



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

Agenda

Council

Date: **Wednesday 15 July 2020**

Time: **2.00 pm**

Place: **Virtual Meeting**

For any further information please contact:

Alec Dubberley

Service Manager, Democratic Services

0115 901 3906

Council

Membership

Mayor Councillor Sandra Barnes
Deputy Mayor Councillor Meredith Lawrence

Councillor Michael Adams
Councillor Peter Barnes
Councillor Chris Barnfather
Councillor Pat Bosworth
Councillor Michael Boyle
Councillor Nicki Brooks
Councillor John Clarke
Councillor Liz Clunie
Councillor Bob Collis
Councillor Jim Creamer
Councillor Boyd Elliott
Councillor David Ellis
Councillor Rachael Ellis
Councillor Roxanne Ellis
Councillor Andrew Ellwood
Councillor Paul Feeney
Councillor Kathryn Fox
Councillor Des Gibbons
Councillor Helen Greensmith
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Mike Hope
Councillor Rosa Keneally
Councillor Ron McCrossen
Councillor Viv McCrossen
Councillor Barbara Miller
Councillor Simon Murray
Councillor Julie Najuk
Councillor Marje Paling
Councillor John Parr
Councillor Michael Payne
Councillor Alex Scroggie
Councillor Martin Smith
Councillor Sam Smith
Councillor Jennifer Thomas
Councillor Clive Towsey-Hinton
Councillor John Truscott
Councillor Henry Wheeler
Councillor Paul Wilkinson

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SUMMONS

A meeting of the Borough Council will be held in the Council Chamber, Civic Centre, Arnot Hill Park on Wednesday 15 July 2020 at 2.00 pm to transact the business as set out below.



Mike Hill
Acting Chief Executive

AGENDA

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- 1 **Opening Prayers**
- 2 **Apologies for Absence**
- 3 **Mayor's Announcements**
- 4 **To approve, as a correct record, the minutes of the meetings held on 29 January and 5 March 2020** 9 - 31
- 5 **Declaration of Interests**
- 6 **To deal with any petitions received under Standing Order 8a**
- 7 **To answer questions asked by the public under Standing Order 8**

Question from Lee Weston:

"Since Gedling Borough Council declared a climate emergency in Nov 2019, what exactly does declaring a Climate emergency actually mean and what action has been taken?"
- 8 **To answer questions asked by Members of the Council under Standing Order 9**

9	Appointment of Chief Executive	33 - 36
	Report of the Director of Organisational Development and Democratic Services.	
10	Changes to the Conservative Group	37 - 38
	Report of the Service Manager Democratic Services.	
11	Proposed amendment to Procedural Standing Orders - Substitutes at Committees	39 - 42
	Report of the Director of Organisational Development and Democratic Services.	
12	Referral from Cabinet: Annual Treasury Activity Report 2019/20	43 - 61
	Report of the Assistant Director - Finance.	
	Council is recommended to:	
	Approve the Annual Treasury Activity Report for 2019/20 as required by the regulations.	
13	Referral from Cabinet: Budget Outturn and Budget Carry Forwards 2019-20	63 - 125
	Report of the Senior Leadership Team.	
	Council is recommended to approve the:	
	<ol style="list-style-type: none"> 1) Capital carry forwards of £1,120,000 included in Appendix 6 to the report for non-committed schemes in excess of £50,000; 2) Overall method of financing of the 2019/20 capital expenditure as set out in paragraph 3.4 of the report; and 3) Capital determinations regarding financing and debt provisions as set out in paragraph 3.5 of the report. 	
14	Referral from Audit Committee: Mazars External Audit - Audit Strategy Memorandum	127 - 146

Report of the Assistant Director – Finance.

Council is recommended to note the report.

15 Referral from Standards Committee: Membership of Standards Committee and review of Independent Person Remuneration 147 - 150

Report of the Director of Organisational Development and Democratic Services.

Council is recommended to:

- 1) Remove the vacant post of co-opted parish representative from the Standards Committee; and
- 2) Increase the remuneration paid to the Independent Person and the reserve Independent to £860 per annum and £400 per annum respectively, and that this shall be back dated to take effect from 1 April 2020.

16 To receive questions and comments from Members concerning any matter dealt with by the Executive or by a Committee or Sub-Committee (Standing Order 11.1)

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|----------|--|-----------|
| a | Minutes of meeting Monday 15 July 2019 of Overview and Scrutiny Committee | 151 - 154 |
| b | Minutes of meeting Tuesday 14 January 2020 of Environment and Licensing Committee | 155 - 158 |
| c | Minutes of meeting Tuesday 14 January 2020 of Audit Committee | 159 - 161 |
| d | Minutes of meeting Wednesday 15 January 2020 of Planning Committee | 163 - 196 |
| e | Minutes of meeting Monday 20 January 2020 of Overview and Scrutiny Committee | 197 - 202 |
| f | Minutes of meeting Tuesday 28 January 2020 of Joint Consultative and Safety Committee | 203 - 204 |

g	Minutes of meeting Thursday 30 January 2020 of Cabinet	205 - 208
h	Minutes of meeting Tuesday 4 February 2020 of Licensing Act Committee	209 - 210
i	Minutes of meeting Tuesday 4 February 2020 of Environment and Licensing Committee	211 - 214
j	Minutes of meeting Wednesday 12 February 2020 of Planning Committee	215 - 219
k	Minutes of meeting Thursday 13 February 2020 of Cabinet	221 - 224
l	Minutes of meeting Tuesday 3 March 2020 of Environment and Licensing Committee	225 - 228
m	Minutes of meeting Monday 9 March 2020 of Overview and Scrutiny Committee	229 - 233
n	Minutes of meeting Thursday 12 March 2020 of Standards Committee	235 - 238
o	Minutes of meeting Thursday 19 March 2020 of Cabinet	239 - 241
p	Minutes of meeting Monday 1 June 2020 of Licensing Act Panel	243 - 245
q	Minutes of meeting Monday 1 June 2020 of Audit Committee	247 - 249
r	Minutes of meeting Friday 12 June 2020 of Appointments and Conditions of Service Committee	251 - 253

s	Minutes of meeting Wednesday 17 June 2020 of Planning Committee	255 - 282
t	Minutes of meeting Thursday 18 June 2020 of Cabinet	283 - 284
u	Minutes of meeting Wednesday 24 June 2020 of Appointments and Conditions of Service Committee	285 - 286
v	Decisions made under delegated authority	287 - 294

17 To consider comments, of which due notice has been given, under Standing Order 11.03(a)

18 To consider motions under Standing Order 12

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MINUTES COUNCIL

Wednesday 29 January 2020

Councillor Sandra Barnes (Mayor)

Present:

Councillor Meredith Lawrence	Councillor Gary Gregory
Councillor Michael Adams	Councillor Jenny Hollingsworth
Councillor Peter Barnes	Councillor Mike Hope
Councillor Chris Barnfather	Councillor Rosa Keneally
Councillor Pat Bosworth	Councillor Ron McCrossen
Councillor Michael Boyle	Councillor Viv McCrossen
Councillor Nicki Brooks	Councillor Barbara Miller
Councillor Liz Clunie	Councillor Simon Murray
Councillor Bob Collis	Councillor Julie Najuk
Councillor Jim Creamer	Councillor Marje Paling
Councillor Boyd Elliott	Councillor John Parr
Councillor David Ellis	Councillor Michael Payne
Councillor Rachael Ellis	Councillor Alex Scroggie
Councillor Roxanne Ellis	Councillor Martin Smith
Councillor Andrew Ellwood	Councillor Sam Smith
Councillor Paul Feeney	Councillor Jennifer Thomas
Councillor Kathryn Fox	Councillor John Truscott
Councillor Des Gibbons	Councillor Henry Wheeler
Councillor Helen Greensmith	Councillor Paul Wilkinson

Absent: Councillor John Clarke and Councillor Clive Towsey-Hinton

1 OPENING PRAYERS.

The Mayor's Chaplin, Reverend Sally Baylis delivered opening prayers.

The Council observed a minute's silence in remembrance of Holocaust Memorial Day.

2 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Clarke and Towsey-Hinton.

Council was informed that Councillor Lawrence would be late to the meeting.

3 MAYOR'S ANNOUNCEMENTS.

The Mayor thanked her Chaplain for leading the Holocaust Memorial Service that had taken place in the Council Chamber earlier that week and commented that it had been well attended by Staff and Members. The Mayor recited the poem 'Never Shall I Forget' by Elie Wiesel, a holocaust survivor. The Mayor spoke of the importance of exercising kindness and respect in our daily lives regardless of our differences.

4 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 20 NOVEMBER 2019.

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record, subject to an amendment to note that the Council observed a one minute's silence to mark International Transgender Awareness Day.

5 DECLARATION OF INTERESTS.

The Deputy Chief Executive and Director of Finance, Mike Hill, declared an interest in agenda item 12, 'Transitional Arrangements Relating to the Post of Chief Executive' and stated that he would leave the Council Chamber.

6 TO DEAL WITH ANY PETITIONS RECEIVED UNDER STANDING ORDER 8A.

None received.

7 TO ANSWER QUESTIONS ASKED BY THE PUBLIC UNDER STANDING ORDER 8.

None received.

8 TO ANSWER QUESTIONS ASKED BY MEMBERS OF THE COUNCIL UNDER STANDING ORDER 9.

Question received from Councillor Martin Smith

New Litter Bins

"I think we all agree that tackling the increasing problem of litter across the Borough should be one of the priorities of the Council. This problem is addressed by both our own staff and in some areas local volunteers. Good examples of this are the Ravenshead Litter Force group, who regularly meet to clear the grass verges surrounding the village, and the young people of Newstead village who organised a litter pick as part of their summer holiday play scheme. I am sure that fellow councillors will be aware of other similar initiatives.

Money was allocated in this year's budget for an extra 50 rubbish bins across the Borough. An action most welcomed. In October, councillors were asked by the Leader of the Council to nominate possible sites within their own Ward, where these bins could be placed. Three months later, no action appears to have been taken. Please could the Leader give an update as to when these new bins will be installed and also indicate if they will be fairly distributed across urban and rural areas of the Borough."

Response from the Deputy Leader, Councillor Payne, on behalf of the Leader of the Council.

"Madame Mayor, this Leadership considers it to be vitally important that we work to reduce the levels of litter on our streets and roads, and in our town and local centres.

In response to the question asked by Councillor Smith, I can confirm that in excess of 50 requests for new litter bins have been received from Members of all political parties across the borough, and council officers are currently visiting these suggested locations and technically assessing these sites for suitability.

Interestingly I note that we have not received any requests for Newstead Abbey, which is your ward Councillor Smith.

You may think that three months is a long time, but installing new bins is not as straight forward as you may think:

- In most cases we need to seek initial permission from Nottinghamshire County Council as Highway authority.
- We have to allow clearance on the pavement of 1.2 metres to allow the safe passage of pedestrians, wheelchairs and pushchairs, without the need to step out into the carriageway.
- We also have to create a shuttered concrete slab with the necessary fixings to secure the bin in situ.
- All of this takes time as the officers involved undertake a number of other roles including fixing street name signs

Madame Mayor, can I make it absolutely clear that this Leadership is committed to delivering on all of the bin requests, subject to this criteria being met, and that officers have already started a programme of new bin installation across the borough in both urban and rural areas. So far we have installed 38 bins in the suggested locations with another 12 sites under review."

In response to an additional comment from Councillor Martin Smith, the Deputy Leader confirmed that a list of locations would be circulated to Members following the meeting.

Councillor Lawrence joined the meeting at 6.17pm

9 COUNCIL TAX REDUCTION SCHEME

Consideration was given to a report of the Deputy Chief Executive and Director of Finance, seeking approval for the continuation of the Council Tax Reduction Scheme (CTRS) for the financial year 2020/21.

RESOLVED to:

Approve and adopt the Council Tax Reduction Scheme (CTRS) 2020/21, from 1 April 2020 with no changes to the CTRS for working age people as described in Section 1 of this report, except for the annual uprating and amendments of allowances and premiums in line with Housing Benefit levels.

10 REFERRAL FROM THE APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE: PAY POLICY STATEMENT 2020/21

Consideration was given to a report of the Service Manager Organisational Development, which had been referred to Council by the Appointments and Conditions of Service Committee.

RESOLVED to:

Adopt the Pay Policy Statement 2020/21 for publication on the Council's website.

11 REFERRAL FROM THE AUDIT COMMITTEE: MAZARS ANNUAL AUDIT LETTER 2018/19

Consideration was given to a report of the Deputy Chief Executive and Director of Finance which had been referred to Council by Audit Committee.

RESOLVED:

To receive and note the Mazars Annual Audit Letter 2018/19.

12 TRANSITIONAL ARRANGEMENTS RELATING TO THE POST OF CHIEF EXECUTIVE

The Deputy Chief Executive and Director of Finance left the meeting at 6.35pm.

Consideration was given to a report of the Director of Organisational Development and Democratic Services seeking approval for transitional arrangements following the departure of the Chief Executive.

The Deputy Leader paid tribute to the Chief Executive for her vision, her calm and wise counsel and her innovative and creative approach during her time at the Council. The Deputy Leader wished her well in her new

post, on behalf of the Council. The Leader of the Opposition also paid tribute to the Chief Executive, having always found her to be professional, courteous and even-handed.

RESOLVED that:

Subject to receipt of a notice of resignation, for the transitional period:

- 1) Mike Hill, will take on the role of acting Chief Executive, be designated as Head of Paid Service; appointed as Returning Officer for local elections (Borough and Parish) and Parish Polls and Electoral Registration Officer; and appointed as Proper Officer for all those functions where the Chief Executive is designated as the Proper Officer;
- 2) Mike Hill be paid an honorarium to take his salary to the bottom of the current Chief Executive salary scale for the transitional period to reflect the additional responsibilities in carrying out those functions usually discharged by the Chief Executive and Head of Paid Service; and
- 3) Subject to Mike Hill confirming that he no longer wishes to act as Section 151 Officer, Alison Ball, Service Manager Financial Services be designated as the Council's Section 151 Officer during the transitional period.

The Deputy Chief Executive and Director of Finance re-joined the meeting at 6.51pm.

13 TO RECEIVE QUESTIONS AND COMMENTS FROM MEMBERS CONCERNING ANY MATTER DEALT WITH BY THE EXECUTIVE OR BY A COMMITTEE OR SUB-COMMITTEE (STANDING ORDER 11.1).

In accordance with Standing Order 11.1, a number of comments were made and responded to by the appropriate Cabinet Member or Committee Chair.

14 TO CONSIDER COMMENTS, OF WHICH DUE NOTICE HAS BEEN GIVEN, UNDER STANDING ORDER 11.03(A).

None received.

15 TO CONSIDER MOTIONS UNDER STANDING ORDER 12.

None received.

The meeting finished at 6.55 pm

Signed by Chair:

Date:

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**MINUTES
COUNCIL**

Wednesday 29 January 2020

Councillor Sandra Barnes (Mayor)

Present: Councillor Meredith Lawrence Councillor Gary Gregory
Councillor Michael Adams Councillor Jenny Hollingsworth
Councillor Peter Barnes Councillor Mike Hope
Councillor Chris Barnfather Councillor Rosa Keneally
Councillor Pat Bosworth Councillor Ron McCrossen
Councillor Michael Boyle Councillor Viv McCrossen
Councillor Nicki Brooks Councillor Barbara Miller
Councillor Liz Clunie Councillor Simon Murray
Councillor Bob Collis Councillor Julie Najuk
Councillor Jim Creamer Councillor Marje Paling
Councillor Boyd Elliott Councillor John Parr
Councillor David Ellis Councillor Michael Payne
Councillor Rachael Ellis Councillor Alex Scroggie
Councillor Roxanne Ellis Councillor Martin Smith
Councillor Andrew Ellwood Councillor Sam Smith
Councillor Paul Feeney Councillor Jennifer Thomas
Councillor Kathryn Fox Councillor John Truscott
Councillor Des Gibbons Councillor Henry Wheeler
Councillor Helen Greensmith Councillor Paul Wilkinson

Absent: Councillor John Clarke and Councillor Clive Towsey-Hinton

71 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Clarke and Towsey Hinton.

72 DECLARATION OF INTERESTS.

The Mayor, on behalf of Labour Councillors, declared a non-pecuniary interest in the nomination of Vernon Coaker to Honorary Freeman of the Borough due to their close personal and professional relationships.

73 TO CONSIDER A RESOLUTION TO ADMIT VERNON RODNEY COAKER TO BE AN HONORARY FREEMAN OF THE BOROUGH.

The Deputy Leader and Leader of the Opposition paid tribute to Vernon Coaker's dedication and long, loyal service to the Borough.

RESOLVED that:

Pursuant to Section 249 of the Local Government Act 1972 to agree to admit Vernon Rodney Coaker as Honorary Freeman of Gedling in recognition of the eminent services rendered to the Borough through his 22 years' service as Member of Parliament for Gedling.

The meeting finished at 7.03 pm

Signed by Chair:
Date:

**MINUTES
COUNCIL**

Thursday 5 March 2020

Councillor Sandra Barnes (Mayor)

Present: Councillor Meredith Lawrence Councillor Gary Gregory
Councillor Michael Adams Councillor Jenny Hollingsworth
Councillor Peter Barnes Councillor Mike Hope
Councillor Chris Barnfather Councillor Rosa Keneally
Councillor Pat Bosworth Councillor Barbara Miller
Councillor Michael Boyle Councillor Simon Murray
Councillor Nicki Brooks Councillor Julie Najuk
Councillor John Clarke Councillor Marje Paling
Councillor Liz Clunie Councillor John Parr
Councillor Bob Collis Councillor Michael Payne
Councillor Jim Creamer Councillor Alex Scroggie
Councillor Boyd Elliott Councillor Martin Smith
Councillor David Ellis Councillor Sam Smith
Councillor Rachael Ellis Councillor Jennifer Thomas
Councillor Roxanne Ellis Councillor Clive Towsey-Hinton
Councillor Andrew Ellwood Councillor John Truscott
Councillor Kathryn Fox Councillor Henry Wheeler
Councillor Des Gibbons Councillor Paul Wilkinson
Councillor Helen Greensmith

Absent: Councillor Paul Feeney, Councillor Ron McCrossen and Councillor Viv McCrossen

16 OPENING PRAYERS.

17 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Viv McCrossen, Councillor Ron McCrossen and Councillor Paul Feeney.

18 DECLARATION OF INTERESTS.

Councillor Wilkinson declared an interest in Item 5 as he stated that he was disproportionately affected by the recommendations of the Independent Remuneration Panel and would be abstaining from the vote.

19 INDEPENDENT REMUNERATION PANEL - REPORT AND RECOMMENDATIONS FOR 2020/21

Consideration was given to a report of the Service Manager Democratic Services which presented the recommendations of the Independent Remuneration Panel for the next financial year.

A proposition was moved by Councillor Clarke and seconded by Councillor Payne.

In accordance with Standing Order 17.03, the proposition was put to a named vote as follows:

For the motion:

Councillors Adams, Peter Barnes, Sandra Barnes, Barnfather, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, Elliott, David Ellis, Rachael Ellis, Roxanne Ellis, Fox, Gibbons, Greensmith, Gregory, Hollingsworth, Hope, Keneally, Lawrence, Miller, Murray, Najuk, Paling, Parr, Payne, Scroggie, Martin Smith, Sam Smith, Thomas, Truscott, Wheeler.

Against the motion:

Councillors Ellwood and Towsey-Hinton.

Abstentions:

Councillor Wilkinson.

RESOLVED to:

- 1) Thank the Independent Remuneration Panel for its work and accept the recommendations made and therefore agree that:
 - a. the basic allowance payable to all Members' from 1 April 2020 should be increased in line with the pay award made to local government senior management (once it is known);
 - b. the Special Responsibility Allowances should be increased in line with any pay award made to local government senior management with the exception of the roles of Main Opposition Group Leader, Minority Opposition Group Leader, and Business Managers which will be introduced or amended as detailed in paragraph 3.6 of the Panel's report;
 - c. the Members' Allowances Scheme should be updated to reflect that Members travelling and subsistence payments are made in line with the rate applicable to NJC employees;
 - d. the list of approved duties, detailed at Appendix 3 to the report, is incorporated into Schedule 2 to the Members' Allowances Scheme;
 - e. the hourly rate claimable for the Childcare and Independent Carer's Allowance should be set at a maximum rate

equivalent to the “real living wage” and subject to the conditions set out in recommendation 5 of the Panel’s report.

- 2) Consequently, agree the schedule of members’ allowances for 2020/21 as attached at Appendix 2 to the report, is incorporated into Schedule 1 to the Members’ Allowances Scheme, noting that these will be adjusted once the pay award is known;
- 3) Authorise the Monitoring Officer to make appropriate amendments to Part 6 of the Constitution to reflect any changes to the Members’ Allowances Scheme agreed.

20 TO CONSIDER, AND IF APPROVED, ADOPT THE RECOMMENDATIONS OF CABINET DATED 13 FEBRUARY 2020 AND SET THE COUNCIL TAX FOR THE YEAR ENDING 31 MARCH 2021.

A proposition was moved by Councillor Clarke and seconded by Councillor Payne in the following terms:

That:

1. In accordance with the recommendations of Cabinet on 13 February 2020, that the Prudential and Treasury Indicators and the Treasury Management Strategy Statement 2020/21, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 17 to 57 of the Council agenda, be approved.
2. In accordance with the recommendations of Cabinet on 13 February 2020, that the Capital Programme for 2020/21 to 2022/23 set out at page 89 of the Council agenda and the Capital Investment Strategy 2020/21 to 2024/25 set out at pages 69 to 87 of the Council agenda be approved.
3. In accordance with the recommendation of Cabinet on 13 February 2020, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2020/21, and that the detailed budget for 2020/21 included at pages 131 to 171 of the Council agenda be approved.
4. In accordance with the recommendations of Cabinet on 13 February 2020, that the Gedling Plan 2020-2023 included at pages 191 to 210 of the Council agenda, and which sets out the priorities, objectives and actions, be approved.
5. That the sum of £1,156,000 be taken from General Fund Balances in 2020/21 in order to support General Fund revenue expenditure in that year.
6. That it be noted that the Portfolio holder for Resources and Reputation and Deputy Leader of the Council determined on 16 January 2020 (D927), the following amounts for the year 2020/21

in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.

(a) 37,387.44 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

(b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Bestwood Village	623.06
Burton Joyce	1,492.15
Calverton	2,221.49
Colwick	864.61
Lambley	507.60
Linby	321.24
Newstead	389.66
Papplewick	269.68
Ravenshead	2,720.60
St Albans	924.58
Stoke Bardolph	201.06
Woodborough	932.58

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in/ those parts of its area to which one or more special items relate. **(The Council Tax base for each parish)**

7. That the following amounts be now calculated by the Council for the year 2020/21 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):

(a) £43,330,530 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**

(b) £36,307,400 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**

(c) £7,023,130 being the amount by which the aggregate at 7(a) above exceeds the aggregate at 7(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**

(d) £187.85 being the amount at 7(c) above, divided by the amount at 6(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**

(e) £739,530 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**

(f) £168.07 being the amount at 7(d) above less the result given by dividing the amount at 7(e) above by the amount at 6(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

Part of the Council's Area

£

Bestwood Village	208.19
Burton Joyce	287.22
Calverton	262.14
Colwick	193.28
Lambley	201.42
Linby	231.39
Newstead	211.60
Papplewick	214.32
Ravenshead	218.03
St Albans	198.53
Stoke Bardolph	173.34
Woodborough	247.56

being the amounts given by adding the amount at 7(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above, divided in each case by the amount at 6(b) above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate. **(The combined district and parish amount of Council Tax for a Band D dwelling)**

(h)

Part of the Council's Area

Valuation Bands

	A	B	C	D		E	F	G	H
	£	£	£	£	£	£	£	£	£
Bestwood Village	138.80	161.92	185.06	208.19	254.46	300.72	346.99	416.38	
Burton Joyce	191.48	223.39	255.31	287.22	351.05	414.88	478.70	574.44	
Calverton	174.76	203.89	233.02	262.14	320.39	378.65	436.90	524.28	
Colwick	128.86	150.33	171.81	193.28	236.23	279.18	322.14	386.56	
Lambley	134.28	156.66	179.04	201.42	246.18	290.94	335.70	402.84	
Linby	154.26	179.97	205.68	231.39	282.81	334.23	385.65	462.78	
Newstead	141.07	164.58	188.09	211.60	258.62	305.65	352.67	423.20	
Papplewick	142.88	166.69	190.51	214.32	261.95	309.58	357.20	428.64	
Ravenshead	145.36	169.58	193.81	218.03	266.48	314.93	363.39	436.06	
St Albans	132.36	154.41	176.48	198.53	242.65	286.77	330.89	397.06	
Stoke Bardolph	115.56	134.82	154.08	173.34	211.86	250.38	288.90	346.68	
Woodborough	165.04	192.55	220.06	247.56	302.57	357.59	412.60	495.12	
All other parts of the Council's area	112.05	130.72	149.40	168.07	205.42	242.77	280.12	336.14	

being the amounts given by multiplying the amounts at 7(f) and 7(g) above by the number which, in the proportion set out in section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands. **(The combined district and parish amount of Council Tax for each band of dwelling).**

8. That it be noted that for the year 2020/21, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Notts County Council	1,023.30	1,193.85	1,364.40	1,534.95	1,876.05	2,217.15	2,558.25	3,069.90
Notts Police & Crime Commissioner	152.88	178.36	203.84	229.32	280.28	331.24	382.20	458.64
Combined Fire Authority	54.24	63.28	72.32	81.36	99.44	117.52	135.60	162.72

9. That, having calculated the aggregate in each case of the amounts at 7(h) and 8 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2020/21 for each of the categories of dwellings shown below: (The total amount of Council Tax for each band of dwelling)

Part of the Council's Area	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	1,369.22	1,597.41	1,825.62	2,053.82	2,510.23	2,966.63	3,423.04	4,107.64
Burton Joyce	1,421.90	1,658.88	1,895.87	2,132.85	2,606.82	3,080.79	3,554.75	4,265.70
Calverton	1,405.18	1,639.38	1,873.58	2,107.77	2,576.16	3,044.56	3,512.95	4,215.54
Colwick	1,359.28	1,585.82	1,812.37	2,038.91	2,492.00	2,945.09	3,398.19	4,077.82
Lambley	1,364.70	1,592.15	1,819.60	2,047.05	2,501.95	2,956.85	3,411.75	4,094.10
Linby	1,384.68	1,615.46	1,846.24	2,077.02	2,538.58	3,000.14	3,461.70	4,154.04
Newstead	1,371.49	1,600.07	1,828.65	2,057.23	2,514.39	2,971.56	3,428.72	4,114.46
Papplewick	1,373.30	1,602.18	1,831.07	2,059.95	2,517.72	2,975.49	3,433.25	4,119.90
Ravenshead	1,375.78	1,605.07	1,834.37	2,063.66	2,522.25	2,980.84	3,439.44	4,127.32
St Albans	1,362.78	1,589.90	1,817.04	2,044.16	2,498.42	2,952.68	3,406.94	4,088.32
Stoke Bardolph	1,345.98	1,570.31	1,794.64	2,018.97	2,467.63	2,916.29	3,364.95	4,037.94
Woodborough	1,395.46	1,628.04	1,860.62	2,093.19	2,558.34	3,023.50	3,488.65	4,186.38
All other parts of the Council's area	1,342.47	1,566.21	1,789.96	2,013.70	2,461.19	2,908.68	3,356.17	4,027.40

An amendment was moved by Councillor Barnfather and seconded by Councillor Adams in the following terms:

"That the Council has the following objections and proposals to the estimates submitted by Cabinet, and it requires the Cabinet to reconsider

those estimates in the light of these objections and proposals, and report back to Council within five working days after the day of this meeting.”

The following budget amendments are proposed to support proactive, timely and flexible flood prevention work across the Borough whilst maintaining a balance budget position.

Addition to the Capital Programme

1	Acquisition of 1 Large Sweeper and 1 Small Sweeper to be financed by prudential borrowing.	£223,000
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General Fund Budget

2	Revenue implications of the prudential borrowing required for vehicle acquisition and vehicle running costs	£41,000
3	Reduce the Members' Pot from £2,000 per member per annum to £1,000 per member per annum.	-£41,000

Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is the Assistant Director - Finance, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

THE ROBUSTNESS OF THE ESTIMATES AND THE ADEQUACY OF THE GENERAL FUND BALANCES

The annual budget and the medium term plan are based on a range of assumptions, detailed to Cabinet on 13 February, and these have enabled estimates of current and future spending to be modelled. The Council has an excellent track record of meeting demands within the approved budget, together with a good reputation for the robustness of its financial planning. The Council also has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register shows that it is able to manage risk over the medium term.

Members should note that given the Council's excellent track record for budget management, careful budget monitoring and financial planning, which will continue, the structural deficit that remains within the Medium Term Financial Plan (MTFP) is considered to still be at a manageable level, although it should be expected that there will need to be some contraction of service delivery/performance if existing efficiency plans do not proceed in line with expectations, or there are further funding reductions following the implementation of the Fair Funding Review.

The annual budget for 2020/21 and the subsequent years of the MTFP leave the Council with a higher level of balances than the minimum required. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered may be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the efficiency plans in order to balance the MTFP. These plans, if implemented, will mean that the financial outlook remains positive, and that the 2020/21 estimates, and beyond, are robust. Members are advised that risk levels in the MTFP are continuing as a result of continued uncertainties surrounding the local government funding settlements requiring the need to set additional efficiency targets which are not currently backed by an agreed action plan. Despite this risks are currently still at acceptable levels.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short and medium term. However, pressures on both capital and revenue budgets in the medium to long term remain significant, as demonstrated in the Gedling Plan which shows continued future reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 13 February 2020.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2020/21 Council Tax.

Councillor Wilkinson, seconded by Councillor Truscott, proposed a motion to briefly adjourn the meeting to allow Members to consider the amendment put before them. The motion was put to the vote and the Mayor declared it carried.

The meeting adjourned at 6.39 pm.

The meeting resumed at 6.49 pm

In accordance with Standing Order 17.03 the amendment was put to a named vote as follows:

For the amendment:

Councillors Adams, Barnfather, Elliott, Ellwood, Greensmith, Murray, Parr, Martin Smith, Sam Smith, Towsey-Hinton.

Against the amendment:

Councillors Peter Barnes, Sandra Barnes, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, David Ellis, Rachael Ellis, Roxanne Ellis, Fox, Gibbons, Gregory, Hollingsworth, Hope, Keneally, Lawrence, Miller, Najuk, Paling, Payne, Scroggie, Thomas, Truscott, Wheeler, Wilkinson.

The Mayor declared the amendment lost.

A second amendment was proposed by Councillor Ellwood and seconded by Councillor Towsey-Hinton in the following terms:

That the Council has the following objections and proposals to the estimates submitted by Cabinet, and it requires the Cabinet to reconsider those estimates in the light of these objections and proposals, and report back to Council within five working days after the day of this meeting:

1	Create a Carbon Reduction Officer post to support the delivery of the Council's climate emergency agenda	£52,000
2	Discontinue the printing and distribution of the hard copy version of the Contacts Magazine and transfer to digital distribution	-£32,000
3	Reduce the Members' Pot from £2,000 per member per annum to £1,500 per member per annum.	-£20,000

Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is the Assistant Director - Finance, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

THE ROBUSTNESS OF THE ESTIMATES AND THE ADEQUACY OF THE GENERAL FUND BALANCES

The annual budget and the medium term plan are based on a range of assumptions, detailed to Cabinet on 13 February, and these have enabled estimates of current and future spending to be modelled. The Council has an excellent track record of meeting demands within the approved budget, together with a good reputation for the robustness of its financial planning. The Council also has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register shows that it is able to manage risk over the medium term.

Members should note that given the Council's excellent track record for budget management, careful budget monitoring and financial

planning, which will continue, the structural deficit that remains within the Medium Term Financial Plan (MTFP) is considered to still be at a manageable level, although it should be expected that there will need to be some contraction of service delivery/performance if existing efficiency plans do not proceed in line with expectations, or there are further funding reductions following the implementation of the Fair Funding Review.

The annual budget for 2020/21 and the subsequent years of the MTFP leave the Council with a higher level of balances than the minimum required. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered may be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the efficiency plans in order to balance the MTFP. These plans, if implemented, will mean that the financial outlook remains positive, and that the 2020/21 estimates, and beyond, are robust. Members are advised that risk levels in the MTFP are continuing as a result of continued uncertainties surrounding the local government funding settlements requiring the need to set additional efficiency targets which are not currently backed by an agreed action plan. Despite this risks are currently still at acceptable levels.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short and medium term. However, pressures on both capital and revenue budgets in the medium to long term remain significant, as demonstrated in the Gedling Plan which shows continued future reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 13 February 2020.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2020/21 Council Tax.

Councillor Barnfather, seconded by Councillor Adams, proposed a motion to briefly adjourn the meeting to allow Members to consider the amendment put before them. The motion was put to the vote and the Mayor declared it carried.

The meeting adjourned at 7.56 pm.

The meeting resumed at 8.12 pm

In accordance with Standing Order 17.03 the amendment was put to a named vote as follows:

For the amendment:

Councillors Ellwood and Towsey-Hinton.

Against the amendment:

Councillors Peter Barnes, Sandra Barnes, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, David Ellis, Rachael Ellis, Roxanne Ellis, Fox, Gibbons, Gregory, Hollingsworth, Hope, Keneally, Lawrence, Miller, Najuk, Paling, Payne, Scroggie, Thomas, Truscott, Wheeler and Wilkinson.

Abstentions:

Councillors Adams, Barnfather, Elliott, Greensmith, Murray, Parr, Martin Smith and Sam Smith.

The Mayor declared the amendment lost.

Upon the Mayor putting the original proposition of the meeting, and in accordance with Standing Order 17.03, the original proposition was put to a named vote as follows:

For the motion:

Councillors Peter Barnes, Sandra Barnes, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, David Ellis, Rachael Ellis, Roxanne Ellis, Ellwood, Fox, Gibbons, Gregory, Hollingsworth, Hope, Keneally, Lawrence, Miller, Najuk, Paling, Payne, Scroggie, Thomas, Towsey-Hinton, Truscott, Wheeler, Wilkinson.

Abstentions:

Councillors Adams, Barnfather, Elliott, Greensmith, Murray, Parr, Martin Smith and Sam Smith.

The Mayor declared the motion carried and it was

RESOLVED that:

- 1) In accordance with the recommendations of Cabinet on 13 February 2020, that the Prudential and Treasury Indicators and the Treasury Management Strategy Statement 2020/21, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 17 to 57 of the Council agenda, be approved.
- 2) In accordance with the recommendations of Cabinet on 13 February 2020, that the Capital Programme for 2020/21 to 2022/23 set out at page 89 of the Council agenda and the Capital Investment Strategy 2020/21 to 2024/25 set out at pages 69 to 87 of the Council agenda be approved.

- 3) In accordance with the recommendation of Cabinet on 13 February 2020, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2020/21, and that the detailed budget for 2020/21 included at pages 131 to 171 of the Council agenda be approved.
- 4) In accordance with the recommendations of Cabinet on 13 February 2020, that the Gedling Plan 2020-2023 included at pages 191 to 210 of the Council agenda, and which sets out the priorities, objectives and actions, be approved.
- 5) That the sum of £1,156,000 be taken from General Fund Balances in 2020/21 in order to support General Fund revenue expenditure in that year.
- 6) That it be noted that the Portfolio holder for Resources and Reputation and Deputy Leader of the Council determined on 16 January 2020 (D927), the following amounts for the year 2020/21 in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.
 - (a) 37,387.44 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

(b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Bestwood Village	623.06
Burton Joyce	1,492.15
Calverton	2,221.49
Colwick	864.61
Lambley	507.60
Linby	321.24
Newstead	389.66
Papplewick	269.68
Ravenshead	2,720.60
St Albans	924.58
Stoke Bardolph	201.06
Woodborough	932.58

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in/ those parts of its area to which one or more special items relate. **(The Council Tax base for each parish)**

- 7) That the following amounts be now calculated by the Council for the year 2020/21 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):
 - (a) £43,330,530 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**

- (b) £36,307,400 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**
- (c) £7,023,130 being the amount by which the aggregate at 7(a) above exceeds the aggregate at 7(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**
- (d) £187.85 being the amount at 7(c) above, divided by the amount at 6(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**
- (e) £739,530 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**
- (f) £168.07 being the amount at 7(d) above less the result given by dividing the amount at 7(e) above by the amount at 6(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

<u>Part of the Council's Area</u>	£
Bestwood Village	208.19
Burton Joyce	287.22
Calverton	262.14
Colwick	193.28
Lambley	201.42
Linby	231.39
Newstead	211.60
Papplewick	214.32
Ravenshead	218.03
St Albans	198.53
Stoke Bardolph	173.34
Woodborough	247.56

being the amounts given by adding the amount at 7(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above, divided in each case by the amount at 6(b) above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate. **(The combined district and parish amount of Council Tax for a Band D dwelling)**

(h)

Part of the Council's Area

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	138.80	161.92	185.06	208.19	254.46	300.72	346.99	416.38
Burton Joyce	191.48	223.39	255.31	287.22	351.05	414.88	478.70	574.44
Calverton	174.76	203.89	233.02	262.14	320.39	378.65	436.90	524.28
Colwick	128.86	150.33	171.81	193.28	236.23	279.18	322.14	386.56
Lambley	134.28	156.66	179.04	201.42	246.18	290.94	335.70	402.84
Linby	154.26	179.97	205.68	231.39	282.81	334.23	385.65	462.78
Newstead	141.07	164.58	188.09	211.60	258.62	305.65	352.67	423.20
Papplewick	142.88	166.69	190.51	214.32	261.95	309.58	357.20	428.64
Ravenshead	145.36	169.58	193.81	218.03	266.48	314.93	363.39	436.06
St Albans	132.36	154.41	176.48	198.53	242.65	286.77	330.89	397.06
Stoke Bardolph	115.56	134.82	154.08	173.34	211.86	250.38	288.90	346.68
Woodborough	165.04	192.55	220.06	247.56	302.57	357.59	412.60	495.12
All other parts of the Council's area	112.05	130.72	149.40	168.07	205.42	242.77	280.12	336.14

being the amounts given by multiplying the amounts at 7(f) and 7(g) above by the number which, in the proportion set out in section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands. **(The combined district and parish amount of Council Tax for each band of dwelling).**

- 8) That it be noted that for the year 2020/21, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Precepting Authority:								
Notts County Council	1,023.30	1,193.85	1,364.40	1,534.95	1,876.05	2,217.15	2,558.25	3,069.90
Notts Police & Crime Commissioner	152.88	178.36	203.84	229.32	280.28	331.24	382.20	458.64
Combined Fire Authority	54.24	63.28	72.32	81.36	99.44	117.52	135.60	162.72

9. That, having calculated the aggregate in each case of the amounts at 7(h) and 8 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2020/21 for each of the categories of dwellings shown below: **(The total amount of Council Tax for each band of dwelling)**

Part of the Council's Area	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	1,369.22	1,597.41	1,825.62	2,053.82	2,510.23	2,966.63	3,423.04	4,107.64

Burton Joyce	1,421.90	1,658.88	1,895.87	2,132.85	2,606.82	3,080.79	3,554.75	4,265.70
Calverton	1,405.18	1,639.38	1,873.58	2,107.77	2,576.16	3,044.56	3,512.95	4,215.54
Colwick	1,359.28	1,585.82	1,812.37	2,038.91	2,492.00	2,945.09	3,398.19	4,077.82
Lambley	1,364.70	1,592.15	1,819.60	2,047.05	2,501.95	2,956.85	3,411.75	4,094.10
Linby	1,384.68	1,615.46	1,846.24	2,077.02	2,538.58	3,000.14	3,461.70	4,154.04
Newstead	1,371.49	1,600.07	1,828.65	2,057.23	2,514.39	2,971.56	3,428.72	4,114.46
Papplewick	1,373.30	1,602.18	1,831.07	2,059.95	2,517.72	2,975.49	3,433.25	4,119.90
Ravenshead	1,375.78	1,605.07	1,834.37	2,063.66	2,522.25	2,980.84	3,439.44	4,127.32
St Albans	1,362.78	1,589.90	1,817.04	2,044.16	2,498.42	2,952.68	3,406.94	4,088.32
Stoke Bardolph	1,345.98	1,570.31	1,794.64	2,018.97	2,467.63	2,916.29	3,364.95	4,037.94
Woodborough	1,395.46	1,628.04	1,860.62	2,093.19	2,558.34	3,023.50	3,488.65	4,186.38
All other parts of the Council's area	1,342.47	1,566.21	1,789.96	2,013.70	2,461.19	2,908.68	3,356.17	4,027.40

The meeting finished at 8.50 pm

Signed by Chair:

Date:

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Report to Council

Subject: Appointment of Chief Executive

Date: 15 July 2020

Author: Director of Organisational Development & Democratic Services

Purpose

To seek approval for the appointment of a new the Chief Executive following an internal recruitment and selection process.

Recommendations

THAT:

- 1) **Mike Hill be appointed as Chief Executive with effect from 16 July 2020;**
- 2) **His formal designation as Head of Paid Service, appointment as Returning Officer for local elections (Borough and Parish) and Parish Polls and Electoral Registration Officer to continue; and**
- 3) **Alison Ball's designation as the Council's Section 151 Officer to continue.**

1 Background

- 1.1 The Chief Executive post was last vacated at the start of March this year. On 29 January 2020, full Council agreed that transitional arrangements to ensure the smooth running of the Council following Ms Bradford's departure. Mike Hill was appointed as Acting Chief Executive, designated as Head of Paid Service, appointed as Returning Officer for local elections (Borough and Parish) and Parish Polls and Electoral Registration Officer. Council was notified that proposals for the permanent replacement of the Chief Executive would need to be considered in due course and that the

Appointments and Conditions of the Service Committee (“ACSC”) would deal with the recruitment process.

- 1.2 On 12 June 2020, ACSC agreed that the recruitment process should commence as soon as possible and the post of Chief Executive should be filled through an internal competitive process. ACSC agreed that applications should be ring fenced to officers covered by JNC terms and conditions for Chief Officers; for us that means the Deputy Chief Executive, all Directors and all Service Managers.
- 1.3 One application was submitted and an interview was conducted by ACSC on 24 June. ACSC agreed that Mike Hill should be recommended for appointment as Chief Executive and his designation as Head of Paid Service, Returning Officer and Electoral Registration Officer should continue. A provisional offer has been made, subject to Council approval.
- 1.4 Under the Standing Orders relating to Staff, before a formal offer of appointment can be made, the Monitoring Officer must notify all executive members and provide the opportunity to raise an objection to the proposed appointment. The Monitoring Officer has notified all members of Cabinet and has received no objections.
- 1.5 Members will recall that additional interim arrangements were agreed at Council on 29 January 2020 in relation to the S.151 Officer designation. It was agreed that Alison Ball, Service Manager, Financial Services be designated as the Council’s Section 151 Officer during the transitional period; which was defined as immediately after Ms Bradford’s last day of employment until permanent arrangements for the position of Chief Executive are in place. Other transitional operational arrangements were also agreed by the Senior Leadership Team to ensure strategic management of all service areas and provide capacity and resilience at a senior level. It is important that these interim arrangements continue so that the necessary strategic capacity and resilience is maintained, particularly in the context of the response to and recovery from Covid-19. These will therefore remain in place until a further decision is made about the permanent management structure.

2 Proposal

- 2.1 It is proposed that Mike Hill be appointed as Chief Executive with effect from 16 July 2020 and his formal designation as Head of Paid Service, appointment as Returning Officer for local elections (Borough and Parish) and Parish Polls and Electoral Registration Officer should continue.
- 2.2 As Members will be aware, the Council is required to designate an Officer as Section 151 Officer and consequent on the above decision it is proposed that Alison Ball’s designation as the Council’s Section 151

Officer should continue.

3 Alternative Options

- 3.1 To not agree the appointment to the post of Chief Executive. In this case the ACSC will need to reconsider what methods should be undertaken to fill the vacant post of Chief Executive. This could include full external process or internal re-advertisement.

4 Financial Implications

- 4.1 The proposals can be accommodated from existing budgets.

5 Legal Implications

- 5.1 The recruitment process must be conducted in accordance with the Council's Standing Orders Relating to Staff. ACSC has the power to deal with the recruitment process, but the Chief Executive and Head of Paid Service can only be appointed by Full Council.
- 5.2 Under S.4(1) Local Government and Housing Act 1989, the Council is under a duty to designate one of its officers as Head of Paid Service. The statutory role of Head of Paid Service cannot be held by the Monitoring Officer but may be held by the Chief Financial Officer.
- 5.3 Under S.151 Local Government Act 1972 the Council is required to make arrangements for the proper administration of its financial affairs and shall secure that one of its officers has responsibility for the administration of those affairs ("Chief Financial Officer"). ACSC has the power to designate an Officer as Section 151 Officer.

6 Equalities Implications

- 6.1 There are no adverse equalities implications identified. The vacancy was openly notified to all officers covered by the JNC Conditions of Service for Chief Officers.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 There are no carbon reduction/environmental sustainability implications.

8 Appendices

- 8.1 None.

9 Background Papers

- 9.1 None.

Statutory Officer approval

**Approved by: Deputy Chief Financial
Officer**

Date: 25 June 2020

On behalf of the Chief Financial Officer

Drafted by the Monitoring Officer.



Report to Council

Subject: Changes to the Conservative Group

Date: 15 July 2020

Author: Service Manager Democratic Services

Purpose

For Council to approve a change to the membership of the Appointments and Conditions of Service Committee and to recognise a change of Leader within the Conservative Group.

Recommendation(s)

That Council

- 1) **Agrees Councillor Sam Smith will replace Councillor Barnfather on the Appointments and Conditions of Service Committee; and**
- 2) **Recognises Councillor Adams as Leader of the Conservative Group following his appointment at the Group's AGM on 15 June 2020.**

1 Background

- 1.1 Due to the COVID-19 emergency, the Council's Annual General Meeting was unable to take place. This meant that there was not the usual opportunity for political groups to make changes to their committee memberships and positions attracting a special responsibility allowance.
- 1.2 Following the Conservative Group's own AGM, Democratic Services was informed of changes affecting the Conservative Group. This report informs Council of these changes and makes appropriate recommendations to give effect to them.

2 Proposal

- 2.1 The report proposes one change to the membership of the Appointments and Conditions of Service Committee. It is also proposed that Council recognises a change of Leader in the Conservative Group following the

Group's AGM.

3 Alternative Options

3.1 There are no alternative options to this proposal.

4 Financial Implications

4.1 There are no financial implications arising from this report.

5 Legal Implications

5.1 The Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989 require that Committees are politically balanced and reflect the overall makeup of the council.

5.2 The Leader of an opposition group is appointed by the political group and Council does not need to formally approve that appointment. However it is usual practice that Leaders of Opposition Groups are recognised at the Annual Meeting.

6 Equalities Implications

6.1 There are no equalities implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

7.1 There are no environmental sustainability implications arising from this report.

8 Appendices

8.1 None

9 Background Papers

9.1 None identified

Statutory Officer approval	
Approved by:	Assistant Director, Finance
Date:	3/7/2020
Approved by:	Monitoring Officer
Date:	2/7/2020



Report to Council

Subject: Proposed amendment to Procedural Standing Orders: Substitutes at Committees

Date: 15 July 2020

Author: Director of Organisational Development and Democratic Services

Purpose

To seek approval to amend the rules relating to substitutes on Committees set out in the Procedural Standing Orders contained in the Constitution.

