Plans</i></b>
Role and content	To map development plan policies, including 'saved' policies.
Status	Development Plan Document
Conformity with	The proposals map will conform to the adopted Local Plan.
Geographic coverage	Whole borough with detailed Inset Plan coverage of those parts of the borough affected by specific policies or proposals.

### Timetable

<b>Stage</b> (Revised where necessary as each DPD adopted. Submission proposals map submitted with DPD to identify how the adopted proposals map will be amended or added to)	<b>Dates</b>
Local Planning Document	April 2017

### Arrangements for production

Organisational Lead	Planning Policy Manager
Political Management	Executive and Full Council
Internal Resources	Planning Policy Section, with technical, legal and administrative support from other teams as needed.
External Resources	Possibly outsource hardcopy printing.
Community and Stakeholder involvement	Previous involvement in site specific consultations.



## Report to Cabinet

**Subject:** Changes to the Delegation Scheme following the Management Restructure

**Date:** 11 February 2016

**Author:** Director of Organisational Development & Democratic Services

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### Wards Affected

Not Applicable.

### Purpose

To seek approval to amend all current executive delegations, policies and procedures following the management restructure.

### Key Decision

This is not a Key Decision.

### Background

- 1.1 On 24 November 2015 the Appointments and Conditions of Service Committee agreed a number of proposed changes to the existing staffing arrangements across the Council, including changes to Senior Leadership Team. The new structure became effective on 11 January 2016.
- 1.2 The current executive delegation scheme, policies and procedures refer to posts existing in the outgoing structure and therefore will need to be amended to take account of the new structural arrangements.

### Proposal

- 2.1 It is proposed that all current executive delegations and all policies and procedures approved by Cabinet or Cabinet member be amended as follows:
  - a) delete references to Council Solicitor and Monitoring Officer and replace with Director of Organisational Development and Democratic Services.
  - b) delete reference to Corporate Director and replace with:
    - Deputy Chief Executive and Director of Finance in relation to

Finance, Parks and Street Care, Waste, Transport, Revenues and Benefits and Audit and Asset Management functions;

- Director of Health and Community Wellbeing in relation to Leisure, Public Protection, Housing and Community Relations functions;
- Director of Organisational Development and Democratic Services in relation to Legal, Elections and Member Services, Organisational Development, Customer Services, IT and Communications functions; and
- Head of Planning and Economic Growth in relation to Planning, Building Control and Economic Development functions.

2.2 Any delegations to statutory officers (Head of Paid Service, Chief Financial Officer and Monitoring Officer) are unaffected and will remain.

2.3 The current executive delegation scheme includes a provision to the Chief Executive or another Corporate Director to deal with all matters delegated to Corporate Directors and the Corporate Directors to exercise all functions of the Chief Executive in his absence. It is proposed that this provision remains but references to 'Corporate Director' are replaced with 'Director'.

### **Alternative Options**

3.1 Not to amend the delegations, policies and procedures, but this will lead to lack of clarity about which officer has the power to act.

### **Financial Implications**

4.1 None arising from this report.

### **Appendices**

5.1 None.

### **Background Papers**

6.1 None.

### **Recommendations**

It is therefore recommended that:

- a) all current executive delegations, policies and procedures approved by Cabinet or a Cabinet member are amended as set out in the report to reflect the new management arrangements, and
- d) the Monitoring Officer be authorised to make any necessary amendments to reflect the new management arrangements.

### **Reasons for Recommendations**

To ensure that delegations, policies and procedures are updated to refer to posts in



the new management structure.

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## **Report to Cabinet**

**Subject:** Gedling Conversation 2015

**Date:** 11 February 2016

**Author:** Director of Organisational Development & Democratic Services

---

### **Wards Affected**

Borough-wide.

### **Purpose**

To give feedback to Members on the Gedling Conversation 2015.

### **Key Decision**

This is not a Key Decision.

### **Background**

- 1.1 In September 2015 the Council began the third annual Gedling Conversation. The Gedling Conversation represents a set of consultations aiming to seek the views of our community about how our performance has been over the previous years and what our priorities should be over the coming year.

The approach in 2015 was slightly different to previous years and a combined consultation exercise was organised, using the following methods:

- Roadshows
- Rural focus groups event
- Satisfaction Survey

- 1.2 The roadshows were held in Carlton, Arnold, Mapperley and Netherfield on two Saturday mornings. Representatives from Cabinet and the Senior Leadership Team were present at each of the roadshows and ward councillors were invited to attend the roadshow held in their ward. Council staff including the Communications Manager, Customer Services Manager, Customer Services Advisor and Customer Insight Officer gave support to different areas. Each

roadshow gave residents the opportunity to meet the Council's representatives and express their opinion about the Council, give suggestions or raise queries about different issues. Residents could also complete a satisfaction survey on a tablet device at the roadshows.

