



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

Agenda

Cabinet

Date: **Thursday 27 July 2017**

Time: **12.30 pm**

Place: **Chappell Room**

For any further information please contact:

Lyndsey Parnell

Senior Democratic Services Officer

0115 901 3910

Cabinet

Membership

Chair Councillor John Clarke

Vice-Chair Councillor Michael Payne

Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory
Councillor Jenny Hollingsworth
Councillor Henry Wheeler

Observers: Councillor Chris Barnfather

AGENDA

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- 1 Apologies for Absence.**
- 2 To approve, as a correct record, the minutes of the meeting held on 01 June 2017.** 5 - 8
- 3 Declaration of Interests.**
- 4 Quarterly Budget Monitoring, Performance Digest & Virement Report** 9 - 40
Report of the Senior Leadership Team.
- 5 Prudential Code Indicator Monitoring 2017/18 and Quarterly Treasury Activity Report for Quarter ended 30 June 2017** 41 - 56
Report of the Deputy Chief Executive and Chief Financial Officer.
- 6 Provision of Ground Maintenance Service and associated environmental works to Gedling Homes for 2017/18** 57 - 60
Report of the Business Development Manager – Parks and Street Care.
- 7 Recording of Meetings Update** 61 - 66
Report of the Service Manager- Democratic Services.
- 8 Gedling Seniors Council** 67 - 76
Report of the Community Investment Manager.
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Report of the Service Manager – Democratic Services.
- 10 Progress Reports from Portfolio Holders.**
- 11 Member's Questions to Portfolio Holders.**
- 12 Any other items the Chair considers urgent.**

MINUTES CABINET

Thursday 1 June 2017

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Peter Barnes
Councillor David Ellis

Councillor Gary Gregory
Councillor Jenny Hollingsworth
Councillor Henry Wheeler

Absent: Councillor Chris Barnfather

Officers in Attendance: J Robinson, M Hill, D Wakelin and A Dubberley

1 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Barnfather (observer).

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 6 APRIL 2017.

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None

4 COMMUNITY ASSET TRANSFER OF ARNOLD HILL COMMUNITY CENTRE TO EAGLE'S NEST CHURCH

The Director of Health and Community Wellbeing introduced a report, which had been circulated prior to the meeting, seeking Cabinet approval for the community asset transfer of Arnold Hill Community Centre, from Gedling Borough Council to Eagles' Nest Church.

RESOLVED to:

- 1) Agree to the transfer of Arnold Hill Community Centre from Gedling Borough Council to Eagle's Nest Church by way of a 99 year, full repairing lease under a 'peppercorn rent' arrangement in accordance with the Community Asset Transfer Policy; and

- 2) Authorise the Deputy Chief Executive and Director of Finance to approve the terms of the lease.

5 COUNCIL PLAN AND BUDGET OUTTURN AND BUDGET CARRY FORWARDS 2016/17

The Chief Executive and Deputy Chief Executive introduced a report, which had been circulated prior to the meeting, presenting the Gedling Plan and Budget Outturn and Budget Carry Forwards for 2016/17.

RESOLVED to:

- 1) Note the Gedling Plan Performance and Budget Outturn figures for 2016/17;
- 2) Approve the movements in Reserves and Provisions as detailed in paragraphs 2.2 and 2.6.6 of the report;
- 3) Note the capital carry forwards approved by the Chief Financial Officer of £437,100 included in Appendix 2 to the report, being amounts not in excess of £50,000 and committed schemes above £50,000; and
- 4) Refer to Council for approval:
 - a) The capital carry forward of £70,000 for non-committed schemes in excess of £50,000;
 - b) The overall method of financing of the 2016/17 capital expenditure as set out in paragraph 2.6.5 of the report;
 - c) The capital determinations set out in paragraph 2.6.7 of the report.

6 WOODBOROUGH CONSERVATION AREA APPRAISAL

The Service Manager Planning Policy introduced a report, which had been circulated prior to the meeting, seeking Cabinet approval for the Woodborough Conservation Area Character Appraisal including the proposed boundary changes to the Conservation Area and the Management Plan.

RESOLVED to:

- 1) Approve the Woodborough Conservation Area Character Appraisal and Management Plan, at Appendix B to the report, and the recommended boundary changes therein;

- 2) Delegate authority to the Service Manager Planning Policy to make any minor formatting or typographical amendments to Appendix B to the report prior to publication; and
- 3) Authorise the Service Manager Planning Policy to notify the Secretary of State of the boundary changes, and advertise the boundary changes as required by statute.

7

PROGRESS REPORTS FROM PORTFOLIO HOLDERS.

Councillor Jenny Hollingsworth (Growth and Regeneration)

- The Calverton Local Plan was currently being examined and examination of the Local Plan for Gedling would continue later in June.

Councillor David Ellis (Public Protection)

- The Council inspects over 770 food premises for food safety standards with 91% being rated either 4 or 5 star. A prosecution for an inappropriately equipped ice cream parlour was recently carried out.

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

- The Council would be receiving central funding for homelessness support which would be put towards educational activities and additional staffing resources.

Councillor Peter Barnes (Environment)

- Work on site at Gedling Country Park was progressing well and an opening date would be finalised imminently.

Councillor Michael Payne (Resources and Reputation)

- The Council was now an accredited apprenticeship provider thanks to the hard work of the training team within Organisational Development.

Councillor Gary Gregory (Community Development)

- Plans for the Arnold Carnival were being reviewed in light of recent terror incidents in Manchester and London. The police were recommending the “Citizen Aid” app which gave advice during an emergency.
- The recently established Senior Council was hoping to arrange a joint meeting with the Youth Council to discuss shared concerns.
- The Porchester Festival would take place at the end of June.

8 MEMBER'S QUESTIONS TO PORTFOLIO HOLDERS.

None.

9 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 1.30 pm

Signed by Chair:
Date:

Report to Cabinet

Subject: Quarterly Budget Monitoring, Performance Digest & Virement Report

Date: 27 July 2017

Author: Senior Leadership Team

Wards Affected

Borough-wide

Purpose

- To update Cabinet on the likely outturn of the Revenue and Capital Budgets for the 2017/18 financial year. The budgets include all carried forward amounts from the 2016/17 financial year.
- To request Cabinet approval for the budget changes outlined in this report.
- To inform Cabinet of the position against Improvement Actions and Performance Indicators in the 2017/19 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 all 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 instances 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/>

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 1.

- 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.

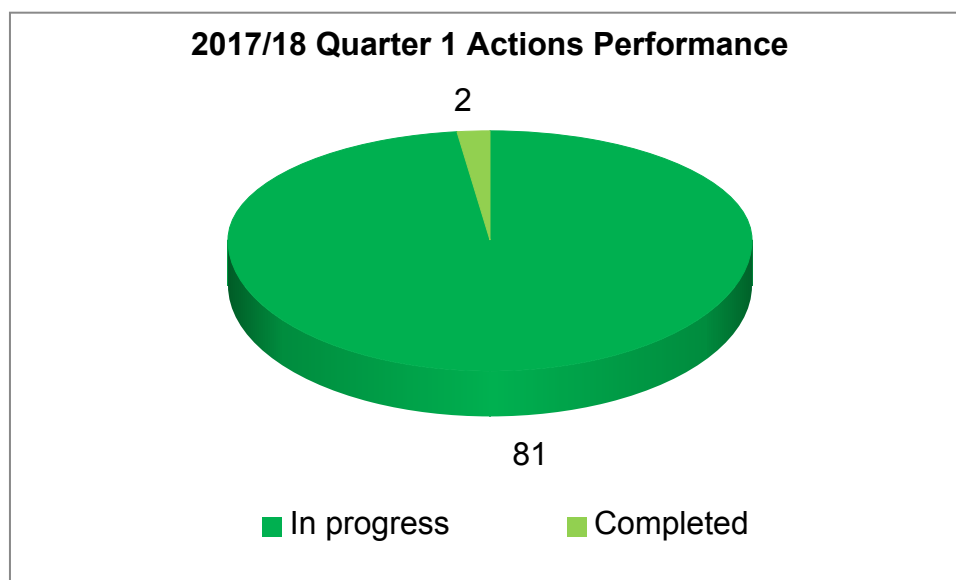
Proposal

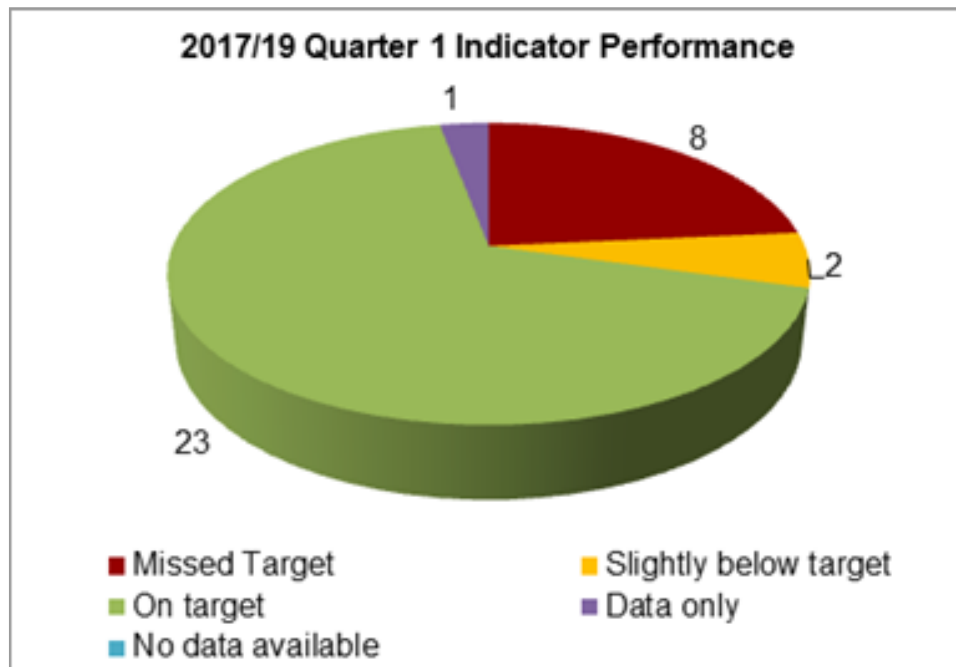
2 Quarterly Progress Report

2.1 Performance Information

Current Performance

- 2.1.1 Overall performance at quarter 1 against the 2017/19 Gedling Plan actions and indicators shows the following:





Actions

- 2.1.2 Two of the 83 Gedling Plan actions are completed, with the remaining either in progress or assigned to an Officer. It must be noted that the data in this report refers to the first quarter of the financial year only and it is expected that actions identified for the year will be met.