Recommendations

THAT:

- 1) The amendments to the rules relating to substitutes on Committees set out in the Procedural Standing Orders as detailed in this report be agreed; and
- 2) The Monitoring Officer is authorised to make the appropriate amendments to the Constitution.

1 Background

1.1 In July 2014, Council approved an amendment to the Constitution to include the following Standing Order to permit substitutes at standing Committees and sub-Committees:

31. Substitutes on Committees

31.1 For each of the standing Committees and Sub-Committees for the Council there shall be appointed a pool of members not greater than one quarter of the total number of members allocated to each of the duly constituted political groups on that committee who will be permitted to attend that Committee or Sub-Committee as a substitute

in accordance with this Standing Order.

- 31.2 Where a member (the original member) of a standing Committee or Sub-Committee of the Council is unable to attend a meeting of that Committee or Sub-Committee the original member may request the member appointed as a substitute pursuant to Standing Order 31.1 (the substitute member) for that Committee or Sub-Committee for the political group to which the original member belongs to attend the Committee or Sub-Committee on behalf of the original member. The attendance of the substitute shall be notified in writing to the Chief Executive no later than 5 pm on the day before the meeting. The substitute member shall announce at the start of the meeting which member they are substituting for under the item “Apologies for Absence and Substitutions”.
- 31.3 A substitute member shall not be permitted to attend meetings of the Planning Committee, Environment and Licensing Committee or Licensing Act Committee unless (s)he has previously received appropriate training to the satisfaction of the Monitoring Officer.
- 31.4 The substitute member attending the Committee or Sub-Committee shall declare his/her presence as substitute at the commencement of the business of the Committee or Sub-Committee. The substitute member shall then act for all purposes, for the duration of that meeting only, as though he were the original member of the Committee or Sub-Committee.
- 31.5 If the original member of the Committee or Sub-Committee is the Chair or Vice-Chair of that Committee or Sub-Committee the substitute member shall not be entitled to act in that office.
- 1.2 Members should note that these rules for substitution do not apply to the Cabinet because substitution cannot apply in Executive arrangements. Furthermore the Licensing Act Panel, the Planning Delegation Panel and Scrutiny Working Groups are not subject to these rules because these are not standing sub-committees which Council appoints to.

2 Proposal

- 2.1 In light of the current Covid-19 pandemic, it is proposed that Standing Order 31 is amended to enable greater flexibility for additional members to act as substitutes. Whilst the Council now has the power to hold meetings remotely it must be recognised that there is a possibility a number of Members may be unable to attend meetings as a result of illness or technical issues. Although meetings may be quorate and lawfully able to proceed with business, there may however be difficulties in maintaining political balance. Amending the Standing Order will give political groups a

larger pool of substitutes to call upon to attend meeting to mitigate this risk.

- 2.2 It is therefore proposed that Standing Order 31.1 is amended to read as follows:

31.1 For each of the standing Committees and Sub-Committees for the Council, where a member of a committee is listed as a member of a political group for the purposes of allocating committee seats, all other eligible members of that political group properly notified to the proper officer who are not appointed members of that Committee or Sub-Committee are appointed as substitute members.”

- 2.3 Members should be aware that by removing the limit on the number of the pool of substitutes available to each group and enabling greater flexibility there is the potential for an entire committee or sub-committee to be composed of substitute members. The risks in such a situation are the loss of continuity in decision making and a larger proportion of the members attending have less knowledge and understanding of the business being transacted. In addition, the greater the proportion of members who substitute the greater the risk that the committee looks less like the committee which was actually appointed by the Council. These risks can be mitigated by retaining the requirement in the Standing Order for the Chief Executive to be notified of a substitute in writing to no later than 5 pm on the day before the meeting and requiring all Members (including substitutes) on Planning Committee, Environment and Licensing Committee or Licensing Act Committee to undergo training before they can attend meetings. The situation can also be monitored and any specific concerns raised with the Group Business Managers.

- 2.4 The proposed change falls within Standing Order 29 which states:

“29. Variation and Revocation of the Constitution

Any motion to add to, vary or revoke the Articles of the Constitution, Procedural Standing Orders, Standing Orders relating to Contracts, Standing Orders for Dealings with Land and Standing Orders relating to staff except for the amendment of financial limits and other amendments appropriate to give effect to changes in officers’ duties, responsibilities and titles, shall when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council”.

Consequently the changes to the Standing Orders cannot be agreed straightaway and the matter must be adjourned to the next ordinary meeting of Council.

3 Alternative Options

3.1 Council could decide to retain the current arrangements relating to substitutes at Committees. A designated pool of substitutes has the benefit of certainty and consistency, however does not provide maximum flexibility.

4 Financial Implications

4.1 There are no financial implications arising from this report.

5 Legal Implications

5.1 The primary purpose of appointing substitute members is to ensure that a Committee can achieve a quorum of members in order to transact business. It also seeks to ensure the political proportionality of a Committee reflects the political proportionality of the Council as a whole.

5,2 Appointment to Committees, including substitute members is the responsibility of Council.

6 Equalities Implications

6.1 There are no equalities implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

7.1 There are no carbon reduction/environmental sustainability implications arising from this report.

8 Appendices

8.1 None.

9 Background Papers

9.1 None.

Statutory Officer approval

**Approved by the Chief Financial
Officer**

Date: 30 June 2020

Drafted by the Monitoring Officer



Report to Cabinet

Subject: Annual Treasury Activity Report 2019/20

Date: 2 July 2020

Author: Assistant Director - Finance

Wards Affected

All

Purpose

To inform Members of the outturn in respect of the 2019/20 Prudential Code Indicators, and to advise Members of the outturn on treasury activity, both as required by the Council's Treasury Management Strategy.

Key Decision

This is not a key decision.

Recommendation:

That:

1. Members approve the Annual Treasury Activity Report for 2019/20 and refer it to Full Council for approval, as required by the regulations.

1 Background

- 1.1 The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury review of its activities, and the actual Prudential and Treasury Indicators for 2019/20. 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 2019/20 the minimum reporting requirements were that the Full Council should receive the following reports:
- An Annual Treasury Management Strategy Statement (TMSS) in advance of the year. This was considered by Cabinet on 14 February 2019 and subsequently approved by Full Council on 4 March 2019.
 - A Mid-Year Treasury Update report. In accordance with best practice, Members will note that, as in previous years, quarterly monitoring reports for treasury activity have been provided, and that this exceeds the minimum requirements.
 - An Annual Review following the end of the year describing the activity compared to the strategy. This report is in fulfilment of this requirement.
- 1.3 The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. The Annual Treasury Activity Report provides details of the outturn position for treasury activities during the year, and highlights compliance with the Council's policies, previously approved by Members.
- 1.4 The Council has complied with the requirement under the Code to give prior scrutiny to all the above treasury management reports by submitting them to Cabinet before they are reported to Full Council.
- 1.5 Member training on treasury management issues is undertaken by the Chief Financial Officer as it is needed in order to support Members' scrutiny role. In addition, the Council's treasury advisers, Link Asset Services (LAS) periodically deliver more detailed training sessions for Members.

2 Proposal

2.1 Summary of the economy and interest rates during 2019/20

- 2.1.1 Economic growth was volatile in 2019 at +0.5% in Q1, -0.2% in Q2, +0.5% in Q3, and flat for Q4. This resulted in growth of +1.1% over the year as a whole. Business surveys were optimistic for 2020, but January's results were disappointing, and since then the whole world has changed as a result of the coronavirus pandemic. It now looks likely that the closedown of whole sections of the economy will result in a fall in GDP of at least 15% in Q2. Huge uncertainty remains as to how quickly the economy will then recover.
- 2.1.2 Although the UK left the EU on 31 January 2020 there is still much uncertainty as to whether there will be a reasonable trade deal achieved by the end of the year. It is also unclear as to whether the coronavirus

pandemic may yet impact on the deadline of agreeing a deal by 31 December 2020.

- 2.1.3 The Monetary Policy Committee (MPC) raised Bank Rate from 0.5% to 0.75% in August 2018, but Brexit uncertainty meant that it refrained from further action until March 2020, at which point it was clear that the coronavirus pandemic posed a huge threat to the UK economy and two emergency rate cuts were made, first to 0.25% and then to 0.10%. These cuts were accompanied by an increase in Quantitative Easing (QE).
- 2.1.4 The Government and the Bank of England have also acted to prevent mass job losses during the lockdown period, imposed to limit the spread of the coronavirus. Accordingly, schemes have been put in place to assist both employed and self-employed workers, together with a raft of measures to help businesses to access loans from their banks – with the Government providing guarantees to the banks against losses. The ratio of debt to GDP is likely to increase from around 80% to 105%. The situation is still evolving and there may yet be further measures put in place.
- 2.1.5 In the Budget in March 2020 the Government announced a large increase in spending on infrastructure and it is hoped that this will help the economy to recover once the lockdown ends. Provided the coronavirus pandemic is brought under control relatively swiftly, and the lockdown is eased, there is hope for a sharp recovery in the economy, albeit that it will take time to fully recover previously lost momentum.
- 2.1.6 Inflation is not expected to be an issue in the near future, with the world economy heading into a recession which is already causing a glut in the supply of oil – which has fallen sharply in price. Other prices are also likely to face downward pressure, whilst wage inflation has been falling over the last 6 months - and is likely to continue that trend. Wage inflation has however tended to be higher than CPI inflation, which has increased consumer spending power, and this will have provided support to GDP growth. However, during lockdown when people cannot leave their homes to do non-food shopping, retail sales will take a significant hit.
- 2.1.7 Employment had been growing healthily through the year, but is now likely to be heading for a significant fall in the coming months.
- 2.1.8 In the US, Congress agreed a \$2trn stimulus package and the Federal Reserve (Fed) could also channel up to \$6trn in temporary financing to consumers and businesses over the coming months. However, it is anticipated that this will not stop the US too falling into a sharp recession in Q2 of 2020.

2.1.9 Growth in the Eurozone fell steadily from 1.8% in 2018 to only 0.9% by Q4 of 2019. The European Central Bank (ECB), ended its initial programme of QE in December 2018, however the downturn in growth led them to take new measures in March 2019, and in September it cut deposit rates to negative levels and announced a further round of QE measures to start in November. The ECB then took action in March 2020 to expand its QE operations to help with the expansion of credit and growth in the face of the coronavirus pandemic. What is currently missing is a coordinated EU response of fiscal action to protect jobs, support businesses and promote economic growth across the Eurozone.

2.2 The Council's overall Treasury position at 31 March 2020

The Council's debt and investment position is organised to ensure adequate liquidity for revenue and capital activities, security of investment, and to manage risks within all treasury management activities. At the beginning and end of 2019/20, the treasury position was as follows:

Treasury position:	1 April 2019 £000s	31 March 2020 £000s
Total external debt	8,812	9,812
Capital Financing Requirement (CFR)	10,221	10,313
Over/(under) borrowing to CFR	(1,409)	(501)
Total external debt	8,812	9,812
Total investments	(13,490)	(14,150)
Net debt/(investment)	(4,678)	(4,338)

Full details of the Council's borrowing and investments can be found at Appendix 1.

2.3 The Treasury Strategy for 2019/20

2.3.1 The expectation within the treasury strategy for 2019/20 (the TMSS) was that because of Brexit uncertainty, the Monetary Policy Committee (MPC) was unlikely to raise Bank Rate from 0.75% until May 2019. This was expected to be followed by a further rise in February 2020. Medium and longer term fixed rates were expected to rise only gently, but it was noted that due to the uncertainty in the markets, exceptional levels of volatility might prevail. Investment rates were expected to remain low during the

year, and to be on only a gently rising trend over the following years. The treasury strategy was therefore to maintain an under-borrowed position, ie. to postpone borrowing to avoid the cost of holding higher levels of investments at rates lower than the cost of the borrowing. It was however noted that care would be needed to ensure that borrowing was not postponed to a point where undertaking it at higher rates would be unavoidable.

2.3.2 In the event the MPC maintained Bank Rate at 0.75% until 11 March 2020 when, in the face of the coronavirus pandemic, it announced a cut to 0.25%. A further cut to 0.10% was announced on 19 March and this rate remains in force.

2.4 The Council's Borrowing Requirement

The Council's underlying need to borrow for capital expenditure is termed the capital financing requirement (CFR), and is a gauge of the Council's indebtedness.

The CFR results from the Council's capital activity, and the resources it uses to pay for that capital spending, and represents unfinanced expenditure that has not yet been paid for from revenue or other resources.

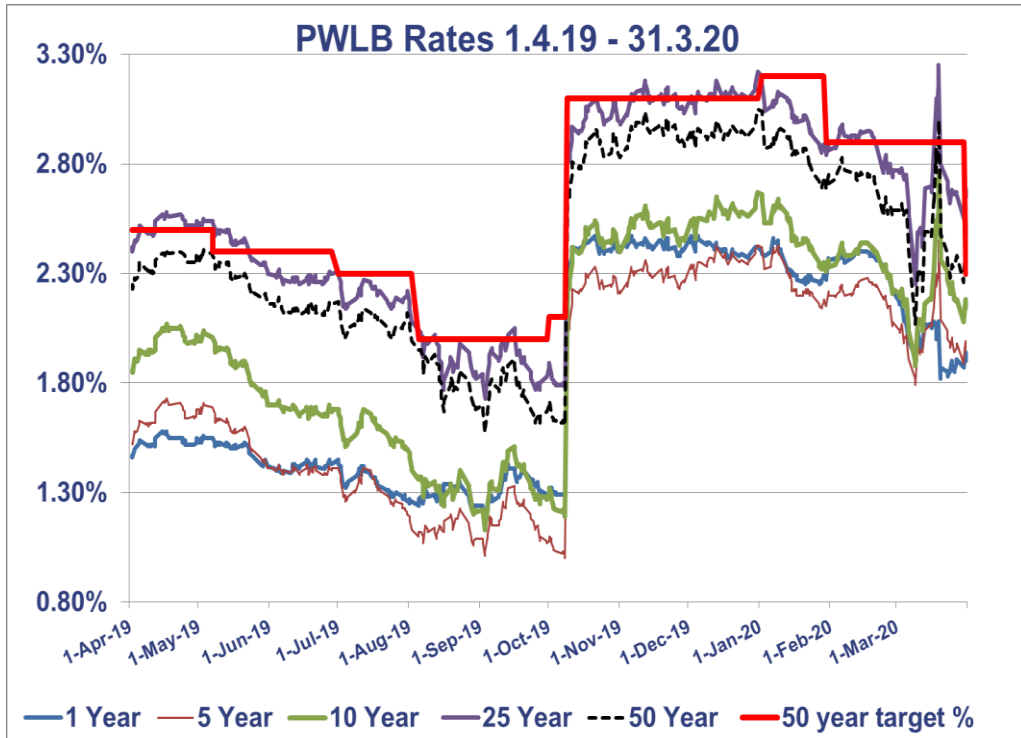
CFR:	1 April 2019 (Actual) £000s	31 March 2020 (Orig. Est-TMSS) £000s	31 March 2020 (Actual) £000s
Capital Financing Requirement	10,221	15,640	10,313

The 2019/20 variance is due to deferrals and savings on the 2018/19 capital programme, both of which reduced the borrowing requirement in that year, and to amendments on the capital programme during 2019/20, including the deferral of schemes to 2020/21.

2.5 Borrowing rates in 2019/20

Medium and longer term fixed borrowing rates were expected to rise only gradually during 2019/20 and the two subsequent financial years. Variable or short term rates were expected to be the cheaper form of borrowing over the period.

The graph below has been provided by the Council's treasury advisers.



PWLB rates are based on, and determined by, UK Government Bond (gilts) yields plus a specified margin determined by HM Treasury. Gilt yields were on a generally falling trend during 2019/20 until the coronavirus pandemic hit western economies. Since then gilt yields have fallen sharply to unprecedented lows.

However, without prior warning, on 9 October 2019 HM Treasury added an additional 1% margin over gilts to all PWLB rates. The PWLB “certainty rate” for which the Council has approval is currently set at gilts plus 180 basis points (ie a 1.8% addition). It is anticipated that there will be little upward movement on PWLB rates over the next two years as it will take national economies a prolonged period to recover the momentum lost in the sharp recession caused by the coronavirus lockdown period.

For illustration, the table below shows the LAS forecasts for interest rates as at 31 March 2020.

Link Asset Services Interest Rate View 31.3.20								
	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22
Bank Rate View	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 Month LIBID	0.45	0.40	0.35	0.30	0.30	0.30	0.30	0.30
6 Month LIBID	0.60	0.55	0.50	0.45	0.40	0.40	0.40	0.40
12 Month LIBID	0.75	0.70	0.65	0.60	0.55	0.55	0.55	0.55
5yr PWLB Rate	1.90	1.90	1.90	2.00	2.00	2.00	2.10	2.10
10yr PWLB Rate	2.10	2.10	2.10	2.20	2.20	2.20	2.30	2.30
25yr PWLB Rate	2.50	2.50	2.50	2.60	2.60	2.60	2.70	2.70
50yr PWLB Rate	2.30	2.30	2.30	2.40	2.40	2.40	2.50	2.50

2.6 The Council's borrowing outturn for 2019/20

2.6.1 One new loan of £1m was raised during 2019/20 at an exceptionally favourable 50-year rate of 1.62%. This loan was agreed on 8 October 2019, at which time there was no indication that HMT would raise rates by 1% overnight, hence it proved to be particularly fortunate transaction. No loans were redeemed during the year.

The Council has embarked upon a commercialisation programme aimed at the generation of funds to replace Revenue Support Grant, which was withdrawn at the end of 2018/19. Significant additional borrowing may be required to support this commercial programme, which will be supported by individual business case assessments to demonstrate that each project generates a return sufficient to cover any borrowing costs. Advice will be taken from LAS with regard to the amount and timing of any additional borrowing, and should conditions become advantageous, some further borrowing in advance of need will also be considered by the Chief Financial Officer.

2.6.2 The Council did not borrow more than, or in advance of its needs, purely to profit from the investment of the extra sums borrowed, and will not do so.

2.6.3 Total outstanding debt at 31 March 2020 was £9.812m. All loans held are repayable on maturity, and are at fixed rates.

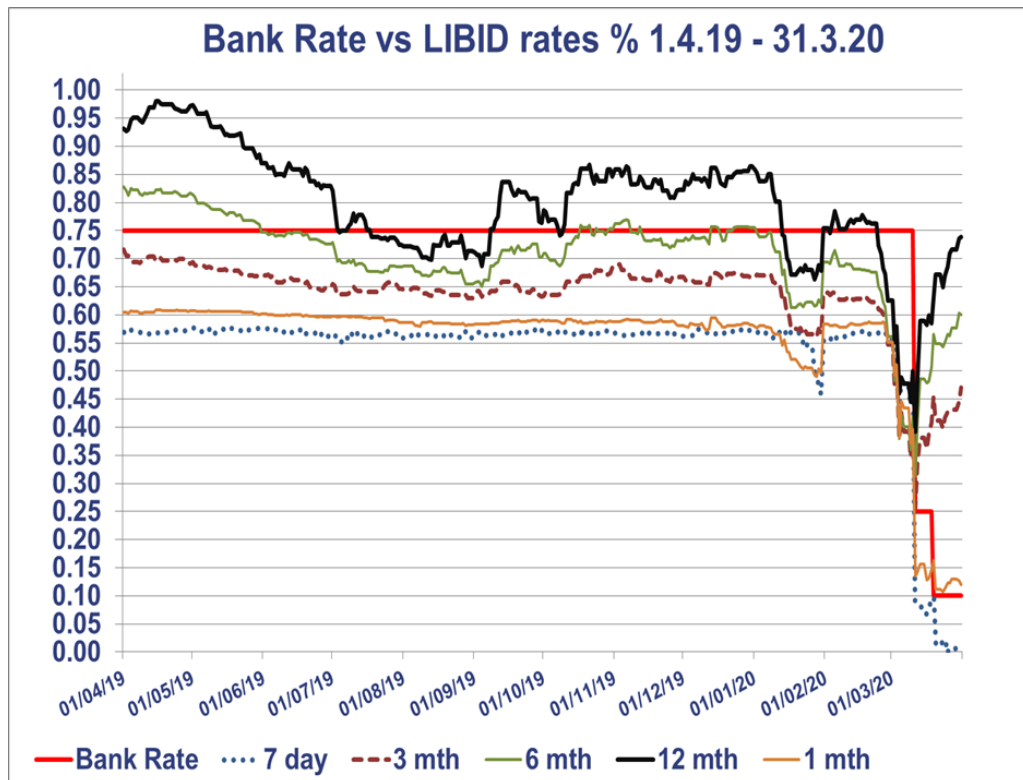
2.6.4 There was no rescheduling of PWLB debt undertaken during the year, as the significant differential between PWLB new borrowing rates and premature repayment rates made such action unviable.

2.6.5 No temporary loans were arranged for cashflow purposes during 2019/20.

2.7 Investment rates in 2019/20

Investment returns remained low in 2019/20. Shorter term rates were fairly flat during most of the year, until two emergency cuts in Bank Rate due to the coronavirus pandemic caused them to fall sharply. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach and investment continues to be dominated by low counterparty risk resulting in relatively low returns compared to borrowing rates.

The graph below has been provided by the Council's treasury advisers.



2.8 The Council's Investment outturn for 2019/20

2.8.1 The Council's investment policy is governed by MHCLG guidance and implemented by the Annual Investment Strategy, which formed part of the TMSS approved by Council on 4 March 2019. This policy sets out the approach for selecting investment counterparties. For 2019/20 the Chief Financial Officer adopted the Link Asset Services (LAS) credit rating methodology, 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 place undue reliance on any 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. The methodology 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 LAS methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA.

- 2.8.2 Whilst credit ratings advice is taken from the treasury advisers, the ultimate decision on what is prudent and manageable for the Council is taken by the Chief Financial Officer under the approved scheme of delegation.
- 2.8.3 No changes to the TMSS for 2019/20 approved by Council on 4 March 2019 were made during the year.
- 2.8.4 The Council’s investment priorities in 2019/20 remained the security of capital and good liquidity. Whilst the Council always seeks to obtain the optimum return (yield) on its investments, this is at all times commensurate with proper levels of security and liquidity. During the year it remained appropriate either to keep investments short-term to cover cashflow needs, or to take advantage of fixed periods up to twelve months with a small number of selected counterparties. During the current coronavirus pandemic the maintenance of liquidity is clearly even more critical, and investment terms are likely to be kept short.
- 2.8.5 During 2019/20, significant use was made of two money market funds, achieving annual equated returns of around 0.69% and 0.67% respectively. These funds are AAA rated investment vehicles which allows the pooling of many billions of pounds worth of assets nationally into highly diversified funds, thus reducing the Council’s risk.
- 2.8.6 An investment of £1m was made in the CCLA Local Authority Property Fund (LAPF) on 30 November 2017. This is a local government investment scheme approved by the Treasury under the Trustee Investments Act 1961 (section 11). The equated dividend for 2019/20 was 4.13% and this is treated as revenue income. The investment has allowed the Council to introduce a property element into its investment portfolio without the risks associated with the direct purchase of assets. The main risk around Property Funds is the preservation of the capital sum however evidence from recent years shows that over time the property market has

been a positive long-term investment and it is accordingly anticipated that this investment will be held for at least five years to minimise any risk.

- 2.8.7 Notice has been received from CCLA that the LAPF is currently suspended and that no subscriptions or redemptions can be made. Such suspension is a normal course of action in exceptional market conditions such as those currently being experienced due to the coronavirus pandemic. Valuers cannot be confident that their valuations truly reflect prevailing conditions, and where there is a material risk of disadvantage to either party, all transactions must be suspended until the required level of certainty is re-established. CCLA fully expect the suspension to be temporary, although possibly lasting for several months, and as the property fund is viewed as a long term investment the suspension should not cause undue concern.
- 2.8.8 The property fund investment purchased a number of units, determined by the unit price on the entry date. This valued the initial investment of £1m at £936,770, setting the implied entry fee at £63,230, or 6.32%. The certified value of the property fund investment at 31 March 2020 was £936,390, reflecting a loss in value of £34,702 during the 2019/20 year. Following changes to accounting arrangements, all movements in the valuation of pooled investment funds must be charged to the Comprehensive Income and Expenditure account (CIES), however a statutory override is in place for a period of five years to ensure that the impact of these on the General Fund are neutralised. Accordingly the difference of £63,610 between the £1m investment and the certified 31 March 2020 value of £936,390 is held in the Pooled Investment Funds Adjustment Account. The loss suffered during 2019/20 effectively means that the value at 31 March 2020 is back to that on entry.
- 2.8.9 Investment interest of £192,953 (including dividends of £41,339 on the property fund) was generated in the year, representing an equated rate of 1.04%. This outperforms the benchmark average 7 day LIBID rate, which ended the year at 0.54%, and in cash terms represents additional income to the General Fund of £92,800. This was achieved partly as a result of positive investment management, but was largely due to the 4.13% dividend on the Property Fund. Performance in respect of the longer average 3 month LIBID rate, which ended the year at 0.64%, still represents additional income of £74,200. It should be noted that anticipated dividends on the Property Fund are likely to be significantly lower in 2020/21.
- 2.8.10 Investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties. The investment counterparty limit of £3m (£4m for money market funds) was exceeded only once

during the year, when an overnight deposit of £3.85m with HSBC Treasury was specifically approved by the CFO on 28 May 2019.

2.8.11 The Annual Treasury Activity Report for the year ended 31 March 2020 is attached at Appendix 1 in accordance with the TMSS.

2.9 Compliance with Prudential and Treasury Indicators

2.9.1 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 Council on 4 March 2019.

2.9.2 During the financial year 2019/20 the Council has at all times operated within the Prudential and Treasury Management Indicators set out in the Council's TMSS, and in compliance with the Council's Treasury Management Practices. A summary of the outturn position at 31 March in respect of each of the 2019/20 Prudential and Treasury Management Indicators is shown at Appendix 2.

a) Prudential Indicators:

i) Capital Expenditure

Capital expenditure for 2019/20 totalled £3,107,071. This differs to the approved indicator of £8,943,500 due to the inclusion of approved carry forward requests from 2018/19, and variations to the capital programme during 2019/20, which include the deferral of schemes to 2020/21.

ii) Capital Financing Requirement (CFR)

The CFR represents the Council's historic outstanding capital expenditure which has not yet been paid for from capital or revenue resources, and is essentially a measure of the underlying borrowing need. It does not increase indefinitely since the minimum revenue provision (MRP) is a statutory annual revenue charge for the economic consumption of capital assets. The CFR totalled £10,312,644 at 31 March 2020. This differs to the approved indicator of £15,639,600 due to savings and deferrals on the 2018/19 capital programme, as well as to variations to the capital programme for 2019/20 including the deferral of schemes to 2020/21.

iii) Gearing ratio

The concept of gearing compares the total underlying borrowing need (the CFR) to the Council's total fixed assets, and can provide an early

indication when debt levels are rising relative to long term assets held. The Council's gearing ratio at 31 March 2020 was 29.5%, which is lower than the approved indicator of 35% due to the deferral of capital expenditure to 2020/21, but remains broadly comparable with the average gearing ratio for councils of a similar size.

iv) Ratio of Financing Costs to Net Revenue Stream – service related and commercial property

These indicators identify the trend in the cost of borrowing, net of investment income, against the net revenue stream. Financing costs represent the element of the Council's expenditure to which it is committed even before providing any services.

The outturn of 7.70% for service related expenditure differs to the approved indicator of 11.45% due to reduced revenue contributions to capital expenditure; a reduction in MRP arising from savings and deferrals on the capital programme in 2018/19, and additional investment interest.

The outturn in respect of commercial property is nil, which differs to the approved indicator of 0.31% due to the deferral of commercial property investment.

v) Ratio of commercial property to net revenue stream

This indicator demonstrates the extent to which a loss of commercial property income would impact on the Council, ie. to measure the "proportionality" of commercial activity.

The Council is in the very early stages of its commercial property agenda and no acquisitions had been made by 31 March 2020. Accordingly, the outturn for this indicator is nil, which differs to the approved indicator of 0.61%.

vi) 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 2019/20 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. Gross debt at 31 March 2020 was £9.812m which was well within the approved indicator.

vii) Ratio of internal borrowing to CFR

The Council is currently maintaining an "internal borrowing" position, ie. The underlying borrowing need (CFR) has not yet been fully funded with

loan debt as cash supporting the Council's reserves and balances is being used as a temporary measure.

The outturn for internal borrowing is 5%, which differs to the approved indicator of 34% due to the deferral of capital schemes to 2020/21, reducing the expected "gap" between CFR and external borrowing.

(b) Treasury Management Indicators:

The Treasury Management indicators are based on limits, beyond which activities should not pass without management action, and the Council has operated within these limits at all times during 2019/20. They include two key indicators of affordability and four key indicators of prudence and Appendix 2 demonstrates the outturn position compared to each limit.

Affordability

i) Operational boundary for external debt

This is the limit above which external debt is not "normally" expected to pass. In most cases this would be a similar figure to the CFR but may be lower or higher depending on the level of actual debt. The Operational Boundary has not been exceeded during 2019/20.

ii) Authorised limit for external debt

This limit represents a control on the "maximum" level of borrowing and is the statutory limit determined under s3(1) of the Local Government Act 2003. It 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, whilst neither desirable nor sustainable in the longer term, could be afforded in the short term. The Government retains an option to control either the total of all Councils' plans, or a specific Council, although this power has not yet been exercised. The Authorised Limit has not been exceeded during 2019/20.

Prudence

iii) Prior to the 2017 revisions to the Treasury Management Code there was a requirement to set indicators for the Council's maximum exposure to fixed and variable interest rates for net borrowing (ie. external borrowing less investments). This requirement has now been removed in favour of a statement in the TMSS stating how interest rate exposure is managed and monitored by the Council, and this is reproduced below:

The Council has a general preference for fixed rate borrowing in order to minimise uncertainty and ensure stability in the charge to revenue, however it is acknowledged that in certain circumstances, some variable rate borrowing may be prudent, for example if interest rates are expected to fall. The Council's investments are generally for cashflow purposes and accordingly a mix of fixed and variable rates will be used to maximise flexibility and liquidity. Interest rate exposure will be managed and monitored on a daily basis by the Chief Financial Officer.

Local indicators for the proportions of fixed and variable rate loans, have been retained by the Council for information purposes.

- iv) Maximum new principal sums to be invested during 2019/20 for periods in excess of 365 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. In addition to the Council's £1m investment in the CCLA property fund, one additional non-specified investment of £1m was made on 5 August 2019. This investment was classified as non-specified because the initial term was 366 days.
- v) Upper limits for the maturity structure of borrowing - set to reduce the Council's exposure to large fixed rate sums falling due for refinancing. These limits have not been exceeded during 2019/20.

2.10 Other Issues

2.10.1 IFRS9

Following the consultation undertaken by the Ministry of Housing, Communities and Local Government (MHCLG) on IFRS9 the Government has introduced a mandatory statutory override requiring local authorities to reverse out all unrealised fair value movements resulting from pooled investment funds. This will be effective for 5 years from 1 April 2018 to 31 March 2023. The Council is required to disclose the net impact of the unrealised fair value movements in a separate unusable reserve throughout the duration of the override, in order for the Government to keep the override under review and to maintain a form of transparency. This reserve has been named the Pooled Investment Funds Adjustment Account (see 2.8.8 above).

2.10.2 Consultation on changes to the terms of PWLB borrowing

The Government is consulting on revising the terms of PWLB borrowing, including a proposal to block access to all PWLB borrowing in any year in which a local authority's capital programme includes expenditure on an asset purchased purely to obtain yield. The closing date for this

consultation has been extended to 31 July in light of the current coronavirus pandemic.

2.10.3 Changes in risk appetite and counterparty limits

The 2018 CIPFA Code and guidance notes have placed enhanced importance on risk management. Where an authority changes its risk appetite, eg. the use of certain investment instruments, this should be brought to Members' attention.

The Council remains averse to risk with the investment of its surplus cash, and has continued to maintain strict limits on the maximum investment with any one counterparty. The only exception to this is investment with the Debt Management Office, whereby the Council is effectively lending to central government.

No specific changes have been made during the year.

2.10.4 Sovereign limits

The UK's sovereign rating was downgraded from AA to AA- in March 2020, reflecting a significant weakening of the UK's public finances caused by the coronavirus pandemic. As discussed at 2.8.1 above the current Treasury Strategy permits the use of any UK counterparties, subject to their individual credit ratings under the LAS methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA.

2.10.5 IFRS16

IFRS 16 is the new accounting standard relating to leases which will bring almost all leases on to the balance sheet, while requiring authorities to recognise a "right of use asset" and a lease liability. IFRS16 was due to come into effect for public services from 1 April 2020 (ie. For the 20/21 Accounts), however in light of the coronavirus pandemic, the Financial Regulatory Advisory Board agreed on 20 March 2020 to defer implementation for a further 12 months to 31 March 2022, ie. for the closure of the 2021/22 accounts.

3 Alternative Options

- 3.1 An alternative option is to fail to present an Annual Treasury Activity Report, however this would contravene the requirement of the Council's Treasury Management Strategy Statement (TMSS).

4 Financial Implications

4.1 There are no financial implications directly arising from this report.

5 Legal Implications

5.1 There are no legal implications arising from this report.

6 Equalities Implications

6.1 There are no equalities implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

7.1 There are no carbon reduction/environmental sustainability implications arising from this report.

8 Appendices

8.1 Annual Treasury Activity Report 2019/20.

8.2 Outturn Prudential and Treasury Management Indicators for 2019/20.

9 Background Papers

9.1 None identified.

10 Reasons for Recommendations

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

Statutory Officer approval:

Approved by: Chief Financial Officer

Date: 23 June 2020

Approved by: Monitoring Officer

Date: 23 June 2020

For Year Ended 31 March 2020

	<u>Position @</u> <u>1 Apr 2019</u> £	<u>Loans Made</u> <u>During 19/20</u> £	<u>Loans Repaid</u> <u>During 19/20</u> £	<u>Position @</u> <u>31 Mar 2020</u> £
<u>Long Term Borrowing</u>				
PWLB	8,811,577	1,000,000	0	9,811,577
Total Long Term Borrowing	8,811,577	1,000,000	0	9,811,577
<u>Temporary Borrowing</u>				
Local Authorities	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
Total Temporary Borrowing	0	0	0	0
TOTAL BORROWING	8,811,577	1,000,000	0	9,811,577
<u>Long Term Investment</u>				
CCLA LAPF Property Fund	(1,000,000)	0	0	(1,000,000)
Total Long Term Investment	(1,000,000)	0	0	(1,000,000)
<u>Short Term Investment</u>				
Aberdeen Money Market Fund	(1,230,000)	(56,060,000)	53,450,000	(3,840,000)
Bank of Scotland	(2,000,000)	(4,000,000)	3,000,000	(3,000,000)
Blackrock Money Market Fund	(3,260,000)	(16,990,000)	16,940,000	(3,310,000)
Barclays	(1,000,000)	(2,000,000)	3,000,000	0
Close Brothers	(2,000,000)	0	2,000,000	0
Debt Management Office	0	(18,535,000)	18,535,000	0
Goldman Sachs	(2,000,000)	(2,000,000)	4,000,000	0
HSBC Treasury	0	(23,393,000)	23,393,000	0
Local Authorities & Other	0	0	0	0
Nationwide	0	(1,000,000)	0	(1,000,000)
Santander	(1,000,000)	(7,000,000)	6,000,000	(2,000,000)
Total Short Term Investment	(12,490,000)	(130,978,000)	130,318,000	(13,150,000)
TOTAL INVESTMENT (See below)	(13,490,000)	(130,978,000)	130,318,000	(14,150,000)
NET BORROWING / (INVESTMENT)	(4,678,423)	(129,978,000)	130,318,000	(4,338,423)

Temporary Borrowing & Investment Statistics at 31 March 2020

Investment:

Fixed Rate Investment (LT & ST)	(7,000,000)	(50,928,000)	53,928,000	(4,000,000)
Variable Rate Investment	(6,490,000)	(80,050,000)	76,390,000	(10,150,000)
TOTAL INVESTMENT	(13,490,000)	(130,978,000)	130,318,000	(14,150,000)

Proportion of Fixed Rate Investment	28.27%
Proportion of Variable Rate Investment	71.73%
Temporary Investment Interest Receivable	£ 192,953
Equated Temporary Investment	£ 18,486,027
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	1.04%
7 Day LIBID (Benchmark)	0.54%
3 Month LIBID	0.64%

Borrowing:

Temporary Borrowing Interest Payable	£ -
Equated Temporary Borrowing	£ -
Weighted Average Interest Rate Paid (Interest Payable / Equated Borrowing)	n/a
7 Day LIBOR (Benchmark)	0.66%

	<u>If LIBID</u>	<u>Better by</u>
7 Day	100,187	92,766
3 Month	118,740	74,213

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	2019/20 Original Estimate (Council 4/3/19)	2019/20 Position at 31-Mar-20
A) Prudential Indicators		
<u>Affordability:</u>		
a) Capital Expenditure	£ 8,943,500	£ 3,107,071
b) Capital Financing Requirement	£ 15,639,600	£ 10,312,644
c) Gearing (CFR to Long Term Assets)	35%	29.50%
Ratio of Financing Costs to Net Revenue Stream-Services	11.45%	7.70%
Ratio of Financing Costs to Net Revenue Stream-Commercial	0.31%	0.00%
d) Total Ratio of Financing Costs to Net Revenue Stream	11.76%	7.70%
e) Ratio of Commercial Income to Net Revenue Stream	0.61%	0.00%
f) Maximum Gross Debt	£ 17,739,600	£ 9,811,577
g) Ratio of Internal Borrowing to CFR	34%	5%
B) Treasury Management Indicators		
<u>Affordability:</u>		
a) Operational Boundary for External Debt:		
Borrowing	£ 18,700,000	£ 9,811,577
Other Long Term Liabilities	£ 1,500,000	-
Total Operational Boundary	£ 20,200,000	£ 9,811,577
b) Authorised Limit for External Debt:		
Borrowing	£ 19,700,000	£ 9,811,577
Other Long Term Liabilities	£ 1,500,000	-
Total Authorised Limit	£ 21,200,000	£ 9,811,577
<u>Prudence:</u>		
c) Upper & Lower limits for the maturity structure of outstanding Borrowing during 2019/20:		
Under 1 Year	U 40%, L 0%	0%
1 Year to 2 Years	U 40%, L 0%	0%
2 Years to 5 Years	U 50%, L 0%	0%
5 Years to 10 Years	U 50%, L 0%	0%
Over 10 Years	U 100%, L 0%	100%
d) Investment Treasury Indicator and limit: Max. NEW principal sums invested in 2019/20 for periods OVER 365 days (ie. non-specified investments), subject to maximum non specified per counterparty of £3m AND to the prevailing overall counterparty limit, AND to the TOTAL non specified limit of £5m.	£ 3,000,000	£ 1,000,000
e) Upper limit for fixed interest rate exposure: (Maximum outstanding net BORROWING)		
LOCAL INDICATOR - Investment Only	100.00%	28.27%
LOCAL INDICATOR - Borrowing Only	100.00%	100.00%
f) Upper limit for variable interest rate exposure: (Maximum outstanding net BORROWING)		
LOCAL INDICATOR - Investment Only	100.00%	71.73%
LOCAL INDICATOR - Borrowing Only	50.00%	0.00%

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Report to Cabinet

Subject: Budget Outturn and Budget Carry Forwards 2019/20

Date: 2 July 2020

Author: Senior Leadership Team

Wards Affected

Borough-wide

Purpose

This report presents the Budget Outturn and Budget Carry Forwards for 2019/20.

Cabinet is asked to note the final outturn position for 2019/20 and:

- a) Approve the movements on earmarked reserves and provisions;
- b) Note the capital carry-forward budgets approved by the Chief Financial Officer in accordance with Financial Regulations;
- c) Approve the carry forward of non-committed capital budgets from 2019/20 as additions to the 2020/21 budget for referral to Council, in accordance with Financial Regulations;
- d) Recommend that Council approve the method of financing the 2019/20 capital expenditure which includes making the Capital Determinations required by the Local Government and Housing Act 1989.

Key Decision

This is a key decision

Recommendation(s)

Members are recommended to:

- 1) Note the Budget Outturn figures for 2019/20;**
- 2) Approve the movements in Earmarked Reserves and Provisions as detailed in paragraphs 2.4 and 2.5 respectively;**
- 3) Note the capital carry forwards approved by the Chief Financial Officer included in Appendix 6, being amounts not in excess of £50,000 and committed schemes above £50,000.**
- 4) Refer to Council for approval:**
 - i) The capital carry forwards of £1,120,000 included in Appendix 6 for non-committed schemes in excess of £50,000;**
 - ii) The overall method of financing of the 2019/20 capital expenditure as set out in paragraph 3.4;**
 - iii) The capital determinations regarding financing and debt provisions as set out in paragraph 3.5.**

1 Background

- 1.1 A refreshed Gedling Plan for 2019/20 was approved by Council on 5 March 2019. The Plan set out the priorities, objectives and top actions for the Council along with the associated budgets.
- 1.2 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.3 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. Whilst the budget and performance information is presented in 2 separate reports, they are reported to Cabinet together and will appear on the same agenda.

- 1.4 This report highlights continued good management of the Revenue and Capital budgets.
- 1.5 During 2019/20 Cabinet received the usual Gedling Plan quarterly monitoring reports and approved a number of budget amendments to align resources to meet identified budget pressures, managing within the overall maximum revenue budget of £11,676,000 approved by Council. Capital budgets have also been monitored by Cabinet to ensure schemes are appropriately profiled, with the current estimate for 2019/20 being approved at £4,611,800.
- 1.6 The Council's Financial Regulations allow for the carry forward of capital and revenue budgets to the new financial year where there is an underspend against the approved budget. Approval of full Council is required for schemes, which are not contractually committed, with a value over £50,000 for Capital and £10,000 for Revenue. There are four capital schemes that require Council approval. The Chief Financial Officer has delegated authority to approve all other carry forwards subject to reporting the source of the underspend and the subsequent use of the carry forward to the Portfolio Holder.

2 General Fund Revenue Budget Outturn 2019/20

- 2.1 The actual net revenue expenditure for each Portfolio during 2019/20 is detailed in Appendix 1, together with explanations of major variances in expenditure and income.

The table below summarises the actual net expenditure for each Portfolio in 2019/20 compared to the current estimate. The current estimate is that approved by Cabinet in February 2019, adjusted by budget virements in the fourth quarter. During the financial year Cabinet approved a number of budget amendments as part of the quarterly monitoring process all of which were contained within the original budget of £11,676,000.

The table shows a minor overspend of £57,435 against the current approved Net Council Budget, equating to **0.49%**. This minor overspend is primarily due to additional contributions being made to bad debt provisions that have been assessed as prudent as part of the closure of the Council's accounts (as detailed in paragraph 2.5), and a loss of income following the closure of the Council's leisure centres in March due to the restrictions arising from the Covid-19 pandemic.

Given the extent of financial challenges facing the Council this minor overspend presents a robust outturn position for the Council which still leaves total reserve balances above the estimated position as detailed in Appendix 2.

General Fund Revenue Outturn 2019/20

	Current Estimate 2019/20	Actual 2019/20	Variance to Current Estimate
	£	£	£
Community Development	1,885,500	1,818,629	(66,871)
Health & Housing	2,508,800	2,418,471	(90,329)
Public Protection	1,578,900	1,639,001	60,101
Environment	4,952,100	4,995,586	43,486
Growth & Regeneration	930,900	811,290	(119,610)
Resources & Reputation	1,203,600	863,404	(340,196)
Net Portfolio Budget	13,059,800	12,546,381	(513,419)
Transfers to/(from) Earmarked Reserves	(1,383,800)	(812,946)	570,854
Net Council Budget	11,676,000	11,733,435	57,435
Less Financing:			
Revenue Support Grant	0	(10,320)	(10,320)
Business Rates (net of coll. fund deficit)	(3,978,300)	(3,954,679)	23,621
Council Tax	(6,034,700)	(6,034,700)	0
New Homes Bonus	(482,000)	(482,040)	(40)
Transfer to/(from) General Fund Balance	(1,181,000)	(1,251,696)	70,696

2.2 General Fund Balance at 31 March 2020

The General Fund Balance as 31 March 2020 is £3,909,200 which is £70,700 lower than the current estimate of £3,979,900. This leaves less in balances, which can be used to support the Future Budget and MTFP. The level of balances remain above the minimum required in the Council's Medium Term Financial Plan.

The £70,700 variance from the estimated closing General Fund Balance is analysed as follows:

- a) A reduction in Business Rates income resulting in an increased contribution from balances of £23,600;
- b) Additional Revenue Support Grant enabling a contribution to balances of (£10,300) (see 2.3.1);
- c) The Revenue Budget overspend requiring an increased contribution from balances of £57,400.

Details of the total reserves held at 31 March 2020 are shown at Appendix 2.

2.3 **Major General Fund Revenue Variances from Current Estimate**

2.3.1 **Financing Variances 2019/20**

Reasons for the variances in General Fund financing budgets are explained in the paragraphs below:

Revenue Support Grant (RSG)

Prior to 2018/19 the Government top-sliced part of the RSG to part fund the safety net system in the business rates retention scheme effectively earmarking resources based on an estimate of the funds that would be required for that scheme. The resources required to fund the safety net were ultimately not all required due to sufficient funds being available from the levy on the growth of high-earning authorities therefore the top-sliced sums have been redistributed across Local Government on the basis of original funding allocations. This has resulted in additional grant funding of **£10,320** being allocated to Gedling.

Business Rates Retention

Under the business rates retention scheme the portion of a local authority's income that comes from retained business rates will change according to movements in its local business rates income (which could move up or down) to provide an incentive for supporting local business growth.

The 2019/20 local government finance settlement provided each local authority with its baseline funding level against which movements in income will be measured. For Gedling this is £3,027,122.

Business Rates income in 2019/20 is based on the estimates provided to central government in January 2019 in the required statutory returns. Growth recognised in the accounts for 2019/20 is determined by a complex model in which it is initially recognised as income based on the estimated position, and is then adjusted in the following year, as required by regulation, via the Collection Fund (surplus)/deficit calculation which is based on actual outturn figures.

2019/20 Business Rates Outturn

	Current Estimate 2019/20	Actual 2019/20	Variance
	£	£	£
Baseline Funding Level	(3,027,100)	(3,027,122)	(22)
Retained Growth Above Baseline (incl. S31 Grants)	(1,002,500)	(978,909)	23,591
Renewables (100% Gedling)	(235,300)	(235,319)	(19)
Total Income 2019/20	(4,264,900)	(4,241,350)	23,550
Collection Fund Deficit/(Surplus)	286,600	286,671	71
Net Business Rates Income	(3,978,300)	(3,954,679)	23,621

Business Rates Pooling

Gedling is a partner in a pooling arrangement with the other Nottinghamshire authorities (excluding the City). Under this arrangement each Member makes the levy payments, if applicable, into the Pool that would ordinarily have been required to be paid to central government had the Pool not been in operation. The Pool surplus funds are then distributed by Nottinghamshire County Council (as lead authority) to Pool Members on the basis of a Memorandum of Understanding. This ensures no Member is worse off by being in the Pool, by offering an equivalent “safety net mechanism” to that offered by central government for authorities not in a Pool, and then sharing any remaining surplus.

No sum has been retained by the Pool in 2019/20 for use on strategic infrastructure and countywide issues and the Pool surplus has been allocated to Pool Members in accordance with the Memorandum of Understanding, to spend on projects in their areas.

The Pool outturn figures for 2019/20 have been finalised with a sum of £313,115 identified for redistribution to Gedling. This income is recognised in the Portfolio outturn figures and it is proposed that it be transferred to earmarked reserves for spend on economic development projects. All retained Pool surpluses will be held by the County Council on behalf of the Pool for use on economic regeneration projects.