- 1.3 All of the roadshows were well attended and the overall reaction from residents was very positive that the Council had made itself 'visible'. 92 queries were raised; 80% of which relate to the Borough Council services and the rest to Nottinghamshire County Council services. The queries relating to our services were sent to relevant managers who dealt with the queries and contacted the residents in person if that was required. 20% of all queries were sent to Nottinghamshire County Council.
- 1.4 As the Satisfaction Survey in 2013 showed comparatively lower satisfaction levels in rural areas, residents from rural areas were invited to come to our rural focus group event and share their more detailed views with us. The Rural Focus Groups event took place on 15 September at the Civic Centre and 8 people attended a workshop type event. There were representatives from Ravenshead, Calverton, Lambley and Woodborough, along with facilitators from Gedling Borough Council, Gedling Homes and Rural Community Action Nottinghamshire (RCAN).
- 1.5 The event was useful for getting more in-depth views from people who attended it. Some of the attendees said that they were happy with the council and its services in general. Bin collection service received positive comments. Much of the discussion was related to matters of planning and housing growth in our villages. All attendees agreed that the Council should put more effort in engaging with residents from rural areas.
- 1.6 A copy of the satisfaction survey was delivered to each household in the borough. It was also available to be completed online and on a tablet device at the roadshows. The survey had a very good response rate of 2,271 responses. This represents 4.2% of households, which is a good result for this type of consultation. By way of comparison, the recent Nottinghamshire Annual Satisfaction Survey 2015 carried out by the County Council and Police & Crime Commissioner was based on 1,081 respondents across the county.
- 1.7 The distribution method used for the survey proved to be the most effective one for getting a good response rate. In spite of the well organised and planned promotion and encouragement for people to fill in the survey online, the majority of replies were returned by post. Just 7% of replies were completed online.
- 1.8 The profile of the respondents in terms of ethnicity and gender seems fairly proportionate to the profile of the borough. The age profile of the respondents, on the other hand, suggests that the sample is skewed

towards the older population.

- 1.9 The results of the satisfaction survey will be reported to Cabinet in the form of a presentation at the meeting.

### **Proposal**

- 2 It is proposed that Cabinet notes the feedback on the Gedling Conversation 2015.

### **Alternative Options**

- 3 Not to note the feedback on the Gedling Conversation.

### **Financial Implications**

- 4 None directly arising from this report.

### **Appendices**

- 5 None.

### **Background Papers**

- 6 Satisfaction Survey results.

### **Recommendation**

**THAT:** the feedback on the Gedling Conversation 2015 is noted.

### **Reasons for Recommendations**

- 7 To ensure Members are informed about the views of our community obtained through the Gedling Conversation 2015.

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## **Report to Cabinet**

**Subject:** Forward Plan

**Date:** 11 February 2016

**Author:** Service Manager, Elections and Members' Services

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### **Wards Affected**

Borough-wide.

### **Purpose**

To present the Executive's draft Forward Plan for the next four month period.

### **Key Decision**

This is not a Key Decision.

### **Background**

- 1 The Council is required by law to give to give notice of key decisions that are scheduled to be taken by the Executive.

A key decision is one which is financially significant, in terms of spending or savings, for the service or function concerned (more than £500,000), or which will have a significant impact on communities, in two or more wards in the Borough.

In the interests of effective coordination and public transparency, the plan includes any item that is likely to require an Executive decision of the Council, Cabinet or Cabinet Member (whether a key decision or not). The Forward Plan covers the following 4 months and must be updated on a rolling monthly basis. All items have been discussed and approved by the Senior Leadership Team.

### **Proposal**

- 2 The Forward Plan is ultimately the responsibility of the Leader and Cabinet as it contains Executive business due for decision. The Plan is therefore presented at this meeting to give Cabinet the opportunity to discuss, amend or delete any item that is listed.

### **Alternative Options**

- 3.1 Cabinet could decide not agree with any of the items are suggested for inclusion in the plan. This would then be referred back to the Senior Leadership Team.
- 3.2 Cabinet could decide to move the date for consideration of any item.

### **Financial Implications**

- 4 There are no financial implications directly arising from this report.

### **Appendices**

- 5 Appendix 1 – Forward Plan

### **Background Papers**

- 6 None identified.

### **Recommendation(s)**

It is recommended THAT Cabinet note the contents of the draft Forward Plan making comments where appropriate.

### **Reasons for Recommendations**

- 7 To promote the items that are due for decision by Gedling Borough Council's Executive over the following four month period.



Issue	Key Decision or Council Decision?	Who will decide and date of decision	Documents to be considered (only applicable to executive Key decisions)	Who will be consulted?	From whom can further information be obtained and representations made?
Quarterly Budget Monitoring, Performance Digest & Virement Report	Key	Cabinet 11 February 2016		Not applicable	Alison Ball, Service Manager Finance, <a href="mailto:alison.ball@gedling.gov.uk">alison.ball@gedling.gov.uk</a> ,  Colleen Warren, Principal Accountant <a href="mailto:colleen.warren@gedling.gov.uk">colleen.warren@gedling.gov.uk</a>
Council Plan (including budget 2016/17)	Key	Cabinet 18 February 2016  Council 7 March 2016		n/a	Alison Ball, Service Manager Finance <a href="mailto:alison.ball@gedling.gov.uk">alison.ball@gedling.gov.uk</a>
Capital Programme 2016/17	Key	Cabinet 18 February 2016  Council 7 March 2016			Alison Ball, Service Manager Finance <a href="mailto:alison.ball@gedling.gov.uk">alison.ball@gedling.gov.uk</a>

Issue	Key Decision or Council Decision?	Who will decide and date of decision	Documents to be considered (only applicable to executive Key decisions)	Who will be consulted?	From whom can further information be obtained and representations made?
Top Wighay Farm Development Brief	Not Key	Cabinet 17 March 2016			Jo Gray, Planning Policy Manager <a href="mailto:joanna.gray@gedling.gov.uk">joanna.gray@gedling.gov.uk</a>
Local Planning Document - Publication Draft	Key	Cabinet 17 March 2016  Council 20 April 2016	Local Planning Document - Publication Draft	The purpose of the report is to ask Cabinet to agree the Publication Draft Local Planning Document for consultation with residents and stakeholders.	Jo Gray, Planning Policy Manager <a href="mailto:joanna.gray@gedling.gov.uk">joanna.gray@gedling.gov.uk</a>  Alison Gibson, Planning Policy Manager <a href="mailto:Alison.Gibson@gedling.gov.uk">Alison.Gibson@gedling.gov.uk</a>