Indicators

- 2.1.3 Overall indicator performance at the end of quarter 1 shows that out of a total of 34 indicators, 23 were on or above target, 2 were slightly below target and 8 indicators missed their target. One indicator is for tracking purposes only.

Examples of particularly positive performance during quarter 1 include:

- The proportion of households who considered themselves as homeless that the Council were able to help resolve their situation increased to 19.51%, significantly higher than the 13% target.
- 89% of One Stop shop customers seen within 15 minutes against a target of 83%.
- The proportion of minor planning applications processed within 8 weeks has improved from 89.19% achieved in quarter 4 2016/17 to 100%, above the 72% target.
- 100% of Major planning applications were processed within 13 weeks, higher than the 90% target.
- 9,111 people attended Bonington Theatre productions against a target of 6,750.
- 156 theatre events/shows took place at the Bonington Theatre against a target of 125.

In relation to those performance indicators which missed their target, from a Senior Leadership Team perspective the following are of concern:

Housing

Housing growth (net homes delivered and number of affordable homes delivered) remains a challenge for the Council. Page 11
 Several housing schemes are progressing

the target for quarter 1 was not met. In keeping with the national picture, house building continues to be slow in Gedling. A review is currently taking place of all schemes that have received planning permission to identify if there is any way to encourage starts on site. The adoption of the emerging Local Planning Document will also release additional sites for development which will help to increase completions.

The availability of affordable housing has an impact on the Council's ability to keep time spent in temporary accommodation to a minimum and to find homes for those registered on the Council's housing register.

A report will be prepared and presented to a future Cabinet meeting on proposals for addressing the housing and homelessness issues being experienced.

Sickness Absence

The data for June shows a marked improvement on the previous month (a single month level of nine days which is below the annual target of ten days) and the rolling 12-month average is reducing: however it still remains high. There remain a number of long-term absences that are "active" and which will continue to have an impact on overall levels of absence. Fundamental changes to our Absence Management policies are being explored. These are subject to initial consultation with the unions and it is expected that the proposals will be considered by JCSC and ACSC after the summer break.

Achievements

- 2.1.4 A separate report is produced highlighting key achievements delivered during quarter 1, focusing on areas where the Council has made a real difference to people's lives. This is attached as Appendix 4 and is available on the Council's website and in hard copy in the Members' Room. The following outcomes are identified for particular attention:

New Redhill 3G football pitches - Redhill Leisure Centre 3G artificial football pitch installation has been completed and handed over to the Council and Redhill Academy Trust. An official launch will be held later in the year. The pricing structure and the booking process have been developed with a small number of bookings in place for the summer season. Work has taken place to profile bookings with the partner clubs, Gedling Southbank FC and Arnold Town FC, for the winter bookings. A new Primary school Football B league has been set up to take place at Redhill 3G on Monday evenings after school. The league is designed for Year 4-6 boys who are not usually selected to represent their school at football.

20 Sites Now Breastfeeding Friendly - The Breastfeeding Friendly Venue Accreditation Scheme now includes 20 sites across the Borough. These include local cafes, children's centres, GP surgeries, leisure centres and the Civic Centre. The latest venue to apply for status is the Gedling Country Park Visitor Centre café.

Refugee Befriending Project Development - The Community Investment Manager has worked with Nottingham City Council's Refugee Resettlement Programme to commission Hope Nottingham in delivering two Syrian Refugee Befriending volunteer engagement events and in commissioning 'Enable' to provide specialist training. The first event at the Kings Church in Arnold took place on Tuesday 13th June and the second in Carlton on Thursday 29th June. The Arnold event was attended by 40 people, all of whom signed up as volunteers, and a follow up meeting has taken place to establish a new voluntary committee to oversee the project. As a result a new

Language Café commenced at The Beacon project in Killisick at the end of June, which was attended by all adult Syrian Refugees from Arnold and Carlton. The Carlton workshop group also had a follow up meeting and is establishing its role going forward.

Apprenticeship training accreditation - the Training team successfully applied for Gedling Borough Council to become an accredited apprenticeship training centre, one of the very few district authorities to do so. This allows us to deliver not only to our own employees but also to other employers. Our hope is that this accreditation will further raise the standards of training within the Council and also present opportunity to draw funding into the Council from the apprenticeship levy.

2.2 Financial Information

2.2.1 Appendices 1 and 3 set out details of the current financial position on the Council's General Fund Revenue Budget and the Capital Programme 2017/18.

2.2.2 General Fund Revenue Budget

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 30 June 2017. In summary the Council's General Fund outturn is projected to be underspent by £1,300 against the current approved budget.

General Fund Revenue Budget 2017/18 – Change Analysis

	£
Net Portfolio Budget	13,214,200
Transfer to/(from) Earmarked Reserves	(733,100)
Net Council Budget for 2017/18 approved by Council on 1 March 2017 and Cabinet's Maximum Budget is:	12,481,100
Up to the end of June 2017 expenditure less income totalled	2,771,090
In the remaining 9 months of year we expect net expenditure to be	9,708,710
Total net revenue spend for the year is currently expected to be	12,479,800
Projected Revenue (Under)/Overspend 2017/18	(1,300)

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

The major variances detailed in Appendix 1 include:

- Additional Homelessness Support Grant of (£85,700) received from central government, ring-fenced for spend on homelessness support and prevention activity;
- Additional New Burdens Housing Benefit Grant Income (£53,300) to be transferred into Earmarked Reserve as there is no predicted expenditure in 2017/18;
- Reduced income of £45,600 at Arnold Leisure Centre due to pool closure for maintenance works;
- Housing Benefits and subsidy, the majority of rent allowance 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 position is a net cost of £50,000;
- Increase in leisure centre business rates of £38,000 due to national revaluation exercise;
- External grounds maintenance contract changes resulting in net income of (£61,500);
- Redundancy and pension strain costs of £42,900 arising from departmental restructures;
- Insurance contract renewal negotiations saving (£92,800), partly offset by a £35,000 contribution to the insurance fund to cover claims below the excess;
- Reduced council tax summons costs income of £59,400 due to improvements in recovery procedures which result in fewer cases reaching the summons stage;
- Minimum Revenue Provision saving of (£95,900) due to the impact of the 2016/17 capital programme financing – additional capital receipts and project slippage.

Attached at Appendix 2 are details of the budget virements authorising the usage of Earmarked Reserves and Revenue Budget Funds as approved by the Chief Financial Officer and Corporate Director in accordance with Financial Regulations. No virements were approved by Portfolio Holders for amounts of £50,000 or less during quarter one.

Efficiency/Budget Reduction Programme 2017/18 – Progress Update

At its meeting on 1 March 2017, Council approved a programme of efficiency/budget reductions totalling £1,694,200 for delivery over the period 2017/18 to 2021/22. Of the total programme, £532,200 was approved for delivery in 2017/18 and quarter one monitoring indicates that all of this will be achieved but that some projects, totalling £55,000, might be delayed until 2018/19. Council recognised the risks in being able to deliver the full amount of savings in the timescales projected and a budget reduction risk provision is available to fund the shortfall that cannot be accommodated within the normal quarterly monitoring process. Delivery of the programme will continue to be monitored and updates provided in future reports.

2.2.3 Capital Programme

Appendix 3 details the current projected position on the Capital Programme and its' financing for 2017/18, analysed by Portfolio, and this is summarised in the table below. Cabinet is recommended to approve these changes.

Capital Budget 2017/18 - Change Analysis

	£
Original 2017/18 budget approved by Council on 1 March 2017	4,967,900
Approved Capital Carry Forwards from 2016/17	507,100
Addition to Arnold LC Roof & Ceiling Replacement funded from Asset Management and Risk Reserves	50,000
Current approved budget for 2017/18	5,525,000
<u>Proposed Quarter 1 Amendments to the 2017/18 Programme</u>	
Additional Schemes:	
Additional Disabled Facilities Grant 100% funded by government grant	8,200
Starter Homes Development 100% funded by HCA grant	160,300
Muirfield MUGA 100% funded by WREN grant	48,500
Jubilee House alterations 100% funded from Asset Mgmt Reserve and external contributions	80,000
Schemes identified for deferral:	
Vehicle Replacement slippage due to the extension of useful life	(70,000)
Total Proposed Amendments to the Capital Programme	227,000
Proposed Revised Capital Programme 2017/18	5,752,000
Actual Expenditure to Quarter 1 2017/18	720,264
Estimated Expenditure Quarter 2-4 2017/18	5,031,736
Projected Outturn 2017/18	5,752,000
Projected Capital Programme Variance 2017/18	0

There is a bi-monthly capital monitoring of the projects chaired by the S151 officer and attended by finance officers and project officers. This meeting is pro-active in ensuring that the existing capital projects are delivered as efficiently and quickly as possible.