2.3.2 Net Council Budget Variances 2019/20

An underspend against the Current Net Portfolio 2019/20 of (£513,419) is offset by a net variance on Earmarked Reserve contributions of £570,000 to give a net Council Budget overspend of £57,435. The overspend variances can be split between general variances and those relating specifically to

proposed movements in Earmarked Reserves (paragraph 2.4) as detailed below:

General Major Variances in Excess of £50,000

Reductions in **expenditure** include:

- Employee Expenses show an overall net saving of £65,000 against the current estimate, this is mainly due to vacancies in Customer Services, Economic Development, Public Protection and Waste.

Increases in **expenditure** include:

- Increase in Debtors bad debt provisions of £65,000 (see para 2.5).

Reductions in **income** include:

- Rent Allowances – £121,200 mainly due to reduced overpayments recoveries and increased bad debt provision partially offset by a transfer from reserves.

Increases in **Income** include:

- A contribution of £313,200 from the Nottinghamshire Business Rates Pool for the 2019/20 surplus offset by a transfer to reserves for spend on the economic development programme.

Effect of Covid-19 on 2019/20 Outturn

In light of the Covid-19 Pandemic a number of initiatives were approved in order to alleviate some of the pressure put on Residents and Local Businesses through a Covid-19 Rapid Response Project. Although the majority of the Covid-19 financial pressures relate to 2020/21 there were some that had an immediate impact in the 2019/20 budget, these are set out below:

- Loss of Leisure income relating due to closure of the leisure centres in March - £33,000;
- Additional PPE for Waste staff - £24,000 funded by a contribution from the Transformation Reserve.

Efficiency Programme – Outturn Position

Since 2014/15 Council have approved four separate budget reduction programmes totalling £6.5m net of risk provision. Previous progress has been positive and budget reductions achieved have been in line with the profiled estimate. Of the total programme, £2.6m was planned for delivery over 2019/20 to 2022/23.

In terms of 2019/20, the original programme for the delivery of efficiencies totalled £1,086,300. The outturn position indicates the following:

Movements on Efficiencies 2019/20	
	£
Approved Efficiency Programme 2019/20	(1,086,300)
Quarter 1 Amendments	52,200
Quarter 2 Amendments	308,700
Quarter 3 Amendments	74,600
Revised Total at Quarter 3	(650,800)
Proposed Amendments Quarter 4: Deferred Projects into 2020/21	
Rents above inflation	2,000
Gedling Country Park Café Income	8,500
Total Deferred	10,500
Total Quarter 4 Amendments	10,500
Revised Total Delivered 2019/20	(640,300)
Variance 2019/20 Programme	446,000

The £10,500 quarter 4 deferrals are included in the variances detailed in Appendix 1. In summary, the outturn of the efficiency programme delivery was a shortfall of £446,000 which is mainly due to initiatives being deferred to future years and was contained in 2019/20 by underspends identified during quarterly monitoring.

2.4 Movement In Earmarked Reserves

Reserves requirements have been reviewed and transactions completed within the portfolio analysis. Earmarked Reserves are sums of money set aside to provide financing for future service expenditure plans and include specific external grants and contributions received.

The balance on Earmarked Reserves at 31 March 2020 is £5,981,800, £570,900 higher than the current estimate of £5,410,900. A full list of movements on Earmarked Revenue Reserves is included in Appendix 3 and these are proposed to Cabinet for approval. Reasons for the variance between the estimated and actual earmarked reserves are included in the portfolio analysis at Appendix 1 and include:

- new contributions to reserves due to new grants and additional income, or underspends in one-off budgets for specific projects;
- variances on planned contributions from reserves mainly due to projects that have been deferred to 2020-21;
- additional contributions from reserves to fund budget pressures arising during the year.

The tables below shows a summary of total movements in earmarked reserves from the current approved estimate.

2.4.1 New Contributions to Earmarked Reserves

Included in the Earmarked Reserves proposed for approval are new contributions to reserves totalling £510,900 made up of:

Increases Due to Receipt of New Grants and Additional Income		
Reserve	Reason for Movement	Amount
NNDR Pool Reserve	Contribution from the Nottinghamshire Business Rates Pool	(313,200)
Selective Licensing	Income received to fund the project in future years.	(41,400)
Earmarked Grants Reserve	New Burdens Grant Custom Self Build	(17,500)
	Community Relation Grants including Social Prescribing	(34,000)
	Heritage Brought Alive Grant	(7,500)
	Additional Brexit Preparation Grant	(17,500)
		(431,100)

Increases for Future Projects Arising from Service Underspends		
Reserve	Reason for Movement	Amount
Efficiency and Innovation Reserve	IT Digital agenda underspend	(38,000)
Property Management Reserve	Consultancy for Asset Valuations	(10,800)
Joint Use Maintenance Reserve	Contributions to provide for future planned maintenance	(32,100)
Other Minor Movements		1,100
		(79,800)

Total Contributions to Reserves	(510,900)
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2.4.2 Variances in Planned Usage of Earmarked Reserve

Contributions from reserves have reduced by £60,000 compared to current estimate analysed as follows:

Additional Contributions from Reserves		
Reserve	Reason for Movement	Amount
Earmarked Grants Reserve	Required Software upgrades in Housing Benefits & Rateable Value Finder	71,900
	Parks - vandalism repairs at Arnot Hill Park	30,000
Housing Benefits Reserve	Rent Allowances Increases	85,200
	Council Tax - Care Leavers Allowance	5,000
	Council Tax - Discretionary Grants	7,400
Asset Management Reserve	Civic Centre Refurbishments	20,000
Insurance Reserve	Excess on Insurance Claims	9,400
CCTV Replacement Reserve	Additional expenditure on CCTV replacements	13,000
		241,900

Offset with:

Reduced Contributions from Reserves – Underspent Projects Deferred to 2019-20		
Reserve	Reason for Movement	Amount
NNDR Pool Reserve	Strategic Intervention Town Centre Pots for delivery in 2020/21	(74,200)
Asset Management Reserve	Deferred capital schemes Conway Road Recreation Ground and Security Barriers at the Depot	(26,000)
Housing Benefit Reserve	Reduced contribution required for Temporary Accommodation due to additional Homelessness reduction grant received in year	(36,480)
Local Plan Reserve	Deferral of the CIL review and underspend on Evidence Preparation	(50,000)
IT Replacement Fund	Temporary pause in the replacement programme.	(21,000)
Transformation Fund	Lower contribution required for selling Legal Services project and Leisure Marketing Officer	(43,000)

Apprentice Reserve	Lower number of Apprentices	(16,800)
Community and Crime Reserve	Empty Homes Officer post now being funded by base budget	(13,100)
Efficiency and Innovation reserve	Lower expenditure on Plastic Clever Council deferred to 2020/21	(5,800)
	H&S E-learning deferred to 2020/21	(5,500)
Property Management Fund	No Expenditure in Year	(7,500)
Other Minor Movements		(2,500)
		(301,900)
Total Contributions from Reserves		(60,000)

2.5 Movement in Provisions

Provision requirements have been reviewed and transactions completed within the outturn analysis. Provisions are made when an event has taken place that gives the Council an obligation that probably requires settlement but where the timing and precise amounts are uncertain. The table below details the movements in Provisions for 2019/20 which are now proposed to Cabinet for approval.

Description	Balance B/fwd 01/04/19	Movement in Year	Actual Balance 31/3/20
	£	£	£
Business Rates Appeals	853,000	342,800	1,195,800
Transferred Housing Stock – Environment Warranties	50,000	0	50,000
Transferred Stock Repairs	50,000	0	50,000
Total	953,000	342,800	1,295,800

Business Rate Appeals - The Business Rate Retention regime places a liability on the Council to refund ratepayers who successfully appeal against the rateable value of their properties on the rating list. A provision of £1,195,800 has been made, representing the Council's estimated share of such liabilities at 31 March 2020.

Transferred Stock Environmental Warranties - to provide for the payment of excesses under the Environmental Warranty provided to Gedling Homes under the Large Scale Voluntary Transfer (LSVT) arrangement. An excess of £25,000 makes it likely that the Council will be required to meet certain expenses over the life of the policy.

Transferred Stock Repairs - to provide for work required under warranties on the transferred properties referred to above.

Provisions for Bad Debts

Bad debts provisions are an estimate of the amount that will remain uncollectable after a certain time period and will require write off in the future accounts of the Council. They are calculated on the age and amounts of debt owed to the Council based on a hierarchical percentage i.e. the older the debt the greater the likelihood of non-collection. The table below details the movements in Bad Debts Provisions for 2019/20 which are now proposed to Cabinet for approval.

Description	Balance B/fwd 01/04/19 £	Movement in Year £	Actual Balance 31/3/20 £
Sundry Debts	157,300	65,000	222,300
Housing Benefit Debts	1,919,400	104,300	2,023,700
Business Rates Debts (GBC Share)	128,000	25,400	153,400
Council Tax Court Costs	138,200	32,900	171,100
Total	2,342,900	227,600	2,570,500

2.6 Building Control Fee Earning Trading Account

There is a statutory requirement to break even on the Building Control Fee Earning account to ensure the service is not subsidised by the council tax payer.

Building control fees were lower than expected therefore the remaining balance on the Building Control Reserve £10,130 has been drawn down leaving the account in deficit by £2,600. Fees and expenditure will be reviewed to ensure that the deficit can be recouped in the future.

2.7 Community Infrastructure Levy (CIL)

In 2019/20 the Council raised 24 liability notices totalling £447,178 of which £394,870 has been invoiced for payment and £52,308 is still to be collected. Of the £394,870 invoices raised £294,158 is to be spent on strategic infrastructure projects that are identified on the Regulation 123 list, £19,743 is to be spent on the locality it has been collected for via Neighbourhood funding and £80,969 is to fund administration costs as permitted under the Regulations. The total balance now available to spend on infrastructure projects is £1,432,746 as detailed in the table in paragraph 3.4.

2.8 **Members Pot Outturn 2019/20 and Community Grants**

In 2019/20 the Members Pot budget was £82,000 of which £82,000 has been spent on grants to third parties as detailed in Appendix 4.

Despite ongoing financial pressures the Council was still able to provide financial support to voluntary and charitable organisations, Parish Council grants £11,300, Citizens Advice Bureau £40,000, Gedling Play Forum £5,000, We R Here £10,000, Newstead Miners Welfare Trust £2,700 and Groundwork Greater Nottingham £1,500.

2.9 **Gedling Country Park Café 1899**

Gedling Borough Council and Nottingham City Council Trading Operations have entered into a service concession contract to operate the commercial catering outlet within Gedling Country Park. The facility is operated by Nottingham City Council and all operating costs and income are split on a 50/50 basis.

The café is currently in its third year of operation. Due to Covid-19 the café closed for operation on 23rd March 2020 resulting that one week's loss of income during 2019/20. Gedling's actual profit share from the agreement for the year 2019/20 totalled £11,516 compared to an estimated share of £20,000.

2.10 **Support Service Recharges and Capital Financing Variations (Non Controllable)**

Detailed explanations of major variations at individual portfolio holder level are included at Appendix 1. Global changes in respect of the treatment of support services and capital financing can mask the detail of performance in individual areas and these 'non controllable costs' are also highlighted separately (see paragraphs below).

Support Service Recharges

The budgets of all central support, service administration and fleet providers have been monitored and updated as part of the quarterly budget monitoring process. Reallocation of support costs has been undertaken as part of the accounts closedown process based on actual outturn figures and therefore variances between the central support budgets and actual recharges have occurred as a result of this reappraisal. Variances resulting from the reappraisal of central support and service administration have occurred across the board, but the entries themselves do not impact on the budget requirement or the amount to be raised by Council Tax. **Overall, support services have underspent compared to the current estimate by £101,700 in 2019/20.**

Capital Financing Charges

Capital financing charges reflected in the Council's service department budgets include amortisation and depreciation.

Amortisation charges relate to the cost of Capital schemes where no asset is created and the capital expenditure is therefore charged to revenue in the year it occurs e.g. disabled facilities grants. Budget variances may occur because of capital scheme under and overspends and carry forwards/slippage. Depreciation reflects the usage of capital assets within the services and budget variances can occur due to the revaluation of assets.

3. Capital Outturn 2019/20

- 3.1 A summary of the Capital outturn is presented in the table below. Capital outturn totals £3,107,071 compared to an approved budget of £4,611,800 a net underspend of £1,504,729. After accounting for carry forward requests of £1,507,100 the final increased financing requirement on the capital programme is £2,371. The small over-spend of £2,371 is mainly due to additional expenditure in 2019/20 on the Arnold Market scheme after it was deferred to 2020/21.
- 3.2 The details of the outturn for individual schemes by Portfolio area are included at Appendix 5.

Capital Outturn and Proposed Carry Forwards 2019/20

Portfolio	Current Estimate 2019/20	Actual Expenditure 2019/20	Variance	Proposed Carry Forward
	£	£	£	£
Community Development	3,700	0	(3,700)	3,700
Housing, Health & Wellbeing	264,300	226,142	(38,158)	37,900
Public Protection	1,110,000	1,027,066	(82,934)	83,000
Environment	1,450,100	1,143,825	(306,275)	303,800
Growth and Regeneration	300,000	305,225	5,225	0
Resources & Reputation	1,483,700	404,813	(1,078,887)	1,078,700
TOTAL	4,611,800	3,107,071	(1,504,729)	1,507,100

3.3 Proposed Capital Carry Forwards

The capital carry forward requests a total £1,507,100 against the current approved capital programme of £4,611,800 which represents 33% re-profiling for 2019/20. The level of funding available to finance the carry forwards is

projected to be sufficient. The majority of the capital re-profiling is in relation to the following:

- Deferral of (£900,000) due to an unsuccessful bid for a potential commercial investment. These funds will be available for alternative investment opportunities in 2020/21;
- The Car Park extension at Gedling Country park which has been delayed due to bad weather and the cessation of works towards the end of the year due to the Covid-19 Pandemic. (£102,600);
- Deferral of the Conway Road Recreation Ground project of (£91,800), commencement on site was delayed due to inclement weather and ground conditions, and further delays due the Covid-19 Pandemic.
- Disabled Facilities Grant, some schemes delayed due to the Covid-19 Pandemic delivery is expected 2020/21 (£83,000).
- Deferral of the refurbishment of Civic Centre Toilets (£72,000) which is due to start early in 2020/21;
- Maximisation of asset life of vehicles with purchases now taking place in 2020/21 - (£51,600);
- Purchase of IT equipment due to a deferral of the rollout of Windows 10 and Agile working, - (£65,000)
- Delay in the progression of the Viewing Platforms at Gedling Country Park due to inclement weather and the outbreak of the Covid-19 Pandemic – (£42,800);
- Deferral of the installation of the security barriers at the Depot (£40,000).

Appendix 6 details:

- (a) the carry forward requests authorised by the Chief Financial Officer in line with the delegation arrangements totalling £387,100;
- (b) the carry forward requests totalling £1,120,000 for non-committed schemes in excess of £50,000, which requires Council approval. This is for Disabled Facilities Grants, Commercial Property Investments, Civic Centre public toilets and IT equipment replacement.

3.4 Capital Financing 2019/20

The proposed method of financing the £3,107,071 capital expenditure incurred in 2019/20 is summarised below and full details are included in Appendix 7.

	£
Capital Receipts	581,346
Capital Grants and Contributions	1,279,194
S106 & CIL	405,734
General Fund Revenue Contributions	178.800
Borrowing	661,997
Total Capital Financing	3,107,071

Usable Capital Reserves

A reserve is created for a specific purpose or to cover contingencies. In accordance with the accounting code, these usable reserves must be separately identified between those that are retained for Capital purposes, and those that are retained for Revenue purposes.

Capital reserves are used to fund the capital programme within the year and the position as at 31 March 2020 is as follows:

Description	Balance Bfwd 01/04/19	Received In Year	Use In Year	Balance 31/03/20
	£	£	£	£
Usable Capital Receipts	0	578,791	(578,791)	0
Capital Grants Unapplied	274,640	1,227,748	(1,279,193)	223,195
S106 Contributions (conditions satisfied)	0	405,733	(405,733)	0
Community Infrastructure Levy	1,138,599	294,157	0	1,432,746
Total	1,413,239	2,506,429	(2,263,717)	1,655,941

3.5 Capital Determinations 2019/20

The Local Government and Housing Act 1989 requires each Local Authority to determine how its capital expenditure has been financed together with the amounts set aside from revenue as a provision for repayment of debt:

- (i) Section 42(2)(g) of the Local Government and Housing Act 1989 requires the Authority to determine the amount of expenditure which has been met out of money provided by other persons. This is:

	£
Capital grants receivable	1,279,194
Capital contributions	405,734

- (ii) Section 60(2) of the Act requires the Authority to determine the amount of usable capital receipts to be applied to meet expenditure incurred for capital purposes for 2019/20. This figure is £581,346.
- (iii) Section 63(1) of the Act requires the Authority to determine the amounts set aside from revenue accounts as provision for repayment of debt, known as the minimum revenue provision (MRP). This is calculated in accordance with the MRP policy for 2019/20 as approved by Council on 4 March 2019 and equates to £570,814.

4. Statement of Accounts

4.1 Technical Adjustments to Revenue

The Council is required to comply with International Financial Reporting Standards (IFRS) in the production of its Statement of Accounts which requires a number of technical adjustments to be made to portfolio totals. The adjusted totals are then presented in the Comprehensive Income and Expenditure Statement within the Statement of Accounts.

Adjustments will be made in respect of Employee Benefits i.e. holiday pay and pensions, and impairments arising from asset revaluations and further details are provided below. The adjustments themselves do not impact on the budget requirement or the amount to be raised by Council Tax and therefore do not affect the General Fund balance. No budgets are set for them and managers do not have direct control of the costs. They are therefore not included within the Outturn Portfolio balances at paragraph 2.1.

Pension Benefits

IFRS reporting standards require recognition in the Accounts of the benefit entitlements earned by employees during the period rather than the actual amount of employer's pension contributions payable upon which charges to council tax are based. Adjustments will be made to the service revenue accounts Net Costs of Services to remove the actual pension contributions payable and replace them with the benefit entitlements earned as provided by the Actuary. For 2019/20 this adjustment adds £1,794,300 to the Net Cost of Services.

Asset Impairment

A capital asset impairment review is undertaken each year end by the Council's valuer. An assessment is made of whether the asset values currently held in the Council's Balance Sheet reflect both the current physical and market conditions and determine if an adjustment is required. If an asset is impaired i.e. the value is assessed to be lower than that currently held, then the asset value is written down with the accounting loss being charged to the Comprehensive Income and Expenditure Statement. In 2019/20 the impact of Covid-19 is expected to have an impact on the valuations of Assets, revised data which is more up-to date is now available to us, we are currently reviewing this data in order to more accurately assess the impact of the Pandemic on Asset Values as at 31 March 2020.

4.2 Pensions

The details regarding the Council's share of the Nottinghamshire County Council Pension Fund are provided for Members consideration at Appendix 8.

Barnett Waddingham are the Pension Fund's appointed Actuary, and their report sets out the assumptions used to prepare the IAS19 pension figures which are reported in Gedling's accounts. It is required that these assumptions are reviewed prior to agreeing their use and inclusion in the Statement of Accounts, and this review has been completed by the Assistant Director - Finance.

4.3 Balance Sheet at 31 March 2020

Consideration of the Council's Balance Sheet does not feature significantly in the budget setting and monitoring, and yet if not managed and reviewed correctly, a number of balances may be hidden that could have a major impact on the revenue outturn in any one year. Balance sheet valuation and management is at the heart of changes being driven by International Financial Reporting Standards, and it is therefore important that in reviewing the Final Accounts, due consideration is given to the main features of the Balance Sheet and year to year changes as follows:

- Property, Plant and Equipment and Investment Property has reduced by £0.3m to £32.7m. This is due to depreciation of £1.9m offset with increased asset valuations of £0.1m and by capital expenditure additions of £1.5m e.g. investment in Vehicles, Plant and Equipment and Community Assets.
- The Pension Liability has increased by £2.2m to £49.2m due to changes in the discount rate and other assumptions made by the Actuary

5 Alternative Options

This report provides a statement of financial performance against the approved budget for 2019/20 and as such there are no alternative options. The proposals for budget carry forwards are in accordance with requirements of Financial Regulations and are submitted for Member consideration.

The approval of the capital financing method and determinations are statutorily required and as resources available for capital financing are severely restricted there are no alternative options available.

6 Financial Implications

- 6.1 As detailed in the report.

7 Legal Implications

7.1 None arising directly from this report.

8 Equalities Implications

8.1 None arising directly from this report.

9 Carbon Reduction/Environmental Sustainability Implications

9.1 None arising directly from this report.

10 Appendices

Appendix 1	General Fund Revenue Outturn 2019/20 Variance Analysis
Appendix 2	Summary General Fund Balance and Earmarked Reserves
Appendix 3	Movement in Earmarked Reserves
Appendix 4	Members Pot 2019/20
Appendix 5	Capital Outturn 2019/20
Appendix 6	Budget Carry Forward Summary
Appendix 7	Capital Financing Summary 2019/20
Appendix 8	Pension Fund Accounting Disclosures

11 Background Papers

Gedling Plan and Budget 2019/20 and Quarterly Budget Monitoring Reports

12 Reasons for Recommendations

12.1 To ensure members are informed of the financial performance against the Gedling Plan and to comply with statutory requirements for capital financing.

Statutory Officer Approval

Approved by: Chief Financial Officer
Date: 23/06/20

Approved by: Monitoring Officer
Date: 23/06/20

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	Current (Revised) Budget 2019-20		Actual Expenditure	Variation to Revised	Analysis of variance	
	Budget	Actual Expenditure			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
General Fund						
Community Development	1,885,500	1,818,629	(66,871)	(22,258)	(44,613)	
Housing, Health & Well-being	2,508,800	2,418,471	(90,329)	47,028	(137,357)	
Public Protection	1,578,900	1,639,001	60,101	(110,639)	170,740	
Environment	4,952,100	4,995,586	43,486	114,004	(70,519)	
Growth & Regeneration	930,900	811,290	(119,610)	(107,052)	(12,558)	
Resources & Reputation	1,203,600	863,404	(340,196)	(434,502)	94,306	
General Fund	13,059,800	12,546,381	(513,419)	(513,419)	0	
Transfer to/from Earmarked Reserves	(1,383,800)	(812,946)	570,854	570,854	0	
Total	11,676,000	(812,946)	57,435	57,435	(0)	

Community Development Portfolio. Outturn Summary 2019/20

	Current Approved Estimate 2019/20		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
Community Development						
Democratic Mgt & Representation	703,300	692,339	(10,961)	1,557	(12,518)	
Committee Services	0	0	0	0	0	
Localities	161,400	148,312	(13,088)	(4,531)	(8,557)	
Community Grants	583,100	575,139	(7,961)	(11,502)	3,540	
The Arts & Tourism	51,100	46,142	(4,958)	9	(4,967)	
Community Centres	232,800	208,557	(24,243)	1,240	(25,482)	
Events	153,800	148,140	(5,660)	(9,032)	3,371	
Community Development	1,885,500	1,818,629	(66,871)	(22,258)	(44,613)	
Transfer to / (from) Earmarked Reserves	(74,300)	(52,597)	21,703	21,703	0	
Total	1,811,200	1,766,032	(45,168)	(555)	(44,613)	

Total Controllable Variance for Portfolio of (£1K) underspend

Democratic Mgt & Representation - £1.6K overspend

No Major Variance.

Localities - £4.5K underspend

Variance mainly due to funding received for Gedling Food Project and other externally funded projects offset with contributions to reserves.

Community Grants - £11.5K underspend

Variance mainly due to an underspend on the Heritage Brought Alive externally funded project offset with a contribution to reserves.

The Arts & Tourism - £0K

No major Variance.

Community Centres - £1.2K overspend

No Major Variance.

Events - £9.0K underspend

Variance mainly due to underspends on Remembrance and Children's themed events, which were cancelled due to the Covid-19 Pandemic partially offset with a reduced contribution from reserves.

Transfer to / (from) Earmarked Reserves Analysis - £21.7K

Variance due to transfers to reserves for externally funded projects: Heritage Brought Alive (£10.5k), Cinderpath phase 2 design (£3.5k) and Gedling Food Project (£3.5K), also a lower contribution from reserves of (£4.7k) due to underspends on Remembrance & Children's themed events.

Housing, Health & Well-being Portfolio. Outturn Summary 2019/20

	Current Approved Estimate 2019/20		Variation to Estimate	Analysis of Variance	
	Actual Expenditure			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£
Housing, Health & Well-being					
Housing Needs	559,700	518,670	(41,030)	(42,932)	1,903
Leisure Services Division	124,700	122,490	(2,210)	(2,084)	(126)
Calverton Leisure Centre	259,400	229,370	(30,030)	(21,237)	(8,793)
Carlton Forum Leisure Centre	210,400	199,583	(10,817)	(743)	(10,075)
Redhill Leisure Centre	217,300	218,865	1,565	18,581	(17,016)
Arnold Theatre	125,500	129,504	4,004	(1,348)	5,352
Arnold Leisure Centre	351,100	311,579	(39,521)	(32,749)	(6,773)
Richard Herrod Centre	333,600	319,169	(14,431)	(5,741)	(8,690)
Health & Wellbeing	(16,500)	(52,215)	(35,715)	(34,237)	(1,478)
Council Tax Benefits	(10,000)	(6,946)	3,054	3,054	0
Rent Allowances	(148,700)	(27,538)	121,162	121,162	0
Housing Benefit Administration	500,100	451,162	(48,938)	42,724	(91,661)
Rent Rebates	2,200	4,779	2,579	2,579	0
Housing, Health & Well-being	2,508,800	2,418,471	(90,329)	47,028	(137,357)
Transfer to / (from) Earmarked Reserves	(164,800)	(204,484)	(39,684)	(39,684)	0
Total	2,344,000	2,213,987	(130,013)	7,344	(137,357)

Total Controllable Variance for Portfolio of £7K overspend

Housing Needs - £42.9K underspend

Variance mainly due to higher recovery rates than expected of removal expenses and temporary accommodation charges this has resulted in a lower contribution from the housing benefits reserve than was expected to address the greater demand for housing needs services and temporary accommodation in the year. (£29k). Saving on vacant posts (£13k).

Leisure Services Division - £2.1K underspend

No Major Variance.

Calverton Leisure Centre £21.2K underspend

Variance mainly due to savings on the joint use maintenance budget offset with a transfer to reserves. Vacancy savings offset with a contribution to reserves to fund the previously approved marketing officer post.

Carlton Forum Leisure Centre - £0.8K underspend

Variance mainly due to savings on the joint use maintenance budget £15k offset with a transfer to reserves. Additional instructor costs, lower income from pay as go sessions and squash courts partially offset with increased income from DNA, swimming lessons and vacancies.

Redhill Leisure Centre £18.6K overspend

Variances mainly due to lower income due to a reduction in the number of DNA members.

Arnold Theatre - £1.3K underspend

Variance mainly due to an increase in cinema income mostly offset by the associated costs of additional productions

Arnold Leisure Centre - £32.7K underspend

Variance mainly due to additional swimming income and club bookings, also lower than anticipated water charges due to the in-year pool closure.

Richard Herrod Centre - £5.7K underspend

Variance mainly due to increased income from Millennium Suite and Activity Room bookings, partially offset with higher electricity costs.

Health & Wellbeing - £34.2K underspend

Variance mainly due to externally funded social prescribing and community development co-ordinator projects offset with a contribution to reserves for a revised date of delivery in 20-21.

Council Tax Benefits - £3.1K overspend

Variance due to the Run-off of the Council Tax Benefits scheme which was abolished in 2013.

Rent Allowances - £121.1K overspend

Credit and the impact on caseload, in addition overpayment recoveries are lower than anticipated, this is partially offset with a contribution from Reserves

Housing Benefit Administration - £42.7K overspend

Variance mainly due to required software upgrade offset with a contribution from the New Burdens Grant Reserves.

Rent Rebates - £2.6K overspend

Variance due to a lower subsidy on the increased demand for emergency accommodation.

Transfer to / (from) Earmarked Reserves Analysis - £39.6K

Variance due to an additional contributions from the Housing Benefits reserve (£85.2k) for additional expenditure on Rent Allowances and (£52.7k) to fund computing equipment. Additional contributions to the Joint Use Maintenance Leisure reserves of £32.2k. A lower than anticipated transfer from Housing Benefit reserve of £29.4k for Housing Needs and a transfer to the Leisure Reserve of £7.3k to fund the previously approved Marketing officer post in 20/21.

Public Protection Portfolio. Outturn Summary 2019/20

	Current Approved Estimate 2019/20		Actual Expenditure	Variation to Estimate	Analysis of Variance	
					Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
Public Protection						
Licencing & Hackney Carriages	110,000	28,496	(81,504)	(48,599)	(32,906)	
Environmental Protection	312,700	302,731	(9,969)	(2,858)	(7,112)	
Food, Health & Safety	230,400	226,853	(3,547)	(3,780)	233	
Comm Protection & Dog Control	674,700	671,583	(3,117)	(5,320)	2,203	
Public Sector Housing	251,100	409,339	158,239	(50,082)	208,322	
Public Protection	1,578,900	1,639,001	60,101	(110,639)	170,740	
Transfer to/from Earmarked Reserves	(61,800)	(16,000)	45,800	45,800	0	
Total	1,517,100	1,623,001	105,901	(64,839)	170,740	

Total Controllable Variance for Portfolio of (£65K) underspend

Licencing & Hackney Carriages - £48.6k underspend

Variances mainly due to additional taxi licencing income and staff vacancies.

Environmental Protection - £2.9k underspend

No Major Variances

Food, Health & Safety - £3.8k underspend

Variance due to vacancies partially offset with lower licencing income.

Comm Protection & Dog Control - £5.3k underspend

Variance due to Staff Vacancies and an underspend on the Sanctuary scheme of £7k. Additional expenditure on CCTV replacement £11k is offset with a contribution from the CCTV reserve.

Public Sector Housing - £50.1k underspend

Variance due to an underspend on the grant funded Rogue Landlord Project, income from the Selective Licencing scheme and additional repayments of improvements grants offset with a transfer to the Selective Licencing Reserve for continued delivery in 2020/21.

Transfer to / (from) Earmarked Reserves Analysis - £45.8K

Variance due to an additional net transfer to the Selective Licencing reserve (£33.9k), which includes (£20k) grant funding for the Rogue Landlord element of the project to be used for continued delivery in 2020/21, a lower than anticipated transfer from the Community & Crime reserve of £8k due to the Empty Homes Officer post being funded from base budget, plus an additional contribution from the CCTV reserve £11k for additional CCTV replacements.

Environment Portfolio. Outturn Summary 2019/20

	Current		Variation to Estimate	Analysis of Variance	
	Approved Estimate 2019/20	Actual Expenditure		Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£
Environment					
Waste Management	2,101,800	2,220,172	118,372	25,914	92,458
Trade Waste	(140,700)	(176,720)	(36,020)	(16,082)	(19,938)
Street Care	982,500	940,531	(41,969)	7,632	(49,601)
Public Conveniences	20,000	30,537	10,537	9,208	1,329
Direct Services Service Support	1,300	1,212	(88)	14,182	(14,270)
Building Services	0	719	719	(964)	1,683
Car Parks	83,400	113,278	29,878	38,743	(8,864)
Fleet Management	(11,800)	0	11,800	16,848	(5,048)
Parks	1,799,400	1,787,446	(11,955)	24,562	(36,517)
Parks - External Works	181,200	137,241	(43,959)	(18,178)	(25,781)
Cemeteries	(65,000)	(59,177)	5,823	12,140	(6,317)
Environment	4,952,100	4,995,237	43,137	114,004	(70,867)
Transfer to/from Earmarked Reserves	(84,300)	(116,291)	(31,991)	(31,991)	0
Total	4,867,800	4,878,946	11,146	82,013	(70,867)

Total Controllable Variance for Portfolio of £82K overspend

Waste Management - £25.9K overspend

Additional expenditure on publicity & promotions and bin issues.

Trade Waste - £16.1K underspend

Variance due to lower trade waste disposal charges and bin issues.

Street Care - £7.6K overspend

Variance mainly due to additional non contractual overtime, agency and standby allowance costs.

Public Conveniences - £9.2K overspend

Variance due to additional expenditure on water & drainage charges.

Direct Services Service Support - £14.2K overspend

Variance due to additional expenditure on casual and agency staff to cover sickness.

Building Services - £1K underspend

No major variances.

Car Parks - £38.7K overspend

Variance mainly due to less income than anticipated from Long Stay permit sales partially offset with increased Pay and Display income.

Fleet Management - £16.8k overspend

Variance due to higher fuel prices partially offset with higher than expected vehicle and scrappage sales.

Parks - £24.6K overspend

Variance mainly due to additional security costs at Gedling Country Park café offset with a contribution from reserves, plus a lower than expected profit share from the café.

Parks - External Works - £18.1K underspend

Variance mainly due to additional income from external works during Quarter 4.

Cemeteries - £12.1K overspend

Variance mainly due to lower income and additional expenditure associated with Assisted Burial costs.

Transfer to / (from) Earmarked Reserves Analysis - £31.9K

Variance due to an additional transfer from the Insurance reserve for security at Gedling Country Park Café and excess on Insurance claims £28.3k, offset with reduced contributions from the Efficiency & Innovation reserve for lower expenditure on the plastic clever scheme (£4.1K) and lower transfers to the Asset Management reserve of (£20k) for lower parking fines and reduced expenditure on new litter bins. Also there was a reduced contribution from the Apprentice Reserve (£7.5k.) due to no apprentices in the year.

Growth & Regeneration Portfolio. Outturn Summary 2019/20

	Current Approved Estimate 2019/20		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
Growth & Regeneration						
Development Service Support	(1,600)	822		2,422	(4,356)	6,778
Development Management	(53,800)	(40,880)		12,920	14,027	(1,107)
Planning Policy	345,100	301,773		(43,327)	(39,863)	(3,464)
Building Control Account	57,300	52,537		(4,763)	(2,652)	(2,111)
Building Control Fee Earning Account	16,200	12,718		(3,482)	9,130	(12,612)
Land Charges	(9,500)	8,659		18,159	6,710	11,448
Economic Development	442,900	350,476		(92,424)	(89,979)	(2,445)
Housing Strategy	134,300	125,187		(9,113)	(68)	(9,045)
Growth & Regeneration	930,900	811,290		(119,610)	(107,052)	(12,558)
Transfer to/from Earmarked Reserves	(192,600)	(60,367)		132,233	132,233	0
Total	738,300	750,924		12,624	25,182	(12,558)

Total Controllable Variance for Portfolio of £25K overspend

Development Service Support - £4.4K underspend

No major variances

Development Management - £14.0K overspend

Variance due to lower CIL/S106 administration fees and Pre-Application Advice income and overspends in staffing advertising, consultancy and planning advertisements

Planning Policy - £39.9K underspend

Variance due to underspends on consultancy for the evidence preparation for the Local Plan, a deferral of the CIL review to 2020/21 which are both offset by a reduced contribution from reserves and a Custom Build grant from Government offset by a contribution to the New Burdens reserve.

Building Control Account - £2.7K underspend

No major variances

Building Control Fee Earning Account - £9.1K overspend

Variance due to underachievement of Income during the year which will be recovered by future fees.

Land Charges - £6.7K overspend

Variance due to lower income than expected on land searches.

Economic Development - £90.0K underspend

Variance mainly due to vacant posts and Economic Development Intervention Pots which are deferred for delivery until 2020/21 and offset with a reduced contribution from reserves.

Housing Strategy - £0K

No major variances

Transfer to / (from) Earmarked Reserves Analysis - £132.2K

Significant Variance mainly due to Transfers to the NNDR Pool Reserve of (£61.6k) for the Economic Development Strategic Intervention Pots for revised delivery date in 2020/21, transfers to the Local Development Fund reserve of (£27.5k) for the deferral of the CIL review to 2020/21, Consultancy work for the evidence preparation for the Local Plan of (£21k), a Custom Build Grant of (£17.5k).

Resources & Reputation Portfolio. Outturn Summary 2019/20

	Current Approved Estimate 2019/20		Variation to Estimate	Analysis of Variance		
	£	Actual Expenditure		£	Controllable Budget Variance	Non Controllable Recharge Variance
		£			£	£
Resources & Reputation						
Organisational Development	(2,500)	2,309	4,809	(22,012)	26,822	
Corporate Management	1,072,900	1,107,948	35,048	21,806	13,242	
Health & Safety and Emergency Planning	38,700	19,207	(19,493)	(13,239)	(6,254)	
Legal Services	22,900	3,635	(19,265)	(439)	(18,826)	
Central Print Room	0	58	58	(3,896)	3,955	
Postages	0	0	0	(2,052)	2,052	
Registration Of Electors	173,600	143,573	(30,027)	(25,033)	(4,993)	
Elections	159,200	184,251	25,051	18,834	6,217	
Estates & Valuation	25,000	1,214	(23,786)	(4,989)	(18,797)	
Public Land & Buildings	47,000	57,569	10,569	(2,593)	13,161	
Information Technology	38,300	5,023	(33,277)	(107,677)	74,400	
Communications & Publicity	19,000	1,546	(17,454)	8,060	(25,515)	
Corporate Officers	42,300	69,102	26,802	(3,240)	30,042	
Business Units	(2,900)	(4,746)	(1,846)	4,692	(6,538)	
Public Offices	(4,800)	23,467	28,267	18,304	9,963	
Corporate Administration	0	0	0	0	0	
Financial Services	(15,600)	(460)	15,140	(8,928)	24,068	
Customer Services	(28,200)	7,214	35,414	(14,176)	49,590	
Insurance Premiums	(53,800)	5,853	59,653	6,570	53,082	
Revenues-Local Taxation	641,000	327,964	(313,036)	(265,569)	(47,467)	
Central Provisions Account	32,500	53,807	21,307	21,307	0	
Non Distributed Costs	270,000	274,527	4,527	4,527	0	
Corporate Income & Expenditure	190,300	(440,906)	(631,206)	10,328	(641,534)	
Movement in Reserves (MiRs)	(1,461,300)	(978,752)	482,548	(75,088)	557,636	
Resources & Reputation	1,203,600	863,404	(340,196)	(434,502)	94,306	
Transfer to/from Earmarked Reserves	(806,000)	(363,208)	442,792	442,792	0	
Total	397,600	500,197	102,597	8,290	94,306	

Total Controllable Variance for Portfolio of £8K overspend

Organisational Development - £22.0K underspend

Variance mainly due to savings on training expenses and fees from providing external training.

Corporate Management - £21.8K overspend

Variance mainly due to relocation expenses and interim Corporate Management arrangements.

Health & Safety and Emergency Planning. - £13.2K underspend

Lower than anticipated flood relief claims offset with a reduced contribution from the severe weather reserve.

Legal - £0.4K underspend

No Major Variance.

Central Print Room - £3.9K underspend

No Major Variance.

Postages - £2.1K underspend

No Major Variances

Registration Of Electors - £25.0K underspend

Variance mainly due to increased Government grant, vacancy savings and lower printing costs.

Elections - £18.8K overspend

Variance mainly due to higher staff, postage, printing an equipment purchase costs for the local election, partially offset by a contribution from reserves for IT equipment.

Estates & Valuation - £5.0K underspend

Variance mainly due to outstanding asset valuation works to be completed in 20/21 offset with a contribution to reserves, and an overspend on staff cost due to maternity pay.

Public Land & Buildings - £2.6K underspend

No Major Variance.

Information Technology - £107.7K underspend

Variance due to a re-alignment of licences spanning more than one financial year, which has resulted in some expenditure being accrued into 2020/21. Lower than expected expenditure on IT replacement has resulted is offset with a lower contribution from the IT replacement reserve and an underspend on the Digital Agenda is offset by a contribution to reserves.

Communications & Publicity - £8.1K overspend

Variance relates to lower than expected income on advertising and sponsorship.

Corporate Officers - £3.2K underspend

Variance due to vacancy savings.

Business Units - £4.7K overspend

Variance mainly due to writing off rent arrears.

Public Offices - £18.3K overspend

Variance mainly due to contribution to office refurbishment costs offset by a contribution from reserves.

Financial Services - £8.9K underspend

Variance mainly due to vacant staffing hours and lower procurement costs.

Customer Services - £14.2 underspend

Variance mainly due to lower than anticipated overtime costs and mileage payments.

Insurance Premiums - £6.6K overspend

Variance due to the amount paid on insurance claims offset by income from settlements and a contribution from the Insurance Reserve.

Revenues-Local Taxation - £47.5K overspend

Variance mainly due to lower than anticipated income from Summons Costs and NNDR Cost of Collection, additional spending on Empty Homes Review and discretionary Council Tax relief. Partially offset by an underspend on the Shared Property Inspector, reduction in staff hours, and contributions from other Precepting Authorities.

Central Provisions Account - £21.3k Overspend

Variance due to an increase in Debtors Bad Debt provision. Lower expenditure on the Covid-19 response budget in 19-20 offset with a reduced contribution from reserves to enable delivery in 20-21. Brexit preparation grant from the government offset with a contribution to reserves.

Non Distributed Costs - £4.5k Overspend

No Major Variances

Corporate Income & Expenditure - £10.3k Overspend

Variance due to a loss of the Property fund capital values offset with a corresponding entry movement in reserves below, and additional investment interest.

Movement in Reserves (MiRs) - £75k Overspend

Variance due to loss of Property Fund Capital values offset with corresponding entry above. Reduced Direct Revenue Financing of the Capital Programme due to deferred schemes offset with associated contribution from reserves.

Transfer to / (from) Earmarked Reserves Analysis - £442.8K

Significant variance mainly due to:

Additional Contribution to the NNDR Pool Surplus	313,200
Additional contribution to the Efficiency & Innovation Reserve for IT Digital services, and saving made on the Procurement contract.	57,500
Lower Direct Revenue Financing required due to deferral of capital schemes	40,400
Lower than expected contributions from the Transformation Reserve due to Covid-19 delivery related expenditure that occurred in 20/21 and a lower contribution to selling legal services project.	34,300
Additional contributions to the Earmarked Grant reserves for Brexit preparation	17,500
Severe Weather Reserve - Lower claims for flood damage than expected	13,500
Asset Valuations to be completed in 20/21	10,800
Lower than anticipated Apprentices in the year	9,300
Contribution to Gedling Homes for refurbishment of Civic Centre kitchen and toilets	(20,000)
Local Taxation - additional contributions for RV Finder and Discretionary Council Tax	
Relief. Reduced contribution for Shared Property Inspector.	(13,200)
Additional Council Tax Hardship discretionary relief	(7,200)
Insurance Premiums - Broker fees and insurance claims excess.	(6,000)
Legal-Transparency work funded by earmarked reserve	(4,300)
Elections - purchase of hardware funded by IER reserve	(3,000)

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GENERAL FUND BALANCE AND EARMARKED RESERVES 2019/20

	Current Estimate 2019/20 £000	Actual Outturn 2019/20 £000	Variance 2019/20 £000
General Fund Balance at 1 April 2019	5,161	5,161	0
<u>Plus:</u>			
GBC Council Tax Requirement from Collection Fund	6,035	6,035	0
GBC share of declared previous year Council Tax Collection Fund surplus/(deficit)	0	0	0
Business Rates	3,978	3,955	(23)
New Homes Bonus	482	482	0
RSG & Other grants	0	10	10
Parish Levy	715	715	0
<u>Less:</u>			
Committee Expenditure	(11,676)	(11,733)	(57)
Parish Precept	(715)	(715)	0
General Fund Balance at 31 March 2020	3,980	3,910	(70)
<i>Movement in General Fund Balance</i>	<i>(1,181)</i>	<i>(1,251)</i>	<i>(70)</i>
<u>Earmarked Reserves (see Appendix 3 for detail)</u>			
Opening Balance 1 April 2019	6,795	6,795	0
Closing Balance 31 March 2020	5,411	5,982	571
<i>Movement in Earmarked Reserves</i>	<i>(1,384)</i>	<i>(813)</i>	<i>571</i>
Grand Total Reserves at 31 March 2020	9,391	9,892	501

Memorandum - Actual Movement on Balances 2019/20	
<i>Reduction in General Fund Balance</i>	£000's (1,251)
<i>Reduction in Earmarked Reserves</i>	(813)
Actual Net INCREASE/(DECREASE) in Total Reserves 2019/20	(2,064)

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Movement on Earmarked Reserves

Reserve	Original Estimate 2019/20				Revised Estimate 2019/20				Outturn 2019/20			
	Opening Balance 01/04/19	Transfer to Reserve	Transfer from Reserve	Balance 31/03/20	Opening Balance 01/04/19	Transfer to Reserve	Transfer from Reserve	Balance 31/03/20	Opening Balance 01/04/19	Transfer to Reserve	Transfer from Reserve	Balance 31/03/20
	£	£	£	£	£	£	£	£	£	£	£	£
Leisure Strategy Reserve	(237,000)			(237,000)	(237,000)			(237,000)	(237,000)			(237,000)
Joint Use & Base Maintenance Reserve	(80,679)			(80,679)	(80,679)			(80,679)	(80,679)	(32,242)		(112,922)
Pub Watch/Shop Radio Replacement Reserve	(26,961)	(3,500)		(30,461)	(26,961)	(3,500)		(30,461)	(26,961)	(3,500)		(30,461)
Building Control Reserve	(10,130)			(10,130)	(10,130)		10,100	(30)	(10,130)		10,130	(0)
Community & Crime Reserves	(76,437)		11,000	(65,437)	(76,437)		50,200	(26,237)	(76,437)		37,130	(39,308)
IT Replacement Reserve	(664,904)	(77,000)	259,100	(482,804)	(664,904)	(77,000)	259,100	(482,804)	(664,904)	(77,000)	238,934	(502,970)
Risk Mgmt Reserve (Health & Safety)	(74,708)		7,500	(67,208)	(74,708)		24,500	(50,208)	(74,708)		22,900	(51,808)
Budget Redn Risk Reserve	(175,900)			(175,900)	(175,900)		175,900	0	(175,900)		175,900	0
S106 Revenue Reserve	(191,608)		29,000	(162,608)	(191,608)		29,000	(162,608)	(191,608)		28,976	(162,632)
Housing & Housing Benefits Reserve	(415,703)		15,000	(400,703)	(415,703)		101,100	(314,603)	(415,703)		161,969	(253,734)
Insurance Reserve	(298,721)	(35,000)		(333,721)	(298,721)	(35,000)	30,000	(303,721)	(298,721)	(35,160)	39,363	(294,518)
Efficiency & Innovation Reserve	(270,927)		10,000	(260,927)	(270,927)		17,600	(253,327)	(270,927)	(44,300)	5,825	(309,402)
Asset Management Reserve	(532,221)	(61,100)	15,000	(578,321)	(532,221)	(61,100)	205,500	(387,821)	(532,221)	(39,287)	126,379	(445,129)
Local Development Framework Reserve	(108,214)		60,000	(48,214)	(108,214)	(14,700)	62,500	(60,414)	(108,214)	(32,146)	9,340	(131,020)
Earmarked Grants Reserve	(925,667)	0	30,100	(895,567)	(784,167)	(115,600)	246,300	(653,467)	(784,167)	(188,850)	356,920	(616,097)
CCTV Reserve	(220,781)	(25,800)	30,000	(216,581)	(220,781)	(25,800)	30,000	(216,581)	(220,781)	(25,800)	43,000	(203,581)
LA Mortgage Scheme Reserve (LAMS)	(110,593)			(110,593)	(110,593)			(110,593)	(110,593)			(110,593)
Apprentice Reserve	(75,928)		16,800	(59,128)	(75,928)		16,800	(59,128)	(75,928)			(75,928)
NNDR Pool Reserve	(1,080,621)		454,100	(626,521)	(1,080,621)		225,000	(855,621)	(1,080,621)	(313,115)	150,802	(1,242,933)
Transformation Fund Reserve	(767,655)			(767,655)	(767,655)		175,700	(591,955)	(767,655)		131,779	(635,876)
Economic Development Fund Reserve	(385,408)		30,000	(355,408)	(385,408)	(15,300)	65,000	(335,708)	(385,408)	(15,300)	132,500	(268,208)
Property Management Fund	(64,000)			(64,000)	(64,000)		7,500	(56,500)	(64,000)	(10,800)		(74,800)
Selective Licensing	0			0	(141,500)			(141,500)	(141,500)	(41,400)		(182,900)
Total Reserves	(6,794,765)	(202,400)	967,600	(6,029,565)	(6,794,765)	(348,000)	1,731,800	(5,410,965)	(6,794,765)	(858,900)	1,671,847	(5,981,819)
Net Transfer (to) / from reserves		765,200				1,383,800				812,947		

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MEMBERS POT**OUTTURN SUMMARY**
Members Pot Expenditure 2019/20

Budget 2019/20	£	No. of Councillors:	41
	82,000	Spending their full allocation	41
Less Total Expenditure		Part spending their allocation	0
Balance Unspent	<u>82,000</u>	Not spending their allocation	0

Breakdown of Grants/Contributions

Name	£	Name	£
	Amount		Amount
1st A Porchester Brownies	100	Gedling Conservation Trust	400
1st Daybrook Brownies	150	Giving for Gedling Humanitarian Centre	539.5
1st Gedling Brownies	150	Gedling Play Forum	3647.45
1st Porchester Brownies	100	Gedling Southbank Football Club	384
1st Porchester Guides	100	Gedling Southbank U12 Rovers	500
1st Porchester Rainbows	100	Gedling Youth Council	650
1st Porchester Scouts, Cubs & Beavers	300	Glendarragh Dance Academy	118
2nd Calverton Brownies	250	Guinness Care	140
37th Nottingham Company Boys Brigade	508	Haywood Road Community Association	250
4th Nottingham Company Girls Brigade	508	Haywood Road Preschool Play Group	250
74th Nottingham Rainbows, Brownies & Guides	150	Honeywood Estate Action Team	500
Age Concern Carlton & District	450	Hope Nottingham Carlton Food Bank	250
Age UK Men in Sheds	761	Inspire Culture	298
All Hallows Church	425	International Women's Day	600
All Hallows School	295	Killisick Junior School	610
AMC Going Banana's Holiday Club	450	Lambley Parish Council	1000
AMC Mental Health Befriending & Support Group	2050	Leapool Allotment Association	200
Arno Vale School	200	Linby Parish Council	750
Arnold Association of Neighbourhood Watch Schemes	600	Little Lambs Baby & Toddler Group	350
Arnold Civil Defence Institute	200	Lowdham Church of England Primary School	200
Arnold Food Bank	1094.20	Mapperley All Stars Coaching	200
Arnold Hill Academy	150	Mapperley All Stars Football Club	800
Arnold in Bloom	350	Netherfield & Colwick Senior Citizen's Club	353
Arnold Local Area Forum	150	Netherfield & District Women's Institute	200
Arnold Local History Group	400	Netherfield Boys & Girls Football Club	300
Arnold Methodist Church Holiday from Home Project	100	Netherfield Forum	400
Arnold Swimming Club	100	Netherfield Parents Forum	350
Arnold Town FC	100	Netherfield Primary School	200
Arnold Town FC U'15	200	New Writers UK	150
Bags of Blessings	100	Newstead Events Group	300
Balfour Conservative Club	200	Newstead Youth Club	300
Beacon Lodge (Turning Point) Gedling	55	Nottingham Community Housing Association	587
Bestwood Miners Welfare Sports Club	300	Papplewick & Linby Cricket Club	300
Bestwood Village Christmas Tree Group	200	Papplewick Village Fayre Group	300
Bestwood Village Park Run	219	Parkinson Society	500
Breathe Easy Arnold Group	250	Paviors RFC	240
Brickyard Youth Club	350	PDSA	200
British Lung Foundation Group for Gedling	200	Phoenix Art & Craft Society	50
Burton Joyce & Bulcote Local History Society	200	Phoenix Boxing Club	650
Burton Joyce & Bulcote Village Hall	500	Phoenix Farm Open Door Project	1250
Burton Joyce & Bulcote WI	250	Piggin Café	100
Burton Joyce Archery Club	62.50	Ravenshead Memory Lane Group	300
Burton Joyce Parish Council	50	Ravenshead Neighbourhood Watch	300
Burton Joyce Primary School	300	Ravenshead Parish Council	1600
Burton Joyce Primary School PTA	50	Ravenshead Ready Call	300
Calverton & District Art Society	200	Redhill Road Runners	650
Calverton & District U3A	429	Remedi	100
Calverton Bowls Club	400	Richard Herrod Community Group	450
Calverton Cricket Club	600	Rushcliffe & Gedling Transport Scheme	125
Calverton Miners Welfare FC Colts	110	Sherwood Rangers Yeomanry	200
Calverton Preservation & History Society	500	St. Albans Activity & Recreation Society	300
Calverton Theatre Group	440	St. Helen's Old Church Hall	400
Calverton Working Mens Club	350	St. Johns Church of England Primary School, Colwick	-250
Caribbean Elders Lunch Club	250	St. Johns Church of England Primary School, Colwick	250
Carlton Forum Swimming Club	650	St. John's the Baptist Church	125
Carlton Pre-school Playgroup	350	St. Johns the Baptist Primary School Colwick	400
Carlton Town Football Club	410	St. Mark's Church Woodthorpe	400
Colwick Tots	200	St. Mary's Church Arnold	200
Coppice Farm Primary School	600	St. Mary's Parish Church, Newstead	300
CORE Centre	600	St. Pauls Carlton, Men in Sheds Project	250
Cornwater Evergreens	600	St. Pauls Church Carlton	700
Create a Greener Community - Calverton	300	St. Pauls Church Daybrook	150
Creative Care East Midlands Ltd	220	St. Timothy's Community Centre	400
Eagles Nest Church Arnold	1000	St. Timothy's Friendship Group	274
Emmanuel Church	719	Stanhope School Foundation Unit	100
Emehale Colts	600	Stoke Bardolph Village Hall	815
Euro Jam Scouting - Yestin Price	250	The Basement Zone c/o Phoenix Farm Methodist Church	1014.55
Expressive Arts Academy	1000	The Beacon	400
Foxhill Residents Fund	950	The Bipolar Lift CIC	200
Friends for Life Aye-Up-Mi-Duck	200	The Good Shepherd PTA	172.5
Friends of Arnot Hill Park	320	The Inner Wheel of Carlton	140
Friends of Bestwood Country Park	200	The Village Lunch	450
Friends of Breckhill Recreation Ground	300	Toddler Time	600
Friends of Gedling Country Park	200	Warren Action Group	500
Friends of Killisick Park	200	We R Here	7940
Friends of Onchan Park	843	Westdale Pre-School	300
Friends of Roberts Recreation Ground	500	Westdale Primary School	200
GBC - Arts Development	2025.50	Woodborough Celtic Football Club	100
GBC - Bonington Theatre	555	Woodborough Community Association	220
GBC - Community Relations	155.80	Woodborough Parish Council	680
GBC - Localities Killisick	800		
GBC - Localities Netherfield	2200		
GBC - Localities Newstead	750		
GBC - PASC	5922		
Gedling Asian Elders	200		

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CAPITAL OUTTURN 2019/20

PORTFOLIO	SCHEME	2019/20 APPROVED BUDGET £	2019/20 FINAL OUTTURN £	VARIANCE £	PROPOSED CARRY FORWARDS £
COMMUNITY RELATIONS	Aid to Parishes	3,700	0	(3,700)	3,700
		3,700	0	(3,700)	3,700
HOUSING, HEALTH & WELLBEING	Burton Road - Affordable Housing	142,300.00	142,174.88	(125)	
	Station Road Carlton	30,000.00	27,112.95	(2,887)	2,900.00
	AMF - CLC Changing Rooms	10,000.00	0.00	(10,000)	10,000.00
	Redhill Replace Gym Equipment 2019	57,000.00	56,853.99	(146)	
	AMF - ALC Lift Repairs	25,000.00	0.00	(25,000)	25,000
		264,300	226,142	(38,158)	37,900
PUBLIC PROTECTION	Disabled Facilities Grants	1,110,000.00	1,027,066.52	(82,933)	83,000
		1,110,000	1,027,067	(82,933)	83,000
ENVIRONMENT	Car Park Resurfacing Arnold	15,000.00	14,614.00	(386)	
	Council Chamber parking spaces	15,000.00	0.00	(15,000)	15,000.00
	Rplace Scarab Minor GN12EKU	70,200.00	70,214.00	14	
	Replace Ford Transit/ plastic body FG11WCY	24,600.00	24,610.00	10	
	Replace Ford Transit Platform Lift FE59LTO	52,000.00	51,977.00	(23)	
	Replace Ford Transit Crew Tail FP60KGN	23,800.00	23,840.00	40	
	Replace Dennis Elite VU11HXE	0.00	-315.00	(315)	
	Replace Ford Transit Connect FD09EPZ	11,700.00	11,747.28	47	
	Replace Ford Fiesta YR61DTZ	11,800.00	11,747.28	(53)	
	Replace Ford Fiesta YR61DWM	11,800.00	11,747.28	(53)	
	Replace Engine Management Fault Finder	11,000.00	7,270.00	(3,730)	
	New Pet Cremation Refridgerated Ford Transit	0.00	-800.00	(800)	
	Replace Ford Transit Cage Tail Lift YT12YHK	33,000.00	0.00	(33,000)	33,000.00
	Replace Dennis Elite VK62CRJ	180,000.00	178,920.00	(1,080)	1,000.00
	Replace Dennis Elite VK62CRU	172,400.00	171,324.00	(1,076)	1,000.00
	Replace Ford Transit FD09EPN	19,300.00	19,308.76	9	
	Street Cleaning Response Team vehicle	30,000.00	29,955.00	(45)	
	Gedling Country Park	19,600.00	3,000.00	(16,600)	16,600.00
	Cinder Path Netherfield	3,000.00	4,125.33	1,125	
	Haywood Road Play Area	136,300.00	136,734.04	434	
	PASC Trees/Landscaping equipment	72,800.00	72,746.00	(54)	
	Muirfield Recreation Ground Redevelopment	100,000.00	100,000.00	0	
	Conway Road Recreation Ground	102,000.00	10,157.34	(91,843)	91,800.00
	Gedling Country Park Seating Area	0.00	1,464.00	1,464	
	Gedling Country Park Viewing Platforms	133,000.00	90,182.57	(42,817)	42,800.00
	Thackeray's Lane Nature Trail Lighting	13,100.00	13,180.22	80	
	AMF - GCP Car Park Extension	150,000.00	47,422.81	(102,577)	102,600.00
AMF - Carnarvon Grove Play Area	38,700.00	38,653.00	(47)		
		1,450,100	1,143,825	(306,275)	303,800
GROWTH & REGENERATION	Westdale Lane Surgery - S106 Arnold Market	200,000.00	199,832.47	(168)	
		100,000.00	105,392.26	5,392	
		300,000	305,225	5,225	0
RESOURCES & REPUTATION	Civic Centre Public Toilets	72,000.00	0.00	(72,000)	72,000.00
	Depot security barriers/signage	40,000.00	0.00	(40,000)	40,000.00
	IT Licences - Microsoft Office	88,000.00	87,787.67	(212)	
	All Weather Pitch Carlton Le Willows	300,000.00	300,000.00	0	
	Commercial Property	900,000.00	0.00	(900,000)	900,000.00
	AMF - Footpath Resurfacing	10,700.00	9,025.00	(1,675)	1,700.00
	AMF - Equipment Replacement	65,000.00	0.00	(65,000)	65,000.00
	AMF - Footpath Repairs	8,000.00	8,000.00	0	
		1,483,700	404,813	(1,078,887)	1,078,700
TOTAL		4,611,800	3,107,071	(1,504,729)	1,507,100

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ALL COMMITTED CAPITAL CARRY FORWARD REQUESTS, PLUS UNCOMMITTED CAPITAL REQUESTS UNDER £50,000
2019/20 to 2020/21

APPENDIX 6

Schemes Approved by the Chief Financial Officer

Department: All

Ref's

A Work Committed (Ordered/Contract Agreed)

B Not Committed but affected by Policy Decision/ significant impact on Service Prov'n

Scheme	Approved Budget £	2019/20 Actual				Carry Forward Requested £	Reason for Carry Forward	
		Actual Exp 2019/20 £	Reserved Creditors 2019/20 £	Total 2019/20 Actual £	Ref A/B		Details	
Stoke Bardolph PC	3,700	0	0	0	3,700	A	Awaiting claim from Parish Council.	
Station Road - Carlton	30,000	1,051	26,100	27,200	2,900	A	Demolition partially complete, will be finalised early in 20/21	
Calverton Leisure Centre Changing Rooms	10,000	0	0	0	10,000	B	Tender process completed, contract to be awarded early 20/21.	
Arnold Leisure Centre Lift Repairs	25,000	0	0	0	25,000	A	Delay due to Covid-19 expected to complete by September 2020.	
Gedling Country Park	19,600	3,000	0	3,000	16,600	B	Awaiting identification of schemes for 10 year delivery plan in Gedling Country Park.	
Gedling Country Park Viewing Platforms	133,000	90,182	0	90,182	42,800	A	Delay due to Covid-9, completion expected in 2020/21	
Gedling Country Park Car Park Extension	150,000	47,423	0	47,423	102,600	A	Delay due to Covid-9, completion expected in 20/21	
Conway Road Recn Ground	102,000	10,157	0	10,157	91,800	A	Scheme delayed due to inclement weather and Covid-19, completion expected early in 2020/21.	
Depot security barriers/sign	40,000	0	0	0	40,000	A	Deferral of scheme to 2020/21 due to re-phasing of works.	
Civic Centre Car Parking Spaces	15,000	0	0	0	15,000	B	Scheme deferred, contract awarded early 2020/21.	
Replace Ford Transit Cage Tail Lift YT12 YHK	33,000	0	0	0	33,000	A	Optimised Asset life vehicle on order for September 2020	
Replace Dennis Elite VK62CRJ	180,000	178,920		178,920	1,000	A	Signage for vehicle to be completed in 2020/21.	
Replace Dennis Elite VK62CRU	172,400	171,324		171,324	1,000	A	Signage for vehicle to be completed in 2020/21.	
Footpath Resurfacing	10,700	9,025		9,025	1,700	B	Awaiting identification of schemes.	
TOTAL	924,400	511,082	26,100	537,231	387,100			

NON-COMMITTED CAPITAL CARRY FORWARD REQUESTS OVER £50,000**2019/20 to 2020/21****APPENDIX 6****Schemes to be Approved by Council****Department: All**

Scheme	Approved Budget	2019/20 Actual			Reason for Carry Forward Details
		Actual Exp 2019/20 £	Total 2019/20 Actual £	Carry Forward Requested £	
Disabled Facilities Grants	1,110,000	1,027,066	1,027,066	83,000	Some schemes delayed due to Covid-19 Pandemic, delivery expected in 2020/21.
Civic Centre Public Toilets	72,000	0	0	72,000	Scheme deferred to 2020/21.
Commercial Property Investment	900,000	0	0	900,000	Deferral due to an unsuccessful bid. The funds will be made available for alternative investments in 2020/21.
IT Equipment Replacement	65,000	0	0	65,000	Purchase of IT equipment due to a deferral of Windows10 and Agile working.
TOTAL	2,147,000	1,027,066	1,027,066	1,120,000	

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CAPITAL FINANCING SUMMARY 2019/20

	£	£	£
<u>CAPITAL EXPENDITURE 2019/20 REQUIRING FINANCING</u>			<u>3,107,071</u>
<u>RESOURCES APPLIED</u>			
<u>Money Provided by Other Persons</u>			
Capital Grants Receivable:			
DFG	1,027,068		
FCC Communities - Murfield Road Play Area	100,000		
RDPE - GCP Viewing Platforms	78,000		
FCC Communities - Haywood Road Play Area	70,001		
FCC Communities - Cinderpath	4,125		
		<u>1,279,194</u>	
Contributions:			
S106	405,734		
		<u>405,734</u>	
Total Money Provided by Other Persons			1,684,928
Revenue Contributions			178,800
Total Usable Capital Receipts Applied			581,346
Total Prudential Borrowing Applied			661,997
<u>TOTAL RESOURCES APPLIED 2019/20</u>			<u>3,107,071</u>

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Gedling Borough Council

Nottinghamshire County Council

Pension Fund

Pension accounting disclosure as at 31 March 2020
Prepared in accordance with IAS19

Barnett Waddingham LLP

21 May 2020

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Introduction

We have been instructed by Nottinghamshire County Council, the administering authority to the Nottinghamshire County Council Pension Fund (the Fund), to undertake pension expense calculations in respect of pension benefits provided by the Local Government Pension Scheme (the LGPS) to employees of Gedling Borough Council (the Employer) as at 31 March 2020. We have taken account of current LGPS Regulations, as amended, as at the date of this report.

We previously provided a report, dated 30 April 2020, based on fund asset information as at 31 December 2019. This report has been updated with fund asset information as at 31 March 2020.

This report is addressed to the Employer and its advisers; in particular, this report is likely to be of relevance to the Employer's auditor.

These figures are prepared in accordance with our understanding of International Accounting Standard 19 (IAS19).

This advice complies with Technical Actuarial Standard 100: Principles for Technical Actuarial Work (TAS 100).

The figures quoted will form the basis of the balance sheet and funding status disclosures to be made by the Employer as at 31 March 2020 in respect of its pension obligations under the LGPS. The projected pension expense calculations for the year to 31 March 2021 may be used for the purpose of any interim financial reporting during the year to 31 March 2021. However, it may subsequently be necessary to adjust these projections following the occurrence of any material events such as curtailments, settlements or the discontinuance of the Employer's participation in the Fund.

Further information relating to our treatment of GMP is included on page 9 of this disclosure.

Please note that an allowance was made for the potential impact of the McCloud & Sargeant judgement in the results provided to the Employer at the last accounting date and therefore is already included in the starting position for this report. This allowance is therefore incorporated in the roll forward approach and is remeasured at the accounting date along with the normal LGPS liabilities.

Please note we have not made any allowance for IFRIC14 in our calculations. We would be happy to speak to the Employer or their auditor if more information is required.

IAS19 also requires the disclosure of any other employer provided pension benefits which are not paid from the Fund itself: examples include additional pensions paid on retirement under the Discretionary Payment Regulations. We have only valued such additional liabilities, which would not be covered in the formal LGPS valuation, to the extent that they have been notified to us and are as disclosed in the Valuation data section of this report.

Amendments to the IAS19 standard now requires that, when determining any past service cost or gain or loss on settlement, the net defined benefit liability is remeasured using current assumptions and the fair value of plan assets at the time of the event. The amendment does, however, note that the extra remeasurement does not need to be applied where the application of that remeasurement is immaterial. **We have treated 3 events, which occurred over the accounting period, as material 'special events'.**

Characteristics of defined benefit plans and associated risks

The LGPS is a defined benefit statutory scheme administered in accordance with the Local Government Pension Scheme Regulations 2013 and currently provides benefits based on career average revalued earnings. Full details of the benefits being valued are as set out in the Regulations as amended and summarised on the LGPS website and the Fund's membership booklet.

The administering authority for the Fund is Nottinghamshire County Council. The Pension Fund Committee oversees the management of the Fund whilst the day to day fund administration is undertaken by a team within the administering authority. Where appropriate some functions are delegated to the Fund's professional advisers.

As administering authority to the Fund, Nottinghamshire County Council, after consultation with the Fund Actuary and other relevant parties, is responsible for the preparation and maintenance of the Funding Strategy Statement and the Investment Strategy Statement. These should be amended when appropriate based on the Fund's performance and funding.

Contributions are set every three years as a result of the actuarial valuation of the Fund required by the Regulations. The next actuarial valuation of the Fund will be carried out as at 31 March 2022 and will set contributions for the period from 1 April 2023 to 31 March 2026. There are no minimum funding requirements in the LGPS but the contributions are generally set to target a funding level of 100% using the actuarial valuation assumptions.

On the Employer's withdrawal from the Fund, a cessation valuation will be carried out in accordance with Regulation 64 of the LGPS Regulations 2013 which will determine the termination contribution due by the Employer, on a set of assumptions deemed appropriate by the Fund Actuary.

In general, participating in a defined benefit pension scheme means that the Employer is exposed to a number of risks:

- Investment risk. The Fund holds investment in asset classes, such as equities, which have volatile market values and while these assets are expected to provide real returns over the long-term, the short-term volatility can cause additional funding to be required if a deficit emerges;
- Interest rate risk. The Fund's liabilities are assessed using market yields on high quality corporate bonds to discount future liability cashflows. As the Fund holds assets such as equities the value of the assets and liabilities may not move in the same way;
- Inflation risk. All of the benefits under the Fund are linked to inflation and so deficits may emerge to the extent that the assets are not linked to inflation; and
- Longevity risk. In the event that the members live longer than assumed a deficit will emerge in the Fund. There are also other demographic risks.

In addition, as many unrelated employers participate in the Nottinghamshire County Council Pension Fund, there is an orphan liability risk where employers leave the Fund but with insufficient assets to cover their pension obligations so that the difference may fall on the remaining employers.

All of the risks above may also benefit the Employer e.g. higher than expected investment returns or employers leaving the Fund with excess assets which eventually get inherited by the remaining employers.

Valuation data

Data sources

In completing our calculations for pension accounting purposes we have used the following items of data, which we received from Nottinghamshire County Council:

- The results of the valuation as at 31 March 2019 which was carried out for funding purposes and the results of the 31 March 2019 IAS19 report which was prepared for accounting purposes;
- Estimated whole Fund income and expenditure items for the period to 31 March 2020;
- Estimated Fund returns based on Fund asset statements provided (or estimated where necessary) as at 31 March 2019 and 31 March 2020 and Fund income and expenditure as noted above;
- Estimated Fund income and expenditure in respect of the Employer for the period to 31 March 2020;
- Details of any new early retirements for the period to 31 March 2020 that have been paid out on an unreduced basis, which are not anticipated in the normal employer service cost; and
- Details of any settlements for the period to 31 March 2020.

Although some of these data items have been estimated, we do not believe that they are likely to have a material effect on the results of this report. Further, we are not aware of any material changes or events since we received the data. The data has been checked for reasonableness and we are happy that the data is sufficient for the purposes of this advice.

Employer membership statistics

The table below summarises the membership data, as at 31 March 2019 for members receiving funded benefits.

Member data summary	Number	Salaries/Pensions	Average age
		£000s	
Actives	451	9,452	47
Deferred pensioners	574	995	46
Pensioners	573	2,887	73
Unfunded pensioners	75	130	80

The service cost for the year ending 31 March 2020 is calculated using an estimate of the total pensionable payroll during the year. The estimated total pensionable payroll during the year is £9,766,000, as advised by the Employer. The projected service cost for the year ending 31 March 2021 has been calculated assuming the payroll remains at this level over the year.

Scheduled contributions

The table below summarises the minimum employer contributions due from Gedling Borough Council to the Fund over this inter-valuation period. The calculated cost of accrual of future benefits is 18.2% of payroll p.a.

Minimum employer contributions due for the period beginning	1 Apr 2020	1 Apr 2021	1 Apr 2022
Percent of payroll	18.2%	18.2%	18.2%
plus monetary amount (£000s)	413	428	443

However, Gedling Borough Council have agreed with the administering authority that they will prepay their monetary contributions for the three years to 31 March 2023 by making lump sum payments of £403,000, and £831,000 by 30 April 2020 and 30 April 2021 respectively. These lump sum payments have received an actuarially equivalent discount to the monetary rates above and Gedling Borough Council have been notified separately of these amounts. If they don't make these lump sum payments by 30 April each year, the contribution rates set out above will apply as normal.

Gedling Borough Council may pay further amounts at any time and future periodic contributions, or the timing of contributions may be adjusted on a basis approved by us.

Early retirements

We requested data on any early retirements in respect of the Employer from the administering authority for the year ending 31 March 2020.

We have been notified of three new early retirements during the year which were not allowed for at the previous accounting date. The total annual pension that came into payment was £56,900.

Assets

The return on the Fund (on a bid value to bid value basis) for the year to 31 March 2020 is estimated to be -7%. The actual return on Fund assets over the year may be different.

The estimated asset allocation for Gedling Borough Council as at 31 March 2020 is as follows:

Asset breakdown	31 Mar 2020		31 Mar 2019	
	£000s	%	£000s	%
Equities	42,608	58%	49,773	62%
Gilts	3,068	4%	2,612	3%
Other bonds	6,784	9%	7,431	9%
Property	11,008	15%	10,852	14%
Cash	3,009	4%	1,938	2%
Inflation-linked pooled fund	2,758	4%	2,914	4%
Infrastructure	4,593	6%	3,861	5%
Unit trust	0	n/a	813	1%
Total	73,828	100%	80,194	100%

Note that unit trust assets are now included in equities.

We have estimated the bid values where necessary. Please note that the individual percentages shown are to the nearest percentage point for each asset class and may not sum to 100%. The final asset allocation of the Fund assets as at 31 March 2020 is likely to be different from that shown due to estimation techniques.

Based on the above, the Employer's share of the assets of the Fund is approximately 1%.

We received the following information from the administering authority regarding the detail of their assets as at 31 March 2020, representing the percentages of the total Fund held in each asset class (split by those that have a quoted market price in an active market, and those that do not).

Asset breakdown		31 Mar 2020	
		% Quoted	% Unquoted
Fixed Interest Government Securities			
	UK	4.2%	-
Corporate Bonds			
	UK	3.5%	-
	Overseas	5.7%	-
Equities			
	UK	21.6%	0.1%
	Overseas	31.7%	-
Property			
	All	-	14.9%
Others			
	Private Equity	-	3.1%
	Infrastructure	-	6.2%
	Unit trust	-	1.2%
	Inflation-linked pooled fund	-	3.7%
	Credit	-	1.0%
	Cash/Temporary Investments	-	3.0%
Total		66.7%	33.3%

We do not have any further detail on the current asset allocation of the Fund; we suggest that if further information is required the administering authority is contacted in the first instance. Please note that as above, no adjustments for presentational purposes have been made to the percentages shown.

Actuarial methods and assumptions

Valuation approach

Valuation of the Employer's liabilities

To assess the value of the Employer's liabilities at 31 March 2020, we have rolled forward the value of the Employer's liabilities calculated for the funding valuation as at 31 March 2019, using financial assumptions that comply with IAS19.

The full actuarial valuation involved projecting future cashflows to be paid from the Fund and placing a value on them. These cashflows include pensions currently being paid to members of the Fund as well as pensions (and lump sums) that may be payable in future to members of the Fund or their dependants. These pensions are linked to inflation and will normally be payable on retirement for the life of the member or a dependant following a member's death.

It is not possible to assess the accuracy of the estimated value of liabilities as at 31 March 2020 without completing a full valuation. However, we are satisfied that the approach of rolling forward the previous valuation data to 31 March 2020 should not introduce any material distortions in the results provided that the actual experience of the Employer and the Fund has been broadly in line with the underlying assumptions, and that the structure of the liabilities is substantially the same as at the latest formal valuation. From the information we have received there appears to be no evidence that this approach is inappropriate.

Valuation of the Employer's assets

To calculate the asset share we have rolled forward the assets allocated to the Employer at 31 March 2019 allowing for investment returns (estimated where necessary), contributions paid into, and estimated benefits paid from, the Fund by and in respect of the Employer and its employees.

Experience items allowed for since the previous accounting date

As a result of allowing for actual experience, which may be different from that assumed previously, an experience item may be observed in the reconciliation to 31 March 2020. The effect of allowing for the actual experience is shown in Appendix 3.

Guaranteed Minimum Pension (GMP) Equalisation

As a result of the High Court's recent Lloyds ruling on the equalisation of GMPs between genders, a number of pension schemes have made adjustments to accounting disclosures to reflect the effect this ruling has on the value of pension liabilities. It is our understanding that HM Treasury have confirmed that the judgement "does not impact on the current method used to achieve equalisation and indexation in public service pension schemes". More information on the current method of equalisation of public service pension schemes can be found [here](#).

On 22 January 2018, the Government published the outcome to its *Indexation and equalisation of GMP in public service pension schemes* consultation, concluding that the requirement for public service pension schemes to fully price protect the GMP element of individuals' public service pension would be extended to those individuals reaching State Pension Age (SPA) before 6 April 2021. HM Treasury published a Ministerial Direction on 4 December 2018 to implement this outcome, with effect from 6 April 2016. Details of this outcome and the Ministerial Direction can be found [here](#).

Our valuation assumption for GMP is that the Fund will pay limited increases for members that have reached SPA by 6 April 2016, with the Government providing the remainder of the inflationary increase. For members that reach SPA after this date, we have assumed that the Fund will be required to pay the entire inflationary increase. Therefore we do not believe we need to make any adjustments to the value placed on the liabilities as a result of the above outcome.

Demographic/Statistical assumptions

We have adopted a set of demographic assumptions that are consistent with those used for the most recent Fund valuation, which was carried out as at 31 March 2019. The post retirement mortality tables adopted are the S3PA tables with a multiplier of 110% for males and 105% for females. These base tables are then projected using the CMI_2018 Model, allowing for a long-term rate of improvement of 1.25% p.a., smoothing parameter of 7.5 and an initial addition to improvements of 0.5% p.a.

This has been updated since the last accounting date where the demographic assumptions were based on those adopted for the Fund's 31 March 2016 valuation, other than updating mortality improvement projections in line with CMI_2018 at the previous accounting date. The impact of updating the demographic assumptions is set out in the Change in demographic assumptions figure in Table 1 of Appendix 3.

The assumed life expectations from age 65 are:

Life expectancy from age 65 (years)	31 Mar 2020	31 Mar 2019
Retiring today		
Males	21.8	21.6
Females	24.4	24.4
Retiring in 20 years		
Males	23.2	23.3
Females	25.8	26.2

We have also assumed that:

- Members will exchange half of their commutable pension for cash at retirement;
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age; and
- The proportion of the membership that had taken up the 50:50 option at the previous valuation date will remain the same.

Financial assumptions

The financial assumptions used to calculate the results are as follows:

Assumptions as at	31 Mar 2020	31 Mar 2019	31 Mar 2018
	% p.a.	% p.a.	% p.a.
Discount rate	2.35%	2.40%	2.55%
Pension increases	1.90%	2.40%	2.30%
Salary increases	2.90%	3.90%	3.80%

These assumptions are set with reference to market conditions at 31 March 2020.

Our estimate of the Employer's past service liability duration is 21 years. This has been calculated based on membership data provided for the most recent full valuation of the Employer's liabilities at 31 March 2019. This may differ from the estimated duration at the previous accounting date.

An estimate of the Employer's future cashflows is made using notional cashflows based on the estimated duration above. These estimated cashflows are then used to derive a Single Equivalent Discount Rate (SEDR). The discount rate derived is such that the net present value of the notional cashflows, discounted at this single rate, equates to the net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve (where the spot curve is assumed to be flat beyond the 30 year point). This is consistent with the approach used at the previous accounting date.

Similar to the approach used to derive the discount rate, the Retail Prices Index (RPI) increase assumption is set using a Single Equivalent Inflation Rate (SEIR) approach, using the notional cashflows described above. The single inflation rate derived is that which gives the same net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve, as applying the BoE implied inflation curve. As above, the Merrill Lynch AA rated corporate bond yield spot curve is assumed to be flat beyond the 30 year point and the BoE implied inflation spot curve is assumed to be flat beyond the 40 year point. This is consistent with the approach used at the previous accounting date.

As future pension increases are expected to be based on the Consumer Prices Index (CPI) rather than RPI, we have made a further assumption about CPI which is that it will be 0.8% p.a. below RPI i.e. 1.9% p.a. We believe that this is a reasonable estimate for the future differences in the indices, based on the different calculation methods, recent independent forecasts and the duration of the Employer's liabilities. The difference between RPI and CPI is less than assumed at the previous accounting date. This reflects the movement in market implied RPI inflation that occurred following the UK Statistics Authority's proposal to change how RPI is calculated and subsequent announcements from the Chancellor on the issue.

Salaries are assumed to increase at 1.0% p.a. above CPI. This differs from the salary increase assumption at the previous accounting date and has been updated in line with the most recent funding valuation.

Special events dates

As mentioned above, we have allowed for a number of 'special events' over the accounting period. The net defined benefit liability has been remeasured at each of these event dates using market statistics and the fair value of plan assets at the time of the event.

The below table sets out the dates of these 'special events' and the financial assumptions adopted for each period of remeasurement. The assumptions have been derived consistently with the previous accounting date. However, for dates after 3 September 2019 we have adopted a slightly lower RPI/CPI gap of 0.8%, consistent with the approach set out above.

Event date	Discount rate	Pension increases	Real discount rate
31/03/2019	2.40%	2.40%	0.00%
30/11/2019	2.00%	2.25%	-0.25%
31/03/2020	2.35%	1.90%	0.45%

Past service costs/gains

Past service costs/gains arise as a result of introduction or withdrawal of, or changes to, member benefits. For example, an award of additional discretionary benefits to a member such as added years by a member would be considered a past service cost.

We are not aware of any additional benefits which were granted over the year ending 31 March 2020.

Curtailments

We have calculated the cost of curtailments arising as a result of the payment of unreduced pensions on early retirement. The Employer may also have to account for non-pension related costs (e.g. lump sum payments on redundancy) but for the avoidance of doubt, we have only calculated the cost of curtailments which affect the Employer's LGPS pension liabilities.

We calculate the cost of curtailments at the point of exit, with interest applied to the accounting date accounted for separately.

Over the year, we understand that three former employees became entitled to unreduced early retirement benefits. The capitalised cost of the additional benefits on IAS19 compliant assumptions is calculated at £285,000. This figure has been included within the service cost in the statement of profit and loss.

Unless confirmed to us by the Employer as not material, the cost of each curtailment is calculated using assumptions derived based on market conditions at the date of exit. If not material, then the cost is calculated based on the assumptions applicable at the previous material 'special event' date (or at the previous accounting date if there are no previous material 'special events'). The below table shows the capitalised cost of each of the curtailment events allowed for and the financial assumptions used to calculate this cost. We have also indicated whether the event has been allowed for as a 'special event'. Details of the financial assumptions adopted at each 'special event' date are set out above in the Financial assumptions section.

NI number	Date of curtailment	Curtailment cost £000s	Discount rate	Pension increases	Treated as special Event?
WK782929B	30 November 2019	102	2.00%	2.25%	Yes
WL929397B	30 November 2019	149	2.00%	2.25%	Yes
WK473561D	30 November 2019	34	2.00%	2.25%	Yes

Settlements

We are not aware of any liabilities being settled at a cost materially different to the accounting reserve during the year..

Results and disclosures

We estimate that the value of the net liability as at 31 March 2020 is a liability of £49,181,000.

The results of our calculations for the year ended 31 March 2020 are set out in the appendices below:

- Appendix 1 sets out the Statement of financial position as at 31 March 2020;
- Appendix 2 sets out the Statement of profit and loss for the year ended 31 March 2020;
- Appendix 3 details a reconciliation of assets and liabilities during the year;
- Appendix 4 shows a sensitivity analysis on the major assumptions;
- Appendix 5 shows the Remeasurements in other comprehensive income for the year;
- Appendix 6 contains our estimates of the projected profit and loss account costs for the year ending 31 March 2021. Please note that no allowance has been made for the costs of any early retirements or augmentations which may occur over the year and whose additional capitalised costs would be included in the value of liabilities. It is only an estimate so actual experience over the year is likely to differ. We have not provided balance sheet projections on the basis that they will depend upon market conditions and the asset value of the Fund at the end of the following year.

The figures presented in this report are prepared only for the purposes of IAS19. In particular, they are not relevant for calculations undertaken for funding purposes or for other statutory purposes under UK pensions legislation.

We would be pleased to answer any questions arising from this report.



Julie Baillie FFA
Actuary

Appendix 1 Statement of financial position as at 31 March 2020

Net pension asset as at	31 Mar 2020	31 Mar 2019	31 Mar 2018
	£000s	£000s	£000s
Present value of the defined benefit obligation	121,476	125,402	121,554
Fair value of Fund assets (bid value)	73,828	80,194	74,855
Deficit / (Surplus)	47,648	45,208	46,699
Present value of unfunded obligation	1,533	1,777	1,909
Unrecognised past service cost	-	-	-
Impact of asset ceiling	-	-	-
Net defined benefit liability / (asset)	49,181	46,985	48,608

Appendix 2 Statement of profit and loss for the year to 31 March 2020

The amounts recognised in the profit and loss statement are:	Year to	Year to
	31 Mar 2020	31 Mar 2019
	£000s	£000s
Service cost	4,107	4,398
Net interest on the defined liability (asset)	1,092	1,220
Administration expenses	32	31
Total loss (profit)	5,231	5,649

Appendix 3 Asset and benefit obligation reconciliation for the year to 31 March 2020

Reconciliation of opening & closing balances of the present value of the defined benefit obligation	Year to	Year to
	31 Mar 2020	31 Mar 2019
	£000s	£000s
Opening defined benefit obligation	127,179	123,463
Current service cost	3,822	3,439
Interest cost	2,903	3,116
Change in financial assumptions	(12,895)	5,963
Change in demographic assumptions	(2,377)	(7,207)
Experience loss/(gain) on defined benefit obligation	6,333	-
Liabilities assumed / (extinguished) on settlements	-	-
Estimated benefits paid net of transfers in	(2,751)	(3,020)
Past service costs, including curtailments	285	959
Contributions by Scheme participants and other employers	631	591
Unfunded pension payments	(121)	(125)
Closing defined benefit obligation	123,009	127,179

Reconciliation of opening & closing balances of the fair value of Fund assets	Year to	Year to
	31 Mar 2020	31 Mar 2019
	£000s	£000s
Opening fair value of Fund assets	80,194	74,855
Interest on assets	1,811	1,896
Return on assets less interest	(7,240)	4,515
Other actuarial gains/(losses)	(416)	-
Administration expenses	(32)	(31)
Contributions by employer including unfunded	1,752	1,513
Contributions by Scheme participants and other employers	631	591
Estimated benefits paid plus unfunded net of transfers in	(2,872)	(3,145)
Settlement prices received / (paid)	-	-
Closing Fair value of Fund assets	73,828	80,194

The total return on the fund assets for the year to 31 March 2020 is (£5,429,000).

Appendix 4 Sensitivity analysis

Sensitivity analysis	£000s	£000s	£000s
Adjustment to discount rate	+0.1%	0.0%	-0.1%
Present value of total obligation	120,555	123,009	125,516
Projected service cost	3,302	3,391	3,482
Adjustment to long term salary increase	+0.1%	0.0%	-0.1%
Present value of total obligation	123,257	123,009	122,764
Projected service cost	3,393	3,391	3,389
Adjustment to pension increases and deferred revaluation	+0.1%	0.0%	-0.1%
Present value of total obligation	125,277	123,009	120,787
Projected service cost	3,481	3,391	3,304
Adjustment to life expectancy assumptions	+1 Year	None	- 1 Year
Present value of total obligation	128,106	123,009	118,132
Projected service cost	3,495	3,391	3,290

Appendix 5 Remeasurements in other comprehensive income

Remeasurement of the net assets / (defined liability)	Year to	Year to
	31 Mar 2020	31 Mar 2019
	£000s	£000s
Return on Fund assets in excess of interest	(7,240)	4,515
Other actuarial gains/(losses) on assets	(416)	-
Change in financial assumptions	12,895	(5,963)
Change in demographic assumptions	2,377	7,207
Experience gain/(loss) on defined benefit obligation	(6,333)	-
Changes in effect of asset ceiling	-	-
Remeasurement of the net assets / (defined liability)	1,283	5,759

Appendix 6 Projected pension expense for the year to 31 March 2021

Projections for the year to 31 March 2021	Year to 31 Mar 2021 £000s
Service cost	3,391
Net interest on the defined liability (asset)	1,134
Administration expenses	30
Total loss (profit)	4,555
Employer contributions	1,777

Note that these figures exclude the capitalised cost of any early retirements or augmentations which may occur after 31 March 2020. These projections are based on the assumptions as at 31 March 2020, as described in the main body of this report.

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Report to Audit Committee

Subject: Mazars External Audit – Audit Strategy Memorandum

Date: 1 June 2020

Author: Assistant Director - Finance

1. Purpose of the Report

The attached report prepared by Mazars, the Council's External Auditor, sets out the External Audit Strategy Memorandum for the year ending 31 March 2020 for approval.

Recommendations:

That Members:

- receive the report and approve the Mazars External Audit Plan for 2019/20 and refer the report to full Council for information.

1 Background

- 1.1 The Audit Strategy Memorandum summarises the Mazars audit approach, highlighting significant audit risks and areas of key judgements and also provides details of the audit team. The document is prepared by Mazars following initial discussions with management and is the basis for discussion of the audit approach, and any questions Members may have on that approach or the role as auditor.

2 Proposal

- 2.1 The attached report prepared by Mazars, the Council's External Auditor, sets out the External Audit Plan and associated key deliverables in respect of the audit/review and report on the 2019/20 Financial Statements (including the Annual Governance Statement) and the Value for Money Arrangements of the Council.

3 Financial Implications

- 3.1 There are no financial implications arising directly from this report. The fee for external audit work will be met from the current approved budget.

4 Appendices

- 4.1 Mazars Audit Strategy Memorandum – Year ending 31 March 2020.

Audit Strategy Memorandum
Gedling Borough Council
Year ending 31 March 2020
Draft





CONTENTS

1. Engagement and responsibilities summary
2. Your audit engagement team
3. Audit scope, approach and timeline
4. Audit risks and key judgement areas
5. Value for Money
6. Fees for audit and other services
7. Our commitment to independence
8. Materiality and misstatements

Appendix A – Key communication points

Appendix B - Forthcoming accounting and other issues

Appendix C – Mazars' client service commitment

This document is to be regarded as confidential to Gedling Borough Council. It has been prepared for the sole use of the Audit Committee as the appropriate sub-committee charged with governance . No responsibility is accepted to any other person in respect of the whole or part of its contents. Our written consent must first be obtained before this document, or any part of it, is disclosed to a third party.

Audit Committee Members
Gedling Borough Council,
Civic Centre,
Arnot Hill Park
Arnold
Nottingham
NG5 6LU

24 March 2020

Dear Sirs / Madams,

Audit Strategy Memorandum – Year ending 31 March 2020

We are pleased to present our Audit Strategy Memorandum for Gedling Borough Council for the year ending 31 March 2020.

The purpose of this document is to summarise our audit approach, highlight significant audit risks and areas of key judgements and provide you with the details of our audit team. As it is a fundamental requirement that an auditor is, and is seen to be, independent of its clients, Section 7 of this document also summarises our considerations and conclusions on our independence as auditors.

We consider two-way communication with you to be key to a successful audit and important in:

- reaching a mutual understanding of the scope of the audit and the responsibilities of each of us;
- sharing information to assist each of us to fulfil our respective responsibilities;
- providing you with constructive observations arising from the audit process; and
- ensuring that we, as external auditors, gain an understanding of your attitude and views in respect of the internal and external operational, financial, compliance and other risks facing Gedling Borough Council which may affect the audit, including the likelihood of those risks materialising and how they are monitored and managed.

This document, which has been prepared following our initial planning discussions with management, is the basis for discussion of our audit approach, and any questions or input you may have on our approach or role as auditor.

This document also contains specific appendices that outline our key communications with you during the course of the audit, and forthcoming accounting issues and other issues that may be of interest.

Client service is extremely important to us and we strive to continuously provide technical excellence with the highest level of service quality, together with continuous improvement to exceed your expectations so, if you have any concerns or comments about this document or audit approach, please contact me on 0115 964 4744.

Yours faithfully



David Hoose
Mazars LLP

1. ENGAGEMENT AND RESPONSIBILITIES SUMMARY

Overview of engagement

We are appointed to perform the external audit of Gedling Borough Council (the Council) for the year to 31 March 2020. The scope of our engagement is set out in the Statement of Responsibilities of Auditors and Audited Bodies, issued by Public Sector Audit Appointments Ltd (PSAA) available from the PSAA website: <https://www.psa.co.uk/managing-audit-quality/statement-of-responsibilities-of-auditors-and-audited-bodies>

Our responsibilities

Our responsibilities are principally derived from the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (NAO), as outlined below:

Audit opinion

We are responsible for forming and expressing an opinion on the financial statements.

Our audit is planned and performed so to provide reasonable assurance that the financial statements are free from material error and give a true and fair view of the financial performance and position of the Council for the year.

Reporting to the NAO

We are required to issue an assurance statement to the National Audit Office confirming the income, expenditure, asset and liabilities of the Council.

Value for Money

We are required to conclude whether the Council has proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources. We discuss our approach to Value for Money work further in section 5 of this report.

Electors' rights

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Council and consider any objection made to the accounts. We also have a broad range of reporting responsibilities and powers that are unique to the audit of local authorities in the United Kingdom.

Our audit does not relieve management or those charged with governance, of their responsibilities. The responsibility for safeguarding assets and for the prevention and detection of fraud, error and non-compliance with law or regulations rests with both those charged with governance and management. In accordance with International Standards on Auditing (UK), we plan and perform our audit so as to obtain reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether caused by fraud or error. However our audit should not be relied upon to identify all such misstatements.

As part of our audit procedures in relation to fraud we are required to enquire of those charged with governance as to their knowledge of instances of fraud, the risk of fraud and their views on management controls that mitigate the fraud risks.

The Council is required to prepare its financial statements on a going concern basis by the Code of Practice on Local Authority Accounting. As auditors, we are required to consider the appropriateness of the use of the going concern assumption in the preparation of the financial statements and the adequacy of disclosures made.

For the purpose of our audit, we have identified the Audit Committee as those charged with governance.

2. YOUR AUDIT ENGAGEMENT TEAM



David Hoose
Partner

E-Mail: david.hoose@mazars.co.uk
Tel: 0115 964 4744.



Anita Pipes
Manager

E-Mail: anita.pipes@mazars.co.uk
Tel: 07919 395251



James Wright
Senior

E-Mail: james.wright@mazars.co.uk
Tel: 07545 248698

3. AUDIT SCOPE, APPROACH AND TIMELINE

Audit scope

Our audit approach is designed to provide an audit that complies with all professional requirements.

Our audit of the financial statements will be conducted in accordance with International Standards on Auditing (UK), relevant ethical and professional standards, our own audit approach and in accordance with the terms of our engagement. Our work is focused on those aspects of your business which we consider to have a higher risk of material misstatement, such as those affected by management judgement and estimation, application of new accounting standards, changes of accounting policy, changes to operations or areas which have been found to contain material errors in the past.