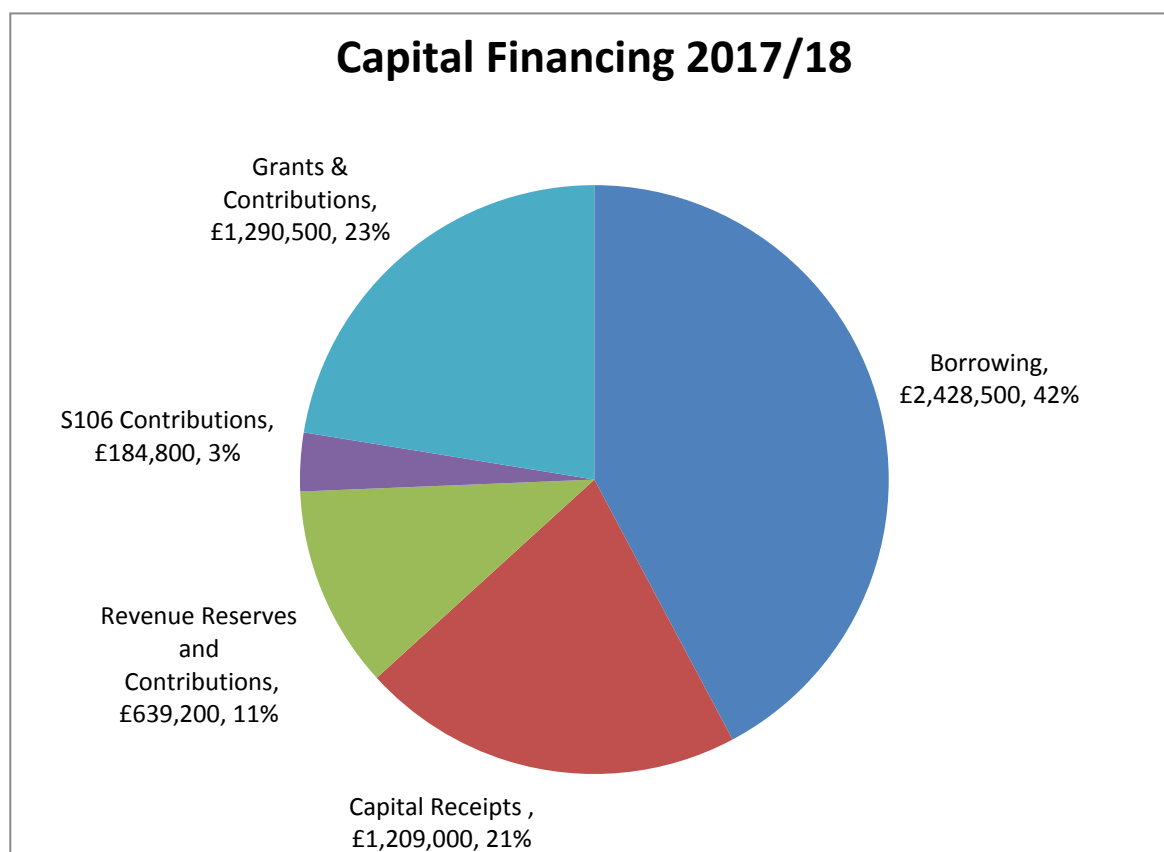
Disabled Facilities Grant (DFG) Update

The 2017/18 original budget approved by Council for DFG was £1,020,000, which included slippage of £200,000 from 2016/17 and £820,000 for the estimated new grant allocation from DCLG for 2017/18. The 2017/18 Grant Determination letter from the

DCLG then allocated Gedling £895,655, of which Nottinghamshire County Council will retain £67,400 for the joint Handy Persons scheme. This leaves a budget increase of £8,200 requiring approval. In addition a final carry forward budget from 2016/17 of £18,500 was approved by Council which gives a total DFG budget of £1,046,700 for 2017/18.

Capital Programme Financing

The projected method of financing the current capital programme requirement of £5,752,000 is detailed in Appendix 3 and summarised in the chart below:



Capital Receipt Monitoring

When the Council sells General Fund assets it is permitted to use this income to fund capital expenditure. The initial capital receipts estimate for 2017/18 projected that £1,209,000 will be generated with the whole amount to be used in financing the capital programme in 2017/18. There is no change to the capital receipts estimate projected during quarter 1 monitoring.

Community Infrastructure Levy (CIL) Monitoring

Officers have been requested to report to Cabinet on the progress with the Community Infrastructure awards. In total, since the implementation of CIL (15 October 2015), 47 liability notices have been issued and 50 Self-Build Reliefs have been granted either for new dwellings, residential extensions over 100 square metres or residential annexes.

In quarter 1 we have received £55,108 bringing the total amount of CIL collected since implementation to £97,227.

Alternative Options

- 3 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 – the option is not likely to result in the best outcomes in financial management or support delivery of priorities.

Financial Implications

- 4 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.

Appendices

- 5 Appendix 1 – General Fund Revenue Budget 2017/18 – Budgetary Control Report
Appendix 2 – Use of Earmarked Reserves and Revenue Budget Funds
Appendix 3 - Capital Programme 2017/18 – Budgetary Control Report
Appendix 4 – Examples of Outcomes achieved during Quarter 1 2017/18

Background Papers

- 6 Detailed Quarterly Budgetary Control Exception Reports

Recommendations

Members are **recommended:**

- a) To note the progress against Improvement Actions and Performance Indicators in the 2017/19 Gedling Plan;
- b) To approve the General Fund Revenue Budget virements included in Appendix 1;
- c) To note the use of reserves and funds during quarter one as detailed in Appendix 2;
- d) To approve the changes to the capital programme included in paragraph 2.2.3.

Reasons for Recommendations

- 7 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****June 2017**

	Current Approved Budget	Profiled Budget	Actual to date	Variance	%	Projected Outturn	Projected Annual Variance
	£	£	£	£		£	£
Community Development	1,556,700	288,400	234,115	-54,285	-19	1,570,900	14,200
Housing, Health & Well-being	2,452,600	169,857	171,958	2,101	1	2,531,200	78,600
Public Protection	1,649,200	210,875	168,577	-42,298	-20	1,653,800	4,600
Environment	4,746,100	485,526	501,257	15,731	3	4,703,500	-42,600
Growth & Regeneration	953,700	188,575	-49,794	-238,369	-126	953,700	0
Resources & Reputation	1,855,900	1,911,790	1,744,977	-166,813	-9	1,745,300	-110,600
Total Portfolio Budget	13,214,200	3,255,023	2,771,090	-483,933	-15	13,158,400	-55,800
Transfer to/ -from Earmarked Reserves	-733,100	-9,750	0	9,750	-100	-678,600	54,500
Net Council Budget (Cabinets General Fund Maximum Budget)	12,481,100					12,479,800	-1,300

COMMUNITY DEVELOPMENT PORTFOLIO**BUDGETARY CONTROL REPORT - JUNE 2017****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	
<u>Community Centres</u>	£'000	£'000			
Premises Related Expenses	50.9	60.8		8.7	Works required to centres to ensure they meet health and safety requirements and where necessary a standard for asset transfer.
				1.2	Increase in Business Rates payable due to national revaluation exercise effective from 1/4/217.
Arnold Hill CC		4.3		4.3	Net additional costs due to delay in asset transfer.
<u>The Arts & Tourism</u>					
Supplies and Services	9.5	27.9		18.4	Commissioning and installation of sculpture at Gedling Country Park, funded by Friends of GCP to be received on completion of project.
Revenue Income	0.0	(18.4)	18.4		
<u>All other budget heads</u>					
Including items previously reported	1,496.3	1,496.3			
PORTFOLIO TOTAL	1,556.7	1,570.9	18.4	32.6	Net Portfolio Total £14.2K Adverse

HOUSING, HEALTH & WELLBEING PORTFOLIO**BUDGETARY CONTROL REPORT - JUNE 2017****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	
<u>Housing Needs</u>	£'000	£'000			
Supplies & Services	54.2	139.9		85.7	Additional Homelessness Support Grant ring-fenced for spend on homelessness support and prevention activity.
Revenue Income	(78.1)	(163.8)	85.7		
<u>Rent Allowances</u>					
Transfer Payments	25,294.0	25,384.0		90.0	Increased over payments attracting a reduced rate of subsidy.
Revenue Income (Subsidy)	(25,548.0)	(25,588.0)	40.0		
<u>Housing Benefit Administration</u>					
Employee Expenses	545.3	537.1	8.2		Savings due to vacancies. Additional New Burdens grants transferred to reserves (see Earmarked Reserve sheet)
Revenue Income	(464.8)	(518.1)	53.3		
<u>Leisure Centres</u>					
Premises Related Expenses	762.4	800.4		38.0	Changes to Business Rates payable due to national revaluation exercise effective 1/4/17.
<u>Arnold Leisure Centre</u>					
Revenue Income	(413.7)	(368.1)		45.6	Loss of income due to the closure of the pool during works to roof and ceiling.
<u>Richard Herrod Centre</u>					
Supplies & Services	67.2	64.9	2.3		Credit received from WIFI supplier relating to charges for previous year. Reduction in Bar income due to reduced usage.
Revenue Income	(366.2)	(357.4)		8.8	
All other budget heads Including items previously reported	2,600.3	2,600.3			
PORTFOLIO TOTAL	2,452.6	2,531.2	189.5	268.1	Net Portfolio Total £78.6k Adverse

PUBLIC PROTECTION PORTFOLIO

BUDGETARY CONTROL REPORT - JUNE 2017

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Community Protection & Dog Control</u>					
Employee Expenses	391.6	396.2		4.6	Increase to cover redundancy costs due to staffing restructure.
<u>All other budget heads</u>	1,257.6	1,257.6			
Including items previously reported					
PORTFOLIO TOTAL	1,649.2	1,653.8	0.0	4.6	Net Portfolio Total £4.6K Adverse

ENVIRONMENT PORTFOLIO**BUDGETARY CONTROL REPORT - JUNE 2017****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Waste Management</u>					
Employee Expenses	1,508.2	1,527.4		19.2	Net redundancy costs arising from Environmental Services restructure
<u>Fleet Management</u>					
Employee Expenses	281.7	284.7		3.0	Cost of career graded increments for fitter
<u>Parks</u>					
Employee Expenses	594.1	599.1		5.0	Additional agency costs due to long term sickness. Lower Business Rates due to national revaluation exercise effective 1/4/17.
Premises Related Expenses	210.3	202.0	8.3		
<u>Parks - External Works</u>					
Employee Expenses	184.5	206.5		22.0	Changes to external grounds maintenance contracts.
Supplies & Services	35.7	20.9	14.8		
External Contractor	4.0	2.3	1.7		
Income	(259.6)	(326.6)	67.0		
<u>All other budget heads</u> (including items previously reported)	2,187.2	2,187.2			
PORTFOLIO TOTAL	4,746.1	4,703.5	91.8	49.2	Net Portfolio Total £42.6K Favourable

GROWTH & REGENERATION PORTFOLIO

BUDGETARY CONTROL REPORT - JUNE 2017

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	No Variances to Report
<u>All other budget heads</u> (including items previously reported)	953.7	953.7			
PORTFOLIO TOTAL	953.7	953.7	-	-	Net Portfolio Total

RESOURCES & REPUTATION PORTFOLIO
BUDGETARY CONTROL REPORT - JUNE 2017
REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
	£'000	£'000	Favourable £'000	Adverse £'000	
<u>Legal Services</u>					
Employee Expenses	294.4	286.9	7.5		Saving due to vacancies.
<u>Postages</u>					
Supplies & Services	60.3	55.3	5.0		Saving due to reduced usage and pricing.
<u>Public Land & Buildings</u>					
Capital Financing Charges	5.5	30.5		25.0	Arnold Town Centre drainage survey, offset by a contribution from reserves (see Earmarked Reserves sheet).
Income	(151.6)	(164.4)	12.8		Increased income from additional licence fees.
<u>Building Services</u>					
Employee Expenses	121.1	112.7	8.4		Saving as a result of the Property Services restructure.
<u>Public Offices</u>					
Premises Related Expenses	343.4	356.0		12.6	Increased Business Rates due to National Revaluation exercise effective 1/4/17.
Income	(226.5)	(231.0)	4.5		Additional lease income from the occupation of Jubilee House, offset by the cancellation of lease at Arnot Hill House.
<u>Insurance Premiums</u>					
Supplies & Services	394.1	301.3	92.8		Insurance contract renewal has resulted in a saving partially offset with a transfer to reserves to cover claims below excess. (see Earmarked Reserves sheet)