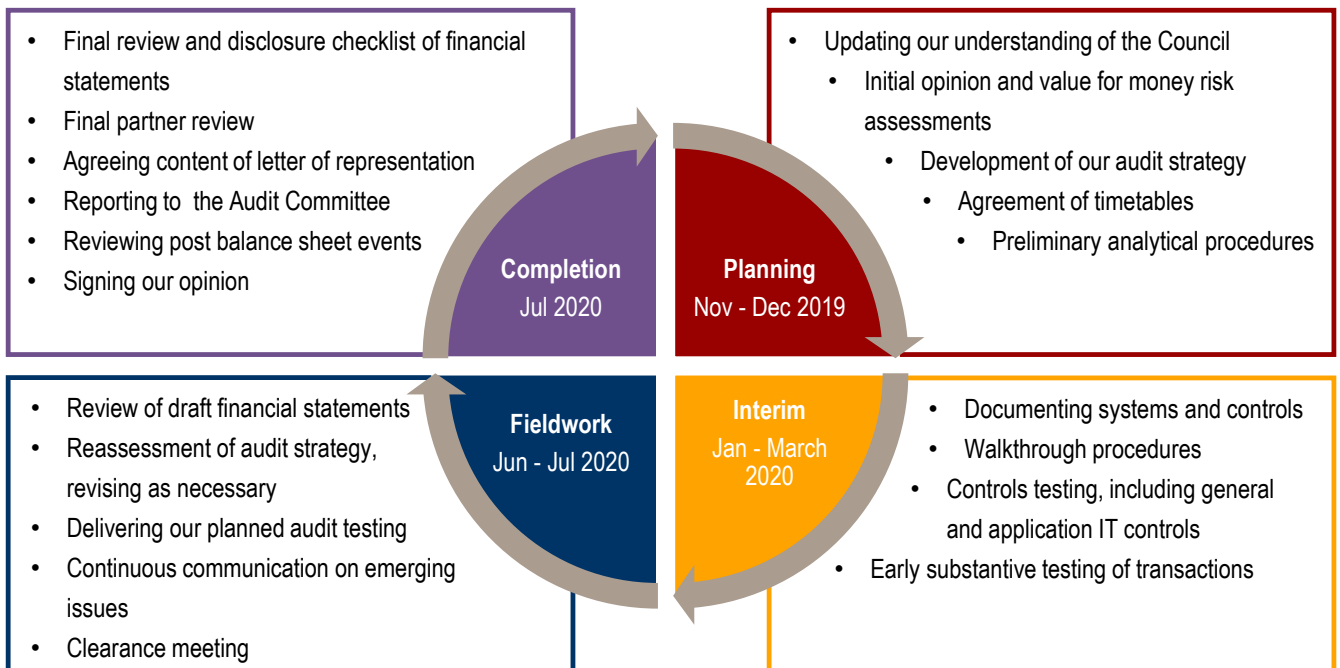
Audit approach

Our audit approach is a risk-based approach primarily driven by the risks we consider to result in a higher risk of material misstatement of the financial statements. Once we have completed our risk assessment, we develop our audit strategy and design audit procedures in response to this assessment.

If we conclude that appropriately-designed controls are in place then we may plan to test and rely upon these controls. If we decide controls are not appropriately designed, or we decide it would be more efficient to do so, we may take a wholly substantive approach to our audit testing. Substantive procedures are audit procedures designed to detect material misstatements at the assertion level and comprise tests of details (of classes of transactions, account balances, and disclosures) and substantive analytical procedures. Irrespective of the assessed risks of material misstatement, which take into account our evaluation of the operating effectiveness of controls, we are required to design and perform substantive procedures for each material class of transactions, account balance, and disclosure.

Our audit will be planned and performed so as to provide reasonable assurance that the financial statements are free from material misstatement and give a true and fair view. The concept of materiality and how we define a misstatement is explained in more detail in section 8.

The diagram below outlines the procedures we perform at the different stages of the audit.



3. AUDIT SCOPE, APPROACH AND TIMELINE (CONTINUED)

Reliance on internal audit

Where possible we will seek to utilise the work performed by internal audit to modify the nature, extent and timing of our audit procedures. We will meet with internal audit to discuss the progress and findings of their work prior to the commencement of our controls evaluation procedures.

Management's and our experts

Management makes use of experts in specific areas when preparing the Council's financial statements. We also use experts to assist us to obtain sufficient appropriate audit evidence on specific items of account.

Items of account	Management's expert	Our expert
Defined benefit liability	Barnett Waddingham <i>Actuary for Nottinghamshire Pension Fund</i>	PWC <i>Consulting actuary appointed by the NAO</i>
Property, plant and equipment valuation	Katie Walters <i>The Council's internal valuer</i> Bruton Knowles <i>Valuation of Mapperley Golf Course and the Bestwood Lodge Hotel</i>	Not applicable
Financial instrument disclosures	Link Asset Services <i>Treasury management advisors</i>	Not applicable

Service organisations

International Auditing Standards (UK) define service organisations as third party organisations that provide services to the Council that are part of its information systems relevant to financial reporting. We are required to obtain an understanding of the services provided by service organisations as well as evaluating the design and implementation of controls over those services. The table below summarises the service organisations used by the Council and our planned audit approach.

Items of account	Service organisation	Audit approach
Pension cost (cost of services) Net interest on defined benefit liability Re-measurements of the net defined benefit liability (OCI) Net pension liability	Nottinghamshire Pension Fund <i>The IAS 19 pension entries that form part of the Council's financial statements are material and are derived from actuarial valuations. The process of obtaining these is co-ordinated by and uses information held and processed by the service organisation.</i>	We will review the controls operating at the Council over these transactions to gain an understanding of the services provided by the service organisation. Where we conclude that we do not have a sufficient understanding of the services provided by the service organisation we will seek to obtain assurance by using another auditor to perform procedures that will provide the necessary information about the relevant controls at the service organisation.

4. AUDIT RISKS AND KEY JUDGEMENT AREAS

Following the risk assessment approach discussed in section 3 of this document, we have identified relevant risks to the audit of financial statements. The risks that we identify are categorised as significant, enhanced or standard, as defined below:

Significant risk A significant risk is an identified and assessed risk of material misstatement that, in the auditor’s judgment, requires special audit consideration. For any significant risk, the auditor shall obtain an understanding of the entity’s controls, including control activities relevant to that risk.

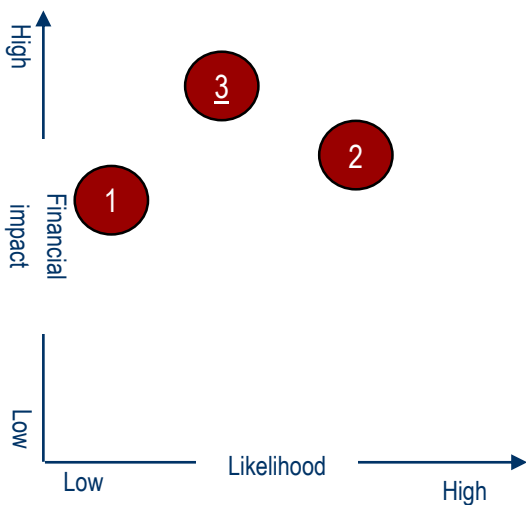
Enhanced risk An enhanced risk is an area of higher assessed risk of material misstatement at audit assertion level other than a significant risk. Enhanced risks incorporate but may not be limited to:

- key areas of management judgement, including accounting estimates which are material but are not considered to give rise to a significant risk of material misstatement; and
- other audit assertion risks arising from significant events or transactions that occurred during the period.

Standard risk This is related to relatively routine, non-complex transactions that tend to be subject to systematic processing and require little management judgement. Although it is considered that there is a risk of material misstatement, there are no elevated or special factors related to the nature, the likely magnitude of the potential misstatements or the likelihood of the risk occurring.

The summary risk assessment, illustrated in the tables below, highlight those risks which we deem to be significant or enhanced. We have summarised our audit response to these risks over the next pages.

At the time of writing this memorandum we are yet to complete our detailed risk assessment work over the Council’s key financial systems and general IT controls. We aim to complete this work as part of our interim visit in March and will update the Audit Committee where we subsequently identify any additional risks.



Risk	
1	Management override of control
2	Property, plant and equipment valuation
3	Defined benefit liability valuation

4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

We provide more detail on the identified risks and our testing approach with respect to significant risks in the table below. An audit is a dynamic process, should we change our view of risk or approach to address the identified risks during the course of our audit, we will report this to the Audit Committee.

Significant risks

	Description of risk	Planned response
1	<p>Management override of controls</p> <p>Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur there is a risk of material misstatement due to fraud on all audits.</p>	<p>We plan to address the management override of controls risk through performing audit work over accounting estimates, journal entries and significant transactions outside the normal course of business or otherwise unusual. We will use a computer audit analytical technique (CAAT) to efficiently identify journals with risk characteristics and test 100% of such adjustments to the financial ledger.</p>
2	<p>Valuation of property, plant and equipment, investment properties (where material) and assets held for sale (where material)</p> <p>The financial statements contain material entries on the Balance Sheet as well as material disclosure notes in relation to the Authority's holding of Property, Plant and Equipment (PPE). Although the Authority uses an internal valuation expert to provide information on valuations, there remains a high degree of estimation uncertainty associated with the revaluation of PPE due to the significant judgements and number of variables involved in providing revaluations. We have therefore identified the valuation of PPE to be an area of significant risk.</p> <p>For 2019/20 we understand that Bruton Knowles have been commissioned to value Mapperley Golf Course and the Bestwood Lodge Hotel and the same risks apply in relation to the external valuer.</p>	<p>We will consider the Council's arrangements for ensuring that PPE values are reasonable and will assess whether valuation movements are in line with market expectations using available indices where appropriate. We will also assess the competence, skills and experience of the valuer(s).</p> <p>We will test a sample of revaluations in year to valuation reports and supporting calculation sheets to ensure these are consistent with underlying source records (such as floor plans) in addition to challenging the methods and assumptions used by the valuer(s). Where necessary we will also perform further audit procedures on individual assets to ensure that the basis and level of revaluation is appropriate.</p> <p>In addition, we will assess the approach that the Council adopts to ensure that assets not subject to revaluation in 2019/20 are materially correct, including considering the robustness of that approach in light of the valuation information reported by the Council's valuer(s).</p>

4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

Significant risks (continued)

	Description of risk	Planned response
3	<p>Valuation of net defined benefit liability</p> <p>The financial statements contain material pension entries in respect of retirement benefits. The calculation of these pension figures, both assets and liabilities, can be subject to significant volatility and includes estimates based upon a complex interaction of actuarial assumptions. Moreover, in 2019/20 the local government pension assets and liabilities are subject to triennial revaluation, which will set the contribution rates for 2020/21 onwards. This results in an increased risk of material misstatement.</p>	<p>In relation to the valuation of the Council's defined benefit pension liability in addition to our standard programme of work in this area we will:</p> <ul style="list-style-type: none"> • Review the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation. This will include comparing them to expected ranges, utilising information provided by PWC, the consulting actuary engaged by the National Audit Office; • Agree the data in the IAS 19 valuation report provided by the Fund Actuary for accounting purposes to the pension accounting entries and disclosures in the Council's financial statements; • Critically assess the competency, objectivity and independence of the Nottinghamshire Pension Fund's Actuary, Barnett Waddingham; and • Liaise with the auditors of the Nottinghamshire Pension Fund to gain assurance that the controls in place at the Pension Fund are operating effectively. This will include the processes and controls in place to ensure data provided to the Actuary by the Pension Fund for the purposes of the IAS 19 valuation is complete and accurate.

4. AUDIT RISKS AND KEY JUDGEMENT AREAS (CONTINUED)

Consideration of other mandatory risks

Auditing standards require us to consider two standard risks for all organisations:

- Management override of controls; and
- Fraudulent revenue recognition.

We have already considered and identified management override of controls as a significant risk above, but set out our considerations in respect of fraudulent revenue recognition below:

	Description of risk	Planned response
1	<p>Fraudulent revenue recognition</p> <p>Our audit methodology incorporates this risk as a significant risk at all audits, although based on the circumstances of each audit, it is rebuttable.</p>	<p>We have evaluated the revenue streams of the Council and do not consider this to be a significant risk for Gedling Borough Council as:</p> <ul style="list-style-type: none"> • there is an overall low risk for local authorities; • there are no particular incentives or opportunities to commit material fraudulent revenue recognition; and • the level of income that does not derive from either grant or taxation sources is low relative to the Council's overall income streams, and generally represents a number of low value, high volume transactions. <p>We therefore rebut this risk and do not incorporate specific risk procedures over and above our standard fraud procedures to address the management override of controls risk.</p>

5. VALUE FOR MONEY

Our approach to Value for Money

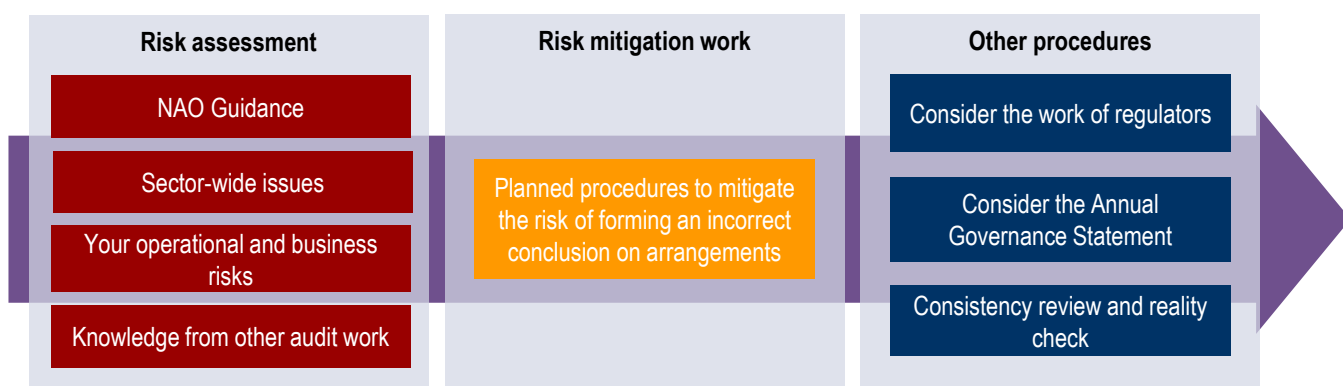
We are required to form a conclusion as to whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out, and sets out the overall criterion and sub-criteria that we are required to consider.

The overall criterion is that, 'in all significant respects, the Council had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people.'

To assist auditors in reaching a conclusion on this overall criterion, the following sub-criteria are set out by the NAO:

- informed decision making;
- sustainable resource deployment; and
- working with partners and other third parties.

A summary of the work we undertake to reach our conclusion is provided below:



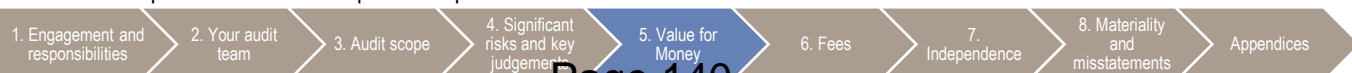
Significant risks

The NAO's guidance requires us to carry out work at the planning stage to identify whether or not a Value for Money (VFM) exists. Risk, in the context of our VFM work, is the risk that we come to an incorrect conclusion rather than the risk of the arrangements in place at the Council being inadequate. As outlined above, we draw on our deep understanding of the Council and its partners, the local and national economy and wider knowledge of the public sector.

For the 2019/20 financial year, we have not identified any significant risks to our VFM conclusion. We have though identified the following as matters which we need to keep under close review during our audit:

- Financial sustainability – The Council has continued to work on updating forecasts and modelling its funding requirements and efficiency plans. This year the revenue budget is forecast to come in on budget although efficiency savings have not been as positive as expected. The capital budget has reduced with over £2m of capital expenditure deferred into the next financial year. We need to consider the year end outturn against the revised budget at year end and update our assessment of this risk before forming our final VFM.
- Commercialisation - The Council approved a Commercial Investment Strategy in April 2019 and set aside £2.5m of budget in 2019/20 for the purchase of commercial property investments for the first time. The quarter 3 budget monitoring report shows £1.6m of this fund will not be utilised by the year end as although investments were identified there were not found to be appropriate. Although the 2019/20 capital investment expenditure is likely to be below our materiality we will review the governance arrangements supporting any investment decisions and consider if any external borrowing has occurred in 2019/20 as well as the impact on the MRP of any commercial investments.

We will continually assess whether any matters come to our attention through the course of our audit that lead us to conclude that a risk to our VFM conclusion does exist and where any such risk is identified, these will be reported to the Audit and Governance Committee as part of our Audit Completion Report.



6. FEES FOR AUDIT AND OTHER SERVICES

Fees for work as the Council's appointed auditor

The table below shows the scale fees set by PSAA as communicated in our fee letter of 26 April 2019. At this stage of the audit we are notifying clients that due to regulatory changes in audit requirements since the fees were agreed by PSAA – notably around increased work on PPE and Pensions – that fees are likely to have to increase in 2019/20. This is in line with other suppliers under the PSAA audit contracts who increased fees substantially in 2018/19. Any proposed increases to the fee to address, for example, changes to the identified risks or other additional required work will be discussed with the Deputy Chief Executive and Director of Finance before approval is sought from PSAA.

Service	2018/19 fee (plus VAT)	2019/20 fee (plus VAT)
Code audit work – scale Fee	£ 32,779	£ 32,779
Additional work undertaken following changes to pension liabilities to take account of the McCloud/GMP adjustment.	£750	
Additional work required to audit the Prior Period Adjustment on PPE	£3,402	
Additional work in response to regulatory recommendations to increase level of audit work on defined benefit liability schemes	£0	To be confirmed*
Additional work in response to regulatory recommendations to increase level of audit work on the valuation of property plant and equipment.	£0	To be confirmed*
Total	£36,931	To be confirmed

- Subject to agreement with the Authority and approval by PSAA

Fees for non-PSAA work

We are not carrying out any non-PSAA work in 2019/20. Should the Council wish us to undertake any other additional work, before agreeing to undertake this work we consider whether there are any actual, potential or perceived threats to our independence. Further information about our responsibilities in relation to independence is provided in section 7.

7. OUR COMMITMENT TO INDEPENDENCE

We are committed to independence and are required by the Financial Reporting Council to confirm to you at least annually, in writing, that we comply with the Financial Reporting Council's Ethical Standard. In addition, we communicate any matters or relationship which we believe may have a bearing on our independence or the objectivity of the audit team.

Based on the information provided by you and our own internal procedures to safeguard our independence as auditors, we confirm that in our professional judgement there are no relationships between us and any of our related or subsidiary entities, and you and your related entities creating any unacceptable threats to our independence within the regulatory or professional requirements governing us as your auditors.

We have policies and procedures in place which are designed to ensure that we carry out our work with integrity, objectivity and independence. These policies include:

- all partners and staff are required to complete an annual independence declaration;
- all new partners and staff are required to complete an independence confirmation and also complete computer-based ethics training;
- rotation policies covering audit engagement partners and other key members of the audit team;
- use by managers and partners of our client and engagement acceptance system which requires all non-audit services to be approved in advance by the audit engagement partner.

We confirm, as at the date of this document, that the engagement team and others in the firm as appropriate, and Mazars LLP are independent and comply with relevant ethical requirements. However, if at any time you have concerns or questions about our integrity, objectivity or independence please discuss these with David Hoose in the first instance.

Prior to the provision of any non-audit services David Hoose will undertake appropriate procedures to consider and fully assess the impact that providing the service may have on our auditor independence.

No threats to our independence have been identified in relation to our work on the pooling of housing capital receipts return. Any emerging independence threats and associated identified safeguards will be communicated in our Audit Completion Report.

8. MATERIALITY AND MISSTATEMENTS

Summary of initial materiality thresholds

Threshold	Initial threshold
Overall materiality	£1,162,000
Performance materiality	£872,000
Trivial threshold for errors to be reported to the Audit Committee	£35,000

Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole. Misstatements in financial statements are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgements on materiality are made in light of surrounding circumstances and are affected by the size and nature of a misstatement, or a combination of both. Judgements about materiality are based on consideration of the common financial information needs of users as a group and not on specific individual users.

The assessment of what is material is a matter of professional judgement and is affected by our perception of the financial information needs of the users of the financial statements. In making our assessment we assume that users:

- have a reasonable knowledge of business, economic activities and accounts;
- have a willingness to study the information in the financial statements with reasonable diligence;
- understand that financial statements are prepared, presented and audited to levels of materiality;
- recognise the uncertainties inherent in the measurement of amounts based on the use of estimates, judgement and the consideration of future events; and
- will make reasonable economic decisions on the basis of the information in the financial statements.

We consider materiality whilst planning and performing our audit based on quantitative and qualitative factors.

Whilst planning, we make judgements about the size of misstatements which we consider to be material and which provides a basis for determining the nature, timing and extent of risk assessment procedures, identifying and assessing the risk of material misstatement and determining the nature, timing and extent of further audit procedures.

The materiality determined at the planning stage does not necessarily establish an amount below which uncorrected misstatements, either individually or in aggregate, will be considered as immaterial.

We revise materiality for the financial statements as our audit progresses should we become aware of information that would have caused us to determine a different amount had we been aware of that information at the planning stage.

Our provisional materiality is set based on a benchmark of the 2018/19 total gross expenditure at the surplus/deficit on provision of services level. We have calculated a headline figure for materiality but have also identified separate levels for procedures designed to detect individual errors, and also a level above which all identified errors will be reported to the Audit Committee.

We consider that total gross expenditure remains the key focus of users of the financial statements and, as such, we base our materiality levels around this benchmark.

8. MATERIALITY AND MISSTATEMENTS (CONTINUED)

We have set our materiality threshold at 2% of the benchmark based on the 2018/19 audited financial statements.

Based on the 2018/19 audited financial statements we anticipate the overall materiality for the year ending 31 March 2020 to be £1,162,000.

After setting initial materiality, we continue to monitor materiality throughout the audit to ensure that it is set at an appropriate level.

Performance Materiality

Performance materiality is the amount or amounts set by the auditor at less than materiality for the financial statements as a whole to reduce, to an appropriately low level, the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole. In setting performance materiality we have taken into account that this is our second year of audit and accordingly we hold cumulative audit knowledge about the Council's financial statements. We have therefore set our performance materiality at 75% of our overall materiality being £872,000.

As with overall materiality, we will remain aware of the need to change this performance materiality level through the audit to ensure it remains to be set at an appropriate level.

Specific items of lower materiality

We have also calculated materiality for specific classes of transactions, balances or disclosures where we determine that misstatements of a lesser amount than materiality for the financial statements as a whole, could reasonably be expected to influence the decisions of users taken on the basis of the financial statements. We have set specific materiality for the following items of account:

Item of account	Specific materiality
Officers' remuneration	£5,000 *
Members' allowances and expenses	£36,000
External audit costs	£4,000

* Reflecting movement from one salary band to another

Misstatements

We aggregate misstatements identified during the audit that are other than clearly trivial. We set a level of triviality for individual errors identified (a reporting threshold) for reporting to the Audit Committee that is consistent with the level of triviality that we consider would not need to be accumulated because we expect that the accumulation of such amounts would not have a material effect on the financial statements. Based on our preliminary assessment of overall materiality, our proposed triviality threshold is £35,000 based on 3% of overall materiality. If you have any queries about this please do not hesitate to raise these with David Hoose.

Reporting to the Audit Committee

To comply with International Standards on Auditing (UK), the following three types of audit differences will be presented to the Audit Committee:

- summary of adjusted audit differences;
- summary of unadjusted audit differences; and
- summary of disclosure differences (adjusted and unadjusted).

APPENDIX A – KEY COMMUNICATION POINTS

ISA (UK) 260 'Communication with Those Charged with Governance', ISA (UK) 265 'Communicating Deficiencies In Internal Control To Those Charged With Governance And Management' and other ISAs (UK) specifically require us to communicate the following:

Required communication	Audit Strategy Memorandum	Audit Completion Report
Our responsibilities in relation to the audit of the financial statements and our wider responsibilities	✓	
Planned scope and timing of the audit	✓	
Significant audit risks and areas of management judgement	✓	
Our commitment to independence	✓	✓
Responsibilities for preventing and detecting errors	✓	
Materiality and misstatements	✓	✓
Fees for audit and other services	✓	
Significant deficiencies in internal control		✓
Significant findings from the audit		✓
Significant matters discussed with management		✓
Our conclusions on the significant audit risks and areas of management judgement		✓
Summary of misstatements		✓
Management representation letter		✓
Our proposed draft audit report		✓

APPENDIX B – FORTHCOMING ACCOUNTING AND OTHER ISSUES

Financial reporting changes relevant to 2019/20

There are no significant changes in the Code of Practice on Local Authority Accounting for the 2019/20 financial year.

Financial reporting changes in future years

Accounting standard	Year of application	Commentary
IFRS 16 – Leases	2020/21	<p>The CIPFA/LASAAC Code Board has determined that the Code of Practice on Local Authority Accounting will adopt the principles of IFRS 16 Leases, for the first time from 2020/21.</p> <p>IFRS 16 will replace the existing leasing standard, IAS 17, and will introduce significant changes to the way bodies account for leases, which will have substantial implications for the majority of public sector bodies.</p> <p>The most significant changes will be in respect of lessee accounting (i.e. where a body leases property or equipment from another entity). The existing distinction between operating and finance leases will be removed and instead, the new standard will require a right of use asset and an associated lease liability to be recognised on the lessee's Balance Sheet.</p> <p>In order to meet the requirements of IFRS 16, all local authorities will need to undertake a significant project that is likely to be time-consuming and potentially complex. There will also be consequential impacts upon capital financing arrangements at many authorities which will need to be identified and addressed at an early stage of the project.</p>

Forthcoming audit changes

Matter	Year of application	Commentary
Value for Money Conclusion	2020/21	<p>The National Audit Office (NAO) has published the final draft of the new Code of Audit Practice 2020, confirming more robust narrative reporting requirement.</p> <p>The new Code comes into effect from April 2020 and will apply to the Council's 2020/21 financial year.</p> <p>There a number of changes to the Code, the most noticeable being the introduction of external audit commentary on a local authority's overall arrangements in securing value for money, with a focus on financial sustainability, governance, and improving value for money.</p>



Report to Standards Committee

Subject: Membership of Standards Committee and review of Independent Person Remuneration

Date: 12 March 2020

Author: Director of Organisational Development and Democratic Services

1 Purpose

To review the membership of the Standards Committee and remuneration payable to the Independent Person and reserve.

Recommendations

THAT:

- 1) Standards Committee recommends to Council that the vacant co-opted parish representative post be removed from the Committee; and
- 2) Standards Committee reviews the remuneration payable to the Independent Person and reserve and determines an appropriate recommendation to Council.

2 Background

2.1 Standards Committee

The current composition of the Standards Committee is as follows:

- a) the Standards Committee is not politically balanced;
- b) it consists of 2 representatives from each political group together with 3 co-opted non-voting members (1 Independent and 2 Parish reps);
- c) the Sub-Committees of the Standards Committee (Hearings Panels) consists of 1 representative from each political group and 1 co-opted non-voting Member will deal with decisions on allegations following an investigation.

The current arrangements were agreed by Council on 11 July 2012 and reviewed in 2016, when it was agreed that they should be retained.

2.2 One of the co-opted parish representative positions has been vacant since March 2019.

2.3 Independent Person Remuneration

The Council currently has an Independent Person (John Baggaley) and a reserve Independent Person (Susan Dewey). The Independent Person may be remunerated, but there is no guidance on setting an appropriate level of remuneration and Councils have taken different approaches. In 2012 Council agreed that the Independent Person should be paid a fixed fee retainer of £500 per year to cover attendance at meetings and telephone calls with an additional fee of £100 per complaint which is dealt with following an investigation. It was also agreed that the reserve Independent Person receives a fixed fee retainer of £250 per year with a fee of £100 per complaint which is dealt with following an investigation. The reason for the additional fee of £100 is that there is additional input from the Independent Person at that stage – he/she will need to read a lengthy investigation report, be consulted by the Monitoring Officer on an appropriate resolution and attend a Hearings Panel (if one is required).

2.4 The remuneration was reviewed in 2016 and it was agreed that the increase to Members' basic allowances agreed at Council in March 2016 be applied to the fixed fee retainer and additional fee.

2.5 The workload of the Independent Person will fluctuate depending on the number and complexity of complaints received. In relation to each complaint, the Independent Person:

- Receives and is expected to read a summary of the complaint
- May be contacted by the Subject Member to discuss the complaint
- Receives and is expected to read a copy of the Subject Member's representations
- May have telephone conversations with the Monitoring Officer about the complaint
- Attends a meeting with the Monitoring Officer at the civic centre to discuss the complaint
- Is invited to meetings of the Standards Committee, although he is not a member of the Committee and does not have to attend.

The number of complaints dealt with since 2012 are set out in a separate report on the agenda. The time spent by the Independent Person on each complaint depends on its complexity.

- 2.6 The reserve Independent Person has been appointed to deal with complaints where the Independent Person has a conflict of interest or is unavailable to act, for example due to holiday or illness. To date, the reserve Independent Person has not been called upon to deal with a complaint, but has been copied into correspondence relating to complaints received since her appointment and has shadowed the Independent Person.
- 2.7 In relation to remuneration for Independent Persons, different approaches have been taken by different Councils. By way of example, the level of payments across the County range from expenses only to a retainer of £1,500.
- 2.8 As the Independent Person is not a member of the authority or of its Committees or Sub-Committees, the remuneration of the Independent Person does not come within the scheme of members' allowances, and can therefore be determined without reference to the Independent Remuneration Panel. Approving the level of remuneration falls to full Council.

3 Proposal

- 3.1 The Standards Committee has continued to function well whilst one of the co-opted parish representative posts has been vacant. The rationale for appointing 2 co-opted parish representatives originally was to provide resilience in the event that a hearing panel was called to deal with a complaint about a parish councillor and one was unable to act due to conflict. Since 2012, this has not been necessary and an alternative solution would be to ask the co-opted independent representative to act if such circumstances were to arise. In light of this it is proposed that the Standards Committee recommend to Council that the vacant co-opted parish representative post be removed from the Committee.
- 3.2 It is proposed that the Standards Committee review the remuneration of the Independent Person and reserve and determines an appropriate recommendation to Council.

4 Resource Implications

- 4.1 Currently co-opted members to Standards Committee receive £500 per annum. Therefore removing the vacant co-opted parish representative post from the Committee will result in a saving of £500.
- 4.2 The Independent Person and reserve currently receive £515.02 and £252.50 per annum respectively. When reviewing the remuneration payable to the Independent Person any increase totalling £500 can be accommodated within existing budgets.

5 Appendices

5.1 None.

6 Background papers

None identified.

MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 15 July 2019

Councillor Liz Clunie (Chair)

Present: Councillor Paul Feeney Councillor Simon Murray
Councillor Michael Boyle Councillor Marje Paling
Councillor Jim Creamer Councillor Martin Smith
Councillor Rachael Ellis Councillor Sam Smith
Councillor Mike Hope Councillor Jennifer Thomas

Absent: Councillor Sandra Barnes and Councillor Andrew Ellwood

Officers in Attendance: M Hill and H Lee

47 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Sandra Barnes.

48 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 11 MARCH 2019.

RESOLVED:

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

49 DECLARATION OF INTERESTS.

None.

50 COUNCIL PLAN 2018/19: OVERVIEW OF QUARTER 4 AND YEAR END PERFORMANCE

The Deputy Chief Executive and Director of Finance presented a report which had been circulated in advance of the meeting informing the committee about the position against improvement Actions and Performance indicators in the 2018/2019 Gedling Plan at the end of 2018/19.

The report informed Members about the status of the indicators and actions at year end and a presentation provided additional information.

A range of mechanisms are used to find out how the authority is performing including consultation with the public, customer complaints and compliments, benchmarking and financial appraisal.

Examples of particularly positive performance from leisure were highlighted including the increase in attendance at the Bonington Theatre and the rise in the number of children attending swimming lessons. Other areas of positive performance were also discussed including 94.3% of calls to the contact centre answered against a target of 90%, the improvement in the length of time to process planning applications and the reduction in residual household waste.

It was explained that whilst overall performance was good there are still concerns and challenges relating to:

- Levels of crime, anti-social behaviour has exceeded target
- The average length of time in temporary accommodation was higher than the target of 8 weeks at 11.1 weeks
- Provision of new and affordable homes was below target with 50 affordable homes delivered out of 286 additional homes
- Business support and apprenticeships was below target.

Members asked for clarification regarding the setting of targets and were informed how targets are identified by service managers, and that they are also considered by the Senior Leadership Team to ensure that they are challenging.

The target for attendance for the Bonington Theatre of 28,000 was identified as insufficient as numbers have increased from 37,297 to 55,552. Members asked for further information regarding why the target was set so low and how attendances have increase far in excess of the target.

During discussion members raised concerns about a number of issues and asked for additional information relating to:

- The number of fly tipping prosecutions
- The number of visits to the Carlton Contact Centre
- The availability of temporary accommodation
- The shortfall in the number of additional homes provided. The number of planning applications approved for new housing and the failure of developers to deliver. How are targets for this set and what is being done to encourage developers to build

RESOLVED to:

- Thank Mike Hill for his presentation
- Note the progress against Actions and Performance Indicators in the 2018/19 Gedling

- Request additional information relating to:
 - How the target for the Bonington Theatre was established
 - The number of fly tipping prosecutions
 - The number of visits to the Carlton Contact Centre
 - The availability of temporary accommodation
 - The shortfall in the number of additional homes provided.

51

SCRUTINY WORK PROGRAMME

SCRUTINY REVIEWS 2018/19

Members discussed the Wellbeing of Young People review and decided that as there were only two members of the working group still on the committee to conclude this work and terminate the working group. The evidence gathered and the draft conclusions would be made available to the Portfolio Holder for Young People and Equalities, the former chair of the working group, to use in her new role.

WORK PROGRAMME 2019/2020

Members agreed that the programme of Portfolio Holder attendance should continue.

It was decided that when inviting Portfolio Holders that rather than concentrating on what has happened in the past that information about what they would like to achieve in the future would be requested. It was agreed that Councillor McCrossen, Portfolio Holder for Young People and Equalities would be invited to the next committee to discuss her hopes and expectations of the new role and what she would like to achieve.

After discussion it was decided that working groups would be set up to:

- Develop an executive – scrutiny protocol which will define the relationship between the Cabinet and the Overview and Scrutiny Committee.
- Examine what initiatives are being taken to support economic growth in the borough. The focus, and what the review hopes to achieve, will be identified at the first meeting of the working group when a project plan will be developed.

Membership for these reviews will be requested from members of the committee and the wider Council membership.

Concerns regarding housing and homelessness were discussed as a possible area for examination. Prior to a working group being

established it was agreed that an officer would be invited to the next committee to supply members with initial information.

RESOLVED to:

- Conclude the Wellbeing of Young People review and forward the findings to the Portfolio Holder for Young People and Equalities
- Continue the programme of Portfolio Holder attendance
- Establish working groups to
 - a. Develop an executive- scrutiny protocol
 - b. Examine economic development in the borough
- Request additional information relating to housing and homelessness.

52 REPORTS AND NOTICES RECEIVED BY THE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE AS REQUIRED UNDER THE CONSTITUTION OR LAW.

Members considered a report, which had been circulated in advance of the meeting, which included information on items referred to the chair as required by the Constitution.

53 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.45 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 14 January 2020

Councillor Marje Paling (Chair)

Present: Councillor Nicki Brooks Councillor Sam Smith
 Councillor Pat Bosworth Councillor Clive Towsey-Hinton
 Councillor Boyd Elliott Councillor John Truscott
 Councillor Des Gibbons Councillor Paul Wilkinson
 Councillor Julie Najuk

Absent: Councillor Roxanne Ellis

Officers in Attendance: P Gibbs, L Mellors and C Allcock

59 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Ellis.

60 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 3 DECEMBER 2019.

RESOLVED:

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

61 DECLARATION OF INTERESTS.

None.

62 AIR QUALITY (TAXI AND PRIVATE HIRE VEHICLES DATABASE) (ENGLAND AND WALES) REGULATIONS 2019 – MEMORANDUM OF UNDERSTANDING

Consideration was given to the report of the Community Protection Manager, circulated prior to the meeting, to inform Members of a new statutory requirement being placed on all Local Authorities to submit information to the Department of Environment, Food and Rural Affairs (DEFRA) for the purpose of maintaining a database in relation to all Hackney Carriage and Private Hire Vehicles licensed by them.

RESOLVED:

- 1) To note the new statutory provisions of the Air Quality (Taxi and

Private Hire Vehicles Database) (England and Wales) Regulations 2019, and associated statutory guidance.

- 2) To note the obligations placed on the Council under the Regulations as outlined in the Memorandum of Understanding, signed by the Community Protection and Pollution Control Manager.

63 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

64 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

65 CHANGE OF CIRCUMSTANCE OF JOINT HACKNEY CARRIAGE / PRIVATE HIRE DRIVES LICENCE (MR)

Consideration was given to a report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding a change of circumstance of a Joint Hackney Carriage/Private Hire Driver's License for MR.

MR attended the meeting along with a friend who addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To revoke the Hackney Carriage/Private Hire Driver's Licence held by MR, giving MR 21 days to surrender the licence.

MR was advised of the right of appeal against the decision of the Committee.

66 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE /

PRIVATE HIRE DRIVERS LICENCE (JGJC)

Consideration was given to a report by Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a Joint Hackney Carriage/Private Hire Driver's Licence for JGJC.

JGJC attended the meeting and the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To refuse JGJC's application for a Joint Hackney Carriage/Private Hire Driver's Licence on the grounds that he is not a fit and proper person.

JGJC was advised of his right to appeal against the decision of the Committee. JGJC refused to take the Decision Notice from the Legal Advisor and left the meeting.

67

APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE (SZ)

Consideration was given to a report by the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a one year Joint Hackney Carriage/Private Hire Driver's Licence for SZ.

SZ attended the meeting Along with his daughter and both addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To approve SZ's application for a Joint Hackney Carriage/Private Hire Driver's Licence for one year.

The meeting finished at 5.50 pm

Signed by Chair:
Date:

MINUTES AUDIT COMMITTEE

Tuesday 14 January 2020

Councillor Bob Collis (Chair)

Councillor Meredith Lawrence	Councillor Kathryn Fox
Councillor Liz Clunie	Councillor Helen Greensmith
Councillor Boyd Elliott	Councillor Jennifer Thomas

Officers in Attendance: A Ball and A Dubberley

19 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

20 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 23 JULY 2019

RESOLVED:

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

21 DECLARATION OF INTERESTS.

None.

22 MAZARS ANNUAL AUDIT LETTER 2018/19

The Service Manager Financial Services presented a report which had been circulated in advance of the meeting, presenting the Annual External Audit Letter.

Members thanked the officers involved for their work in delivering the unqualified audit opinion.

RESOLVED:

To accept the Mazars Annual Audit Letter for 2018/19 at appendix 1 to the report, and refer it to Council for information.

23 CORPORATE RISK MANAGEMENT SCORECARD

The Service Manager Financial Services introduced a report which had been circulated prior to the meeting, updating members on the current

level of assurance that can be provided against each corporate risk. It was noted that the level of risk relating to risk 3 (failure to protect staff, including health and safety issues) had improved since the last meeting due to the completion of electronic risk assessments.

RESOLVED:

To note the progress of actions identified within the Corporate Risk Register.

24 COUNTER FRAUD AND CORRUPTION STRATEGY AND WHISTLEBLOWING POLICY AND PROCEDURE

The Service Manager Financial Service introduced a report, which had been circulated prior to the meeting, presenting the Counter Fraud and Corruption Strategy and the Whistleblowing Policy and Procedure for approval.

RESOLVED to:

- 1) Endorse the Counter Fraud and Corruption Strategy (Appendix 1 to the report) and the Whistleblowing Policy and Procedure (Appendix 2 to the report) for referral to Cabinet for approval; and
- 2) Note the key implementation actions at paragraph 2.5 of the report.

25 INTERNAL AUDIT PROGRESS REPORT 2019/20

The Service Manager Financial Services introduced a report, which had been circulated prior to the meeting, summarising the outcome of the internal audit activity completed by the RSM Internal Audit Team for the period July 2019 to December 2019.

An additional report, which gave further details of other assignments completed, was distributed at the meeting.

RESOLVED:

To note the actions taken or to be taken.

26 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.10 pm

Signed by Chair:
Date:

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MINUTES PLANNING COMMITTEE

Wednesday 15 January 2020

Councillor John Truscott (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Andrew Ellwood
Councillor Michael Adams Councillor Rosa Keneally
Councillor Peter Barnes Councillor Meredith Lawrence
Councillor Chris Barnfather Councillor Marje Paling
Councillor Pat Bosworth Councillor John Parr
Councillor Jim Creamer Councillor Alex Scroggie
Councillor David Ellis Councillor Henry Wheeler
Councillor Rachael Ellis

Absent: Councillor Mike Hope and Councillor Barbara Miller

Officers in Attendance: M Avery, N Bryan, C Goodall, C McCleary and F Whyley

82 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Hope and Miller. Councillors Bosworth and Creamer attended as substitutes.

83 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 4 DECEMBER 2019.

RESOLVED:

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

84 DECLARATION OF INTERESTS

The Chair declared a non-pecuniary interest in item 9 on the agenda as Gedling Borough Council were the applicant and in item 10 on the agenda as Gedling Borough Council had made a financial contribution to the applicant towards the installation of the 3G pitch.

Councillor David Ellis declared a non-pecuniary interest in item 9 on the agenda as the Portfolio Holder for Public Protection.

APPLICATION NO. 2019/0213 - LAND TO THE WEST MAPPERLEY PLAINS, MAPPERLEY

Erection of 164 dwellings including new vehicular and pedestrian access, garages, parking, roads, footpaths, infrastructure, drainage and attenuation/detention basins, landscaping and open space.

Matthew Sanders of Davidson Homes (The Applicant) spoke in favour of the application.

The Service Manager – Development Services introduced the report and recommended that permission was granted in accordance with the report but with an amendment to conditions 2 and 10 to permit a minor amendment to the proposed 4 arm roundabout. A further amendment was required to condition 2 to include a proposed garage type which had been omitted from the plans list.

The Service Manager – Development Services also recommend an additional condition seeking details of the proposed boundary treatments as these were not detailed on the submitted plans.

RESOLVED:

To GRANT FULL PLANNING PERMISSION subject to the minor amendments to conditions 2 and 10, an additional condition relating to the proposed boundary treatments and subject to the owner(s) entering into planning obligations with the Borough Council as Local Planning Authority and with the County Council as Local Education Authority for the provision of, or financial contributions towards, affordable housing, education, bus stop improvements, health, public open space including management arrangements for the open spaces/drainage feature and a local labour agreement; and subject to the conditions listed for the reasons set out in the report:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 This permission shall be read in accordance with the following plans:
 - Location Plan
 - Planning Layout 1184-100 PLANNING LAYOUT P18
 - Open Space Plan 1184-101 POS PLAN P03

House Types:

- DH200GI-4 (OP), DH301GE-4 (AS) DH301GE-4 (OP) DH413B-4 (AS) DH414GH-4 (AS) DH414GH-4 (OP) DH421B-4 (OP) SH16BR-4 (AS) SH16BR-4 (OP) SH34BRI-3 (AS) SH34BRI-3 (OP)

House Types Received 3-10-19

- DH328R-4 (AS), DH328R-4 (OP), DH421G-4 (OP) DH421GR-4 (AS) DH501G-4 (AS) DH509V-4 (AS) DH509V-4 (OP) SB21V-3 (AS) SH35BG-3 (OP) DH342G-4 CARPORT (AS) DH532R-4 (AS), SG4-4 SINGLE GARAGE (AS)

House Types Received 6-3-2019

- HOUSE TYPE 402BR, HOUSE TYPE 201 L, HOUSE TYPE 201-202, HOUSE TYPE 201-202 - OP, HOUSE TYPE 302 GE, HOUSE TYPE 302 GI, HOUSE TYPE 302 GI-OP, HOUSE TYPE 302 OP, HOUSE TYPE 312 G, HOUSE TYPE 313 B OP, HOUSE TYPE 318B, HOUSE TYPE 318B - OP, HOUSE TYPE 320 R, HOUSE TYPE 320 R - OP, HOUSE TYPE 330V, HOUSE TYPE 330V - OP, HOUSE TYPE 342M, HOUSE TYPE 400B, HOUSE TYPE 400B OP, HOUSE TYPE 404G HOUSE TYPE 404G OP HOUSE TYPE 409G, HOUSE TYPE 409G OP, , HOUSE TYPE 412G, HOUSE TYPE 412G OP, HOUSE TYPE 414 GR OP, HOUSE TYPE 427B, HOUSE TYPE 427B OP , HOUSE TYPE 430B , HOUSE TYPE 430B OP, HOUSE TYPE 532V , HOUSE TYPE 552G , HOUSE TYPE SH14BR , HOUSE TYPE SH14BR OP, HOUSE TYPE SH24 BRE, HOUSE TYPE SH24 BRE OP, HOUSE TYPE SH24 BRG , HOUSE TYPE SH24 BRG OP, HOUSE TYPE SH24 BRI , HOUSE TYPE SH24 BRI OP, HOUSE TYPE SH33G , HOUSE TYPE SH33G OP , HOUSE TYPE SH34 BRE OP, HOUSE TYPE SH34BRE,
- LG1 SINGLE GARAGE , LG4 TWIN SINGLE GARAGE CAR PORT - BRICK ARCH - 3M, CAR PORT - BRICK ARCH - 6M DG23 TRIPLE GARAGE DG23 TRIPLE GARAGE OP DOUBLE GARAGE
- Floor Levels E132-00-90 D PRELIMINARY FFLS-A1 , E132-00-91 D PRELIMINARY FFLS-A1, E132-00-92 D PRELIMINARY FFLS-A1 , E132-00-93 D PRELIMINARY FFLS-A1, E132-00-94 D PRELIMINARY FFLS-A1 , E132-00-95 D PRELIMINARY FFLS-A1
- Road Adoption E132-200-01F ADOPTIONS PLAN-A1, E132-200-02F ADOPTIONS PLAN-A1
- LandscapingGL1057 910B , GL1057 911C , GL1057 912C , GL1057 913C, GL1057 914A
- Roundabout Access Junction Layout ADC1642-DR-007 P4 and the Swept Path Analysis ADC1642-DR-051 P4

MG1-4 Single Garage and Street Scene 88-95 and Floor Plans

The development shall thereafter be undertaken in accordance with these plans/details.

- 3 In the event that contamination is found at any time when carrying out the approved development it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of the Local Planning Authority, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.
- 4 No development in respect of the erection of dwellings shall take place above damp proof course until details of the bat and bird boxes to be incorporated within the fabric of the buildings have been submitted to and approved in writing by the Local Planning Authority. The bat and bird boxes shall thereafter be provided in accordance with the approved details.
- 5 No development in respect of the erection of dwellings shall take place above damp proof course until details of Electric Vehicle charging points to be provided for each dwelling, to include their location and specification shall be submitted to and approved in writing by the local planning authority. The development shall thereafter be undertaken in accordance with the approved details. The charging points shall be provided prior to the occupation of the dwelling to which they serve.
- 6 All the trees and hedges shown to be retained and/or any trees whose canopies overhang the site shall be protected during the construction phase in accordance with the approved details as indicated on Landscape Protection Plan Drawing No. GL1057 914A. The fencing/protection shall be erected before any equipment, machinery or materials are brought onto the site for the purposes of the development, and shall be maintained until all equipment, machinery and surplus material have been removed from the site. Nothing shall be stored or placed within the protected areas.
- 7 Within a period of five years from the first occupation of the final dwelling of the development hereby permitted, any trees or plants provided as part of the soft landscaping scheme, die or become, in the opinion of the Local Planning Authority, seriously damaged

or defective, shall be replaced in the first planting season following any such loss with a specimen of the same size and species as was approved on the landscaping plan.