RESOURCES & REPUTATION PORTFOLIO**BUDGETARY CONTROL REPORT - JUNE 2017****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Revenues - Local Taxation</u>					
Employee Expenses	445.0	436.9	8.1		Savings due to vacancies.
Supplies & Services	98.0	106.8		8.8	Additional computing expenditure, funded from reserves (see Earmarked Reserves sheet).
Income	(403.6)	(344.2)		59.4	Reduced summons income - fewer cases expected to reach summons stage due to improvement in recovery procedures.
<u>Non Distributed Costs</u>					
Employee Expenses	124.2	142.8		18.6	Additional pension strain as a result of departmental restructures.
<u>Movement in Reserves (MiRs)</u>					
Capital Interest	1,020.6	924.7	95.9		Saving on the Minimum Revenue Provision due to the impact of the 2016/17 capital programme financing.
<u>All other budget heads</u> (including items previously reported)	(269.0)	(269.0)			
PORTFOLIO TOTAL	1,855.9	1,745.3	235.0	124.4	Net Portfolio Total £110.6K Favourable

EARMARKED RESERVES**BUDGETARY CONTROL REPORT - JUNE 2017****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Transfer to/from Reserves</u>					
<u>Housing, Health & Wellbeing</u>					
Housing Benefit Administration					
Transfer to Reserves	0.0	53.3		53.3	Additional New Burdens Grant received
<u>Resources and Reputation</u>					
Public Land & Buildings					
Transfer from Reserves	0.0	(25.0)	25.0		Contribution from earmarked grants reserves for Arnold Town Centre drainage survey.
Insurance Premiums					
Transfer to Reserves	0.0	35.0		35.0	Transfer to insurance reserve to provide for claims below excess.
Revenues - Local Taxation					
Transfer from Reserves	(0.9)	(9.7)	8.8		Additional computing expenditure, funded from reserves.
RESERVES TOTAL	(0.9)	0.3	33.8	88.3	Net Reserves Total £54.5K Net Contribution to Reserves

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Transfers to/from Earmarked Reserves and Revenue Budget Funds

Quarter Ended June 2017

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

Usage of Earmarked Reserves		
		£
1.	Housing Health & Wellbeing	
	Funding for Arnold Leisure Centre - Replacement Roof	50,000
	Contribution from Asset Management Reserve	(45,000)
	Contribution from Risk Management Reserve	(5,000)
2.	Resources & Reputation	
	Funding for Lone Working Devices for Health & Safety.	3,500
	Contribution from Risk Management Reserve	(3,500)
3.	Housing, Health & Wellbeing	
	Funding for Health & Safety Survey at Arnold Leisure Centre	600
	Contribution from Risk Management Reserve	(600)
4.	Housing, Health & Wellbeing	
	Funding for Health & Safety Survey for Council Owned properties in Housing Needs	600
	Contribution from Risk Management Reserve	(600)
5.	Housing, Health & Wellbeing	
	Funding for repairs to Homelessness Accommodation	3,500
	Contribution from Asset Management Reserve	(3,500)
	General Fund Total	£0

Usage of Revenue Budget Funds		
		£
	No usage of Revenue Budget Funds in quarter 1.	
	General Fund Total	£0

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FINANCIAL MANAGEMENT REPORT - CAPITAL BUDGETARY CONTROL REPORT

	Original Capital Programm	Carry Forwards	Virements/ Supplements	Revised Cap Prog inc c/f & supp	Quarter 1 Proposals to Cabinet	Revised Cap Prog inc Qtr 1 Proposals	Actual To Date	Estimate for Qtr 2-4	Latest Projected Outturn
EXPENDITURE	£000's	£000's		£000's	£000's	£000's	£000's	£000's	£000's
Community Development	0.0	18.1		18.1		18.1	-2.1	20.2	18.1
Housing, Health & Wellbeing	856.0	73.0	50.0	979.0	168.5	1147.5	108.1	1039.4	1147.5
Public Protection	1070.0	18.5		1088.5		1088.5	32.8	1055.7	1088.5
Environment	2016.9	397.5		2439.4	58.5	2497.9	580.5	1917.4	2497.9
Resources & Reputation	1025.0	0.0		1000.0		1000.0	1.0	999.0	1000.0
TOTAL EXPENDITURE	4967.9	507.1	50.0	5525.0	227.0	5752.0	720.3	5031.7	5752.0
RESOURCES									
Borrowing	2147.5	351.0		2498.5	-70.0	2428.5		2428.5	2428.5
Capital Receipts	1209.0			1209.0		1209.0		1209.0	1209.0
Better Care Fund - Disabled Facilities Grant	1020.0	18.5		1038.5	8.2	1046.7	218.5	828.2	1046.7
S106 Contribution - Affordable Housing	150.0			150.0		150.0	150.0		150.0
S106 Contribution - Gedling Country Park		34.8		34.8		34.8	34.8		34.8
HCA Grant - Starter Homes				0.0	160.3	160.3	34.3	126.0	160.3
WREN Grant - Muirfield MUGA					48.5	48.5		48.5	48.5
Nottm Police Contribution - Office Alterations					35.0	35.0		35.0	35.0
Revenue Contribution	92.7	102.8		195.5		195.5	195.5		195.5
Economic Development Reserve	100.0			100.0		100.0	100.0		100.0
NNDR Pool Reserve	98.7			98.7		98.7	98.7		98.7
Budget Reduction Risk Reserve	100.0			100.0		100.0	100.0		100.0
Transformation Reserve					45.0	45.0	45.0		45.0
Asset Mgmt/Risk Reserve			50.0	50.0		50.0	50.0		50.0
CCTV Reserve	50.0			50.0		50.0	50.0		50.0
TOTAL RESOURCES	4967.9	507.1	50.0	5525.0	227.0	5752.0	1076.8	4675.2	5752.0
UNDER/(OVER RESOURCED)	0.0	0.0	0.0	0.0	0.0	0.0			0.0

NOTES :-

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

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Examples of Achievements and Activities

During

Quarter 1 2017/18

PEOPLE

Improve health and wellbeing

New Redhill 3G football pitches - Redhill Leisure Centre 3G artificial football pitch installation has been completed and handed over to the Council and Redhill Academy Trust. An official launch will be held later in the year. The pricing structure and the booking process have been developed with a small number of bookings in place for the summer season. Work has taken place to profile bookings with the partner clubs, Gedling Southbank FC and Arnold Town FC, for the winter bookings.

New Primary School Football B League at Redhill 3G - A new Primary school Football B league has been set up to take place at Redhill 3G on Monday evenings after school. The league is co-ordinated by teacher Tom Darby from Arnold Mill Primary and is designed for Year 4-6 boys who are not usually selected to represent their school at football. Between 45-50 boys took part in the league over the summer term. 16 year 4 and 5 girls also took part in a friendly festival.

Engaging with Local Football Clubs through proposed Carlton le Willows 3G - At Gedling Football Development Group Meeting on 19th June representatives from local football clubs, Nottinghamshire FA, Carlton Le Willows Academy and the Council discussed the Gedling Playing Pitch Strategy, Licencing of Council pitches and developments with both Redhill 3G and a proposed new facility at Carlton Le Willows 3G. The Council is working with the Carlton le Willows Academy to identify partner football clubs in the new facility.

Get Going in Gedling - The Annual report for Walking for Health has been submitted by the Get Going in Gedling volunteer led walking programme supported by the Council. In total there were 226 volunteer led walks across Gedling in 2016/17.

Developing new activities at the Cornwater Club - Cornwater Club in Ravenshead to provide ideas for social activities that could be offered to their attendees. These include physical activities such as bowls, tai chi, table tennis and golf along with arts and creative activities. The intention is that the Club will try a variety of activities this year and then create a plan to sustain those activities with participant demand into the future.

New Community Health and Wellbeing E-newsletter - The second edition of the Community Health and Wellbeing Newsletter has been sent to 796 subscribers. Popular topics within the newsletter include the Changepoint Obesity and Weight Management Service and the 3-2-1 running and walking route in Arnot Hill Park.

New 'Improver' Running Course at Carlton le Willows - The Community Relations team has supported a new 10 week improver running course, taking place throughout the summer commencing on Monday 12th June at Carlton Le Willows running track. A contribution to the venue hire costs has been made from the Council. 50 participants attended the first session.

Easter Explorers - An event took place in Easter holidays encouraging residents to get out and explore Arnot Hill Park. The 3-2-1 trail was launched with an Easter twist and around 150 people completed the one kilometre route. The arts trail was also updated with a story teller leading people around the art work and textile artists 'Frabjous events' worked in the bowls pavilion to make a temporary art installation in the park. The Park Rangers offered a chance for families to pedal the smoothie bike and consulted on plans for the new play park. There were also multi-sports and healthy eating activities on offer.

Smoke free Arnold Carnival - Youth Council members worked with Councillors Wheeler and Gregory to mark out a Smokefree Zone with posters at the Arnold Carnival, also conducting a survey with members of the public to gather public views on the initiative. 50 surveys were completed with 98% of respondents confirming support for the Smokefree events initiative.

20 Sites Now Breastfeeding Friendly - The Breastfeeding Friendly Venue Accreditation Scheme now includes 20 sites across the Borough. These include local cafes, children's centres, GP surgeries, leisure centres and the Civic Centre. The latest venue to apply for status is the Gedling Country Park Visitor Centre café.

Reduce hardship and provide support to the most vulnerable

Promotion of Mental Health Awareness Week - A Mental Health Awareness week newsletter was created for Council and external communication to residents about the week was promoted social media.

Dementia Café in Mapperley and plans for one in Netherfield - Partners have worked together to launch a new Memory Café for the community at St Andrews House in Mapperley supported by local volunteers. There are now plans to consider a similar Dementia Café in Netherfield with a view to potentially launch in August.

Refugee Befriending Project Development - The Community Investment Manager has worked with Nottingham City Council's Refugee Resettlement Programme to commission Hope Nottingham in delivering two Syrian Refugee Befriending volunteer engagement events and in commissioning 'Enable' to provide specialist training. The first event at the Kings Church in Arnold took place on Tuesday 13th June and the second in Carlton on Thursday 29th June.

The Arnold event was attended by 40 people, all of whom signed up as volunteers, and a follow up meeting has taken place to establish a new voluntary committee to oversee the project. As a result a new Language Café commenced at The Beacon project in Killisick at the end of June, which was attended by all adult Syrian Refugees from Arnold and Carlton. The Carlton workshop group also had a follow up meeting and is establishing its role going forward.

Promote and encourage pride, good citizenship and participation in the local area

Children's Spring Event - Over 200 children attended the Spring/Easter themed event held in the Civic Centre Foyer in April. Gedling Play Forum provided table top arts & crafts, Andy the Drummer held drop in drumming sessions for children and parents and Veolia had a seed planting activity. Children made themed cards which were hung from the railings in the Civic foyer. All materials used were donated from companies that would otherwise have gone to landfill.

Arnold Carnival - This year's Carnival was one of the busiest ever! There were fundraising stalls for local charities, performances on stage by professional artists and also up and coming local artists, stage performances from local young people representing community groups and local schools, a Smokefree zone, fun fair, activities for children and the launch of Awards for All funded Gedling Skatejam programme.

Social Dance at Richard Herrod - Community Relations and Leisure have supported a new social dance launched at the Richard Herrod Centre. Initially sessions have been planned to run for 8 weeks up until August and if they are successful we will resume in September. A funding contribution has been made from the Council to help support sessions starting up with the aim that if the dances are well attended they can eventually become self-supported.

Caribbean Elders Travel Stories Project – Museum and, the National Caribbean Heritage Museum, has worked in partnership with the council, Nottingham University and The Gedling Caribbean Elders Group to hold two Travel Story writing workshops at The Brickyard Community Centre – the first on 30th May and the second taking place on 27th July. Members of the older Caribbean community are being supported in preparing their stories about travel to and from the UK to the Caribbean, and other memorable journeys.

The first event was well attended and highly successful, and received a half page article in the Nottingham Evening Post. The Elders group also gained several new members as a result.

Gedling Seniors' Council launched - Following the Gedling Seniors Council launch at a joint conference with the NCC Older Persons Advisory Group (OPAG) and Age UK at the end of March, an inaugural meeting of the new organisation was held on Friday 16th June in the Council Chamber. The meeting was well attended by grass roots older persons groups, wider charities supporting the older community in Gedling and individuals from the older community. Groups represented included the Netherfield Senior Citizens group, Asian Elders, Caribbean Elders, Spinning Yarns older arts project, Gedling based U3A divisions, Age concern and Age UK.

At the meeting, a Chair was elected – Grace Millar, who also represents Gedling on, and also chairs, the Nottinghamshire OPAG. A Terms of Reference was adopted and the main themes and development actions agreed for a Seniors Council action plan, a draft of which will be considered by Cabinet on 27th July.

Gedling Youth Council - The Gedling Youth Council attended a team build away day at The Playhouse on Saturday 27th May. The event included a team building workshop with Nathan Powell, who delivers the Gedling Theatre Development Project, exploring themes around the Youth Council's priorities of cultural inclusion, anti-bullying and young people's mental health, followed by a three course meal in the Theatre restaurant. Members then enjoyed a production of East Is East, which gave young people a historical and humorous perspective on the experiences of a Pakistani / British mixed race family running a chip shop in 1970s Britain.

Following a recruitment drive in local Youth Clubs, two new members have joined the Youth Council, representing Redhill Youth Club. Another member undertook a week long work placement at Gedling BC in late June, and reported his positive experience into the Youth Council meeting held on 10th July. At the same meeting, Members welcomed newly elected Gedling Seniors Council Chair Grace Millar, and worked collaboratively to design an Intergenerational Conference to be hosted by the two Councils in early November 17.

Community Development Partnership - A second meeting of the Gedling Community Development Partnership was held on Weds 28th June, at which a range of agencies engaged in Community Development in Gedling shared updates and continued to map activities underway in the Borough.

Connections for ongoing partnership work were made with Self Help Nottingham re new Bestwood Healthy Communities groups, NCC Community and Voluntary Sector Team regarding the Armed Forces Covenant. 'Everyone's Health' regarding Weight Management Services in Localities and the Nottinghamshire Co-production Network in respect of Befriending Group development. Agreement to develop an ongoing action plan was reached.

Parish Liaison - A second meeting of the Parish Clerk Liaison Group was held on 25th May, at which the Service Manager, Community Relations presented and consulted upon the Council's Playing Pitch Strategy, and key Parish owned sites were added to the strategy as a result. Parish Clerks received information about running play days, upcoming statutory planning consultation training and shared developments and good practice in their respective Parishes.

Transferring Community Centres to the Community

Arnold Hill Becomes Eagle's Nest Community Centre - On 1 June Cabinet agreed the asset transfer of Arnold Hill Community Centre to Eagle's Nest Church. The Church has followed a robust submission process to prove their eligibility for running the community building owned by the Council. The centre, to be known in future as Eagle's Nest Community Centre, continues to offer a home to existing user groups' resident there and the business plan for the centre seeks to develop a community hub offering activities for older people, young people and families in the local area.

Wollaton Avenue Community Centre - The Council continues to liaise with Gedling Play Forum regarding Wollaton Avenue Community Centre to review progress of their business plan and general movement towards making submissions for asset transfer.

Gedling Play Forum has applied to the Borough-wide Community Initiatives Fund panel for consultancy support to develop a charging policy for their services to a range of agencies, to strengthen their business plan. The Chair was linked up with remaining Consultancy support to review and support the production of a business plan for management of the centre.

Pond Hills Lane Community Centre - The Council continues to liaise with Gedling Borough Arts Association (GBAA) regarding Pond Hills Lane Community Centre to review progress of their business plan and general movement towards making submissions for asset transfer. GBAA were connected up with Flying High Expressive Arts Company, a long standing local community provider assisted by the Council's Community Assets programme and 'Inspire Arts' service to register as a Community Interest Company.

Flying High has secured extensive booking of both sides of Pond Hills Lane Centre for the provision of dance and drama workshops with young people, thereby strengthening the GBAA business plan, and future potential for the organisation to secure office accommodation was positively discussed. Flying High is also considering joining the newly registered charity that GBAA has recently established with assistance from the COMA programme to take on management of the site.

PLACE

Provide an attractive and sustainable local environment that local people can enjoy and appreciate

Conservation Area Appraisal for Woodborough and Management Plan adopted - following a period of consultation in 2016. The Conservation Area Appraisal identifies those qualities of the Conservation Area that contribute to its significance as a place of special architectural and historic interest. The Management Plan seeks to highlight the specific qualities of a place that contribute to its character and which are worthy of protection and enhancement. The Appraisal included a number of changes to the boundary of the Conservaton Area. The documents will be used to help determine future planning applications.

PERFORMANCE

Improve the customer experience of dealing with the Council

Improved speed processing minor planning applications – the proportion of minor applications processed within 8 weeks has increased from 89.19% in Quarter 4 2016/19 to 100% for Quarter 1 2017/18.

Give tax payers value for money

Digital Agenda

Digital Customer

- Customer can now book and pay for bulky waste collections online
- Back-ups to some systems have gone online, which means the systems are available for customers to use for longer out-of-hours periods

Digital Council

- Digital achievements and a website redesign briefing were included in May's 2017 Staff Briefings
- We have passed the PSN IT Health Check, giving assurances about our security
- Cyber Security training was delivered to staff in May to help protect the authority from cyber-attack.
- A digital IT helpdesk has gone live to improve the efficiency of dealing with IT issues for staff.
- Customer services promoted the Customer Services Twitter Service at Arnold Carnival
- Improved internal processes - From 1 April 2017 staff now submit mileage and expense claims online along with staff leave requests. This reduces the amount of paper and streamlines the processes.

Apprenticeship training accreditation - the Training team successfully applied for Gedling Borough Council to become an accredited apprenticeship training centre, one of the very few district authorities to do so. This allows us to deliver not only to our own employees but also to other employers. Our hope is that this accreditation will further raise the standards of training within the Council and also present opportunity to draw funding into the Council from the apprenticeship levy.

Maintain a positive and productive working environment and strong staff morale

Healthy walks for staff - A walk for Council staff was organised in Arnot Hill park to support the national On Your Feet Britain campaign. 8 members of staff attended the guided walk around the new 3-2-1 1 km route in the park.



Report to Cabinet

Subject: Prudential Code Indicator Monitoring 2017/18 and Quarterly Treasury Activity Report for Quarter ended 30 June 2017

Date: 27 July 2017

Author: Deputy Chief Executive and Chief Financial Officer

Wards Affected

All

Purpose

To inform Members of the performance monitoring of the 2017/18 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 2017/18 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 16 February 2017 and subsequently approved by Full Council on 1 March 2017).
 - 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 30 June 2017 and highlights compliance with the Council's policies.

Proposal

2.1 Economic update

The UK GDP growth rate for each of the years 2013 to 2016 were among the strongest of any G7 country, with 1.8% achieved in 2016. Performance in 2016 was notable, being a year in which the Bank of England (BOE) had forecast in August that growth would be near to zero in the second half of the year due to the economic shock expected from the Brexit referendum in June. In its February and May 2017 Inflation Reports the BOE upgraded its forecasts for growth to 1.9% in each of in 2017 and 2018, however over these years it also expects inflation to rise towards 3% as cost increases resulting from the fall in the value of sterling feed through into the economy. It anticipates inflation falling back to 2.2% in 2019, and provided cost pressures do not feed through into significantly higher domestically generated inflation in the UK, the Monetary Policy Committee (MPC) is expected to “look through” the one-off spike in the inflation rate as wage inflation is currently subdued. There is however a potential risk that the MPC may look to reverse the emergency 0.25% rate cut – before embarking on a progressive trend of rises in Bank Rate at a later date.

Growth in the US was highly volatile in 2016, but overall was an average of 1.6% for the year. Q1 of 2017 returned growth of 1.4% but current indications are that growth could rebound strongly in Q2. The disappointment so far has been a lack of progress with the promised fiscal stimulus package. The Federal Reserve (Fed) has therefore started to increase interest rates now that the economy is at or around full employment and inflationary pressures have been building to exceed its 2% target. Rates have risen four times so far, with a further two increases expected in 2017 and possibly four in 2018.

Growth in the EU improved to 1.7% in 2016 after the European Central Bank (ECB) cut rates to negative levels and embarked on massive quantitative easing during the year. The ECB is now forecasting growth of 1.9% in 2017, 1.8% in 2018, and 1.7% in 2019. It has committed to continuing major monthly quantitative easing purchases throughout 2017 in order to stimulate growth and get inflation up to its 2% target, however in April 2017 it reduced the rate from €80bn to €60bn per month.