- 8 No development in respect of the erection of dwellings shall take place above damp proof course until details of the external facing and roofing materials of the dwellings hereby permitted have been submitted to and approved in writing by the local planning authority.
- 9 Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. All works on site shall be undertaken in accordance with the approved CEMP unless otherwise agreed in writing by the Local Planning Authority.
- 10 No dwellings hereby permitted shall be occupied until the access arrangements have been provided as shown on the drawings entitled Roundabout Access Junction Layout ADC1642-DR-007 P4 and the Swept Path Analysis ADC1642-DR-051 P4.
- 11 No dwellings hereby permitted shall be occupied until any access drives and parking areas to that dwelling are surfaced in a bound material (not loose gravel). The surfaced drives and parking areas shall then be maintained in such bound material for the life of the development.
- 12 No part of the development hereby permitted shall be brought into use until the access driveways and parking areas are constructed with provision to prevent the unregulated discharge of surface water from the driveways and parking areas to the public highway. The provision to prevent the unregulated discharge of surface water to the public highway shall then be retained for the life of the development
- 13 The development hereby permitted shall be undertaken in accordance with the approved Flood Risk Assessment Rev B received by the local planning authority on 3rd October 2019.
- 14 Prior to the completion of the 50th dwelling hereby permitted details of reptile refugia shall be submitted to and approved in writing by the local planning authority. Such details shall include:
 - (1) location of the refugia
 - (2) its design and constructionThe refuge shall be constructed on site in accordance with the approved details prior to the completion of the final dwelling.

- 15 No above ground works shall take place until details of all walls (including retaining structures) fences, gates or other means of enclosure to be erected in or around the development have been submitted to and approved in writing by the Local Planning Authority. Prior to the first occupation of each dwelling within the development, the walls (including retaining structures), fences, gates or other means of enclosure for that property shall be erected as approved and shall thereafter be permanently retained and maintained.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt and to define the permission.
- 3 To ensure the development is safe and suitable for use.
- 4 In the interest of enhancing ecological provision on the site.
- 5 To ensure that the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration LPD11 of the Local Plan.
- 6 To ensure that retained trees and hedgerows are protected.
- 7 To ensure the provision, establishment and maintenance of a reasonable standard of landscape in accordance with the approved designs.
- 8 To ensure a satisfactory form of development and the interest of visual amenity.
- 9 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Council's Local Plan.
- 10 To ensure an adequate form of development in the interests of highway safety.
- 11 To reduce the possibility of deleterious material being deposited on the public highway.
- 12 To ensure surface water from the site is not deposited on the public highway causing dangers to road users

- 13 To ensure a satisfactory means of drainage for the site.
- 14 In the interests of promoting biodiversity on the site.
- 15 To ensure a satisfactory form of development and in the interests of residential amenity.

Reasons for Decision

The principle of the development accords with the objectives of national and local planning policies, in particular as the site is a housing allocation in the adopted Local Planning Document. It is considered that the proposed 164 dwellings could be accommodated on the site in a manner that would not cause undue harm to visual and residential amenity, highway safety and ecological interests or would cause flood risk concerns. It is therefore considered that the granting of planning permission would fully accord with the objectives of the relevant planning policies set out in the National Planning Policy Framework, Aligned Core Strategy, Local Planning Document and Supplementary Planning Documents.

Notes to Applicant

Note to applicant in relation to the adjacent public right of way: The footpath should remain open, unobstructed and be kept on its legal alignment at all times. Vehicles should not be parked on the RoW or materials unloaded or stored on the RoW so as to obstruct the path. There should be no disturbance to the surface of the footpath without prior authorisation the Rights of Way team. The safety of the public using the path should be observed at all times. A Temporary Closure of the Footpath may be granted to facilitate public safety during the construction phase subject to certain conditions. Further information and costs may be obtained by contacting the Rights of Way section. The applicant should be made aware that at least 5 weeks' notice is required to process the closure and an alternative route on should be provided if possible. If a structure is to be built adjacent to the public footpath, the width of the right of way is not to be encroached upon. Structures cannot be constructed on the line of the right of way with the prior authorisation of the Rights of way team. It should be noted that structures can only be authorised under certain criteria and such permission is not guaranteed

The developer is encouraged to consider installing the EV charging facilities to incorporate mode 3 charging capability, as this will help future proof the development and improve its sustainability. A suitable 'IEC 62196' electrical socket (minimum rated output of 3.7kw /16A) can be provided to allow 'Mode 3' charging of an electric vehicle; Mode 3 charging, using a suitable cable and charging point, allows Smart charging of electric vehicles. All electrical circuits/installations shall

comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework (2018). Additional information has been submitted to address matters raised during the determination of the application.

It is an offence under S148 and S151 of the Highways Act 1980 to deposit mud on the public highway and as such you should undertake every effort to prevent it occurring. In order to carry out the off-site works required you will be undertaking work in the public highway which is land subject to the provisions of the Highways Act 1980 (as amended) and therefore land over which you have no control. In order to undertake the works you will need to enter into an agreement under Section 278 of the Act. Please contact Nottinghamshire County Council Highway Development Control (email: hdc.south@nottscc.gov.uk) for details. The applicant should note that notwithstanding any planning permission, if any highway forming part of the development is to be adopted by the Highways Authority, the new roads and any highway drainage will be required to comply with the Nottinghamshire County Council's current highway design guidance and specification for roadworks. The Advanced Payments Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the Highway Authority with regard to compliance with the Code, or alternatively to the issue of a Section 38 Agreement and bond under the Highways Act 1980. A Section 38 Agreement can take some time to complete. Therefore, it is recommended that the developer contact the Highway Authority as early as possible. It is strongly recommended that the developer contact the Highway Authority at an early stage to clarify the codes etc. with which compliance will be required in the particular circumstance, and it is essential that design calculations and detailed construction drawings for the proposed works are submitted to and approved by the County Council (or District Council) in writing before any work commences on site. All correspondence with the Highway Authority should be addressed to:- NCC (Highways Development Control) (Floor 3) Nottinghamshire County Council County Hall Loughborough Road West Bridgford Nottingham, NG2 7QP

The applicant is advised that all planning permissions granted on or 16th October 2015 may be subject to the Community Infrastructure Levy CIL. Full details of CIL are available on the Council's Website. The proposed development and it is the Council's view that CIL IS PAYABLE on the development hereby approved.

The applicant is advised not to undertake any site clearance during the bird nesting season 1st March to 31st August inclusive in any given year.

APPLICATION NO. 2019/0770 - 86 CHAPEL LANE, RAVENSHEAD NG15 9DH

Demolition of existing dwelling at 84 & 86 Chapel Lane and construction of 6 new dwellings with garages.

Lisa Salmon, a local resident, spoke in objection to the application.

The Service Manager – Development Services introduced the report.

RESOLVED:

To GRANT FULL PLANNING PERMISSION subject to the applicant entering into a Section 106 Agreement with the Borough Council as Local Planning Authority for the provision of a financial contribution to be expended on offsite Public Open Space; and subject to the conditions listed for the reasons set out in the report.

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 This permission shall be read in accordance with the application form received on 28th August 2019, Arboricultural Method Statement received on 3rd October 2019, and deposited plans, drawing no's VED587-03A received on 28th August 2019, VED587-10A, VED587-11A, VED587-12A, VED587-13A, VED587-14A and VED587-15A received on 3rd October 2019, VED587-04B and VED587-06B received on 18th October 2019 and VED587-02F received on 15th November 2019. The development shall thereafter be undertaken in accordance with these plans/details.
- 3 No above ground construction works shall commence until precise details of the proposed external facing and roofing materials to be used in the construction of the development have been submitted to, and approved in writing by the Local Planning Authority and the development shall only be undertaken in accordance with the materials so approved and shall be retained as such thereafter.
- 4 Before development hereby approved is first commenced full details of both soft and hard landscape works shall be submitted to and approved in writing by the Local Planning Authority. The

detailed landscape plans and particulars shall include: (a) details of size, species, positions and densities of all trees, hedges and shrubs to be planted; (b) details of the boundary treatments, including those to individual plot boundaries; (c) the proposed means of surfacing access roads, car parking areas, and the frontages of properties such as driveways and footpaths to front doors, and (d) a programme of implementation. The development shall be implemented in accordance with the approved details, which shall be retained for the lifetime of the development, unless otherwise prior agreed in writing by the Local Planning Authority.

- 5 If within a period of five years beginning with the date of the planting of any tree or shrub, approved in relation to Condition 4, that tree or shrub, or any tree or shrub that is planted in replacement of it, is removed, uprooted or destroyed or dies, or becomes in the opinion of the Local Planning Authority seriously damaged or defective, another tree or shrub of the same species and size as that originally planted shall be planted at the same place, unless otherwise prior agreed in writing by the Local Planning Authority.
- 6 No development shall take place until the following information has been submitted to and approved in writing by the Local Planning Authority: a full site survey showing the datum used to calibrate the site levels, levels along all site boundaries levels across the site at regular intervals; full details of the proposed finished floor levels of all buildings and hard landscaped surfaces; and cross-sections of the. The development shall be carried out in accordance with the approved details.
- 7 From the date of first occupation each dwelling hereby permitted shall be provided with access to a fully operation 3 pin socket on a dedicated 16A circuit, capable of providing a safe overnight 'trickle' charge to an electric vehicle using a mode 2 charging cable. Charging points should be provided either within garage space or via outdoor, weatherproof sockets within 3m easy access of the off road parking areas. All EV charging points shall be clearly marked with their purpose.
- 8 The foundations to plot 1 and the driveways to serve plots 1, 2 and 6 hereby approved within the root protection area of trees T10, T11, T12, T13, T14 and T15 shall be constructed in accordance with the method of installation described in sections 2.5 and 2.6 of Arboricultural Method Statement and Tree Protection Plan received on 3rd October 2019.
- 9 Before development is commenced precise details for the installation and location of one general purpose bat box shall be submitted to and approved in writing by the Local Planning Authority. The bat box shall be positioned on one of the retained

trees, in a south-east / south-west direction, at a height of 3-5 metres above ground level and with a clear flight path to and from the entrance. The bat box shall be installed in accordance with the approved details.

- 10 No part of the development hereby permitted shall be brought into use until the visibility splays shown on drawing no. VED587-02F received on 15th November 2019 are provided. The area within the visibility splays referred to in this condition shall thereafter be kept free of all obstructions, structures or erections.
- 11 No part of the development hereby permitted shall be brought into use until the bin store has been provided, as shown on drawing no. VED587-02F received on 15th November 2019.
- 12 No part of the development hereby permitted shall be brought into use until the site access on Chapel Lane and verge crossing have been widened and made available for use and constructed in accordance with the Highway Authority specification and drawing no.VED587-02F received on 15th November 2019.
- 13 No part of the development hereby permitted shall be brought into use until both access drives (to Chapel Lane and to Birchwood Drive) are surfaced in a hard-bound material (not loose gravel) for a minimum of 5.5 metres behind the Highway boundary. The surfaced drives shall then be maintained in such hard-bound material for the life of the development.
- 14 No part of the development hereby permitted shall be brought into use until both access drives (to Chapel Lane and to Birchwood Drive) are constructed with provision to prevent the unregulated discharge of surface water from the driveways to the public highway in accordance with details first submitted to and approved in writing by the Local Planning Authority. The provision to prevent the unregulated discharge of surface water to the public highway shall then be retained for the life of the development.
- 15 The demolition of the buildings at no.84 Chapel Lane shall only be undertaken in strict accordance with Appendix 4 - Precautionary Method Statement of Bat Emergence and Re-entry Surveys received on 5th November 2019.
- 16 The first floor windows in the north and south (side) elevations of the dwellings on plots 1 and 2 shall be glazed with obscure glass to a minimum privacy level of Pilkington 4 and shall be non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor level of the room they serve. The windows shall be permanently retained as such for the life of the development.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 To ensure a satisfactory development in accordance with the aims of policy LPD 40 of the Local Planning Document.
- 4 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy and policy LPD 32 of the Local Planning Document.
- 5 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy and policy LPD 32 of the Local Planning Document.
- 6 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy and policy LPD 32 of the Local Planning Document.
- 7 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration the National Planning Policy Framework and policy LPD 11 of the Local Planning Document.
- 8 To ensure the trees are offered adequate protection.
- 9 To ensure bats recorded in the local area are offered adequate protection.
- 10 In the interest of Highway safety.
- 11 To allow the bins to be pulled to the highway on refuse collection day.
- 12 In the interest of Highway safety.
- 13 To reduce the possibility of deleterious material being deposited on the public highway (loose stones etc.).
- 14 To ensure surface water from the site is not deposited on the public highway causing dangers to road users.
- 15 To prevent any harm to protected bats during demolition.

- 16 To avoid the possibility of overlooking, in accordance with the aims of policy LPD 32 of the Local Planning Document.

Reasons for Decision

The construction of six detached dwellings on the site, by virtue of the size, scale, design and layout proposed, would result in an acceptable form of development, in keeping with the character and appearance of the streetscene and the wider area; in accordance with Sections 5, 11 and 12 of the National Planning Policy Framework, Policies 8 and 10 of the Aligned Core Strategy and Policies LPD 11, LPD 21, LPD 32, LPD 33, LPD 34, LPD 40, LPD 57 and LPD 61 of the Local Planning Document. Accordingly it is recommended that planning permission be granted.

Notes to Applicant

Positive and Proactive Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. Negotiations have taken place during the consideration of the application to address adverse impacts identified by officers and/or address concerns raised by letters of representation submitted in connection with the proposal, addressing the identified adverse impacts, thereby resulting in a more acceptable scheme and a favourable recommendation.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL IS PAYABLE on the development hereby approved as is detailed below. Full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Council's website or from the Planning Portal: www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil

When considering carrying out any work to trees it is important to consider the provisions made in the Wildlife and Countryside Act 1981, Conservation (natural habitats) Regulations 1994 and the Countryside Rights of Way Act 2000, which mean it is an offence to intentionally or recklessly kill, injure or take a bat, Intentionally or recklessly damage, destroy or obstruct access to any structure or place used for shelter or protection by a bat, Intentionally or recklessly disturb a bat while it is occupying a structure or place that it uses for shelter or protection, damage, destroy or block access to the resting place of any bat,

Intentionally or recklessly kill, injure or take a wild bird, Intentionally or recklessly take, damage or destroy the nest of any wild bird when it is in use or being built, Intentionally or recklessly take, damage or destroy the egg of any wild bird. These points outline the main parts of the above legislation. If you are unsure about these issues, it would be advisable to contact an ecological consultant before undertaking any tree work operations.

The proposal makes it necessary to widen the verge/ vehicular crossing on Chapel lane over the verge of the public highway. These works shall be constructed to the satisfaction of the Highway Authority. You are, therefore, required to contact the County Council's Customer Services, on telephone 0300 500 80 80, to arrange for these works be carried out.

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

87 APPLICATION NO. 2019/0902 - 35 GARDENIA GROVE, CARLTON NG3 6HY

Erection of 5 new dwellings and associated parking areas and garaging.

Jacqueline Maidment, a local resident, spoke in objection to the application.

The Service Manager – Development Services introduced the report.

RESOLVED:

To GRANT PLANNING PERMISSION, subject to the following conditions:

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. This permission shall be read in accordance with the application form and following list of approved drawings: RHA1817-0150 - site plan RHA1817-0151 rev A - site plan RHA1817-0152 rev A - house plan (type A) RHA1817-0153 - house plans (type B) RHA1817-0154 rev A - site entrance RHA1817-0155 rev A - front elevations RHA1817-0156 rev A - rear elevations RHA1817-0157 rev A - side elevations RHA1817-0158 - side elevation RHA1817-

0161 - Drainage layout RHA1817-0162 rev A - house plans as proposed RHA1817-0163 - house plans (type B) RHA1817-0058 rev A - site sections

The development shall thereafter be undertaken in accordance with these plans/details.

3. No above ground work shall commence until samples of the materials for the external appearance of the dwellings have been submitted to and approved in writing by the Local Planning Authority; development shall thereafter be carried out in accordance with the approved details.
4. No part of the site hereby permitted shall be brought into use until a dropped vehicular footway crossing/ has been widened and is available for use, together with a possible relocation of the gully. These works shall be constructed in accordance with the Highway Authority specification to the satisfaction of the Local Planning Authority.
5. No part of the site hereby permitted shall be brought into use until the site access drive/parking or turning areas are surfaced in a hard-bound material (not loose gravel) for a minimum of 5.5 metres behind the Highway boundary. The surfaced drive/parking or turning areas shall then be maintained in such hard-bound material for the life of the development.
6. No part of the development hereby permitted shall be brought into use until the access is constructed with a gradient not exceeding 1 in 10 for a distance of 5m from the rear of the highway boundary as shown on drawing number: RHA 1817-0154a
7. No part of the development hereby permitted shall be brought into use until the visibility splays shown on drawing no: RHA 1817-0154a are provided. The area within the visibility splays referred to in this condition shall thereafter be kept free of all obstructions, structures or erections.
8. The hedging on both sides of the access point shall be cleared completely and a 0.9m wall shall be erected on drawing no: ref: RHA 1817-0154a.
9. From the date of first occupation every property built on the site with one or more dedicated vehicle parking spaces and/or a garage shall be provided with access to a fully operation 3 pin socket on a dedicated 16A circuit, capable of providing a safe overnight 'trickle' charge to an electric vehicle using a mode 2 charging cable. Charging points should be provided either within garage space or via outdoor, weatherproof sockets within 3m

easy access of the off road parking areas. All EV charging points shall be clearly marked with their purpose.

10. Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP unless otherwise agreed in writing by the Local Planning Authority.
11. Any first floor windows in the side elevation of the properties hereby approved shall be obscured glazed to level 4 or higher on the Pilkington scale of privacy or equivalent and shall be non-opening up to a minimum height of 1.7m above the internal floor level of the room in which it is installed. This specification shall be complied with before the specific dwelling is occupied and thereafter be retained for the lifetime of the development.

Reasons

1. To comply with the requirements of Section 91(1) of the Town and Country Planning Act 1990 (as amended).
2. For the avoidance of doubt
3. To ensure that the character of the area is respected and to comply with policy 10 of the Aligned Core Strategy.
4. In the interests of highway safety and to comply with policy LPD61.
5. In the interests of highway safety and to comply with policies LPD57 and LPD61.
6. In the interests of highway safety and to comply with policy LPD61.
7. In the interests of highway safety and to comply with policy LPD61.
8. In the interests of highway safety and to comply with policy LPD61.
9. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National

Planning Policy Framework and policy LPD11 of the Councils Local Plan.

10. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.

11. To ensure the amenity of neighbouring properties is respected and to comply with policy LPD32.

Notes to Applicant

The developer is encouraged to consider upgrading the EV charging facilities to incorporate additional mode 3 charging capability as this will help future proof the development and improve its sustainability. A suitable 'IEC 62196' electrical socket (minimum rated output of 3.7kw /16A) can be provided in addition to the standard 3 pin socket to allow 'Mode 3' charging of an electric vehicle. Mode 3 charging, using a suitable cable and charging point, allows Smart charging of electric vehicles.

All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

Severn Trent Water advises that there is a public sewer located within the application site. Public sewers have statutory protection by virtue of the Water Industry Act 1991 as amended by the Water Act 2003 and you may not build close to, directly over or divert a public sewer without consent. You are advised to contact Severn Trent Water to discuss your proposals. Severn Trent Water will seek to assist you in obtaining a solution which protects both the public sewer and the proposed development. If the applicant proposes to divert the sewer, the applicant will be required to make a formal application to the Company under Section 185 of the Water Industry Act 1991. They may obtain copies of our current guidance notes and application form from either our website (www.stwater.co.uk) or by contacting our Developer Services Team (Tel: 0800 707 6600).

The flat roof aspect to the rear of plot 1 (adjacent to 27b Gardenia Drive) shall not be accessed as a balcony or other seating area and is something that would require planning permission in its own right.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website.

Where the Council's view is that CIL is payable, full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Councils website or from the Planning Portal: www.planningportal.gov.uk.

88 APPLICATION NO. 2019/0876 - LENDRUM COURT, BURTON JOYCE

New build development of 34 no. flats and 1 guest suite on the site of an existing sheltered housing complex, proposed for demolition, Lendrum Court, Burton Joyce.

The Service Manager – Democratic Services introduced the report.

RESOLVED:

That the Borough Council GRANTS PLANNING PERMISSION, subject to the completion of a satisfactory Legal Agreement (Unilateral Undertaking) to secure 100% of the dwellings as affordable (affordable rent), restrict occupation to over 55's, and a financial contribution toward improved public transport infrastructure as detailed in paragraphs 7.15 and 7.17 of the report, and subject to the following conditions:

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. This permission shall be read in accordance with the application form and following list of approved drawings:

N1429 001 (location plan)
N1429 106C (tree constraint plan)
N1429 110G (proposed groundfloor plan)
N1429 111E (first floor plan)
N1429 112D (second floor plan)
N1429 113K (proposed site and roof plan)
N1429 120F (proposed elevations -Church Road)
N1429 121B (courtyard elevations)
N1429 122B (courtyard elevations)
N1429 123B (proposed elevations - Lambley Lane)
N1429 126B (proposed elevations - Church Road)
N1429 127A (courtyard elevations)
N1429 128A (proposed elevations - Lambley Lane)
LCBJ-BSP-ZZ-XX-DR-C-0001 P01 - Swept path analysis

The development shall thereafter be undertaken in accordance with these plans/details.

3. Prior to above ground works commencing, details of materials to be used for the external appearance of the building shall be submitted to and approved in writing by the Local Planning Authority. The development shall be undertaken in accordance with the approved details.
4. Prior to the commencement of development, the trees identified to be protected, as detailed on drawing N1429 106C and within the Tree Survey and Arboriculturist Impact Assessment, shall be protected by fencing for the duration of the construction phase.
5. The development hereby permitted shall not commence until drainage plans for the disposal of surface water and foul sewage have been submitted to and approved by the Local Planning Authority. The scheme shall be implemented in accordance with the approved details before the development is first brought into use.
6. Development shall proceed in accordance with the recommendations of the Flood Risk Assessment and Drainage Strategy of BSP Consulting dated May 2019.
7. No part of the development hereby permitted shall be brought into use until the parking, turning and servicing areas are surfaced in a bound material with the parking bays clearly delineated in accordance with drawing number 110_G. The parking, turning and servicing areas shall be maintained in the bound material for the life of the development and shall not be used for any purpose other than the parking, turning and loading and unloading of vehicles.
8. No part of the development hereby permitted shall be brought into use until the 2 footpaths fronting the site to Church Street, as identified on drawing N1429 110G, are constructed in accordance with the Highway Authority specification to the satisfaction of the Local Planning Authority.
9. Prior to above ground work commencing a scheme showing details of both hard and soft landscape works shall be submitted to and approved in writing by, the Local Planning Authority. The scheme as approved shall be carried out in the first planting season following the completion of the development. Any trees, shrubs or plants that die within a period of five years from the completion of each development phase, or are removed and/or become seriously damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of similar size and species.

10. Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP.
11. Prior to the occupation of either building(s) hereby permitted, details shall be submitted to and approved in writing by the Local Planning Authority as to the position within the development of two (2) Electric Vehicle Recharging Points. The Electric Vehicle Recharging Points shall be in a prominent position on the site. The Electric Vehicle Recharging Points shall be installed prior to occupation of any part of the development and shall be thereafter maintained in the location as approved for the lifetime of the development.

Reasons

1. To comply with the requirements of Section 91(1) of the Town and Country Planning Act 1990 (as amended).
2. For the avoidance of doubt.
3. To ensure that the character of the area is respected and to comply with policy 10 of the Aligned Core Strategies.
4. To ensure that the existing mature landscape is retained and to comply with policy LPD20 of the Local Planning Document.
5. To ensure the site is adequately drained and to comply with policies LPD3 and LPD4.
6. To ensure the site is adequately drained and to comply with policies LPD3 and LPD4.
7. To ensure that adequate off-street parking provision is made to reduce the possibilities of the proposed development leading to on-street parking in the area.
8. To ensure that the site is appropriately accessed and built to an acceptable standard and to comply with policy LPD61.
9. In the interests of highway/pedestrian safety.
10. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with

in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.

11. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.

Notes to Applicant

The development makes it necessary to construct the 2no footpaths and reinstate the redundant path on/ over the verge of the public highway. These works shall be constructed to the satisfaction of the Highway Authority. Works will be subject to a design check and site inspection for which a fee will apply. The application process can be found at: <http://www.nottinghamshire.gov.uk/transport/licences-permits/temporary-activities>

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. Where the Council's view is that CIL is payable, full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Councils website or from the Planning Portal: www.planningportal.gov.uk

The developer is encouraged to consider upgrading the EV charging facilities to incorporate additional mode 3 charging capability as this will help future proof the development and improve its sustainability. A suitable 'IEC 62196' electrical socket (minimum rated output of 3.7kw /16A) can be provided in addition to the standard 3 pin socket to allow 'Mode 3' charging of an electric vehicle. Mode 3 charging, using a suitable cable and charging point, allows Smart charging of electric vehicles. All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

89

APPLICATION NO. 2019/0764 - LAND AT CHASE FARM, MAPPERLEY PLAINS, MAPPERLEY

Outline planning permission all matters reserved except access for residential development.

The Service Manager – Development Services introduced the report.

RESOLVED:

To Grant Outline Planning Permission with the matter of Access approved: Subject to the applicant entering into a Section 106 Agreement with the Borough Council as Local Planning Authority and with the County Council as Local Education Authority for the provision of, or financial contributions towards, affordable housing, open space, education, primary care, bus stop improvement and a local labour agreement; and subject to the conditions listed for the reasons set out in the report:

Conditions

- 1 Application for the approval of reserved matters must be made not later than three years from the date of the outline permission and the development to which this permission relates must be begun within two years from the date of final approval of reserved matters.
- 2 Approval of the details of layout, scale, landscaping and appearance (hereinafter called "the reserved matters") shall be obtained from the Local Planning Authority before the commencement of any development.
- 3 This permission shall be read in accordance with the Site Location Plan and Indicative Site Layout (with regards to access only).The development shall thereafter be undertaken in accordance with these plans.
- 4 Prior to the commencement of development details of the existing and proposed ground levels of the site and finished floor levels of the dwellings shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be undertaken in accordance with the approved details.
- 5 Development shall not commence until a scheme for the satisfactory disposal of foul and surface water from the site has been submitted to, and approved in writing by, the Local Planning Authority. If a pumped solution is being proposed for this development, a sewer modelling assessment may be required to determine what impact the generated flows from this site will have on the network and to determine the maximum pump rate that could be accommodated within the existing network without worsening the existing sewer performance in rainfall events. No part of the development shall then be occupied or brought into use until the approved foul and surface water drainage works are completed in accordance with the approved scheme

- 6 Unless otherwise agreed by the Local Planning Authority, development must not commence until the following has been complied with: Site Characterisation An assessment of the nature and extent of any potential contamination has been submitted to and approved in writing by the Local Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. Moreover, it must include; a survey of the extent, scale and nature of contamination and; an assessment of the potential risks to: human health, property, adjoining land, controlled waters, ecological systems, archaeological sites and ancient monuments. Submission of Remediation Scheme. Where required following the site characterisation assessment, a detailed remediation scheme (to bring the site to a condition suitable for the intended use by removing unacceptable risks to critical receptors) shall be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. In the event that remediation is required to render the development suitable for use, the agreed remediation scheme shall be implemented in accordance with the approved timetable of works. Prior to occupation of any building(s) a Verification Report (that demonstrates the effectiveness of the remediation carried out) must be submitted and approved in writing by the Local Planning Authority.
- 7 In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements set out in Condition 6 above, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.
- 8 Prior to commencement of any external works, details of Electric Vehicle charging points to be provided at each dwelling, to include their location and specification shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be undertaken in accordance with the approved details prior to the first occupation of the development.

- 9 Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance set out in the IAQM Guidance on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP unless otherwise agreed in writing by the Local Planning Authority.
- 10 Prior to the erection of any external lighting (other than within the curtilages of the approved dwellings) there shall be submitted to and approved in writing by the Local Planning Authority details of all such lighting, including levels of illumination and a lux plot of the estimated luminance. The external lighting shall be provided in accordance with the approved details and shall be retained as such thereafter for the lifetime of the development.
- 11 No above ground construction works shall commence until details of bat and bird boxes to be incorporated within the fabric of the buildings and/or within the site have been submitted to and approved in writing by the Local Planning Authority. The bat and bird boxes shall thereafter be provided prior to the first occupation of the development hereby approved.
- 12 No dwelling shall be occupied until such time as the Gedling Access Road has been completed and is open to traffic.
- 13 No direct vehicle access shall be taken at any time between the application site and the B684 Mapperley Plains Road.
- 14 Prior to the first occupation of the dwellings hereby approved the highway works (access junction to the GAR) as shown on the plan entitled 'Site Access Arrangements', drawing no. CFGN-BSP-ZZ-XX-DR-D-001, revision P2 shall be provided.
- 15 No dwelling hereby approved shall be occupied until any access driveway or parking area directly relating to that dwelling has been surfaced in a bound material (not loose gravel). The surfaced driveway or parking area shall then be maintained in such bound material for the life of the development.
- 16 No part of the development hereby permitted shall be brought into use until all access driveways and parking areas are constructed with provision to prevent the unregulated discharge of surface water from the driveways and parking areas to the public highway. The provision to prevent the unregulated discharge of surface water to the public highway shall then be retained for the life of the development

- 17 No development hereby permitted shall commence until details of wheel washing facilities have been submitted to and approved in writing by the Local Planning Authority. The wheel washing facilities thereby approved shall be maintained in working order for the duration of the construction works at all times and shall be used by any vehicle carrying mud, dirt or other debris on its wheels before leaving the site so that no mud, dirt or other debris is discharged or carried on to a public road.
- 18 The maximum number of residential units to be constructed on site shall be 46.

Reasons

- 1 To comply with the requirements of Section 92 of the Town and Country Planning Act 1990.
- 2 To comply with the requirements of Section 92 of the Town and Country Planning Act 1990. The application is expressed to be in outline only in accordance with Article 5 of the Town and Country Planning (Development Management Procedure)(England) Order 2015.
- 3 To define the permission, for the avoidance of doubt.
- 4 This pre-commencement condition is necessary to ensure that the development does not have a detrimental impact upon visual amenity or upon the occupiers of adjacent dwellings
- 5 To ensure that satisfactory provision is made at the appropriate time for the disposal of foul and surface water.
- 6 To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 178 of the National Planning Policy Framework and policy LPD7 of the Councils Local Planning Document.
- 7 To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 178 of the National Planning Policy Framework and policy LPD7 of the Councils Local Planning Document.
- 8 In the interest of sustainable travel
- 9 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration policy LPD11 of the Councils Local Planning Document.

- 10 In the interests of protecting ecological interests
- 11 In the interests of enhancing ecological provision on the site.
- 12 In the interest of Highway Safety, to ensure adequate access, operational capacity, and associated visibility is provided to the development
- 13 In the interest of Highway Safety, to ensure adequate access, operational capacity, and associated visibility is provided to the development.
- 14 In the interest of Highway Safety, to ensure adequate access, operational capacity, and associated visibility is provided to the development.
- 15 To ensure appropriate access and parking arrangements are available.
- 16 To ensure appropriate access and parking arrangements are available.
- 17 In the interest of Highway Safety, to ensure adequate access, operational capacity, and associated visibility is provided to the development.
- 18 To define the permission and for the avoidance of doubt

Reasons for Decision

The principle of the development accords with the objectives of national and local planning policies. It is considered that the site could be used for residential development without causing undue harm to visual and residential amenity, highway safety, ecological interests or flooding. It is therefore considered that the granting of outline planning permission would fully accord with the objectives of the relevant planning policies set out in the National Planning Policy Framework, Aligned Core Strategy, Local Planning Document and Supplementary Planning Documents.

Notes to Applicant

Notes to Applicant: It is an offence under S148 and S151 of the Highways Act 1980 to deposit mud on the public highway and as such you should undertake every effort to prevent it occurring. The applicant should note that notwithstanding any planning permission if any highway forming part of the development is to be adopted by the Highways Authority, the new roads and any highway drainage will be required to comply with Nottinghamshire County Council's current highway design guidance and specification for roadworks. The Advanced Payments

Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the Highway Authority with regard to compliance with the Code, or alternatively to the issue of a Section 38 Agreement and bond under the Highways Act 1980. A Section 38 Agreement can take some time to complete. Therefore, it is recommended that the developer contact the Highway Authority as early as possible. It is strongly recommended that the developer contact the Highway Authority at an early stage to clarify the codes etc. with which compliance will be required in the particular circumstance, and it is essential that design calculations and detailed construction drawings for the proposed works are submitted to and approved by the County Council (or District Council) in writing before any work commences on site. All correspondence with the Highway Authority should be addressed to:- NCC (Highways Development Control) (Floor 3) Nottinghamshire County Council County Hall Loughborough Road West Bridgford Nottingham, NG2 7QP

Planning Practice Guidance and section H of the Building Regulations 2010 detail surface water disposal hierarchy. The disposal of surface water by means of soakaways should be considered as the primary method. If this is not practical and there is no watercourse is available as an alternative other sustainable methods should also be explored. If these are found unsuitable, satisfactory evidence will need to be submitted, before a discharge to the public sewerage system is considered. Severn Trent Water advises that there is a public sewer located within the application site. Public sewers have statutory protection by virtue of the Water Industry Act 1991 as amended by the Water Act 2003 and you may not build close to, directly over or divert a public sewer without consent. You are advised to contact Severn Trent Water to discuss your proposals. Severn Trent Water will seek to assist you in obtaining a solution which protects both the public sewer and the proposed development. They may obtain copies of our current guidance notes and application forms for diversions from either our website (www.stwater.co.uk) or by contacting our Developer Services Team (Tel: 0800 707 6600).

No vegetation clearance or ground works shall take place on site during the bird nesting season (1st March to 31st August inclusive in any given year), unless pre-commencement checks for nesting birds have been undertaken by an appropriately qualified ecologist. If any nesting birds are found to be present, details of any proposed mitigation measures shall be submitted to and approved in writing by the Borough Council before the development commences. The mitigation measures shall be implemented in accordance with the approved details before development commences, unless otherwise prior agreed in writing by the Borough Council.

The applicant is advised that any site clearance works are undertaken outside of the bird breeding season - October to February inclusive.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL IS PAYABLE on the development hereby approved. The actual amount of CIL payable will be calculated when a decision is made on the subsequent reserved matters application

The applicant attention is drawn to the following advice in relation to the control of non-native plant species.

<https://www.gov.uk/guidance/prevent-the-spread-of-harmful-invasive-and-non-native-plants>

The developer is encouraged to consider upgrading the EV charging facilities to incorporate additional mode 3 charging capability as this will help future proof the development and improve its sustainability. A suitable 'IEC 62196' electrical socket (minimum rated output of 3.7kw /16A) can be provided in addition to the standard 3 pin socket to allow 'Mode 3' charging of an electric vehicle. Mode 3 charging, using a suitable cable and charging point, allows Smart charging of electric vehicles. All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

In relation to the lighting condition above the submission of a bat-sensitive lighting scheme, should be developed in accordance with the Bat Conservation Trust publication "Artificial Lighting and Wildlife - Interim Guidance: recommendations to help minimise the impact of artificial lighting" dated June 2014.

90 APPLICATION NO. 2019/0945 - CARLTON LE WILLOWS ACADEMY, WOOD LANE

Section 73 application to vary condition 2 (approved drawings) of permission 2018/0836 (Installation of 3G artificial grass pitch, fencing, hardstanding, flood light system, together with the erection of 1no. single storey pavilion and 1no. storage container).

RESOLVED:

To GRANT PLANNING PERMISSION, subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.

- 2 This permission shall be read in accordance with the application form, Proposed Site Location Plan drawing no 928.002-A-10-01 Rev A03, Site Plan drawing no 928.002-A-10-02 Rev A07, Ground Floor Layout 2 Changing Rooms drawing no 928.002-A-20-02 Rev A00 received 10th October 2019; Design & Access Statement, Typical Section drawing no 928.002-A-22-02 Rev A00, Block Plan drawing no 928.002-A-10-03 Rev A06, Proposed Site Plan drawing no 01 Rev 02, Proposed AGP Layout Drawing no 02 Rev 03, Proposed Elevations Drawing no 03 Rev 02, Proposed Floodlighting Drawing no 04 Rev 02 received 4th November 2019; Proposed elevations 4 changing rooms drawing no 928.002-A-21-02 Rev A01, Proposed elevations-2 changing rooms drawing no 928.002-A-21-01 Rev A01, Roof Plan - 2 Changing Rooms drawing no 928.002-A-20-12 Rev A00, Roof Plan - 4 Changing Rooms drawing no 928.002-A-20-13 Rev A00 received 12th December 2019; Ground Floor Layout - 4 Changing Rooms drawing no 928.002-A-20-01 Rev A00, received 18th December 2019. The development shall thereafter be undertaken in accordance with these plans/details.
- 3 The development hereby approved shall only be available for use by non-school clubs or groups between the hours of 16:00-22:00, Monday to Friday during school term time, or not earlier than 1 hour after the official school day ends if later than 3pm. At any other time the development shall only be available for use between the hours of 0900 and 2200.
- 4 The development hereby approved shall not be bought into use until a community use agreement prepared in consultation with Sport England has been submitted to and approved in writing by the Local Planning Authority. The agreement shall apply to the development hereby approved and include details of pricing policy, hours of use, access by non-[educational establishment] users [non-members], management responsibilities and a mechanism for review. The development shall not be used otherwise than in strict compliance with the approved agreement.
- 5 Details of the location and specification of the bat boxes specified as a mitigation measures within the Follow-up Aerial Tree Survey - Bats, March 2019 shall be implemented in accordance with the details approved by application 2019/0563DOC and shall be retained for the lifetime of the development.
- 6 The flood light system hereby approved shall be implemented in accordance with the Floodlighting Performance Report received on 11/03/2019 and shall be retained for the lifetime of the development.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 To reduce the impact upon the highway network on Wood Lane and in the interest of residential amenity.
- 4 To secure well managed and safe community access to the sports facility/facilities, to ensure sufficient benefit to the development of sport.
- 5 To minimise any potential impacts on biodiversity in accordance with the National Planning Framework and Policy 17 of the Gedling Borough Aligned Core Strategy Submitted Documents.
- 6 To minimise any potential impacts on biodiversity in accordance with the National Planning Framework and Policy 17 of the Gedling Borough Aligned Core Strategy Submitted Documents.

Reasons for Decision

In the opinion of the Borough Council, the proposed development will result in no undue impact on the amenity of adjacent properties and any undue detriment to the visual amenity of the locality. Very special circumstance justify any harm to the openness or character of the Green Belt. The proposal is also considered to have no adverse effects in terms of highway safety. The proposal accords with; Policy 3 (Green Belt), Policy 10 (Design and Enhancing Local Identity) and Policy 12 (Local Services and Healthy Lifestyles) of the Aligned Core Strategy 2014; LPD19, LPD20, LPD32, LPD35, LPD57 & LPD61 and Part 8 (Promoting healthy communities), Part 12 (Achieving well-designed places and Part 13 (Protecting Green Belt land) of the National Planning Policy Framework.

Notes to Applicant

Guidance on preparing Community Use Agreements is available from Sport England. <http://www.sportengland.org/planningapplications/> For artificial grass pitches it is recommended that you seek guidance from the Football Association/England Hockey/Rugby Football Union on pitch construction when determining the community use hours the artificial pitch can accommodate.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the

application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL is not payable on the development hereby approved.

The Applicants attention is drawn to your obligations to ensure the protection of bats under The Conservation of Habitats and Species Regulations 2010 (as amended). It is therefore recommended to resurvey the trees prior to the flooding lights first coming into use to ensure that no bats are roosting within the trees.

Councillor Ellwood left the meeting.

91 APPLICATION NO. 2019/0830 - PROPOSED CCTV, ROLLESTON DRIVE, ARNOLD

CCTV Camera on 10m pole.

RESOLVED:

To GRANT PLANNING PERMISSION, subject to the following conditions:

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. This permission shall be read in accordance with the application form and following list of approved drawings:

Location plan Pole elevation (TC.10.400.01)
Dome camera detail
Antenna Reasons

The development shall thereafter be undertaken in accordance with these plans/details.

Reasons

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. For the avoidance of doubt.

92 APPLICATION NO: 2001/1763 - 12 COLLEGE ROAD, MAPPERLEY, NG3 6FD

Variation of Section 106 Agreement with the Borough Council for Affordable Housing.

The Service Manager – Development Services introduced the report.

RESOLVED:

To Refuse Variation of Section 106 Agreement.

Councillor Scroggie left the meeting.

93 TREE PRESERVATION ORDER 000125 - 69 MAIN STREET, CALVERTON, NOTTINGHAMSHIRE NG14 6FG

Protection of 3 no. Birch trees by a Tree Preservation Order (TPO)

RESOLVED:

To Confirm Tree Preservation Order 000125 without modification.

94 APPEAL DECISION - APPLICATION NO. 2019/0508 - 79, MAIN ROAD, GEDLING

Erection of a two storey rear extension and loft conversion including new roofs and dormer windows to the front and rear. Proposed decking area to the rear of the property.

RESOLVED:

To note the information.

Councillor Scroggie re-joined the meeting.

- 95 APPEAL DECISION - APPLICATION NOS: 2018/0727, 2018/1186 & 2018/1166 - 22 KIGHILL LANE, RAVENSHEAD, NOTTS NG15 9HN**
- Erection of 6 dwellings.
- RESOLVED:**
- To note the information.
- 96 APPEAL DECISION - APPLICATION NO: 2019/0410 - 147 ROLLESTON DRIVE, ARNOLD, NOTTINGHAMSHIRE, NG5 7JG**
- Build a new 2 bedroom, 2 storey detached house in the front garden.
- RESOLVED:**
- To note the information.
- 97 APPEAL DECISION - APPLICATION NO. 2019/0428 - 117 MOOR ROAD, PAPPLEWICK NG15 8EN**
- Erect small front extension to existing semi-detached house.
- RESOLVED:**
- To note the information.
- 98 APPEAL DECISION - APPLICATION NO: 2019/0391 - 107 MANSFIELD ROAD, PAPPLEWICK NG15 8FJ**
- Double garage with first floor, replacing incomplete balcony with Juliette balcony.
- RESOLVED:**
- To note the information.
- 99 DELEGATION PANEL ACTION SHEETS**
- RESOLVED:**
- To note the information.
- 100 FUTURE PLANNING APPLICATIONS**
- RESOLVED:**
- To note the information.

101 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 7.15 pm

Signed by Chair:
Date:

MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 20 January 2020

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Simon Murray
Councillor Sandra Barnes	Councillor Marje Paling
Councillor Jim Creamer	Councillor Martin Smith
Councillor Rachael Ellis	Councillor Sam Smith
Councillor Andrew Ellwood	Councillor Jennifer Thomas
Councillor Mike Hope	

Officers in Attendance: H Barrington, L Juby, R Caddy and H Lee

Guests in Attendance Councillors Clarke, V McCrossen, Gregory and Fox

71 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None received.

72 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 11 NOVEMBER 2019

RESOLVED:

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

73 DECLARATION OF INTERESTS.

None.

74 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE

Councillor V McCrossen and Councillor Gregory attended the committee to discuss areas of responsibility and activity in their portfolios.

Councillor McCrossen, Portfolio Holder for Young People and Equalities, comprehensively answered the question relating to the Youth Council and explained that representatives were nominated from schools and youth clubs across the borough, and its role included investigating issues of concern and work to improve facilities for young people. Mental health, environmental sustainability knife crime, loneliness and isolation were issues the Youth Council has chosen to focus on this year.

Other initiatives within the portfolio include supporting concerns around disaffected young people, providing activities during school holidays, working with partners to improve service delivery for young people and activities to improve aspiration in deprived areas. Many of the activities in this portfolio overlap with responsibilities in other portfolios and require joint working.

Councillor Gregory, Portfolio Holder for Community Development, gave an overview of his areas of responsibility. He highlighted the success of the Arnold Christmas market and the Remembrance Day events. He explained Gedling play priorities and how work is undertaken is to engage with different sectors of the community. Due to a decrease in funding sponsorship is being considered for some events and a volunteering scheme is being developed. It was explained that the Community Asset Transfer is proceeding and that this involves a great deal of negotiation with community groups, who require support take on the management of the buildings. There are plans to celebrate VE day and support will be available for the Southwell Ploughing Match which is being held in Newstead this year.

The Heritage Strategy has been published and a Gedling Heritage Way is being developed, work to engage the community in this project is being undertaken. The Gedling Lottery will be launched on the 26th February and 60p in the pound will be paid to good causes, community groups have been invited to be beneficiaries of this new initiative.

Members were informed that Councillors P Barnes and Hollingsworth would be attending the next committee and that they would be contacted with a request for questions and areas for discussion.

Councillor Barnes and Councillor Thomas left the meeting at 6.45 pm.

RESOLVED:

- To thank Councillors McCrossen and Gregory for their presentations
- Note the report; and
- That Councillors P Barnes and Hollingsworth will be attending the next committee to discuss their portfolios.

75

COUNCIL PLAN 2019/20: OVERVIEW OF QUARTER 2

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, summarising performance as at the end of Quarter 2 of the financial year.

Overall performance at the end of Quarter 2 shows that out of a total of 32 indicators 16 were above target 2 were slightly below and 12 missed target.

Examples of particularly positive performance include attendance at the Bonington Theatre, the increase in the Keep me Posted emails and the percentage of major planning applications processed within the 13 week target.

Performance indicators that missed target were discussed, however the Senior Leadership Team considered there were no specific areas of concern. Areas of poor performance included, the average length of time spent in temporary accommodation, a higher than normal volume of rejected loads of recycling and below target additional homes provided.

Notable achievements were highlighted including the success of the injunction against legal encampments and the creation of dedicated social media accounts.

Councillor M Smith left the meeting at 7.05 pm.

RESOLVED:

To note the progress against actions and performance indicators in the 2018/2019 Gedling Plan as at the end of Quarter 2.

76

REVIEW OF COMPLIMENTS AND COMPLAINTS RECEIVED BY THE COUNCIL, AND THE ANNUAL REVIEW LETTER 2019 FROM THE LOCAL GOVERNMENT OMBUDSMAN.

Rosie Caddie, Service Manager, Customer Services and Communications attended the Committee to discuss the Council's complaints process, analysis of complaints received and dealt with by the Council's internal complaints procedure, and the complaints and enquiries received by the Ombudsman 2016/17.

It was explained that customers are encouraged to give feedback, good and bad, in the form of complaints and compliments.

The complaints procedure follows a three tier process

- Where a complaint is not upheld in full or in part at stage 1, the complainant may ask for it to be considered further under stage 2 of the complaints procedure
- If the complainant is not happy with the response at Stage 2 they are entitled to refer to the Local Government Ombudsman

Complaints and compliments received are monitored on a quarterly basis by SLT who can direct or commission further work on specific problems if necessary.

- In 2018/19 compared with 2017/18 around 7% fewer complaints were received
- 88% of complaints were processed in time (1% lower than 2017/18)
- 32% of all complaints were upheld
- 90% of complaints related to staff behaviour
- None of the complaints in respect of 2018/19 made to the Local Government and Social Services Ombudsman have been upheld.

Some service areas receive more complaints due to the nature of their service. Revenues and waste services receive a high volume but less than half are upheld. Some services have very low levels of complaints mainly due to the fact they are not public facing services.

During discussion the following points were highlighted

- Although there is some benchmarking with other authorities this was not very useful as not all authorities recorded complaints in the same way
- Customer Services have reduced their levels of complaints by the employment of a training officer whose role it is to train advisors to enable them to give correct information
- Leisure Services have reduced levels of complaints by analysing data, and addressing underlying issues.

RESOLVED to;

- To thank Rosie Caddy for an informative presentation
- Ask for information regarding complaints relating to waste to be available when the Portfolio Holder attends the committee; and
- Note the information provided.