There are major concerns about various stresses within the EU and these could have the potential to call the EU project itself into question. Dutch and French elections passed without making waves, and no significant fallout is anticipated from a national election in Germany in October. However, there is also an election due in Austria and one of the front running parties is strongly anti-immigration and anti-EU. There is also a risk of a snap election in Italy before May 2018, and a further major stress point is the unsustainable level of national debt in Greece – in the face of implacable opposition from Germany to any further bail-out. High levels of unemployment in some EU countries and the free movement of people within the EU, together with the EU's fraught relationship with Turkey in controlling such movement add to the stress level, and of course the EU now has to deal with Brexit negotiations with the UK.

China is expected to continue with reasonably strong growth of 6.5% in 2017; however medium term risks are increasing. Japan only achieved 1% growth in 2016 and is struggling to get inflation to move from around zero, despite massive fiscal stimulus and monetary policy action by the Bank of Japan.

2.2 Interest rate forecast

The MPC cut Bank Rate from 0.50% to 0.25% on 4th August 2016 to counteract a forecast sharp slowdown in growth during the second half of 2016. However, growth has been robust until dipping in quarter 1 of 2017 to 0.2%. CPI inflation has risen substantially as a result of the sharp fall in the value of sterling since the referendum and consequently, Bank Rate has not been cut again, and market concern has switched to whether the MPC could achieve a majority to reverse the August emergency 0.25% rate cut, before embarking on a progressive trend of increases in Bank Rate at a later date. There is much uncertainty about the slender Conservative majority, which is dependent on DUP support, and over what form Brexit will take and how difficult the EU could be in setting terms. There are, therefore, many unknowns at the current time, and the timing of Bank Rate rises is hard to call.

Accordingly, a first increase to 0.50% is not tentatively anticipated until Q2 of 2019, after the Brexit negotiations are due to have been concluded. However, if strong domestically generated inflation (such as that from wage increases) was to emerge, the pace and timing of increases in Bank Rate could be brought forward.

Capita Asset Services (CAS) have provided the following forecast:

	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20
Bank rate	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.50%	0.50%	0.75%	0.75%
5yr PWLB rate	1.40%	1.50%	1.60%	1.70%	1.70%	1.80%	1.80%	1.90%	1.90%	2.00%	2.00%
10yr PWLB rate	2.10%	2.20%	2.30%	2.30%	2.40%	2.40%	2.50%	2.50%	2.60%	2.60%	2.70%
25yr PWLB rate	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%	3.20%	3.30%	3.30%
50yr PWLB rate	2.60%	2.70%	2.70%	2.80%	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.10%

2.3 Investment strategy

The Treasury Management Strategy Statement (TMSS) for 2017/18 was approved by Council on 1 March 2017.

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 it is considered appropriate either to keep investments short term to cover cash flow needs, or to extend the period up to six months with highly rated financial institutions, selected by the use of the Capita creditworthiness methodology (see below) which includes consideration of sovereign ratings.

During the period from 1 April to 30 June 2017, significant use has been made of two Money Market Funds (MMFs). These are AAA rated investment vehicles which allow the pooling of many billions of pounds into highly diversified funds, thus reducing risk. Current rates of return are around 0.2%, and whilst this is very low, it remains in excess of overnight treasury deposit rates and of the rate obtainable from the Debt Management Office (DMO).

The Treasury Activity Report for the quarter ended 30 June 2017 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 £11,535 was generated during the period from 1 April to 30 June 2017. This represents an equated rate of 0.44% and outperforms the benchmark 7 day LIBID rate, which averaged 0.20% for the same period. In cash terms this represents additional income to the General Fund of around £6,300 and was achieved by positive investment management. Performance in respect of the longer 3 month LIBID rate, which averaged 0.32%, still represents additional income of £3,100.

Rates in the market remain very low, and this is likely to continue following the UK's vote to leave the EU. As loans mature it is challenging to replace them at similar rates since security and liquidity will always be the overriding factors in the Council's treasury management. Accordingly the equated rate may fall further during the remainder of 2017/18. Interest rates are currently not expected to start rising until Q2 of 2019, and then only gradually, and not significantly.

It is currently anticipated that the outturn for investment interest for 2017/18 will be broadly in line with the current approved estimate of £35,000.

Credit ratings advice is 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. It also incorporates sovereign ratings to ensure selection of counterparties from only the most creditworthy countries. The current Treasury Strategy permits the use of any UK counterparties subject to their individual credit ratings under the CAS methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA. For information, the UK currently has a rating of AA.

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, including sovereign ratings, 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 30 June 2017.

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 currently anticipated that £1m of new borrowing will be undertaken during 2017/18, at a point when interest rates are deemed most favourable by the Chief Financial Officer. Interest rates remain very 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. Whilst borrowing rates may be historically low, so too are investment rates and serious consideration must be given to the cost of carrying any additional borrowing during the period prior to it being required for the financing of capital expenditure.

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 30 June 2017.

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 1 March 2017.

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 30 June 2017 are shown at Appendix 3.

Prudential Indicators:

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 2017/18, and shows variances on some of the indicators, as described below:

i) Capital Expenditure

The latest projected outturn shows that capital expenditure is expected to be £5,752,000. This differs to the original estimate of £4,967,900 due to the inclusion of approved carry-forward requests from 2016/17 and to approved variations to the capital programme during 2017/18.

ii) Capital Financing Requirement (CFR)

The projected closing CFR for 2017/18 is £12,629,700. This is lower than the approved indicator of £13,160,400, due to savings on the 2016/17 capital programme, slippage of schemes to 2017/18, and additional capital receipts, all of which reduced the borrowing requirement in that year.

iii) Ratio of Financing Costs to Net Revenue Stream

The projected outturn of 11.82% shows an increase on the approved indicator of 11.00%. This is due to increased revenue contributions to capital expenditure, offset by a reduction in MRP arising from the savings and slippage on the capital programme in 2016/17.

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 2017/18 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 30 June 2017 was £6.812m 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

This is the limit which external debt is not “normally” expected to exceed. In most cases, this would be a similar figure to the CFR, but it may be lower or higher depending on the levels of actual debt.

ii) Authorised limit for external debt

This limit represents a control on the “maximum” level of borrowing. It is the statutory limit determined under s3 (1) of the Local Government Act 2003 and represents the limit beyond which external debt is prohibited. The Authorised Limit must be set, and revised if necessary, by Full Council. It reflects a level of external debt which, while not desirable, could be afforded in the short term, but is not sustainable in the longer term. The Government retains an option to control either the total of all councils’ plans, or those of a specific council, although this power has not yet been exercised

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 2017/18 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 30 June 2017, 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.

Appendices

1. Treasury Activity Report 2017/18 for Quarter 1 (30 June 2017)
2. Definitions of LIBOR and LIBID
3. Prudential and Treasury Indicator Monitoring 2017/18 for Quarter 1 (30 June 2017).

Background Papers

None identified.

Recommendation

That:

Members note the report, together with the Treasury Activity Report 2017/18 for Quarter 1, at Appendix 1, and the Prudential and Treasury Indicator Monitoring 2017/18 for Quarter 1, 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 2017/18**Quarter ended 30 June 2017**

	Position @ 1 April 2017	Loans Made During Q1	Loans Repaid During Q1	Position @ 30 June 2017
	£	£	£	£
<u>Long Term Borrowing</u>				
PWLB	6,811,577	0	0	6,811,577
Total Long Term Borrowing	6,811,577	0	0	6,811,577
<u>Temporary Borrowing</u>				
Local Authorities	0	4,000,000	(4,000,000)	0
Public Corporations	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
Total Temporary Borrowing	0	4,000,000	(4,000,000)	0
TOTAL BORROWING	6,811,577	4,000,000	(4,000,000)	6,811,577
<u>Temporary Investment</u>				
Bank of Scotland	(3,000,000)	0	500,000	(2,500,000)
Barclays	0	0	0	0
Blackrock Money Market Fund	(790,000)	(10,370,000)	7,160,000	(4,000,000)
HSBC Treasury	0	(13,985,000)	13,435,000	(550,000)
Ignis Money Market Fund (Std Life)	0	(16,225,000)	12,605,000	(3,620,000)
Royal Bank of Scotland	0	0	0	0
Santander	(3,000,000)	(2,000,000)	2,000,000	(3,000,000)
Total Banks	(6,790,000)	(42,580,000)	35,700,000	(13,670,000)
Building Societies	(1,000,000)	(1,000,000)	1,000,000	(1,000,000)
Debt Management Office	0	0	0	0
Local Authorities & Other	(1,000,000)	0	1,000,000	0
TOTAL INVESTMENT (See below)	(8,790,000)	(43,580,000)	37,700,000	(14,670,000)
NET BORROWING / (INVESTMENT)	(1,978,423)	(39,580,000)	33,700,000	(7,858,423)

Temporary Borrowing & Investment Statistics at 30 June 2017**Investment:**

Fixed Rate Investment	(5,000,000)	(16,985,000)	15,935,000	(6,050,000)
Variable Rate Investment	(3,790,000)	(26,595,000)	21,765,000	(8,620,000)
TOTAL INVESTMENT	(8,790,000)	(43,580,000)	37,700,000	(14,670,000)

Proportion of Fixed Rate Investment	41.24%
Proportion of Variable Rate Investment	58.76%
Temporary Investment Interest Receivable	£ 11,535
Equated Temporary Investment	£ 2,603,827
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	0.44%
7 Day LIBID (Benchmark)	0.20%
3 Month LIBID	0.32%

Borrowing:

Temporary Borrowing Interest Payable	£ 136
Equated Temporary Borrowing	£ 73,972
Weighted Average Interest Rate Paid (Interest Payable / Equated Borrowing)	0.18%
7 Day LIBOR (Benchmark)	0.33%

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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 2017/18
1 April to 30 June 2017

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 2017/18 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 2017/18:

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 the TOTAL non specified limit of £5m.

	2017/18 Original Estimate	2017/18 Position at 30-Jun-17
(Council 1/3/17)		
£ 4,967,900	£ 5,752,000	
£ 13,160,400	£ 12,629,700	
11.00%	11.82%	
£12.92	Not Applicable	
£ 13,160,400	£ 6,811,577	
£ 14,200,000	£ 6,811,577	
£ 1,500,000	£ -	
£ 15,700,000	£ 6,811,577	
£ 15,200,000	£ 6,811,577	
£ 1,500,000	£ -	
£ 16,700,000	£ 6,811,577	
£ 13,200,000	£ 761,577	
100.00%	41.24%	
100.00%	100.00%	
£ 2,000,000	£ 8,620,000	
100.00%	58.76%	
50.00%	0.00%	
U 40%, L 0%	0%	
U 40%, L 0%	0%	
U 50%, L 0%	0%	
U 50%, L 0%	0%	
U 100%, L 0%	100%	
£ 3,000,000	£ -	

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Report to Cabinet

Subject: Provision of Ground Maintenance Service and associated environmental works to Gedling Homes for 2017/18

Date: 27th July 2017

Author: Business Development Manager – Parks and Street Care

Wards Affected

All Borough wards except Ravenshead ward which does not have Gedling Homes housing stock

Purpose

To request approval to enter into a contract with Gedling Homes for the Council to provide ground maintenance services and associated environmental works.

Key Decision

This is not a key decision.

Background

- 1.1. Gedling Homes, who are part of New Charter Housing Trust Group, are a landlord in the East Midlands. They were formed in 2008 when Gedling Borough Council transferred its housing stock. Since the transfer, the Council has been providing grounds maintenance services to Gedling Homes providing it with a garden maintenance service and a sheltered homes grounds maintenance service. This service can be provided under Section 93 of the Local Government Act 2003 and section 3 of the Localism Act 2011 on a cost recovery basis.
- 1.2 The Council proposes to enter into a new contract with Gedling Homes for the provision of these services from 1st August 2017 for a period of 8 months.. The services to be provided include maintenance of grounds and open spaces, arboricultural work, removal of fly tipping and graffiti, special clearance, garden services and other environmental works.
- 1.3 Gedling Homes have notified the Council of their intention to tender for this service with contracts to commence in April 2018.
- 1.4 The Council's Financial Regulations enable work for third parties to be undertaken to enable a service area to maintain economies of scale and its existing expertise, subject to obtaining the approval of the executive before negotiations with the third party are concluded. Financial Regulations require that a number of conditions are satisfied in the proposed contractual arrangement, principally covering:
 - appropriate insurance arrangements are made;
 - the authority is not put at risk from bad debts;

- the contract is not subsidised;
- the unit has the appropriate expertise to undertake the contract;
- the contract does not adversely impact upon the services provided for the authority.

Proposal

2. It is proposed that approval is given for the Council to enter into a contract with Gedling Homes for the Council to continue to provide ground maintenance services and associated environmental works to Gedling Homes.

Alternative Options

3. An alternative option would be to not enter into the contract. This would then result in the need to delete the equivalent of 3-4 PASC posts which are currently employed in delivering the service. There is a risk that TUPE will not apply if the Council decides not to enter into this new contract, raising a potential redundancy situation and consequent costs if staff cannot be re-deployed to other duties. This will also reduce the economies of scale and flexibility of the service as a whole.

Financial Implications

- 4.1. The proposed contract specifies the basis of the service and ensures compliance with Financial Regulations as detailed at paragraph 1.4. The contract pricing is set to ensure full recovery of the costs incurred in the provision of the services. The value of the contract is estimated to be in the region of £100,000.
- 4.2. The current approved budget for 2017/18 assumed that the contract with Gedling Homes for provision of these services was ending on 31 March 2017 and reflected the consequent impact of reduced economies of scale. The budgets to recognise the continuing service in 2017/18, including this proposed contract, will require approval and these are included in the Quarter 1 Budget Monitoring report to Cabinet, an item elsewhere on this Agenda.

Appendices

5. None

Background Papers

6. None identified.

Recommendation(s)

THAT:

Approval is given for the Council to enter into a contract with Gedling Homes for the provision of ground maintenance services and associated environmental works from 1st August 2017.

Reasons for Recommendations

7. This contract maintains economies of scale in the PASC department ensuring value for money in service delivery and protecting jobs. As a primary land owner in Gedling Borough the contract will serve to ensure that Gedling Homes housing, gardens and grounds, are well maintained. Attracting others to the area and thereby increasing footfall for local business.

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Report to Cabinet

Subject: Recording of Meetings Update

Date: 27 July 2017

Author: Service Manager Democratic Services

Wards Affected

All

Purpose

To update Cabinet on the trial of recording audio of Council and Planning Committee meetings and to recommend a way forward.

Key Decision

This is not a Key Decision.

1. Background

- 1.1 The trial of audio recording started in response to the issue being raised by the Overview and Scrutiny Committee. Following the introduction of the Openness of Local Government Bodies Regulations 2014, members of Overview and Scrutiny Committee had expressed concern about the potential for members of the public to record meetings and then edit the content out of context. In response to the concerns raised, a report was taken back to Overview and Scrutiny Committee in July 2015 detailing options relating to the recording of meeting. In summary the report gave three options: Recording meetings for the Council's own use, Video recording and broadcasting of meetings or Audio recording and broadcasting of meetings. The report confirmed that, to Officers' knowledge, there had been no reported instances of members of the public recording meetings and editing them out of context.
- 1.2 Scrutiny Councillors discussed the options available and decided to recommend to Cabinet that a system of audio recording and broadcasting of meetings should be trialled. At the Cabinet meeting held in September 2015 it was decided to endorse the recommendations of Overview and Scrutiny Committee and to begin a six month trial of "audiominutes" software as a means to broadcast meetings of the Planning Committee

and Full Council for live and subsequent playback. This option was chosen to make Council and Planning Committee meetings more accessible to a greater number of citizens and provide a definitive record of those meetings. At the time, audiominutes was chosen because of its cost effectiveness and the ease of making one publically available copy of the recording instantly available for playback. The content could be removed and edited via the system relatively simply.

1.3 Cabinet requested that a further report be brought back following the trial to consider whether audio webcasting should continue. The trial commenced in January 2016 and since then 15 meetings have been broadcast on the Council's website with varying degrees of success. Due to technical problems, the trial took longer than six months and the last recorded meeting took place in November. An attempt was made to record the Council meeting of 31 January, however this did not work due to technical issues.

1.4 On the occasions that the microphone system and software worked correctly the sound quality had been good. Officers found that the system was easy to use and that it was fairly simple to navigate online to the appropriate recording.

1.5 In view of the fact that the system had been in trial mode, no proactive publicity or promotion of the audio webcasting had taken place aside from the inclusion of an Audio Webcasting Notice in relevant agenda papers and an announcement at the beginning of each meeting. During the trial period, there were a small number of users of the live and "listen again" facilities. Most of the listens were to one particularly contentious meeting of Planning Committee. These figures do include an unspecified number of internal network users.

1.6 At the request of Senior Leadership Team and in order to understand if there was demand for audio recording, a small scale survey amongst residents was undertaken through the Council's social media channels where residents were asked if they would value or use such a facility. Disappointingly, no feedback either positive or negative was received.

1.7 A report was taken to the May meeting of the Overview and Scrutiny Committee where it was recommended that the recording of meetings should not continue and that a working group should be established to consider options available to promote the openness of the Council. At the meeting members of the Committee commented that:

- A lack of advertising may have had an influence on the low number of people who had listened to the recordings, and this may not have been a fair trial

- This method of recording had never worked properly due to technical problems and that unless the technical issues could be resolved there would be no reason to continue with the trial
- They considered that the trial was first introduced as a mechanism to protect them from malicious recording, rather than a means to increase transparency of the work of the Council
- Other options to increase interest and transparency should be considered, in particular the use of new forms of technology.

2. Proposal

2.1 Due to a number of factors officers are recommending that the Council does not audio record meetings in the future. The reasons for this are:

- There is very little evidence of any demand for this service from the public;
- There have been no reported instances of members of the public recording meetings and editing them out of context;
- The costs for the service have increased significantly since the trial began, resulting in the service becoming unaffordable within the agreed budget. The service is non-statutory and the Council must prioritise existing resources towards services that we have a duty to deliver and are valued by residents. This point becomes more acute against the backdrop of the service efficiencies currently being drawn up by departments; and
- At the meeting of Overview and Scrutiny Committee in May 2017, Members recommended that the trial should not continue and that other options for promoting the openness of the Council, should be explored by a scrutiny working group.

3. Alternative Options

3.1 To record and broadcast meetings.

This is not proposed for the reasons set out above. The costs cannot be accommodated within existing budgets and a request for additional budget would need to be made.

3.2 Recording meetings for the Council's own use.

Pros – There would be only limited cost in setting up the equipment needed to record the meetings, which should be managed from existing budgets. The Council and Members would have the benefit of a definitive record of meeting events, hopefully allaying fears expressed about potential ‘malicious recordings’.

Cons – A system of recording meetings to deposit into storage would do nothing to comply with the spirit of openness and transparency agenda. Public access to the meetings would not be enhanced in any way. The officer time taken to administer the recording, storage and access to the finished recordings would not be insignificant. A process would need to be put in place to give public access to such recordings, which would be releasable under the Freedom of Information Act. If a recording proved popular significant resources and officer time would be needed to copy and distribute the hard copy recordings.

4. Financial Implications

- 4.1 Since the trial began, the costs for the service have increased from £25 per meeting plus a monthly hosting fee of £50 to £100 per meeting plus the same hosting fee. Continuation of the audiominutes service would cost around £2300 annually. This cannot be accommodated within existing budgets. Alternative options discussed above may also require additional budget that is not currently available.

5. Appendices

None.

6. Background Papers

None identified.

7. Recommendation

THAT:

- (a) A permanent system for recording meetings of the Council and Planning Committee is not introduced.

Reasons for Recommendations

- There is little evidence of demand from the public.
- There have been no reported incidences of malicious recording.
- The cost of the use of “audiominutes” software has increased and cannot

be accommodated within existing budgets.

- In accordance with the recommendations of Overview and Scrutiny Committee.

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Report to Cabinet

Subject: Gedling Seniors Council

Date: 27/07/17

Author: Community Investment Manager

Wards Affected

All

Purpose

To inform Cabinet of progress of the Gedling Seniors Council, share Terms of Reference and seek approval for a programme of support in line with an ongoing Seniors Council Action Plan.

Key Decision

No

Background

The Council Plan sets out the intention to establish a Seniors Council for Gedling Borough. The Public Protection Team undertook initial development work on the proposal in 2015. Meetings were held with representatives of key grass roots community and voluntary organisations providing activities for older citizens. Consultation was undertaken on the role, remit and model of the proposed organisation and a set of draft terms of reference was produced. Following reorganisation, the project now sits within the Community Relations Team.

A database of over 60 representatives of Gedling grass roots community and voluntary organisations serving the older community has been compiled. On 31st March 2017 Gedling Borough Council hosted a joint Age UK Nottinghamshire 'Aging Well' event and meeting of the Nottinghamshire Older Person's Advisory Group (OPAG) in the Council Chamber, to which Gedling representatives were invited.