77

SCRUTINY WORK PROGRAMME

INFORMATION REQUESTED AT THE SEPTEMBER COMMITTEE

- **Fly tipping and use of cover CCTV at Gravelly Hollows**
- **Gedling Homes**
- **Reports and notices**

Members noted the information

SCRUTINY WORKING GROUPS

- **Executive Scrutiny Protocol**
- **Economic Development**

Members of the committee were updated on the progress of the working groups and informed that final reports should be available for the March meeting.

- **Housing Allocations Policy**

Additional members were invited to be included in this consultation which will be starting in February.

- **Flooding**

It was agreed that members' would like to receive information regarding flooding, its impact on communities and the detrimental effect it has on the condition of roads.

SCRUTINY IN COMMITTEE

The scrutiny work programme and the Forward Plan were noted.

RESOLVED to:

- Note the information updates
- Request for information regarding flooding in the borough be presented at the April committee
- Note the work programme and Forward Plan.

78 REPORTS AND NOTICES RECEIVED BY THE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE AS REQUIRED UNDER THE CONSTITUTION OR LAW.

Members discussed a report that had been circulated in advance of the meeting, which included information on items referred to the chair as required by the constitution.

RESOLVED to:

To note the report.

79 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 7.45 pm

Signed by Chair:
Date:

MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 28 January 2020

Councillor Roxanne Ellis (Chair)

Present: Councillor Paul Feeney Councillor Jennifer Thomas
 Councillor Helen Greensmith Councillor Paul Wilkinson
Unison: Alan Green Alison Hunt

Absent: Councillor Boyd Elliott and Councillor Alex Scroggie

Officers in Attendance: D Archer and A Dubberley

29 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence had been received from Councillor Scroggie.

30 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 8 OCTOBER 2019

RESOLVED:

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

31 DECLARATION OF INTERESTS.

None.

32 GENDER PAY GAP

The Service Manager Organisational Development introduced a report, which had been circulated prior to the meeting, presenting the latest information about the gender pay gap at the Council.

RESOLVED:

To note this report.

33 SICKNESS ABSENCE

The Service Manager Organisational Development presented a report, which had been circulated in advance of the meeting informing members of the current levels of sickness absence in the organisation with information on trends.

RESOLVED:

To note the report.

34 MINOR CHANGES TO THE ESTABLISHMENT

The Service Manager Organisational Development presented a report, which had been circulated in advance of the meeting, highlighting minor changes to the staffing establishment since the last meeting.

RESOLVED:

To note the report.

35 CURRENT STAFFING ISSUES

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, highlighting issues of interest to the Council's workforce.

RESOLVED:

To note the report.

36 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at Time Not Specified

Signed by Chair:

Date:

RESOLVED to:

- 1) Note the feedback on the Gedling Satisfaction Survey 2019;
- 2) Refer the survey results to the Overview and Scrutiny Committee so that the data can be considered when determining its work programme for the forthcoming year; and
- 3) Request that further work is undertaken to produce a report of actions to be carried out as a result of the survey with details on how best to communicate this to residents.

61 COUNTER FRAUD AND CORRUPTION STRATEGY AND WHISTLEBLOWING POLICY AND PROCEDURE

The Deputy Chief Executive and Director of Finance introduced a report, which had been previously circulated, presenting the Counter Fraud and Corruption Strategy and the Whistleblowing Policy and Procedure for approval.

RESOLVED to:

- 1) Approve the Counter Fraud and Corruption Strategy and the Whistleblowing Policy and Procedure; and
- 2) Note the key implementation actions at paragraph 2.5 of the report.

62 PRUDENTIAL CODE INDICATOR MONITORING 2019/20 AND QUARTERLY TREASURY ACTIVITY REPORT FOR QUARTER ENDED 31 DECEMBER 2019

The Service Manager Financial Services introduced a report, which had been circulated prior to the meeting informing Members of performance monitoring of the 2019/20 Prudential Code Indicators, and advising members of the quarterly treasury activity as required by the Treasury Management Strategy.

RESOLVED to:

Note the report, together with the Treasury Activity Report 2019/20 for Quarter 3 at Appendix 1 to the report, and the Prudential and Treasury Indicator Monitoring 2019/20 for Quarter 3, at Appendix 2 to the report.

63 QUARTERLY (Q3) BUDGET MONITORING AND VIREMENT REPORT

The Service Manager Financial Services introduced a report, which had been circulated in advance of the meeting updating Members of the forecast outturn for Revenue and Capital budgets for 2019/20.

RESOLVED to:

- 1) Approve the General Fund Budget virements set out in Appendix 1 to the report;
- 2) Note the use of reserves and funds during quarter three as detailed in Appendix 2 to the report; and
- 3) Approve the changes to the capital programme included in paragraph 2.3 of the report.

64 GEDLING PLAN QUARTER 3 PERFORMANCE REPORT

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated prior to the meeting, giving members a summary of the position against Improvement Actions and Performance Indicators in the 2019/2020 Gedling Plan at the end of quarter 3.

RESOLVED:

To note the progress against Improvement Actions and Performance Indicators in the 2019/20 Gedling Plan.

65 DECISION OF OMBUDSMAN FOLLOWING COMPLAINT AGAINST THE COUNCIL

This Director of Organisational Development and Democratic Services introduced a report informing Members of a finding of maladministration with injustice by the Local Government and Social Care Ombudsman against the Council in response to a complaint.

RESOLVED to:

- 1) Note the Ombudsman's decision at Appendix 1 to the report and progress regarding implementation of the recommendations;
- 2) Note that a copy of the report has been circulated to all members of the Council;
- 3) Agree that the further actions set out in paragraph 2.5 of the report are taken; and
- 4) Note that a report will be prepared on behalf of the Executive setting out the actions to be taken.

66 LOCAL POLICING TEAM AND LEASE OF LAND

This item was deferred to a future meeting.

67 AUTHORITY MONITORING REPORT APRIL 2018 – MARCH 2019

The Service Manager Planning Policy introduced a report to inform members of the most recent Authority Monitoring Report.

RESOLVED to:

Note the content of the Authority Monitoring Report April 2018 – March 2019.

68 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

69 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 4.15 pm

Signed by Chair:

Date:

MINUTES LICENSING ACT COMMITTEE

Tuesday 4 February 2020

Councillor Nicki Brooks
Councillor Pat Bosworth
Councillor Boyd Elliott
Councillor Roxanne Ellis
Councillor Des Gibbons

Councillor Julie Najuk
Councillor Sam Smith
Councillor John Truscott
Councillor Paul Wilkinson

Apologies for absence: Councillor Marje Paling and Councillor Clive Towsey-Hinton

Officers in Attendance: K Nealon, R Pentlow, C Allcock and H Lee

58 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Paling and Towsey-Hinton,

59 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2019

RESOLVED:

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

60 DECLARATION OF INTEREST.

None.

61 PROPOSED GAMBLING ACT FEES 2020/21

Consideration was given to the report of the Director of Health and Community Wellbeing to approve the proposed increase to gambling fees for 2020/21, as shown in Appendix 2.

RESOLVED:

To approve the fees and charges detailed in Appendix 2 for 2020/21 with effect from 1 April 2020.

62 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 4.10 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 4 February 2020

Councillor Nicki Brooks (Chair)

Present: Councillor Pat Bosworth Councillor Sam Smith
 Councillor Boyd Elliott Councillor John Truscott
 Councillor Roxanne Ellis Councillor Paul Wilkinson
 Councillor Des Gibbons Councillor Rachael Ellis
 Councillor Julie Najuk

Absent: Councillor Marje Paling and Councillor Clive Towsey-Hinton

Officers in Attendance: K Nealon, R Pentlow, C Allcock and H Lee

68 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Paling and Towsey-Hinton.

69 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 14 JANUARY 2020.

RESOLVED:

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

70 DECLARATION OF INTERESTS.

None.

71 PROPOSED GENERAL AND TAXI LICENSING FEES FOR 2020/21

Consideration was given to a report of the Director of Community Health and Wellbeing to approve the proposed fees for taxi drivers, operator and vehicle for 1920/21.

RESOLVED to approve:

- 1) The fees and charges for 2020/21 with effect from 1st April 2020;
- 2) The fees for taxi operators and vehicle licences for 2020/21 for advertisement in accordance with the Local Government

(Miscellaneous Provisions) Act 1976, such fees to automatically come into force if no objections are received within the statutory period; and

- 3) The proposed fees for taxi driver's licences detailed in for 2020/21 for advertisement and the Director in consultation with the Chair of Environment and Licensing Committee be authorised to agree the final fees after taking into account any comments received during the consultation period.

72 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None

73 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

74 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - RCU

Consideration was given to a report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for RCU.

RCU attended the meeting along with a friend. RCU addressed the meeting.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To approve RCU's application for a Joint Hackney Carriage/Private Hire Driver's Licence for one year and issue with a warning that should he commit any further offences his licence will have to be reconsidered.

75 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AQ

Consideration was given to a report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for AQ.

AQ attended the meeting and addressed the committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To refuse AQ's application for a Joint Hackney Carriage/Private Hire Driver's Licence. He was advised that he could reapply and should include character references for consideration with his reapplication.

AQ was advised of the right of appeal against the decision of the Committee.

76 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AI

Consideration was given to a report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for AI.

AI attended the meeting and addressed the committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To refuse AI's application for a Joint Hackney Carriage/Private Hire Driver's Licence on the grounds that he is not a fit and proper person because he had not informed the Council of his convictions in 2018.

AI was advised of his right to appeal against the Decision Notice of the Committee.

77 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVER LICENCE - TIG

Consideration was given to a report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for TIG.

TIG attended the meeting and addressed the committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To approve TIG's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

The meeting finished at 6.00 pm

Signed by Chair:
Date:

MINUTES PLANNING COMMITTEE

Wednesday 12 February 2020

Councillor John Truscott (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Mike Hope
Councillor Michael Adams Councillor Rosa Keneally
Councillor Peter Barnes Councillor Meredith Lawrence
Councillor Chris Barnfather Councillor Barbara Miller
Councillor Jim Creamer Councillor John Parr
Councillor David Ellis Councillor Alex Scroggie
Councillor Rachael Ellis Councillor Henry Wheeler
Councillor Andrew Ellwood

Absent: Councillor Marje Paling

Officers in Attendance: M Avery, C Goodall and S Pregon

102 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Paling. Councillor Creamer attended as substitute.

103 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 JANUARY 2020.

RESOLVED:

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

104 DECLARATION OF INTERESTS

None.

105 APPLICATION NO. 2019/0880 - LAND NORTH OF PAPPLEWICK LANE, LINBY, NOTTINGHAMSHIRE.

Substitution of house type to plot no. 63

RESOLVED:

To Grant Full Planning Permission: Subject to the applicant entering into a deed of variation amending the original Section 106 Agreement to planning approval: 2013/1406 with the Borough Council as local planning authority and with the County Council as local highway and education authority for the provision of, or financial contributions towards, Junction Mitigation Measures, Public Transport, Travel Plan Monitoring, Educational and Library Facilities, Primary Healthcare, Affordable Housing, Open Space, an Ecology Park; and subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 This permission shall be read in accordance with the application form and deposited plans, drawing no's PC-0320-200 rev B and BUC/TA/2018//02, received on 17th September 2019. The development shall thereafter be undertaken in accordance with these plans/details.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is visually acceptable, results in no significant impact on neighbouring residential properties and amenities and would not have any impact on highway safety. The proposed development therefore accords with Policy LPD 32 of the Local Planning Document, Policy 10 of the Aligned Core Strategy, and the aims set out in the National Planning Policy Framework 2019.

Notes to Applicant

Positive and Proactive Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL IS PAYABLE on the development hereby approved as is detailed below. Full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Council's website or from the Planning Portal: www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

106 SECTION 52 - LONG ACRE LODGE, FLATTS LANE, CALVERTON, NOTTINGHAMSHIRE.

Release the above mentioned land from a Section 52 agreement, which prevents the house and adjoining land from being sold separately.

RESOLVED:

To approve the release and discharge of the Section 52 agreement through the completion of a Deed of Release between the Council and the owner.

107 ENFORCEMENT REF 0167/2019 - 97 WESTDALE LANE EAST, CARLTON, NOTTINGHAMSHIRE.

Unauthorised construction of 1st floor extension to rear elevation.

RESOLVED:

That the Service Manager, Development Services, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Director of Organisational Development & Democratic Services, proceedings through the courts if required to ensure the unauthorised structure is removed.

108 TREE PRESERVATION ORDER 000128 - GARDENERS COTTAGE, HALL LANE, PAPPLEWICK, NOTTINGHAMSHIRE.

Protection of 3 no. Yew trees and 1 No. Beech tree by a Tree Preservation Order (TPO)

RESOLVED:

To confirm Tree Preservation Order 000128 without modification.

109 TREE PRESERVATION ORDER 000129 - RAMPER COVERT WOOD, MANSFIELD ROAD, ARNOLD, NOTTINGHAMSHIRE.

Protection of a Woodland by a Tree Preservation Order (TPO)

RESOLVED:

That the Service Manager, Development Services, be authorised to make a Tree Preservation Order in respect of the woodland located at Ramper Covert, Mansfield Road, Arnold, Nottinghamshire.

110 TREE PRESERVATION ORDER 000130 - 383 MAPPERLEY PLAINS, ARNOLD, NOTTINGHAMSHIRE.

Protection of a group of 7 no. Oak trees (*Quercus Robur*) by a Tree Preservation Order (TPO)

RESOLVED:

That the Service Manager, Development Services, be authorised to make a Tree Preservation Order in respect of the Group of Oak trees located at 383 Mapperley Plains, Arnold.

111 APPEAL DECISION 2018/0748TPO - 12A OAKWOOD DRIVE, RAVENSHEAD, NOTTINGHAMSHIRE.

Tree works.

RESOLVED:

To note the information.

112 AUTHORITY MONITORING REPORT 2018-19

RESOLVED:

To note the content of the Authority Monitoring Report April 2018 – March 2019.

113 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

114 FUTURE APPLICATIONS

RESOLVED:

To note the information.

115 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.20 pm

Signed by Chair:
Date:

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- a) The Minimum Revenue Provision Policy Statement (paragraph 2.2);
 - b) The Borrowing Strategy (paragraph 2.3.4);
 - c) The Annual Investment Strategy (paragraph 2.3.8);
 - d) Capital Affordability Prudential Indicators for 2020/21 to 2022/23 (Appendix 1);
 - e) Treasury Indicators including affordability limits to borrowing for 2020/21 to 2022/23 (Appendix 1); and
- 2) Note the indicative Prudential and Treasury Indicators for 2023/24 and 2024/25 (Appendix 1).

74 CAPITAL PROGRAMME AND CAPITAL INVESTMENT STRATEGY

The Service Manager Financial Services introduced the Capital programme for the next financial year as well as an indicative capital spending strategy for the next five years.

RESOLVED to:

- 1) Note the estimated capital financing available for 2020/21 to 2024/25;
- 2) Approve the Capital Investment Strategy 2020/21 to 2024/25 detailed at Appendix 1 to the report and refer it to Council for approval on 5 March 2020;
- 3) Approve the Capital Programme for 2019/20 to 2021/22 detailed at Appendix 2 to the report and refer it to Council for approval on 5 March 2020; and
- 4) Note the indicative Capital Programme for 2023/24 to 2024/25.

75 GENERAL FUND BUDGET 2020/21

The Service Manager Financial Services introduced the proposed 2020/21 general fund budget.

RESOLVED to:

- 1) Approve a 3% discretionary income inflation increase for the individual portfolios as shown in the table at paragraph 2.5.6 of the report; and
- 2) To recommend to Council on 5 March 2020:
 - a) that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5m for 2020/21;

- b) a Council Tax increase of 3.07% (£5.00) which balances the financing of a Net Council Tax Requirement of £6,283,600 in 2020/21;
- c) that the detailed budget for 2020/21, as detailed in Appendix 2 of the report is approved.

76 GEDLING PLAN 2020/21

The Director of Organisational Development and Democratic Services gave an overview of the Gedling Plan for 2020-23 and summarised a number of key points.

RESOLVED to:

Approve the Gedling Plan 2020-23 and refer to Council for approval on 5 March 2020 subject to the Director of Organisational Development and Democratic Services making any minor amendments to correct typographical, grammatical or presentational errors prior to the document's publication

77 WILLOW FARM DEVELOPMENT BRIEF

The Service Manager Planning Policy introduced a report, which had been circulated prior to the meeting, to consider the Willow Farm Development Brief as a Supplementary Planning Document (SPD).

Cllr Hollingsworth started by thanking everybody who took part in the consultation. She said that on reflection, it was felt that she could not support the recommendation to adopt the Development Brief as a Supplementary Planning Document but instead proposed the second alternative option at paragraph 3.2 of the report which meant that although not adopted, the document could be used as informal guidance if and when required. She said that this was partly due to the strength of views from local residents, particularly the Willow Farm Action Group. In seconding the revised recommendation, Councillor Payne also requested that Cabinet formally thanked the public, in particular Willow Farm Action Group for their involvement and input into the consultation. He also requested Cabinet formally thanked officers in the Planning Policy team for their work in preparation of the Development Brief. Councillor Payne stated that, on balance, it would not be appropriate for Cabinet to make a decision to formally approve and endorse the development brief as a Supplementary Planning Document, particularly given shared concerns with residents about issues contained within the Development Brief, and that any planning application put forward by developers would be determined by the Planning Committee.

The Service Manager Development Services clarified that should Cabinet not adopt the document as an SPD, the document will still be

material to any decision made at planning committee, albeit with less weight attached to it.

RESOLVED to:

- 1) Not adopt the Development Brief as a Supplementary Planning Document but agree that the document should be used as informal planning guidance in support of the development plan;
- 2) Thank the public, particularly members of the Willow Farm Action Group, for their input into the consultation; and
- 3) Thank officers in the Planning Policy team for their considered professional advice and hard work in preparation of the brief.

REASON for decision:

The use of the design brief document as informal planning guidance promotes high standards of design and it is important that the engagement with local residents is not lost. The Planning Committee will give detailed consideration to the development of the site.

78

ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 3 March 2020

Councillor Marje Paling (Chair)

Present: Councillor Nicki Brooks Councillor Julie Najuk
Councillor Pat Bosworth Councillor Sam Smith
Councillor Boyd Elliott Councillor Clive Towsey-Hinton
Councillor Roxanne Ellis Councillor John Truscott
Councillor Des Gibbons Councillor Paul Wilkinson

Officers in Attendance: P Gibbs, C Goodall and F Whyley

78 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

**79 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE
MEETING HELD ON 4 FEBRUARY 2020.**

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record, subject to an amendment at item 68 to record that Councillor Rachael Ellis attended as substitute for Councillor Paling.

80 DECLARATION OF INTERESTS.

None.

**81 REQUEST FOR AN EXEMPTION FROM DISPLAYING A LICENCE
PLATE ON A PRIVATE HIRE VEHICLE UNDER SECTION 75(3) OF
THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS)
ACT 1976**

Consideration was given to a report of the Director of Health and Community Wellbeing to consider a request from a licenced private hire operator to be exempt from displaying plates on his vehicle.

RESOLVED:

- 1) To grant an exemption to Mr Shah Jahan of Shah's Executive Travel under Section 75 (3) of the Local Government (Miscellaneous Provisions) Act 1976 to be exempt from displaying

licensing plates on any vehicle operated by him whilst carrying out executive/corporate business as long as he is the holder of a current private hire operator's licence. The exemption also provides that the driver of the vehicle is not required to wear a badge.

- 2) That Mr Jahan carry a notice in the vehicle at all times stating the terms of the exemption.

82 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

83 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

Councillor Gibbons joined the meeting.

84 CHANGE OF CIRCUMSTANCE OF HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE - AE

Consideration was given to the report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding a change of circumstance of AE in relation to his Hackney Carriage/Private Hire Driver's Licence.

AE attended the meeting and addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To revoke the Hackney Carriage/Private Hire Driver's Licence held by AE, giving AE 21 days to surrender the licence.

AE was advised of the right of appeal against the decision of the Committee.

85 CHANGE OF CIRCUMSTANCE OF HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE - FW

Consideration was given to the report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding a change of circumstance of FW in relation to his Hackney Carriage/Private Hire Driver's Licence.

FW attended the meeting and addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To suspend the Hackney Carriage/Private Hire Driver's Licence held by FW for 28 days, giving FW 21 days to surrender the licence.

FW was advised of the right of appeal against the decision of the Committee.

86 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE - MES

Consideration was given to the report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for MES.

MES attended the meeting and addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To refuse MES' application for a joint Hackney Carriage/Private Hire Driver's Licence.

MES was advised of the right of appeal against the decision of the Committee.

Councillor Brooks left the meeting.

87 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE /

PRIVATE HIRE DRIVERS LICENCE - AAC

Consideration was given to the report of the Director of Health and Community Wellbeing, which had been circulated prior to the meeting, regarding an application for a joint Hackney Carriage/Private Hire Driver's Licence for AAC.

AAC attended the meeting and addressed the Committee.

In making its decision, the Committee applied the Council's approved Policy and Guidelines. On the basis of what it heard, the Committee was satisfied on balance that no exceptional circumstances existed which warranted departure from policy.

RESOLVED:

To refuse AAC's application for a joint Hackney Carriage/Private Hire Driver's Licence.

AAC was advised of the right of appeal against the decision of the Committee.

The meeting finished at 6.30 pm

Signed by Chair:
Date:

MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 9 March 2020

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Mike Hope
Councillor Sandra Barnes	Councillor Marje Paling
Councillor Michael Boyle	Councillor Martin Smith
Councillor Rachael Ellis	Councillor Sam Smith
Councillor Andrew Ellwood	Councillor Jennifer Thomas

Apologies for absence: Councillor Simon Murray

Officers in Attendance: H Barrington, A Ball, K Nealon, J Davies and H Lee

Guests in Attendance P Barnes and J Hollingsworth

80 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Murray.

81 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 20 JANUARY 2020

RESOLVED:

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

82 DECLARATION OF INTERESTS.

None.

83 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE.

Councillors Hollingsworth and P Barnes attended the committee to discuss areas of responsibility and activity in their portfolios.

Councillor Hollingsworth answered the questions that she had received in advance of the meeting. During discussion the following points were highlighted

- Members were informed that in 2019 there was a feasibility study into various tram extensions including one using the mineral line, the findings of this report are being reviewed and next steps are being

discussed with the City and County Councils regarding work with the Transforming Cities funding through the Metro Strategy.

- There are not a large amount of available brownfield sites in the borough, the Housing Delivery Action Plan is used to encourage developers to build on them.
- Arnold market is governed by the market licence which does not permit changes to its location. The Town Centre Manager is looking at vacancy rates for Arnold Town Centre and engaging with traders to understand the issues that affect footfall.
- National Planning Policy would have to be amended if it was going to be stipulated that all new houses in the borough have to be built with solar panels.

Councillor Barnes then discussed the questions he had received in advance of the meeting. In answer to the questions he explained:

- That replacement of vehicles is a long term commitment, however even if all the fleet was electric some of the topography of the borough is not suitable for electric vehicles.
- The money available for Carbon Reduction Initiatives has only just been granted and currently there are no specific plans in place as to how it will be utilised.
- Environmental grant funding, S106 and CIL monies from developers remains the most successful way to improve the borough's parks and play areas.
- Unadopted footpaths are not owned by the Council and therefore it does not have responsibility for weed spraying or clearing litter. If requested, however, this can be undertaken, but not on a regular basis.
- Contamination of recycling collections was an issue and the information and strategies to encourage better recycling practices were discussed.

The Members were informed that Councillor Clarke and Payne would be attending the next committee and they would be contacted with a request for questions and areas for discussion.

RESOLVED:

- To thank Councillor Hollingsworth and Councillor P Barnes for their attendance; and
- Note the information;

Councillor Ellwood joined the meeting at 6.00pm.
Councillor Thompson left the meeting at 6.40pm.

The Assistant Director - Finance introduced a report, which had been circulated in advance of the meeting explaining the purpose of the Corporate Risk Management Scorecard. The purpose of the Framework is to define how risks are managed by the Council, it provides guidance on the processes, procedures, roles and responsibilities for risk, and it sets out the context on how risks are managed. The Audit Committee has a role in considering this data and provides independent assurance to the Council with regard to the effectiveness of the risk management framework and associated control environment. This includes monitoring of the framework and ensuring the implementation of all audit actions.

It was explained that it was not the role of the committee to duplicate the role of the Audit Committee when considering this data, and that it would be provided going forward as a data source to be used when developing the Overview and Scrutiny work programme. This data would be presented in report form following its submission to the Audit Committee. During discussion it was agreed that information regarding any risks that the Audit Committee highlighted, or about which they had requested additional information, should be included in the report.

RESOLVED:

- To note the progress of actions identifies in the Corporate Risk register; and
- That when receiving the information regarding the Risk Register concerns identified by the Audit Committee would be included.

85 GEDLING SATISFACTION SURVEY 2019

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting summarising the results of the Gedling Satisfaction Survey 2019. Members were given a presentation which outlined the results of the survey. It was explained that that the results of the survey, in particular the views of residents about what is most important to them and services most in need of improvement, should be considered when developing the work programme for the upcoming year.

RESOLVED:

- To note the results of the survey; and
- Use the data when developing its work programme for the upcoming year.

86 COUNCIL PLAN 2019/20: OVERVIEW OF QUARTER 3

The Director of Organisational development and Democratic Services introduced a report, which had been circulated in advance of the meeting summarising performance as at the end of Quarter 3 of the financial year.

RESOLVED:

To note the progress off indicators against actions and performance indicators in the 2019/2020 Gedling Plan at the end of Quarter 3.

87

SCRUTINY WORK PROGRAMME

INFORMATION REQUESTED AT THE SEPTEMBER COMMITTEE

Revenue Section Complaints

Members noted the information.

SCRUTINY WORKING GROUPS

- **Executive Scrutiny protocol**
- **Economic Development – the opportunity to intervene**

Both these reports were approved by the Committee for submission to Cabinet for a response.

- **Housing Allocations Policy**

Members were updated on the briefing that members had attended.

- **Flooding**

It was agreed that that a working group should be established as soon as possible to undertake a review of flooding issues in the borough.

SCRUTINY IN COMMITTEE

The scrutiny work programme and the Forward Plan were noted.

RESOLVED to:

- Note the information update
- Agree the Executive Scrutiny Protocol and the Economic Development Reports
- Establish a working group to examine flooding issues in the borough
- Note the work programme and Forward Plan.

88

REPORTS AND NOTICES RECEIVED BY THE CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE AS REQUIRED UNDER

THE CONSTITUTION OR LAW.

Members considered a report that had been circulated in advance of the meeting, which included information on items referred to the chair as required by the constitution.

89 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 8.05 pm

Signed by Chair:
Date:

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MINUTES STANDARDS COMMITTEE

Thursday 12 March 2020

Councillor Michael Boyle (Chair)

Councillor Andrew Ellwood
Councillor Mike Hope
Councillor Simon Murray

Councillor Martin Smith
Rosalie Hawks

Absent: Councillor Michael Payne, Councillor Pat Bosworth
and Patricia Woodfield

Officers in Attendance: H Barrington

Independent Person: John Baggaley and Susan Dewey (Reserve)

15 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillors Bosworth and Payne and Patricia Woodfield.

16 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 26 SEPTEMBER 2019.

RESOLVED:

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

17 DECLARATION OF INTERESTS.

None.

18 UPDATE ON IMPLEMENTATION OF THE BEST PRACTICE RECOMMENDATIONS FROM THE COMMITTEE ON STANDARDS IN PUBLIC LIFE REPORT - REVIEW OF LOCAL GOVERNMENT ETHICAL STANDARDS.

Rosalie Hawks joined the meeting

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, updating members in relation to progress against the agreed action plan to implement the best practice recommendations set out in the Committee on Standards in Public Life report

RESOLVED THAT:

- 1) The progress made to implement the best practice recommendations set out in the Committee on Standards in Public Life report at Appendix 1 be noted;
- 2) A working group be set up comprising Councillors Boyle, Towsey-Hinton, Hope, Smith or Murray depending on availability, Rosalie Hawks and John Baggaley to give views on an appropriate response to the consultation being carried out by the Local Government Association on a model Code of Conduct; and
- 3) The Monitoring Officer in consultation with the working group be authorised to prepare the consultation response to the Local Government Association in relation to the model Code of Conduct on behalf of the Standards Committee.

19 BULLYING AND INTIMIDATION OF ELECTED MEMBERS

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, updating members in relation to responses received from councillors about bullying and intimidation experienced and the actions the Government, the Committee on Standards in Public Life and the Local Government Association have taken to tackle intimidation in public life.

RESOLVED THAT:

- 1) The actions by the Government, the Committee on Standards in Public Life and the Local government Association to tackle intimidation in public life is noted; and
- 2) The Local Government Association Councillors' guide to handling intimidation is circulated to all Members, shared with Parish Clerks for circulation to Parish Councillors, included in induction training for Members following future borough elections and saved in a location where Members can readily access it.

20 MEMBERSHIP OF STANDARDS COMMITTEE AND REVIEW OF INDEPENDENT PERSON REMUNERATION

John Baggaley and Susan Dewey left the meeting for consideration of this item as it relates to their remuneration.

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, proposing a review of the membership of the Standards Committee and remuneration payable to the Independent Person and reserve.

RESOLVED THAT:

- 1) Standards Committee recommends to Council that the vacant co-opted parish representative post be removed from the Committee; and
- 2) Standards Committee recommends to Council that with effect from 1 April 2020 the remuneration paid to the Independent Person and the reserve Independent Person shall increase to £860 per annum and £400 per annum respectively.

21 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

22 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the confidential appendix would involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12a of the Local Government Act 1972.

23 CODE OF CONDUCT COMPLAINTS UPDATE

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, providing information about code of conduct complaints received between 17 September 2019 and 2 March 2020.

RESOLVED THAT:

- 1) The report be noted; and
- 2) The Chair of the Standards Committee to write to all group leaders to remind Members not to use the code of conduct complaints process for politically motivated complaints.

The meeting finished at 7.10 pm

Signed by Chair:
Date:

MINUTES CABINET

Thursday 19 March 2020

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor David Ellis
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Viv McCrossen
Councillor Henry Wheeler

Absent: Councillor Peter Barnes

Officers in Attendance: M Hill, H Barrington, A Dubberley, D Wakelin and F Whyley

79 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Barnes.

80 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 13 FEBRUARY 2020.

RESOLVED:

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

81 DECLARATION OF INTERESTS.

None

82 UPDATE ON COUNCIL SURVEILLANCE SYSTEMS AND POLICY DOCUMENT

The Service Manager Legal Services introduced a report updating members on work being undertaken to ensure the good governance and compliance with the law in respect of the Council's surveillance systems

RESOLVED to:

- 1) Note the work that has been undertaken and continues to be done to ensure lawful compliance and good governance and efficacy in the operation and use of the Council's surveillance systems;
- 2) Approve the Council's Policy and Code of Practice for Surveillance Cameras at Appendix 1 to this report; and
- 3) Delegate authority to the Director for Organisational

Development and Democratic Services, as Senior Responsible Officer, in consultation with the Leader of the Council and the Portfolio Holder for Public Protection, to approve any additional CCTV equipment acquired by the Council, including, where necessary, authority to submit an application for planning permission in respect of CCTV equipment.

83 GEDLING PLAN PERFORMANCE INDICATORS 2020/21

The Director of Organisational Development and Democratic Services introduced a report, which had been circulated in advance of the meeting, seeking agreement to the performance indicators against which progress of the Gedling Plan will be measured against in 2020/21.

RESOLVED:

To approve the performance indicators for 2020/21 at Appendix 1 to the report.

84 SCRUTINY REPORT - ECONOMIC DEVELOPMENT WORKING GROUP

Councillor Liz Clunie, Chair of the Overview and Scrutiny Committee, presented a report, which had been circulated in advance of the meeting, summarising the findings of a scrutiny review working group into the economic and social benefits that should be taken into account when making decisions to purchase property using Strand 3 of the Council's Commercial Property Investment Strategy.

RESOLVED to

- 1) Thank the working group for the recommendations and the work done on the review; and
- 2) Refer to the appropriate Cabinet Member in order for a response to be made to the Overview and Scrutiny Committee.

85 SCRUTINY REPORT - EXECUTIVE-SCRUTINY PROTOCOL WORKING GROUP

Councillor Liz Clunie, Chair of the Overview and Scrutiny Committee, introduced a report, which had been circulated in advance of the meeting, presenting the report and recommendations of the working group that had developed an Executive-Scrutiny Protocol which will help define the relationship between the Overview and Scrutiny Committee and the Cabinet.

RESOLVED to:

- 1) Thank the working group for the recommendations and the work done on the review; and
- 2) To refer the report to the appropriate Cabinet Member in order for a response to be made to the Overview Scrutiny Committee.

86 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

It was recognised that the dates for consideration of reports on the plan may be impacted by the Corona virus situation.

RESOLVED:

To note the report.

87 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.35 pm

Signed by Chair:
Date:

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MINUTES LICENSING ACT PANEL

Monday 1 June 2020

Councillor Marje Paling (Chair)

Councillor Nicki Brooks

Councillor Roxanne Ellis

Officers in Attendance: L Chaplin and A Dubberley

1 ELECTION OF CHAIR

Councillor Paling was elected as Chair for the meeting.

2 DECLARATION OF INTERESTS

None.

3 TO APPROVE THE MINUTES OF THE MEETING HELD ON 20 AUGUST 2019.

RESOLVED:

That the minutes of the above meeting, having been previously circulated are agreed as a correct record.

4 CONSIDERATION OF AN APPLICATION TO VARY A PREMISES LICENSE AT THE GELDING CLUB AND INSTITUTE, 66 MAIN ROAD, GEDLING, NOTTINGHAM.

The panel considered an application for the variation of a premises license at The Gedling Club and Institute, 66 Man Road, Gedling, Nottingham.

RESOLVED to:

Grant the application for the variation of the licence and to amend the plan attached to the Club certificate to extend the boundary of the premises, being the external area, as per the plan attached to the application. Subject to the following conditions being added to the operating schedule:

- 1) The external area of the premises shall not be used for the provision of licensable activities or for the consumption of food or beverages after 21:00 hours

- 2) Notices to be displayed in the internal and external area detailing the above
- 3) Notices to be displayed in the external area advising members to have respect for the residents and keep noise to a minimum when in the outside area
- 4) That CCTV is installed covering the external area that is fit for purpose and can be monitored from within the club

Having considered all of the evidence before it the Panel have found it helpful to understand how the external area was before and how the extension has improved access and egress for those members with mobility issues along with the details of the smoking shelter as it was and how it is now.

The Panel also found it helpful to understand the history of the Club, having been part of the landscape of Gedling for many years along with the members it attracts. They also found it helpful to understand the location of the Objectors properties in reference to the Club. The Panel also noted that the Club is in a predominately residential area but only 3 properties raised any representations.

The Panel have considered the Objectors right to a private life and balanced this with the Applicants right to a licence and to be able to continue to run the Club for the benefit of the current and future members. The Panel also understand that at present, there is no restriction on numbers or times of members being allowed in the outside area, and there is no restriction on drinking outside the premises.

The Panel heard from the Objectors and considered the relevant written representations regarding the concerns over an increase in public nuisance, namely people staying in the external area for longer leading to an increase in noise and smoke and the potential impact this may have on the neighbouring resident's enjoyment of their premises.

The Panel found sympathy with the Objectors however they were not persuaded by the evidence heard that there would be a significant increase in public nuisance if they were to allow the variation. Members heard from the Applicant that this is a member's only club and policing membership and controlling any nuisance behaviour is easier on this basis. Members appreciate that the increase in open space means 2 tables 8 chairs and around 4 people in the smoking area will increase the potential number of people encouraged outside, however, members feel conditions limiting the hours that customers can drink outside will mitigate any potential nuisance. Objectors are reminded that the licence is able to be reviewed if the conditions proposed do not mitigate the impact on public nuisance.

The Panel has concluded that any potential for increase in public nuisance due to the extension of the external area can be mitigated by the imposition of the conditions proposed. As such, they have resolved to grant the variation of the Club Premises Licence with additional conditions.

The meeting finished at 11.10 am

Signed by Chair:
Date:

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MINUTES AUDIT COMMITTEE

Monday 1 June 2020

Councillor Bob Collis (Chair)

Councillor Meredith Lawrence	Councillor Kathryn Fox
Councillor Liz Clunie	Councillor Helen Greensmith
Councillor Boyd Elliott	Councillor Jennifer Thomas

Officers in Attendance: A Ball, H Barrington, A Dubberley and M Hill

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 14 JANUARY 2020.

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

4 DRAFT INTERNAL AUDIT PLAN AND STRATEGY 2020/21 – 2022/23

Consideration was given to a report of the Head of Internal Audit (BDO) outlining the planned internal audit activity for 2020/21 as well as a three year audit strategy.

The Committee welcomed Greg Rubins and Charlotte Thomas from BDO, the Council's newly appointed internal auditors, who explained that audit plan may be impacted by the ongoing COVID-19 situation as some Council priorities may change. There may therefore be amendments to the audits proposed.

RESOLVED to:

Receive the report and approve the Internal Audit Plan and Strategy as documented in this report.

5 CORPORATE RISK MANAGEMENT SCORECARD QUARTER 3 2019/20

The Assistant Director Finance introduced a report, which had been circulated prior to the meeting, updating members on the current level of assurance that can be provided against each corporate risk.

RESOLVED:

To note the progress of actions identified within the Corporate Risk Register.

6 INTERNAL AUDIT PROGRESS REPORT 2019/20

The Assistant Director Finance introduced a report, which had been circulated prior to the meeting, summarising the outcome of the internal audit activity completed by the RSM Internal Audit Team for the period December 2019 to March 2020.

RESOLVED:

To note the actions taken or to be taken.

7 DRAFT ANNUAL INTERNAL AUDIT REPORT 2019/20

The Assistant Director Finance introduced a report which had been circulated in advance of the meeting, presenting the Draft Internal Audit Report 2019/20. Following dispatch of the agenda, the final version of the report had been made available so this version was considered by Members.

RESOLVED:

To accept and note the report.

8 MAZARS EXTERNAL AUDIT - AUDIT STRATEGY MEMORANDUM

The Assistant Director Finance introduced a report, which had been circulated in advance of the meeting, setting out the Mazar's External Audit Strategy Memorandum for the year ending 31 March 2020 for approval.

RESOLVED:

To receive the report and approve the Mazar's External Audit Plan for 2019/20 and refer the report to full Council for information.

9 LOCAL CODE OF CORPORATE GOVERNANCE 2020/21

The Director of Organisational Development and Democratic Services presented a report seeking approval for the updated Local Code of Corporate Governance 2020/21.

RESOLVED:

To approve the Local Code of Corporate Governance for 2020/21.

10

ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 2.55 pm

Signed by Chair:

Date:

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Friday 12 June 2020

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Michael Adams
Councillor Sandra Barnes

Councillor Chris Barnfather
Councillor Bob Collis
Councillor Marje Paling

Officers in Attendance: D Archer, H Barrington and A Dubberley

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 DECEMBER 2019.

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

4 REVIEW OF POLICY- MENOPAUSE IN THE WORKPLACE

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, reporting back to Members on the continued effectiveness of the Menopause in the Workplace Policy.

RESOLVED to:

- 1) Reaffirm the application of the existing Menopause in the Workplace Policy; and
- 2) Re-publicise the existence of the policy to staff through normal internal communication channels.

5 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

6 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

7 COMMENCEMENT OF PROCESS FOR RECRUITMENT OF CHIEF EXECUTIVE

The Service Manager Organisational Development presented a report, which had been circulated in advance of the meeting, setting out the process to recruit to the post of Chief Executive.

RESOLVED:

- 1) To confirm the decision to carry out a selection process to fill the vacant post of Chief Executive with immediate effect;
- 2) To confirm that the selection will be from an internal pool only for the business reasons detailed in the body of the report;
- 3) That subject to the process being internal-only that the pool be restricted to application from current internal officers covered by JNC for Chief Officers Conditions of Service only;
- 4) To confirm that the existing job description and person specification (shown at Appendix 2 to the report) be used as the basis of the selection process;
- 5) To confirm that the current salary band and performance related pay arrangements;
- 6) To confirm the role of specific Members and Officers in the selection process as set out in the proposals; and
- 7) Confirm the proposed timetable for the selection process.

8 CONSULTATION COMMENCEMENT- BEREAVEMENT LEAVE

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, seeking authority to begin consultation with trade unions on amendments to the existing policy relating to leave granted for the death of a child in order to recognise the change in legislation applying from April 2020.

RESOLVED:

To support the proposed policy changes as detailed in the Senior Leadership Team report (Appendix 2 of Appendix A to the report) and endorse the commencement of the consultation and implementation process as described.

9 CONSULTATION COMMENCEMENT- GMB CHARTER TO STOP DOMESTIC ABUSE

The Service Manager Organisational Development introduced report, which was circulated in advance of the meeting, outlining proposed measures to meet the requirements of the GMB Charter to stop domestic abuse and to seek authority to put the proposals to the Joint Consultative and Safety Committee for agreement to progress.

RESOLVED to:

- 1) Support the measures proposed (responses to pledges) to meet the criteria of the GMB Charter to stop domestic abuse as reflected in the Council motion of 20 November 2019; and
- 2) Refer the proposals to the Joint Consultative and Safety Committee for comment prior to final consideration and implementation through this committee.

The meeting finished at 2.50 pm

Signed by Chair:
Date:

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MINUTES PLANNING COMMITTEE

Wednesday 17 June 2020

Councillor John Truscott (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Mike Hope
Councillor Peter Barnes Councillor Meredith Lawrence
Councillor Chris Barnfather Councillor Ron McCrossen
Councillor Jim Creamer Councillor Marje Paling
Councillor David Ellis Councillor Alex Scroggie
Councillor Rachael Ellis Councillor Sam Smith
Councillor Andrew Ellwood Councillor Henry Wheeler

Absent: Councillor Michael Adams, Councillor Rosa Keneally,
Councillor Barbara Miller and Councillor John Parr

Officers in Attendance: M Avery, N Bryan, K Cartwright, C Goodall and
S Pregon

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Adams, Keneally and Miller. Councillors Creamer, McCrossen and Smith attended as substitutes.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 FEBRUARY 2020

RESOLVED:

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

3 DECLARATION OF INTERESTS

The Chair declared a collective non-pecuniary interest in item 5 on the agenda as Gedling Borough Council was the leaseholder of part of the land and in item 9 as the applicant and land owner.

Councillor Creamer declared a prejudicial interest in items 4 and 5 on the agenda as he had been actively involved with residents in opposing both of the developments and he stated that he would leave the meeting for those applications.

Councillor Creamer left the meeting.

4 APPLICATION NO. 2019/0152 - LAND NORTH OF TEAL CLOSE NETHERFIELD

Reserved matters application for the erection of 354no. dwellings (C3), including 18 affordable units, and the associated infrastructure including landscaping and public open space pursuant to outline planning permission 2017/0999.

Chris Gowlett, Land & Planning Manager, Persimmon Homes (The Applicant) spoke in support of the application.

The Assistant Director of Planning and Regeneration informed members that the application sought approval of reserved matters for 353 dwellings and not 354, as an amended plan was received following the registration of the application which resulted in the omission of a two bedroom apartment. The description of the proposal had therefore been updated, as was the schedule of accommodation provided at paragraph 3.2 of the report and the overall figures provided at paragraph 7.3. The plans listed in proposed condition 1 were correct.

He added that further to the publication of the report, 2 representations had been received from members of the public which raised the following summarised issues:

- The ecology assessments submitted with the application for outline planning permission were out of date as habitats in the area had changed since the survey work had been undertaken.
- The ecological works plan and ecology management plan had not been approved and there was no ecology committee, as required by the s.106 agreement.
- No action had been taken by the Borough Council to enforce the non-compliance of the agreement.
- Since an initial meeting of the Ecology Committee, organised by Gedling Borough Council in July 2019, there had been no follow up or attempt to form the Committee.
- The development would have a significant impact upon the adjacent Netherfield Lagoons Local Nature Reserve.
- Given the current breaches of the s.106 Agreement, the current application should be rejected or suspended, pending compliance with the s.106 agreement.

In response to those comments, he provided the following update:

The extant outline planning permission and the s.106 agreement cannot be revisited, unless revised proposals are advanced by the developer. While there may have been ecological changes on parts of the site – the

developer is still required to meet their obligations under the Wildlife and Countryside Act.

Officers had been working actively with Persimmon Homes to set up an Ecology Committee to provide a forum for the local community to discuss the management of the Ecology Park. The responsibility for establishing the Ecology Committee rests with Persimmon Homes but officers had ensured consultation took place with members of the group, which included the Gedling Conservation Trust.

The first informal face to face meeting of the Ecology Committee was held in July 2019 and officers played an active role in helping draft the terms and conditions of the group, which were now being finalised.

Officers expected the next meeting of the Ecology Committee to take place next month and were committed to working with all members of the group and the local community to further progress plans for the Ecology Park and Ecology Management Plan. Enforcement of the agreement would not, therefore be expedient at this time.

While there is a technical breach of the s.106 agreement, this does not preclude the Local Planning Committee from determining this application for approval of reserved matters, which is made pursuant to an extant permission.

The principle of residential development and the access arrangements has been established through the grant of the outline permission. This application has been made pursuant to the extant outline permission and seeks approval of matters relating to appearance, layout, scale and landscaping.

The development is a continuation of the first 199 units approved in phase one and the layout and landscaping proposals were in full conformity with the approved masterplan. The proposals had been advanced by the same house builder and the scale and appearance of the dwellings were in keeping with those currently under construction. There were however some new house types, including an apartment block to add further interest to the new street scenes. Building heights were varied in the development, particularly at key locations to provide focal points and end stops to street views and vistas.

He concluded by stating that the application was considered to comply with relevant planning policies and that approval for the development was still recommended.

RESOLVED:

To Grant Approval of Reserved Matters subject to the following conditions:

1. This permission shall be read in accordance with the following plans:

Planning Layout Drawing No. TGDP/TCG/PH2/PL1 Rev K

House Types:

Apartment Elevation A, B, C, D.

Apartment Ground Floor/First Floor/Second Floor

1096 Rosebery, 1187 Leicester, 1190 Kendal, 1190 Kendal 1, 1220 Lumley, 1222 Chedworth, 1277 Winster 1, 1277 Winster 2, 1414 Corfe, 1414 Corfe 1, 1570 Edlingham, 1623 Marylebone 1, 163 Marylebone 2, 638 Alnwick, 643 Alnmouth, 761 Hanury, 762 Mosley, 811 Danbury, 870 Rufford, 960 Yarm, 969 Hatfield, 985 Brickleigh, 999 Glyston.

Landscaping Plans Sheets 1-9

Materials/Boundary Treatments Charter Plan Layout Sheet 1-2 and 2-2.

The development shall thereafter be undertaken in accordance with these plans.

Reason: To define the permission and for the avoidance of doubt.

2. No part of the development hereby permitted shall be brought into use until all drives and parking areas are surfaced in a bound material (not loose gravel). The surfaced drives and parking areas shall then be maintained in such bound material for the life of the development.

Reason: To reduce the possibility of deleterious material being deposited on the public highway.

3. No part of the development hereby permitted shall be brought into use until the access driveways and parking areas are constructed with provision to prevent the unregulated discharge of surface water from the driveways and parking areas to the public highway. The provision to prevent the unregulated discharge of surface water to the public highway shall then be retained for the life of the development.

Reason: To ensure surface water from the site is not deposited on the public highway causing dangers to road users.

5 APPLICATION NO. 2020/0190 - LAND AT TEAL CLOSE, NETHERFIELD, NOTTINGHAMSHIRE

Modification of Section 106 Agreement in relation to planning permission 2017/0999 in relation to the wording of the affordable housing clauses

The Assistant Director of Planning and Regeneration introduced the report.