The aim of the event was to observe and learn more about the range and work of older peoples' Fora across the County and the role of the Nottinghamshire OPAG

itself, to gain an overview from Age UK and other partners of the key issues facing the older community in Nottinghamshire, and the various initiatives underway to address these. The afternoon session focussed upon relaunching the proposal of a Seniors Council for Gedling. This was very positively received, and a number of key principles and priorities for the development of the organisation were proposed.

Seniors Council Terms of Reference and Draft Action Plan

A meeting of the new Gedling Seniors Council was convened on Friday 16th June and was attended by around 25 delegates, including representation from local U3A divisions, Asian Elders, Caribbean Elders, Colwick and Netherfield Senior Citizens Group, social housing charities, Age UK, Age Concern and Gedling based arts organisations. A Chair was nominated who will sit on the Nottinghamshire OPAG and act as the conduit to the wider network.

Members reviewed, amended and adopted the Terms of Reference (**attached: Appendix 1**) and agreed an action plan for the Seniors Council to take forward for the period 2017 – 2019 (**attached: Appendix 2**).

The aims in the action plan reflect the key priorities set out in the Terms of Reference, and the plan sets out to strengthen the organisation, widen its sphere of influence, act as a communication hub within the older community and build a programme of guest speakers and community networking projects that help to extend the reach of services to older residents. Above all, the intention is to provide a forum for older citizens to engage, gain confidence and develop a championing role for the older community.

Proposal

It is proposed that Cabinet Members review the Seniors Council Terms of Reference and Action Plan and approve a programme of support for the Seniors Council in line with both documents for the period 2017 – 2019.

Alternative Options

Alternative options would be:

- i) Not to develop a Seniors Council

Gedling has a significant aging population and recognised issues of urban, suburban and rural isolation in that community. The positive benefits of older person's advisory groups have been demonstrated by similar models across the county as evidenced by the thriving Nottinghamshire OPAG.

Within Gedling, the Arnold Golden Eagles, whilst recently having been wound up, nevertheless for many years provided a strong voice for the older community that

had a positive influence on the lives of local residents and on Council policy and services for older, often vulnerable citizens. Additionally the Gedling Youth Council, a similar interest group and independent advisory body to the Council, has been recognised as a model of good practice to others across the County.

- ii) To explore alternative models for delivering a forum for engagement with older residents and community groups

In developing the Seniors Council, the pros and cons of a range of best practice models from across the country were considered, and in depth consultation with local representatives during the early development stages yielded a clear preference for an independent but supported organisation with a defined focus upon membership from local grass roots older services organisations operating within Gedling.

Financial Implications

Whilst there are no specific budget implications other than officer time from within the Community Relations Team, the action plan sets out an intention to apply to the Members Community Initiatives fund for a small activities budget.

The longer term aim is for the organisation to have a constitution and bank account, and to be enabled to access external funding independently from the Council.

Appendices

Appendix 1: Seniors Council Terms of Reference

Appendix 2: Draft Seniors Council Action Plan

Background Papers

N/A

Recommendation(s)

It is recommended that Cabinet

Review and comment upon the Seniors Council Terms of Reference and draft Action Plan and approve a programme of support for the Gedling Seniors Council in line with both documents.

Reasons for Recommendations

To enable a programme of support and development to be initiated in respect of the new Gedling Seniors Council.

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Gedling Seniors Council

Terms of Reference

- Between 2009 and 2030 Gedling's 65+ age population is projected to increase by 42.3% to equate to 26.3% of the total borough population and the 85+age population is projected to increase by 100.0% to equate to 4.8% of the population.
- Over 11,000 people aged 65+ are projected to be living alone by 2030 in Gedling, an increase of 45.9% between 2009 and 2030.
- In 2009, it was estimated that 46.9% of people aged 65+ in Gedling had a limiting long-term illness.
- The number of people aged 65+ with dementia is projected to increase by 65.4% between 2009 and 2030.

Such statistical information presents organisations working in the borough with a significant challenge in order to meet the needs of this changing population.

Gedling Borough Council is keen to ensure that the views of older people are heard and responded to. The Gedling Seniors Council seeks to provide an opportunity for older people to scrutinize and comment on new policy ideas, shape service delivery and respond to legislative changes and other issues affecting older people in Gedling.

Aims and Objectives

'To improve the delivery of services and support for us all as we age'

- To engage with agencies and organisations from all sectors working within Gedling Borough to develop appropriate services for older people
- To listen to the needs of older people
- To represent the views of older people
- To recognise and seek to address the needs of different generations, religious and cultural groups that make up the older community in Gedling
- To help shape feedback on current policies and services

Membership

Membership is made up of representatives from voluntary and community sector groups that work with and for older people within the Borough of Gedling, along with individuals.

Representatives of statutory agencies that provide services to the older community may be invited to meetings as guests.

The organisation is supported by, but independent from Gedling Borough Council, and will engage positively with the wider framework of the Nottinghamshire Older Person's Advisory Group.

Name	Organisation / Agency / Individual

Chairperson

The chair will be rotated on an annual basis from within the membership of the group.

Frequency of Meetings

The group will meet four times per year.

One-off meetings may be held to discuss a specific topic or to input into specific consultations and / or focus groups.

Task Groups

The group may from time to time instigate task groups that maybe themed or may be geographically / neighbourhood or community (interest) based, in order to examine in more depth priority issues identified by the Seniors Council.

Task groups will feed back to the main Seniors Council at quarterly meetings.

Decision Making

The Seniors Council will elect an executive committee which will make interim recommendations in furthering the work programme of the Seniors Council, pending approval by the wider membership at Seniors Council meetings.

Priority Concerns / Issues identified

- Benefits and community social care
- Isolation / Socialisation
- Transport
- Housing
- Older people's access to I.T.

Adopted June 2017

Gedling Seniors Council Draft Action Plan 2017 – 19

Aim	Areas of work	Action steps	Who?	Timeframe
To build the capacity of the Seniors Council as an independent advisory body to the Council	<ul style="list-style-type: none"> ✓ Terms of Reference ✓ Representation ✓ Funding ✓ Code of Conduct ✓ Meeting schedule ✓ Other venues ✓ Elect chair, treasurer and secretary 	<p>Engage representation from experts from the community, esp. Health, I.T. Education, events, befriending</p> <p>Members grant application</p> <p>Design a promotional A5 flyer including rights and responsibilities of membership</p> <p>Liaise with Church and other community facilities</p>	<p>Jane Ansell</p> <p>Existing members</p> <p>SC Chair and Jane Ansell</p> <p>Jane Ansell in consultation with members / GBC Communications</p>	<p>Consulted 31/03 and 16/06</p> <p>Adopted 16/06/17</p> <p>To Borough-wide Panel 12/07/17</p> <p>Sept 2017</p>
To extend the reach of Council, Partnership and Voluntary Sector led services and opportunities for older people	<ul style="list-style-type: none"> ✓ Links with community and parish newsletters, ✓ NG Magazines ✓ Contacts ✓ Voluntary sector webpage and E Newsletter ✓ Community group networks 	<p>Obtain deadlines and contacts - nominate a communications lead from the membership</p> <p>Article Autumn contacts</p> <p>Mapping and wider promotion of community based older provision</p>	<p>SC Communications lead</p> <p>Jane Ansell, Members</p> <p>Jane Ansell, Julie Clarke</p>	<p>Sept – Nov 2017</p>

To create opportunities for dialogue with service providers and experts in order to help improve services and address gaps in services to the older community	Identify and implement a programme of guest speakers: <ul style="list-style-type: none"> ✓ Health ✓ Housing ✓ Transport ✓ Education ✓ Benefits ✓ Social care ✓ Social Activities ✓ Mental Health, wellbeing and mindfulness 	Identify positive outcomes from each discussion engage in regular review of progress Nominate lead experts from the membership	Jane Ansell, Gedling Community Development Partnership, SC Members	Proposed programme to Sept SC meeting for approval Programme in place Oct 2017
To further the key priorities of the Seniors Council:				
Address Loneliness and Isolation and improve health and wellbeing in the older community	<ul style="list-style-type: none"> ✓ Annual Intergenerational conference with the Gedling Youth Council Oct 2017 ✓ Befriending groups ✓ Street level welcome packs ✓ Promotion of local social opportunities, health hubs and befriending groups 	Develop an activity programme for the Seniors Council to build confidence of members, and maintain motivation / dynamism. Maximise promotion of existing health, wellbeing and befriending groups Identify gaps in provision and engage partners in addressing these	SC Members, Youth Council Members Gedling Community Development Partnership	Ongoing

Increase the quality of, and access to, social care and other services for those living with long term health conditions	<ul style="list-style-type: none"> ✓ Dementia groups / cafés ✓ Disabled facilities grants ✓ Falls prevention programme ✓ Assisted living/Housing needs ✓ Vulnerable Adult Protection 	<p>Guest speakers Promotion via community media networks Taster sessions at Intergenerational conference Community signposting</p>	<p>SC Members</p> <p>GBC Officers – Community Relations, Vulnerable Adult Protection, Housing, Disabled Facilities grants team Fire Service, Police NCC Social Services Teams</p>	Ongoing
Improve access to ICT and create IT learning opportunities for older citizens	<ul style="list-style-type: none"> ✓ GBC Digitalisation agenda ✓ Inspire Learning ✓ Libraries and community outlets suitable for drop in IT sessions 	<p>Identify good practice, i.e. St Pauls Church / Princes Trust youth I.T. mentoring</p> <p>Carlton Fire Service community initiative</p> <p>Liaise with Ian Bond of Class/ Inspire Adult Learning</p>	<p>SC Members</p> <p>Inspire Adult Learning</p> <p>Public and Voluntary sector learning providers</p> <p>Class/ Inspire Adult Learning</p>	Ongoing
Raise the profile and ensure effective wider representation, networks and range of influence of the Seniors Council	<ul style="list-style-type: none"> ✓ Nottinghamshire Older Persons Advisory Group ✓ Council meetings ✓ Overview and Scrutiny Committee 	<p>SC Chair to mentor individual members and provide feedback to SC from OPAG</p> <p>Explore opportunities to present SC project work to full Council</p> <p>Engage with current Scrutiny of older services</p>	<p>SC Chair</p> <p>Jane Ansell / Elections and Members' Services</p>	Ongoing

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Report to Cabinet

Subject: Forward Plan

Date: 27 July 2017

Author: Service Manager, Democratic Services

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.