RESOLVED:

That the Assistant Director of Planning and Regeneration be authorised to instruct the Service Manager of Legal Services to undertake the necessary work to prepare and finalise a Deed of Variation amending the Section 106 Agreement associated to planning applications 2013/0546 and 2017/099 as outlined in this report.

Councillor Creamer joined the meeting.

6 APPLICATION NO. 2019/0696 - PHASE 1B, LAND AT CHASE FARM, ARNOLD LANE GEDLING, NOTTINGHAMSHIRE

Section 73 application to remove Condition 2 of planning permission 2015/1376 to remove the construction cap of 315 dwellings and to allow building within Phase 1B prior to the completion of the Gedling Access Road.

The Assistant Director of Planning and Regeneration introduced the report.

RESOLVED:

To grant removal of planning condition 2 of planning permission 2015/1376 subject to the applicant entering into a deed of variation with the Borough Council as Local Planning Authority and with the County Council as Highway and Education Authority amending the Section 106 Agreement associated with 2015/1376 for the provision of, or financial contributions towards Affordable Housing, Open Space, Healthcare Facilities, Highways, Education, Air Quality, a Local Labour Agreement and a contribution towards Arnold Library.

Conditions

- 1 Development within Phase 1B hereby permitted shall be begun no later than 6 years from the grant of planning 2015/1376 or within six months of the completion of the Gedling Access Road, whichever is the later.

- 2 Development of Phase 1a and 1b shall be carried out in accordance with the following drawing numbers and documents and such other plans, and documents as may be approved pursuant to the conditions of this planning permission unless otherwise agreed in writing by the local planning authority:
Location Plan (14052_P100 - Rev A); SITE MASTER PLAN (14052_P101 - Rev J); DETAILED SITE PLAN 1-3 (14052_P102 - Rev J); DETAILED SITE PLAN 2-3 (14052_P103 - Rev G); DETAILED SITE PLAN 3-3 (14052_P104 - Rev G); SITE SECTIONS A B & C (14052_P105 - Rev A); STREET SCENES 1 2 3 & 4 (14052_P106 - Rev A); SITE BOUNDARY TREATMENT/PLAN (14052_P107 - Rev A); STOREY HEIGHTS PLAN (14052_P108 - Rev A); LANDSCAPE STRATEGY PLAN (14052_P109 - Rev B); HOUSE TYPE 580-651 (14052_P200 - Rev A); HOUSE TYPE 651-752 (14052_P201 - Rev A); HOUSE TYPE 764-891 (14052_P202 - Rev A); HOUSE TYPE 849-857 (14052_P203 - Rev A); HOUSE TYPE 867-930 (14052_P204 - Rev A); HOUSE TYPE 955-1054-1272 (14052_P205 - Rev A); HOUSE TYPE 1154-1157 (14052_P206 - Rev A); HOUSE TYPE 1178-1216 (14052_P207 - Rev A); HOUSE TYPE 1224-1244 (14052_P208 - Rev A); HOUSE TYPE 1393-1650 (14052_P209 - Rev A); GARAGE TYPE G1 G2 & G3 (14052_P210 - Rev A); APARTMENT BLOCK 1 (14052_P211 - Rev A); APARTMENT BLOCK 2 (14052_P212 Rev A); APARTMENT BLOCK 3 (14052_P213 - Rev A); APARTMENT BLOCK 4 (14052_P214 - Rev A); APARTMENT BLOCK 5 (14052_P215 - Rev A); APARTMENT BLOCK 6 (14052_P216 - Rev A); PHASING PLAN (14052_P2 - Rev A); Soft Landscaping (L6011/01 - Rev A);

Soft Landscaping (L6011/02 - Rev A); Soft Landscaping (L6011/03 - Rev A); Soft Landscaping (L6011/04 - Rev A); Soft Landscaping (L6011/05 - Rev A); Soft Landscaping (L6011/06 - Rev A); Soft Landscaping (L6011/07 - Rev A); Soft Landscaping (L6011/08 - Rev A); Soft Landscaping (L6011/09 - Rev A); Soft Landscaping (L6011/10 - Rev B); Soft Landscaping (L6011/11 - Rev A); Soft Landscaping (L6011/12 - Rev B); Soft Landscaping (L6011/13 - Rev A); Soft Landscaping (L6011/14 - Rev A); Soft Landscaping (L6011/15 - Rev A); Soft Landscaping (L6011/16 - Rev B); Soft Landscaping (L6011/17 - Rev B); Urban Park Hard Landscape (L6011/20 - Rev A); Urban Park Hard Landscape (L6011/21 - Rev A); Urban Park Hard Landscape (L6011/22 - Rev A); Urban Park Hard Landscape (L6011/23 - Rev A); Urban Park Hard Landscape (L6011/24 - Rev A); Urban Park Hard Landscape (L6011/25 - Rev A); Urban Park Hard Landscape (L6011/26 - Rev A); Urban Park Hard Landscape Image Pallet (L6011/27 - Rev A); PARAMETERS PLAN (14052_P110 - Rev C); Engineering Appraisal Layout Phase 1 (21410_02_SK_001); Engineering and Tree Overlays (21410_00_sk_001); Refuse Vehicle Tracking Phase 1 (21410_02_sk_002 - Rev A); Phase 2 Tracking Sheet 1 of 2 (21410_02_sk_004a); Phase 2 Tracking Sheet 2 of 2 (21410_02_sk_005a) and the Landscape Strategy Report (November 2015).

- 3 Application(s) for approval of all reserved matters for Phase 2 shall be made to the local planning authority no later than 8 years from the grant of planning permission 2015/1376, and the development hereby authorised for Phase 2 shall be begun no later than 10 years from the grant of planning permission 2015/1376 or 2 years from the date of the final approval of reserved matter, whichever is the later.
- 4 The development hereby approved in outline for Phase 2 of the development shall not exceed a total residential floorspace of 52,000 sqm.
- 5 No development for Phase 2 shall commence until a phasing programme for Phase 2, including timings for development of the neighbourhood centre, public open space, education provision and off-site highways works, has been submitted to and approved in writing by the local planning authority.

- 6 Before any part of Phase 2 of the development hereby approved is commenced approval shall be obtained from the Local Planning Authority with respect to reserved matters, namely, the appearance, landscaping, layout and scale and internal access roads for the relevant part.
- 7 No part of the development in Phase 2 shall be occupied or brought into use unless or until details of the internal layout for the development as indicated on the illustrative Site Master Plan Ref 1 4052-P101 REV J have been submitted to and approved in writing by the LPA. These shall be designed in accordance with the principles set out in 'Manual for Streets' and the 6C's Highway Design Guidance. The development shall thereafter be implemented strictly in accordance with the approved details.
- 8 No dwelling shall be occupied within a Phase unless the measures set out in the agreed Travel Plan (21410/12-15/4153 REV B (March 2016)) are in place and a Travel Plan Coordinator has been appointed. A monitoring period will be required from first occupation to the date 5 years from 50% occupation of a Phase. A review must take place with the local planning authority and the highway authority after three years from first occupation within the monitoring period. The Travel Plan Coordinator shall produce an Annual Monitoring Report during the course of the monitoring period commencing on the first anniversary of first occupation of a Phase, and shall issue this to the local planning authority and the highway authority. Survey forms for residents shall be created in liaison with the highway authority with the first surveys to be conducted 3 months from the date of first occupation of a Phase.
- 9 No development shall be occupied unless or until footway and pedestrian/cycle crossing points as shown for indicative purposes only on the plan drawing reference 21410_08_010_01 have been provided to the satisfaction of the Local Planning Authority.
- 10 No development shall commence on any part of the site unless and until details of Traffic Calming on ROAD01 and ROAD06 (Drawing No: 21410_02_SK_003) and a timetable for implementation have been submitted to and approved by the Local Planning Authority. The details approved shall thereafter be implemented in accordance with the approved timetable.
- 11 Prior to Public Transport servicing of the development, bus infrastructure in the form of raised bus kerbs/shelters/bus stops/lighting/timetable information is to be implemented. Details (including a programme for construction/installation) of any such infrastructure are to be submitted and approved by the Local Planning Authority. Once approved the development shall be

constructed strictly in accordance with these details and retained as such for the life of the development unless otherwise agreed in writing by the Local Planning Authority.

- 12 Phase 1A shall be undertaken in accordance with the Construction Environmental Management Plan approved by planning reference 2017/0323DOC.

Prior to the commencement of any other Phase of the development, (including remediation works) a Construction Environmental Management Plan (CEMP) shall be submitted to and approved in writing by the Local Planning Authority for that phase. The CEMP shall include details of: a named contact for the developer/construction firm should a complaint be received; the limit and height of stockpiling of materials and interim ground treatment; Storage of building materials, equipment and plant; Temporary landscaping; Construction drainage; Measures to control vibration, noise and dust emissions; Measures to protect retained vegetation, protected and other species and the control of invasive species; Full details of all materials to be imported to, or exported from the site including measures to manage soil movement; Fencing for the duration of site works; Proposed routing of construction traffic, including proposed site access arrangements and access points for construction traffic; Loading and unloading of materials and plant; Storage of materials and plant and materials for use during construction; Details of method to treat and remove suspended solids from surface water run-off during construction; Provision of wheel cleaning facilities; a Construction workers compound; and parking areas including oil and petrol separators. The approved scheme shall be implemented in full for the duration of that phase of the development and no construction activity or work on site shall be undertaken except during the following times: Monday to Friday 0700 to 1800 hours and Saturday 1000 to 1600 hours.

- 13 Phase 1A shall be undertaken in accordance with the surface water drainage scheme approved by planning reference 2017/0331DOC.

No other Phase of development shall take place until a detailed surface water drainage scheme for the site has been submitted to and approved in writing by the Local Planning Authority for that phase, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development. The scheme shall subsequently be implemented strictly in accordance with the approved details before occupation of that phase of development and shall be retained for the life of the development unless otherwise agreed in writing by the Local Planning Authority.

- 14 Phase 1A shall be undertaken in accordance with the foul sewage drainage plans approved by planning reference 2017/0331DOC.

No development within any other phase of the development shall commence until drainage plans for the disposal of foul sewage within that phase have been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented strictly in accordance with the approved details prior to occupation of that phase of development.

- 15 Phase 1A shall be undertaken in accordance with the contamination assessment approved by planning reference 2017/0331DOC.

Plots 219-228 shall be undertaken in accordance with the contamination assessment approved by planning reference 2017/0013DOC.

Unless otherwise agreed in writing by the Local Planning Authority, development within any other Phase must not commence until an assessment of the nature and extent of any potential contamination has been submitted to and approved in writing by the Local Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. The assessment must include; a survey of the extent, scale and nature of contamination and; an assessment of the potential risks to: human health, property, adjoining land, controlled waters, ecological systems, archaeological sites and ancient monuments.

Where any contamination assessment indicates that contamination may be present, a detailed remediation scheme (to bring the site to a condition suitable for the intended use by removing unacceptable risks to critical receptors) for the development shall be submitted to and approved in writing by the

Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures.

- 16 In the event that remediation is required to render the development suitable for use, the remediation scheme approved pursuant to condition 15 shall be Implemented strictly in accordance with the approved timetable of works. Prior to occupation of any building(s) a Verification Report (that demonstrates the effectiveness of the remediation carried out) must be submitted to and approved in writing by the Local Planning Authority.
- 17 In the event that contamination is found at any time when carrying out the Approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of condition 22 above, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall thereafter be implemented strictly in accordance with the approved timetable.
- 18 No part of the development hereby approved shall be commenced until amended soft landscaping proposals have been submitted to and approved by the Local Planning Authority, in relation to sheet 16 and 17 (L6011/16 and L6011/17), to incorporate essential habitat mitigation works and amend the Marginal Planting Within Wetland Meadow Mix to omit omit Ranunculus baudotti, Carex disticha and Carex divisa and to replace these with other, locally characteristic species. The development shall be completed strictly in accordance with these details unless otherwise approved in writing by the Borough Council.
- 19 Phase 1A shall be undertaken in accordance with the submitted tree works details approved by planning reference 2017/0331DOC.

In any other Phase:

(a) No retained tree shall be cut down, uprooted or destroyed, nor shall any retained tree be topped or lopped other than in accordance with the approved plans and particulars, without the prior written approval of the Local Planning Authority. Any topping or lopping approved shall be carried out strictly in accordance with British Standard [3998 (Tree Work)].

(b) If any retained tree is removed, uprooted or destroyed or dies, another tree shall be planted at the same place and that tree shall be of such size and species, and shall be planted at such time, as may be specified in writing by the local planning authority.

(c) The erection of fencing for the protection of any retained tree shall be undertaken strictly in accordance with the approved plans and particulars before any equipment, machinery or materials are brought on to the site for the purposes of the development, and shall be maintained until all equipment, machinery and surplus materials have been removed from the site. Nothing shall be stored or placed in any area fenced in accordance with this condition and the ground levels within those areas shall not be altered, nor shall any excavation be made, without the prior written consent of the Local Planning Authority

20 Any trees or other plants, which die, are removed or become seriously damaged or diseased within the first five years following planting shall be replaced during the next planting season with others of similar size or species unless otherwise agreed in writing by the Local Planning Authority.

21 Phase 1A shall be undertaken in accordance with the earthworks details approved by planning reference 2017/0331DOC.

No development within any other phase shall take place until details of earthworks for that phase have been submitted to and approved in writing by the Local Planning Authority.

(1) The details shall include the proposed grading and mounding of land areas including the finished levels across the site (including finished floor levels, path and road levels and height of retaining walls) and contours to be formed, showing the relationship of proposed mounding to existing vegetation and surrounding landform; and

(2) an assessment of any site slope stability issues the development may have with respect to the creation of ponds and any special stabilisation measures that are required to mitigate slope stability issues for that phase. Dwellings either side of an access road should have a floor slab level at least 300mm above the adjacent access road. The development shall thereafter be implemented strictly in accordance with the approved details.

- 22 The development shall be undertaken in accordance with the Written Scheme of Investigation and Geophysical Survey Report approved by planning reference 2017/0332DOC.
- 23 Prior to the commencement of development in Phase 1B or Phase 2 an updated Ecological Impact Assessment shall be submitted to and approved in writing by the Local Planning Authority. The assessment shall include and updated Phase 1 Habitat Survey and protected species surveys for the site area. Thereafter works shall be undertaken strictly in accordance with the mitigation recommended within the EclA for the Phase.
- 24 No site clearance or removal of any trees, shrubs or other vegetation shall be carried out during the period 1 March to 31 August inclusive unless otherwise agreed in writing in advance with the Local Planning Authority. Any clearance works within this period must be supervised by an Ecological Clerk of Works and the works agreed in writing by the Local Planning Authority prior to the works commencing.
- 25 No development shall commence within a Phase until a landscape management plan for that phase has been submitted to and approved in writing by the Local Planning Authority. The plan shall include details of enhancements to retained habitats on the site, and also provide details of the long-term management of the retained habitats of the site. Thereafter such works shall be undertaken strictly in accordance with the approved landscape management plan for the relevant phase unless otherwise agreed in writing by the Local Planning Authority.
- 26 No Phase of the development shall be occupied unless glazing and ventilation mitigation for that phase has been implemented in line with the strategy outlined in Chapters 6 and 7 of the Noise Assessment (November 2015). This shall include the adoption of the enhanced glazing and ventilation to those properties outlined in sketch plans SK05 and SK05b.

Reasons

1. In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004 and Section 92 of the Town and Country Planning Act 1990.
2. For the avoidance of doubt.
3. In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004 and Section 92 of the Town and Country Planning Act 1990.

4. In order to set the top parameter of floor space for the purpose of calculating CIL, to ensure the scheme remains viable within the limits available finance.
5. In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004 and Section 92 of the Town and Country Planning Act 1990.
6. In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004 and Section 92 of the Town and Country Planning Act 1990
7. In the interests of highway safety.
8. To ensure that sustainable travel is encouraged and implemented in accordance with the aims of the National Planning Policy Guidance.
9. In the interests of pedestrian and cycle safety.
10. In the interests of highway safety.
11. In order to secure adequate public transport linkages to the site and promote sustainable transport.
12. To protect the residential amenity of the area in accordance with the aims of Section 11 of the National Planning Policy Framework and Policy 10 of the Aligned Core Strategy for Gedling Borough.
13. To prevent the increased risk of flooding, to improve and protect water quality; to improve habitat and amenity; and to ensure the future maintenance of sustainable drainage structures, in accordance with the National Planning Policy Framework and Policies 1 and 17 of the Aligned Core Strategy for Gedling Borough (September 2014).
14. To ensure adequate measures are in place to deal with foul sewage on the development site.
15. To ensure that practicable and effective measures are taken to treat, contain or control any contamination and to protect controlled waters.
16. To ensure that practicable and effective measures are taken to treat, contain or control any contamination and to protect controlled waters.
17. To ensure that practicable and effective measures are taken to treat, contain or control any contamination and to protect controlled waters.
18. To ensure a satisfactory development and that the landscaping of the development accords with Policy 10 of the Aligned Core Strategy for Gedling Borough (September 2014)

19. In the interests of good Arboricultural practice.
20. In the interests of good Arboricultural practice.
21. To prevent the increased risk of flooding, to improve and protect water quality; to improve habitat and amenity; and to ensure the future maintenance of sustainable drainage structures.
22. To ensure a satisfactory programme of archaeological work has been approved to ensure that the development is constructed in accordance of the impacts defined within the Environmental Statement.
23. To protect and enhance ecology interest in the area.
24. To protect and enhance ecology interest in the area.
25. To protect and enhance ecology interest in the area.
26. To protect the residential amenity of the area in accordance with the aims of Section 11 of the National Planning Policy Framework and Policy 10 of the Aligned Core Strategy for Gedling Borough (September 2014).

Notes to Applicant

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

The applicant is advised that all planning permissions granted on or after 16th October 2015 May be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL is not payable on the development hereby approved.

It is an offence under S148 and S151 of the Highways Act 1980 to deposit mud on

the public highway and as such you should undertake every effort to prevent it occurring.

The applicant should note that notwithstanding any planning permission that if any highway forming part of the development is to be adopted by the Highways Authority.

The new roads and any highway drainage will be required to comply with the

Nottinghamshire County Council's current highway design guidance and specification for roadworks.

The Advanced Payments Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the

Highway Authority with regard to compliance with the Code, or alternatively to the issue of a Section 38 Agreement and bond under the Highways Act 1980. A Section 38 Agreement can take some time to complete. Therefore, it is recommended that

the developer contact the Highway Authority as early as possible.

It is strongly recommended that the developer contact the Highway Authority at an early stage to clarify the codes etc. with which compliance will be required in the particular circumstance, and it is essential that design calculations and detailed construction drawings for the proposed works are submitted to and approved by the County Council (or District Council) in writing before any work commences on site.

In order to carry out the off-site works required you will be undertaking work in the public highway which is land subject to the provisions of the Highways Act 1980 (as amended) and therefore land over which you have no control. In order to undertake

the works you will need to enter into an agreement under Section 278 of the Act.

Please contact the Highway Authority for details.

The detailed surface water drainage scheme to be submitted shall:

- require all flows to be attenuated to Q_{bar} for the entire site;
- include provision for the entire site to be drained to the surface water drainage system with appropriate run-off coefficients or other factors used to represent the differing run off characteristics of the various parts of the site;
- include an exceedance check using micro-drainage software to simulate the drainage system for the 100 year + 30% climate change event for a range of durations from 15 minutes to 24 hours to assess where the drainage system may flood. If this occurs, provision must be made for the accumulated volumes and flows to be directed to the surface water attenuation areas;
- demonstrate that the surface water drainage system is designed in accordance with CIRIA C635 and C753, and the National SUDS Standards;
- demonstrate detailed design (plans, network details and calculations) in support of

any surface water drainage scheme, including details of any attenuation system, and outfall arrangements.

Calculations should demonstrate the performance of the designed system for a range of return periods and storm durations inclusive of the 1 in 1 year, 1 in 2 year, 1 in 30 year, 1 in 100 year plus climate change return periods;

- confirm how on-site surface water drainage systems will be adopted and maintained in perpetuity to ensure long term operation at the designed parameters.

Public sewers have statutory protection by virtue of the Water Industry Act 1991, as amended by the Water Act 2003, and you may not build close to, directly over or divert a public sewer without consent. You are advised to contact Severn Trent Water to discuss your proposals. Severn Trent Water will seek to assist you in obtaining a solution which protects both the public sewer and the proposed development. If you require further information, please contact Severn Trent Water on 0116 234 3834.

The Borough Council requests that the applicant considers incorporating provision for residential dwellings (with dedicated parking) to have dedicated outside electric power points, to allow residents to charge electric/hybrid vehicles into the future (see IET Code of Practice for EV Charging Equipment Installation).

Councillor Smith joined the meeting.

7 APPLICATION NO. 2020/0235 - 14 TENNYSON AVENUE, GEDLING, NOTTINGHAMSHIRE

Demolition of existing building and construction of new replacement dwelling

The Assistant Director of Planning and Regeneration introduced the report.

RESOLVED:

To Grant Planning Permission subject to conditions:-

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.

- 2 This permission shall be read in accordance with the following plans;-Application forms, received 10th March 2020 Drawing no. 351 Ex01 showing site location plan and existing bungalow, received 10th March 2020 Drawing no. 351 P05B showing proposed new dwelling, received 10th March 2020
- 3 The development hereby permitted shall be constructed in accordance with the materials identified on the approved drawings and application form.
- 4 From the date of first occupation the property built on the site shall be provided with access to an electric vehicle (EV) charge point. The charge point must have a minimum power rating output of 7kW on a dedicated circuit, capable of providing a safe overnight charge to an electric vehicle.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt and to define the terms of this permission.
- 3 To ensure the character of the area is respected and to comply with policy ASC10.
- 4 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Council's Local Plan.

Reasons for Decision

The proposed development is consistent with Gedling Borough planning policies. The design of the proposal is considered to be acceptable and does not have an unacceptable impact on the visual amenity of the area. The proposal will not have an unacceptable impact on the residential amenity of occupiers of neighbouring properties in terms of overlooking or massing / overshadowing. Parking and access at the site are unaffected by the proposal. It is considered that the proposal is appropriate for its context and is in accordance with the NPPF (Parts 2, 5, 11 and 12), Policies A, 1, 8 and 10 of the ACS and Policies LPD 11, 32, 40, 57,61 and Appendix D of the LPD.

Notes to Applicant

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL IS PAYABLE on the development hereby approved as is detailed below. Full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Council's website or from the Planning Portal: www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

The developer is encouraged to consider upgrading the EV charging facilities to incorporate mode 3 charging capability as this will help future proof the development and improve its sustainability. A suitable electrical socket can be provided to allow 'Mode 3' charging of an electric vehicle, allowing Smart charging of electric vehicles. All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

8

APPLICATION NO. 2020/0110 - 14 BRAUNTON CRESCENT, MAPPERLEY, NOTTINGHAMSHIRE

Convert integral garage into open plan lounge/kitchen/dining room.

RESOLVED:

To Grant Planning Permission subject to conditions:

Conditions

1. The development shall be begun before the expiration of three years from the date of this permission.
2. The development shall be undertaken in accordance with the application form received on 6th February 2020 and the following plans titled: Proposed Front Elevation & Proposed Layout received on 26th February 2020.
3. The materials to be used in the construction of the external surfaces of the development hereby permitted shall match those used in the existing building in terms of type, colour and texture, size, profile and bonding pattern.

9 APPLICATION NO. 2020/0035 - HILL CREST PARK, HOYLE ROAD, CALVERTON

Construction of additional 4 no light industrial general industrial (B1/B2) units to the existing units.

The Assistant Director of Planning and Regeneration introduced the report.

RESOLVED:

To Grant Full Planning Permission: Subject to the following conditions:

Conditions

- 1 The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
- 2 This permission shall be read in accordance with the application form and following list of approved drawings:
 - 4376 A100 P5 - Proposed site plan
 - 4376 A101 P2 - site block plan
 - 4376 A200 P3 - Proposed GA plan - All units
 - 4376 A201 P3 - Proposed GA plan - units 9 and 10
 - 4376 A202 P3 - Proposed GA plan - units 11 and 12
 - 4376 A205 P4 - Proposed roof plan - All units
 - 4376 A300 P3 - Elevations - all units
 - 4376 A301 P3 - Elevations - proposed units 9 & 10
 - 4376 A302 P3 - Elevations - proposed units 11 & 12
 - 3468-E-6000 - proposed external lighting layout

The development shall thereafter be undertaken in accordance with these plans/details.

- 3 Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. All works on site shall be undertaken in accordance with the approved CEMP.
- 4 Prior to the commencement of development an assessment of the nature and extent of any potential contamination shall be submitted to and approved in writing by the Local Planning Authority (site characterisation). This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. Moreover, it must include; a survey of the extent, scale and nature of contamination and; an assessment of the potential risks to: human health, property, adjoining land, controlled waters, ecological systems, archaeological sites and ancient monuments. Where required, a detailed remediation scheme (to bring the site to a condition suitable for the intended use by removing unacceptable risks to critical receptors) should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures.
- 5 In the event that remediation is required to render the development suitable for use, the agreed remediation scheme shall be implemented in accordance with the approved timetable of works. Prior to occupation of any building(s) a Verification Report (that demonstrates the effectiveness of the remediation carried out) must be submitted and approved in writing by the Local Planning Authority.
- 6 In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements above, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.

- 7 The additional units hereby approved shall not be brought into use until the parking, turning and servicing areas are surfaced in a bound material with the parking bays clearly delineated in accordance with drawing number 4373 A100 P5. The parking, turning and servicing areas shall be maintained in the bound material for the life of the development and shall not be used for any purpose other than the parking, turning and loading and unloading of vehicles.
- 8 Prior to occupation of any part of the development hereby approved the 2 electric charging points and bike rack, as identified on drawing 4376 A100 P5, shall be installed and be fully operational and thereafter be maintained as such for the lifetime of the development.
- 9 Prior to above ground works commencing, a scheme of landscaping showing the location, species and size of specimens to be planted shall be submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be carried out in the first planting season following the completion of the development. Any trees, shrubs or plants that die within a period of five years from the completion of each development phase, or are removed and/or become seriously damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of similar size and species.
- 10 The units shall be used for B1 and B2 purposes only and no other uses within the Town and Country Planning (Use Classes) Order 1987 (as amended).

Reasons

- 1 To comply with the requirements of Section 91(1) of the Town and Country Planning Act 1990 (as amended).
- 2 For the avoidance of doubt.
3. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
4. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 121 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.

5. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 121 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.
6. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 121 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.
7. To ensure that adequate off-street parking provision is made to reduce the possibilities of the proposed development leading to on-street parking in the area and to comply with policy LPD57.
8. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
9. To ensure that the character of the area is respected and the loss of existing trees is mitigated and to comply with policy LPD19.
10. To ensure that possible impacts with regard to highway and parking matters are appropriately assessed and to comply with policies LPD57 and LPD61.

Reasons for Decision

The principle of development is supported in that it falls within the built form of Calverton on a site allocated for employment uses. The development would extend the employment uses on the site, enhancing the local economy. Furthermore, the scale, layout and design of the built form would respect the character of the area and not have a detrimental impact on the amenity of the area and adjacent land uses. Furthermore, highway safety would not be compromised with adequate parking spaces provided too. The application is, therefore, deemed to comply with policies A, 4 and 10 the Aligned Core Strategy; policies LPD11, LPD19, LPD32, LPD44, LPD46, LPD57 and LPD61 of the Local Planning Document; policies G4 BE2 and BE4 of the Calverton Neighbourhood Plan and guidance within the NPPF.

10 APPLICATION NO. 2020/0009 - MILLBECK HOUSE, OAKDALE ROAD, ARNOLD

Full planning application for the conversion of a disused/unoccupied residential care home (C2) into 23 apartments (C3) comprising of 16 x 1 beds and 7 x 2 beds.

RESOLVED:

That the Borough Council GRANTS PLANNING PERMISSION, subject to the owner entering into planning obligations with the Borough Council as local planning authority to a review of viability of the development at Millbeck House and to secure a local labour agreement and with the County Council as local highway authority for the provision of, or financial contributions towards bus stop infrastructure at Cedar Grove and subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development hereby permitted shall be completed in accordance with the submitted documents received on the 7th January 2020- the Application Form; and Design and Access Statement and the following plans received on the 7th January 2020: Existing Ground Floor Plan drg. no. MH-HD-1001-P00-PL Existing First Floor Plan drg. no. MH-HD-1002-P00-PL Existing Roof Plan drg. no. MH-HD-1003-P00-PL Existing Elevations drg. no. MH-HD-1004-P00-PL Proposed Ground Floor Plan drg. no. MH-HD-2001-P00-PL Proposed First Floor Plan drg. no. MH-HD-2002-P00-PL Proposed Roof Plan drg. no. MH-HD-2003-P00-PL Proposed Elevations drg. no. MH-HD-2004-P00-PL.

The development hereby permitted shall thereafter be undertaken in accordance with the submitted plans and details.

- 3 The materials used in any exterior work shall be as identified on the approved drg no. MH-HD-2004-P00-PL and Section 7 of the application form submitted on the 7th January 2020.
- 4 No part of the development hereby permitted shall be brought into use until the parking, turning and servicing areas are surfaced in a bound material with the parking bays clearly delineated in accordance with the plan figure 15. Proposed ground floor plan (Within Design and Access Statement). The parking, turning and servicing areas shall be maintained in the bound material for the life of the development and shall not be used for any purpose other than the parking, turning and loading and unloading of vehicles.
- 5 Prior to the first occupation of the development hereby approved details of the soft and hard landscape works shall be submitted to and approved in writing by the Local Planning Authority. The detailed landscape plans and particulars shall include details of size, species, positions and densities of all trees, hedges and shrubs to be planted together with a programme of

implementation. The development shall be implemented in accordance with the approved details.

- 6 If within a period of five years beginning with the date of the planting of any tree or shrub, approved in relation to condition 5 of this permission, that tree or shrub, or any tree or shrub that is planted in replacement of it, is removed, uprooted or destroyed or dies, or becomes in the opinion of the Local Planning Authority seriously damaged or defective, another tree or shrub of the same species and size as that originally planted shall be planted at the same place.
- 7 Before the development is commenced a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP.
- 8 Prior to the occupation of building(s) hereby permitted, details shall be submitted to and approved in writing by the Local Planning Authority as to the position within the development of two (2) Electric Vehicle Recharging Points. The Electric Vehicle Recharging Points shall be in a prominent position on the site and shall be for the exclusive use of zero emission vehicles. The Electric Vehicle Recharging Points shall be installed prior to occupation of any part of the development and shall be thereafter maintained in the location as approved for the lifetime of the development. All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 In the interests of visual amenity and the character and appearance of the area in accordance with the aims of policy LPD 40 of the Local Planning Document..

- 4 To ensure that adequate off-street parking provision is made to reduce the possibilities of the proposed development leading to on-street parking in the area.
- 5 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy and policy LPD 32 of the Local Planning Document.
- 6 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy and policy LPD 32 of the Local Planning Document.
- 7 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration the National Planning Policy Framework and Policy LPD11 of the Council's Local Plan.
- 8 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough, and takes into consideration the National Planning Policy Framework and Policy LPD11 of the Council's Local Plan.

Reasons for Decision

The development is visually acceptable, results in no undue impact on neighbouring properties or the area in general. There are no highway safety or parking issues arising as part of the proposal. The proposal would not be viable if the required affordable planning obligations are provided however, in the overall planning balance it is considered that this is outweighed by the fact that the development would bring a vacant site back into use, that it would provide residential accommodation in a sustainable location and that it would contribute to the Council's 5 year housing land supply. Taking the above into account, it is considered that the proposal is appropriate for its context and is in accordance with Sections 2, 4, 5, 9, 11 and 12 of the NPPF (2019), Policies A, 1, 2, 8, 10, 18 and 19 of the Aligned Core Strategy (2014) and Policies 32, 33, 35, 37, 40, 57 and 61 the Local Planning Document Part 2 Local Plan (2018). There are no material considerations that indicate otherwise although conditions have been attached

Notes to Applicant

The applicant is advised that all planning permissions granted on or 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL is not payable on the development given that there is no net additional increase of floorspace as a result of the development.

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

Date Recommended: 2nd June 2020

11 APPEAL DECISION REF: 2019/0695 - 1 THE MOUNT, BESTWOOD, NOTTINGHAM, NG6 8TP

Construction of detached bungalow.

RESOLVED:

To note the information.

12 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

13 FUTURE APPLICATIONS

RESOLVED:

To note the information.

14 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.30 pm

Signed by Chair:
Date:

MINUTES CABINET

Thursday 18 June 2020

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Viv McCrossen
Councillor Henry Wheeler

Officers in Attendance: M Hill, M Avery, A Ball, H Barrington, C McCleary and D Wakelin

1 APOLOGIES FOR ABSENCE.

None.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 19 MARCH 2020

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record, subject to clarifying that the delegation in resolution 3 of minute 82 is in consultation with the Leader and Portfolio Holder for Public Protection.

3 DECLARATION OF INTERESTS.

None.

4 COVID 19 - THE COUNCIL'S RESPONSE

The Director of Health and Community Wellbeing introduced a report providing a comprehensive update to members on the action taken by the Council to respond to the Covid-19 pandemic.

RESOLVED to:

- 1) Note the steps that have been taken by the Council to respond to the Covid-19 pandemic as set out in Appendix 1 to the report; and
- 2) Thank Council staff for their efforts, flexibility and dedication to maintaining services and thank the public for their support throughout the pandemic.

5 COVID 19 - THE COUNCIL'S RESET STRATEGY

The Director of Organisational Development and Democratic Services introduced a report of the Senior Leadership Team outlining the Council's approach to recovery in response to the Covid-19 pandemic.

RESOLVED to:

- 1) Note the steps that have already been taken to reinstate services;
- 2) Approve the Reset Strategy at Appendix 2 to the report;
- 3) Support the approach proposed in respect of the five work streams underpinning the reset plans; and
- 4) Review the Gedling Plan priorities and actions in light of the consequences of Covid-19

6 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

7 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.42 pm

Signed by Chair:
Date:

MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 24 June 2020

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Michael Adams
Councillor Sandra Barnes

Councillor Chris Barnfather
Councillor Bob Collis
Councillor Marje Paling

Officers in Attendance: D Archer

10 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

11 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 JUNE 2020.

RESOLVED:

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

12 DECLARATION OF INTERESTS.

None.

13 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

14 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12a of the Local Government Act 1972.

15 CONCLUSION OF PROCESS - RECRUITMENT OF CHIEF EXECUTIVE.

Consideration was given to a report of the Service Manager Organisational Development which provided supporting information on the process for interviewing candidates for the role of Chief Executive

Following the interview process it was

RESOLVED to:

- 1) Recommend to Council on 15 July that Mike Hill be offered the role of Chief Executive and formally designated as Head of Paid Service, Returning Officer and Electoral Registration Officer;
- 2) Agree that the starting salary to be offered will be at the bottom of the pay band, currently £112,363, subject to the pending national pay award and that future salary reviews will be carried out annually starting from 1 March 2021 in acknowledgement that the post holder has been undertaking the role in an “acting up” capacity since March 2020;
- 3) Inform the Monitoring Officer of the recommendation of the committee and ask that the Monitoring Officer implements due process to notify the executive and report to Full Council (with appointment to commence from the day following Council’s decision); and
- 4) Make a provisional offer of employment conditional on the approval of Council.

The meeting finished at 4.30 pm

Signed by Chair:

Date:

DECISIONS MADE UNDER DELEGATED AUTHORITY

<u>Business (click to view decision)</u>	<u>Summary</u>	<u>Ref.</u>	<u>Date</u>	<u>Portfolio</u>
Alterations to DNA Health and Fitness Memberships	To remove the 9 month fixed contract terms and conditions of DNA health and fitness memberships to come into effect from 1st July 2020	D1027	12/06/2020	Housing, Health and Wellbeing
Gedling Borough Council Discretionary Business Grants Fund	To approve the implementation of the Gedling Borough Council Discretionary Business Grants Fund	D1025	30/05/2020	Leader of the Council
Operation of Arnold Market	To lift restrictions on stalls at Arnold Market, to enable normal market trading to resume from 1 st June 2020	D1029	29/05/2020	Leader of the Council
Reinstatement of parking charges and ticket displays	To reinstate parking charges and ticketing requirements at the Council's car parks	D1024	29/05/2020	Leader of the Council
Lease of part of the lower car park at Burntstump Country Park and the making of a new Off Street Parking Places Order	To approve the lease of part of the Lower Car Park at Burntstump Country Park, Arnold to the Police and Crime Commissioner and to bring into effect an amended Parking Order	D1021	21/05/2020	Leader of the Council
Enforcement of the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020	To approve the level for fixed penalty notice for offences under the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020, to control the spread of COVID-19	D1020	16/05/2020	Public Protection

Council Service Changes Due to COVID-19 - Amendments to operational and payment requirements for Selective Licensing	To authorise, during the Covid-19 pandemic, an amendment to the payment of fees in respect of selective licensing	D1012	14/05/2020	Leader of the Council
Re-opening of some Council park's facilities	To approve the re-opening of public conveniences located within Bestwood Country Park, Arnot Hill Park and Gedling Country Park, including the re-opening of Café 1899 at Gedling Country Park, for the provision of takeaway food.	D1011	14/05/2020	Leader of the Council
Commercial Tree Teams	To authorise the Gedling Borough Council Commercial Tree teams to commence services from 1 June 2020 for domestic households	D1019	16/05/2020	Leader of the Council
Re-opening of Car Parks serving parks and open spaces	To approve the re-opening of Council car parks serving the Council's parks and open spaces from Wednesday 13 May 2020	D1013	12/05/2020	Leader of the Council
Re-introduction of bulky waste collection	To approve the re-introduction of the bulky waste collection service	D1010	14/05/2020	Leader of the Council
Proposed Names for the development of land at 22 Kighill Lane Ravenshead	To authorise the name Berkley Gardens to be used in relation to the proposed development of land at 22 Kighill Lane Ravenshead	D1007	11/05/2020	Growth and Regeneration
Council Service Changes Due to COVID-19 – Resuming glass collection service	To approve the reinstatement of normal glass collection services	D1006	04/05/2020	Leader of the Council
Calverton Parish Council Grounds Maintenance	To approve a contract to provide grounds maintenance services to an existing client, Calverton Parish Council, for a period of one year	D934	27/04/2020	Environment

Parks and Street Care Pet Cremation Service Fees and Charges 2020/21	To approve the revised Fees and Charges for 2020/21 for the Pet Cremation Service for the next financial year	D968	27/04/2020	Environment
Parks & Street Care, Commercial Tree Team Fees and Charges 2020/21	To approve the revised Fees and Charges for 2020/21 for the Commercial Tree Team for the next financial year	D969	27/04/2020	Environment
Parks & Street Care, Cemeteries and Sports, Fees and Charges 2020/21	To approve the revised Fees and Charges for 2020/21 for Cemeteries and Sports for the next financial year	D967	27/04/2020	Environment
Council Service Changes Due to COVID-19 – Rent Holidays on Council leases to Community Organisations and Voluntary Groups	To approve a three month holiday from rental payments due to the Council under Council leases and licences to community groups and voluntary organisations	D1005	27/04/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Authorisation to carry out funerals during weekends and bank holidays	To authorise the carrying out of funerals and burials at the Council's cemeteries, during weekends and bank holidays if necessary during Covid-19 pandemic and to set fees and charges in relation to such funerals and burials	D1004	27/04/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Cemeteries	To approve temporary changes to the delivery of cemetery services at the Council's cemeteries during the Covid-19 pandemic	D1003	24/04/2020	Leader of the Council
Administration of Giving for Gedling Fund	To delegate authority to the Acting Chief Executive in consultation with the Leader and Deputy Leader of the Council to manage and distribute funds from the Giving for Gedling Fund	D999	14/04/2020	Leader of the Council
Variation to Customer Complaints, Comments and Compliments Policy due to COVID-19	To approve amendments to the Council's Complaints, Comments and Compliments Policy to allow an extension of time for dealing with customer complaints	D998	08/04/2020	Leader of the Council

Council Service Changes Due to COVID-19 – Cemeteries	To approve temporary changes to the delivery of cemetery services at the Council's cemeteries during the Covid-19 pandemic	D996	03/04/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Rent Holidays on Council Commercial Property	To approve a three month holiday from rental payments due to the Council under commercial leases	D995	03/04/2020	Leader of the Council
Land Charges Fees and Charges 2020/21	To approve the revised Fees and Charges for 2020/21 for the Local Land Charge CON29 for the next financial year	D975	02/04/2020	Growth and Regeneration
Council Service Changes Due to COVID-19 – Suspension of Tree works	To approve the temporary suspension of all Gedling Borough Council Commercial Tree Services to domestic households, excluding emergency tree works	D994	02/04/2020	Leader of the Council
Relief for Council Taxpayers – Covid-19 Hardship Fund 2020/21	To approve the Council's scheme of discretionary discounts to deliver relief to council taxpayers in accordance with the Council Tax, Covid-19 Hardship Fund 2020/21 guidance	D993	01/04/2020	Leader of the Council
National Non-Domestic Rates Expanded Retail Discount 2020/21 Covid-19	To approve use of the Government's guidance held at a permalink on the Government's website, gov.uk, for determining an application for discretionary expanded retail discount	D992	31/03/2020	Resources and Reputation
Approval of Hourly Rates for providing Legal Services to other Public Authorities	To approve an increase in hourly rates for legal services provision to public authorities	D991	31/03/2020	Leader of the Council
Business Support Grants - Small Business Grant Fund and Retail, Hospitality and Leisure Grant Fund	To approve the implementation of the Small Business Grant Fund and the Retail, Hospitality and Leisure Grant Fund in accordance with the latest Government guidance	D989	31/03/2020	Leader of the Council

Update of the Street Naming and Numbering Policy and the Introduction of Street Naming and Numbering Charges	To approve the updated Street Naming and Numbering Policy and to introduce a charging scheme for the Street Naming	D974	30/03/2020	Growth and Regeneration
Enforcement of the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020	To approve the level for fixed penalty notice for offences under the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020, to control the spread of COVID-19	D986	30/03/2020	Public Protection
Council Service Changes Due to COVID-19 – Suspension of Bulky Waste and Glass Collection	To approve the temporary suspension of bulky waste and glass collections services from 31 March 2020 to ensure sufficient resource is available to maintain other waste collection services	D987	30/03/2020	Leader of the Council
Volunteering policy (members of public, residents, businesses, third parties and groups)	To approve a Council Volunteering policy for members of the public, residents, businesses, third parties	D985	27/03/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Closure of Car Parks serving parks and open spaces	To authorise the temporary closure of Council car parks which serve Council parks and open spaces, from close of business on 26th March 2020	D984	27/03/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Temporary suspension of parking charges and ticket displays	To authorise the temporary suspension of parking charges and ticketing requirements at the Council's car parks	D990	27/03/2020	Leader of the Council
Enforcement of the Health Protection (Coronavirus Business Closure) (England) Regulations 2020	To delegate the exercising of all functions under Health Protection (Coronavirus Business Closure) (England) Regulations 2020 to the Director of Health and Community Wellbeing	D983	26/03/2020	Public Protection

Council Service Changes Due to COVID-19 – Restricted Access to the Civic Centre	To approve the restriction of access by the public to the Civic Centre building, except for emergency appointments	D982	25/03/2020	Leader of the Council
Council Service Changes Due to COVID-19 – Restrictions on Arnold Market	To approve a restriction on the operation of Arnold Market, to limit the sale of goods to essential items only, namely food and grocery items, during the Covid-19 pandemic	D981	25/03/2020	Leader of the Council
Further Council Service Changes Due to COVID-19	To approve the temporary closure of Council operated children’s play parks, the Gedling Country Park Café 1881 and all Council owned public toilets	D979	23/03/2020	Leader of the Council
National Non-Domestic Rates Nursery Discount 2020/21 Covid-19	To approve the Council’s guidance for determining an application for discretionary nursery discount and delegate authority for the determination of applications for discretionary nursery discount to the Director responsible for Revenues Services	D978	23/03/2020	Resources and Reputation
National Non-Domestic Rates Expanded Retail Discount 2020/21 Covid-19	To approve the Council’s guidance for determining an application for discretionary expanded retail discount and delegate authority for the determination of applications for discretionary expanded retail discount to the Director responsible for Revenues Services	D976	23/03/2020	Resources and Reputation
Council Service Changes Due to COVID-19	To approve the temporary closure of Council operated Leisure Facilities, Community Centres, the Carlton Hub and the Bonington Theatre to the public from 21 st March 2020 and the cancellation of Council run community events with immediate effect	D977	20/03/2020	Leader of the Council
Building Control Fees and Charges 2020/21	To approve a revised set of Fees and Charges for the Building Control Service for the next financial year	D955	16/03/2020	Growth and Regeneration

New Lease for Gedling Indoor Bowls Club Limited	To approve a new lease to Gedling Indoor Bowls Club Limited to allow them to stay on in occupation at the Richard Herrod Leisure Centre for one year from 30 July 2019 on the same terms as the current lease arrangement	D911	11/03/2020	Resources and Reputation
Sale of 135 and 135a Oxclose Lane	To approve the sale of property at 135 and 135a Oxclose Lane	D926	10/02/2020	Resources and Reputation
Community Centre Fees and Charges 2020/21	To approve a revised set of fees and charges and modifications to the pricing structure and discounts for Community Centres for the next financial year	D954	06/03/2020	Community Development
Flood Recovery Framework Council Tax and Business Rates	To approve the Council's guidance for determining an application for reduction in council tax and business rates for persons or businesses affected by flooding from storms Ciara and Dennis and delegate authority for the determination of applications to the Director responsible for Revenues Services	D948	05/03/2020	Resources and Reputation
National Non-Domestic Rates Pubs Discount 2020/21	To approve the Council's guidance for determining an application for discretionary pubs discount and delegate authority for the determination of applications to the Director responsible for Revenues Services	D951	05/03/2020	Resources and Reputation
Approval to extend the Council's contract with Zellis UK Ltd for maintenance and support of the Council's integrated Payroll and Human Resources system	To approve the extension of the Council's contract with the current software provider for maintenance and support of the perpetual licence for the Integrated Payroll and Human Resources system for a further 5 year period	D938	05/03/2020	Resources and Reputation
National Non-Domestic Rates Retail Discount 2020/21	To approve the Council's guidance for determining an application for discretionary retail discount and delegate authority for the determination of applications to the Director responsible for Revenues Services	D950	05/03/2020	Resources and Reputation

National Non-Domestic Rates Local Discretionary Relief Year 4	To approve the Council's guidance for determining an application for local discretionary relief (year 4) for the next financial year	D949	05/03/2020	Resources and Reputation
Arnold Market Place Redevelopment – Consultation on Outline Proposals	To approve the commencement of public consultation for the outline proposals of the redevelopment of Arnold market place	D946	20/02/2020	Growth and Regeneration
Leisure Fees and Charges 20/21	To approve the fees and charges for Leisure Centres for the next financial year	D939	18/02/2020	Housing, Health and Wellbeing
Housing Assistance (Discretionary Warm Homes on Prescription) Grant	To approve a discretionary Housing Assistance Grant exceeding the grant policy limit	D940	14/02/2020	Public Protection
Discretionary Disabled Facilities Grant for circumstances outside the current policy	To approve a discretionary Disabled Facilities Grant for circumstances outside the current policy	D932	14/02/2020	Public Protection
Public Protection Fees and Charges 2020/2021	To approve the revised Fees and Charges for Public Protection for the next financial year	D931	14/02/2020	Public Protection